



MINUTES OF A MEETING OF VENTNOR TOWN COUNCIL

GREEN ROOM, SALISBURY GARDENS

7PM

9 JUNE 2025

Members present:-

Councillors: Steve Cooper (Chair), Steph Toogood, James Toogood, John Watkins, Mark Jefferies, Ian Bond, Linda Jefferies, Steve Milford, Brayden Gibbins, Ernie Polak Harvey, Karl Hunter

Also present:- Katherine Burden (Clerk), Alison Killick (Assistant Town Clerk), Morgan Williams (Policy, Projects and Premises Officer), Catherine Hammond (Business and Voluntary Sector Officer)

MINUTE SUBJECT

DRAFT

43/25 PUBLIC FORUM

There were 4 members of the public present.

A question was raised about whether VTC could provide funding for Ventnor Carnival. Cllr Steve Cooper noted that he would address this matter.

The Assistant Town Clerk of Ventnor Town Council spoke in respect of Item 10 of the agenda with regard to members of the Planning Committee. It was noted that two members would need to be appointed as a vote can currently not be taken on the item relating to La Veness due to a conflict of interest on the Committee which only has 3 members.

Ed Blake spoke in respect of the Rugby Club who were not able to make a presentation at the Annual Town Meeting. The Rugby Club and Football Club run as one and train at Rew Valley. A gym was established and is open to players and club members.

Cllr Ed Blake gave an update from County Hall in respect of the closed and blocked roads in Ventnor. Belgrave Road is now advanced in the stages of being repaired and Island Roads is putting a plan together to secure the rock above and the road below. It is likely to cost in the region of £200k. The matter of Bath Road is still ongoing. South Grove Road will have further work soon. There are a number of walls on the highway that are not owned.

44/25 APOLOGIES FOR ABSENCE

There were no apologies for absence.

45/25 DECLARATIONS OF INTEREST

There were no Declarations of Interest received at this time.

46/25 MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting of 14 April 2025 having been previously circulated were taken as read:

It was proposed by Councillor John Watkins, seconded by Councillor Linda Jefferies, and unanimously resolved to:

Accept Minutes of the Town Council meeting of 14 April 2025.

The minutes of the meeting of 19 May 2025 having been previously circulated were taken as read:

It was proposed by Councillor Ernie Polak Harvey, seconded by Councillor James Toogood, and unanimously resolved to:

Accept Minutes of the Town Council meeting of 19 May 2025.

The Minutes of the: -

- Policy and Resources Committee 28 April 2025
- Policy and Resources Committee 15 May 2025
- Planning Committee 27 May 2025

- Business and Community Committee 27 May 2025
- Policy and Resources Committee 29 May 2025
- Environment and Transport Committee 29 May 2025

are for information only.

47/25 FINANCE REPORT

There was some discussion in respect of the Youth Service budget and the Library. There was a question in respect of fundraising for the Wellbeing Café. It was noted that this was accounted for separately and not part of the budget monitor. It was noted that the VAT from the previous financial year had been received and allocated to the correct financial year.

It was proposed by Councillor Steve Milford, seconded by Councillor Steph Toogood, and unanimously resolved to:

Accept the Finance Report.

48/25 FINAL ACCOUNTS 2024/25

It was requested that an end of year estimate is presented going forward.

It was proposed by Councillor Steve Milford, seconded by Councillor Linda Jefferies, and unanimously resolved to:

- a) Approve the attached Income and Expenditure Account and related Balance Sheet as its Annual Accounts for the financial year 2025/26.
- b) Note the deficit in the reserves and agree to authorise the Policy and Resources Committee to devise and monitor an action plan for replenishing the reserves.

49/25 ANNUAL INTERNAL AUDIT REPORT

The recommendations were noted and there was some discussion in respect of the payments lists being updated on the website to comply with transparency, the use of Section 137 and presenting the insurance policy to councillors for review.

It was proposed by Councillor John Watkins, seconded by Councillor Ian Bond, and unanimously resolved to:

Receive and note the Internal Audit Report for the period ending 31 March 2025.

50/25 ANNUAL GOVERNANCE STATEMENT

It was proposed by Councillor Mark Jefferies, seconded by Councillor Steph Toogood, and unanimously resolved that:

The Town Council approves Section 1 of the Annual Governance Statement as attached to Report 22/25 included in the papers for this Meeting and authorises its Mayor to sign Section 1 accordingly.

51/25 ANNUAL ACCOUNTING STATEMENTS

It was proposed by Councillor Linda Jefferies, seconded by Councillor Steve Milford, and unanimously resolved that the Town Council:

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- i) approves the Accounting Statements 2024/25 in Section 2 of the Annual Governance and Accountability Return attached to Report 23/25 for this meeting;
 - ii) authorises its Mayor to sign Section 2 accordingly; and
 - iii) asks its Town Clerk to submit the completed return together with the required additional papers in advance of the 30 June 2025 deadline.
 - iv) The exercise of public rights are to take place from Tuesday 17 June until Monday 28 July 2025.
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52/25 CONFLICT OF INTEREST STATEMENT

There were no Conflicts of Interest received at this time.

It was proposed by Councillor John Watkins, seconded by Councillor Steve Milford, and unanimously resolved to:

The Mayor and Clerk are authorised to sign the Conflict of Interest Statement.

53/25 APPOINTMENTS TO COMMITTEES

It was proposed by Councillor John Watkins, seconded by Councillor Mark Jefferies to:

Appoint Cllrs Karl Hunter and Steve Cooper to the Planning Committee.

It was proposed by Councillor Ian Bond, seconded by Councillor Mark Jefferies to:

Appoint Cllr Ernie Polak Harvey to the Policy and Resources Committee.

It was unanimously resolved to:

Appoint the following members to Committees:

- a) Cllrs Karl Hunter and Steve Cooper as members of the Planning Committee.
 - b) Cllr Ernie Polak Harvey as a member of the Policy and Resources Committee.
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54/25 VENTNOR LIBRARY PARTNERSHIP AGREEMENT

Officers were asked to renegotiate the Ventnor Library Partnership Agreement with the Isle of Wight Council to keep the costs down. The utility costs were questioned and the Clerk explained that the costs are recharged to Ventnor Town Council and it is in the control of the Isle of Wight Council.

It was proposed by Councillor John Watkins, seconded by Councillor Brayden Gibbens, and unanimously resolved to:

Ask officers to renegotiate the Ventnor Library Partnership Agreement with the Isle of Wight Council.

55/25 BEACH CLEANING

It was suggested that an agreement should be put in place.

It was proposed by Councillor BG, seconded by Councillor SM, and unanimously resolved to:

- a) Relinquish the beach cleaning service and accede to the Isle of Wight Council's request to include Ventnor in the island wide foreshore cleaning contract from 2026.
 - b) Authorise the Town Clerk to extend the existing bin clearance contract to include the emptying of bins along beach from 2026.
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56/25 BANK ACCOUNT

Cllr Steve Cooper confirmed that the Unity Trust Bank is used widely Town and Parish Councils and the Charity sector.

It was proposed by Councillor Steph Toogood, seconded by Councillor Steve Milford, and unanimously resolved to:

Instruct the Clerk to open a 6-Month Fixed Term Bank Account with Unity Trust Bank with the amount deposited to be determined by the Clerk.

57/25 SUPPORT IN KIND FOR EVENTS AND PROJECTS

It was noted that Ventnor Town Council does receive a lot of requests for money towards events. In light of the finances, serious decisions need to be made about recouping the situation.

It was noted that organisations need a clear indication of what to expect in respect of support in kind from Ventnor Town Council.

It was proposed by Councillor Brayden Gibbins, seconded by Councillor Ian Bond, and unanimously resolved to:

Ask the Policy and Resources Committee work in conjunction with the Business and Community Committee to devise a policy to establish the parameters of support in kind for external organisations, events and projects.

58/25 SCHEDULE OF TOWN COUNCIL AND COMMITTEE MEETINGS

The following dates were agreed at the Town Council meeting of 9 December 2024 with all meetings starting at 7pm:

Monday 11 August 2025

Monday 13 October 2025

Monday 8 December 2025

The following dates are proposed for Committees:

Buildings Maintenance Committee – Wednesday 18 June at 9am; Monday 18 August at 9am; Wednesday 22 October at 9am; Wednesday 10 December at 9am.

Business and Community Committee – Wednesday 9 July at 10am; Wednesday 10 September at 10am; Wednesday 12 November at 10am

Environment and Transport Committee – Tuesday 15 July at 9am

Policy and Resources Committee – Tuesday 1 July at 9am

It was noted that meeting dates and times are determined by individual committee. The Policy and Resources Committee need to meet regularly as this committee monitors the finances.

It was noted that the public are entitled to attend meetings and raise an issue. The Clerk clarified that this is indeed the case, but any issues or questions raised at a committee meeting must relate to the agenda for that meeting.

It was noted that the Environment and Transport Committee would be scheduling meetings after the July meeting once a decision has been made on the Community Orchard Working Group.

JW – meet with Town Clerk a few weeks prior to the meeting and if no business then meeting deferred.

It was proposed by Councillor John Watkins, seconded by Councillor Ian Bond, and unanimously resolved to:

Approve the proposed 2025 dates for Committee meetings with the proviso that any committee can make a change of date in accordance with the Standing Orders.

59/25 EXCLUSION OF PUBLIC AND PRESS

In view of the confidential nature of the following items:

Appointment of new Town Clerk and RFO.

It was resolved under the Public Bodies Admissions to Meetings (1960) Act:

To exclude the Public and Press whilst the next items are under discussion as they are of a confidential nature.

The meeting closed at 8:09pm

SIGNED BY THE MAYOR

DATE