

ROOKLEY PARISH COUNCIL
MINUTES OF THE MEETING HELD WEDNESDAY, 1st OCTOBER 2025
At 7.30 PM IN THE VILLAGE HALL, HIGHWOOD LANE, ROOKLEY,
ISLE OF WIGHT PO38 3NN

PRESENT: Chair: Cllr C Willis
Cllrs: I Leah, E Wills, I RigaudBarrett, R Jones, Chris Hollingshead
Parish Clerk: S Woods

The Chairman welcomed everyone to the meeting and asked if Mr Hollingshead had any questions – he had not.

336/25-26 APOLOGIES FOR ABSENCE: Cllr C Gladwin

337/25-26 TO AGREE TO CO-OPT MR CHRIS HOLLINGSHEAD ON TO ROOKLEY PARISH COUNCIL:

Cllr Willis proposed Mr Chris Hollingshead be co-opted on to Rookley Parish Council, seconded Cllr Wills – **resolved**. Mr C Hollingshead joined the PC at the table.

338/25-26 CLLR CHRIS HOLLINGSHEAD TO SIGN HIS DECLARATION OF ACCEPTANCE – TO BE COUNTERSIGNED BY THE PARISH CLERK.

The Chairman welcomed Cllr Hollingshead to the Parish Council, he signed his Declaration of Acceptance, and this was duly countersigned by the Clerk.

339/25-26 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION:

1. **To receive any pecuniary or non-pecuniary interests:** Cllrs Willis, Wills and Leah declared an interest in Rookley Village Hall/Association, as they are Trustees.
Cllr Hollingshead declared an interest, as a Director of Wight Gardening Services Ltd.
2. **To receive and consider any written requests for dispensation:** none received.

340/25-26 MINUTES OF THE LAST MEETING:

Resolved the Minutes of the last meeting held 3rd September 2025 be approved and signed.

341/25-26 TO RECEIVE REPORTS/INFORMATION FROM:

1. **The Clerk:** the Clerk's report was noted, and will be attached to the Minutes, for information.
2. **The Chairman:** He was aware there had been an accident recently at Highwood Grove. Discussion held on speeding, and it was noted that the PC request to move the 30 mph sign further out of the village, near Pidford Farm, had been turned down as it did not fit with national policy.

Village Green – Confirmed Dares had been to undertake reinstatement works and everything was in order.

3. Parish Councillors:

Cllr Wills – Time Capsule clarification given as to what was broken, Cllr Wills will look at again. **Action: EW**

Water Treatment Works – Been informed by nearby resident that Southern Water did not intend to use the local Works for the storing of water tankers.

Cllr Leah – Attended seminar – ‘Beyond the Precept exploring alternative funding’ and agreed to do a write up and circulate to Cllrs. The main message was that you need a project before you can really look for funding, not the other way round. Queried weekly newsletter the LA email. Clerk confirmed an IWC email on grants was received weekly. Will send to Cllr Leah.

Cllr Hollingshead – reported Island Roads had made repairs to the pavement by the Village Green that look atrocious, like ‘black snakes’. He agreed to send the Clerk a photo for her to report in on-line. Aware this work done to ‘stabilise the cracks’ but it was not felt that the works fitted in with Island Roads own aesthetic criteria. **Action: CH/Clerk**

Time Capsule slabs – he said he was happy to get a friend to repair these. Clerk will check if a volunteer is covered by the PC insurance and let him know. **Action: Clerk**

Cllr Jones – reported on the Planning training he had attended. First half very good, second mainly centred around Ryde TC. He said the IW new planning framework was not yet in place – the IWC keep rejecting it. So, what went before is being used. The Island Planning Strategy went to Central Government and the NPPF was rejected as the housing targets were not high enough. It was noted that Planning Officers do carry out site visits for planning applications.

It was noted that the IWC were voting tonight on ‘Devolution’- to create mayoral combined County Authority called Hampshire and The Solent incorporating Hampshire, Southampton, Portsmouth and Isle of Wight.

Discussion held on planning materials considerations and conditions, and a previous site meeting regarding a PC request for a pedestrian crossing in the village.

- 4. Ward Councillor:** Had sent her apologies, as at Full Council meeting. Her email reported Captiva have now received the Legal Agreement re the Highwood Grove footway.

342/25-26 FINANCES:

- 1. To agree quotation from John Cattle, Wight Trash to undertake remedial works (as per the ROSPA annual safety inspection) to the Skate Park.**

Quote £200 for labour and £120 for materials. The PC **resolved** to agree this quotation.

- 2. To note the bank reconciliation to the end of September 2025 (circulated to Cllrs):**
Noted.

- 3. To approve payments and note receipts – circulated to Cllrs.**

The Accounts for payment sheet for the October meeting had been circulated to Cllrs. **Resolved** payment be approved.

OCTOBER MEETING - ACCOUNTS FOR PAYMENT

| | | £ |
|----|--|-----------------|
| 30 | Treecare Coppice 3 Hazel, fell one dead tree and remove arisings | 300.00 |
| 31 | Island Roads Emptying of dog bins @ Main Road/Niton Road – April to September 2025 | 369.60 |
| 32 | Sally Woods September Salary + backdated pay increase £540.20 + 16 x 2 nd Class Stamps + 1 x ream printer paper + ink cartridge £42.38 | 582.58 |
| 33 | Wight Trash Labour costs for repairs to skate park | 200.00 |
| 34 | E Read 2 x Grass cuts – Village Green | 190.00 |
| 35 | Lloyds September Service Charge | 4.25 |
| | TOTAL | 1,646.43 |

343/25-26 PLANNING

1. Updates:

Approved by IWC:

25/01019/TW Parkside, Main Road, Rookley: Proposal to remove Poplar, Ash and Chestnut trees.

2. To agree comments on applications (for each application 5 minutes are allowed for applicant/objector etc. to comment): None.

It was noted that a new application had been received for 38 houses on the site adjacent to The Lodge, Main Road, Rookley. PC agreed a Planning meeting be held on Thursday 16th October 2025 between 5 – 6 pm at Rookley Village Hall. Applicant to be invited. **Action: Clerk**
Cllr Riguard-Barrett sent his apologies.

344/25-26 VILLAGE GREEN:

1. Registration – Update on application to register the Green as a Village Green. Nothing further yet heard.

2. To decide whether the Parish Council should instruct a solicitor regards the ownership of the corner of the Village Green:

Cllr Leah had obtained a quotation from a solicitor, as agreed at the last meeting. Their fees would be £850 plus VAT. The application may not be successful, but the legal fees would still need to be paid. He had circulated an email outlining the information required to successfully prove ownership.

Lengthy discussion followed. It was noted these legal costs had not been budgeted for this financial year. Concern raised there could be further legal costs. Clerk offered to look into whether she could submit an Adverse Possession application but did point out that she had worked overtime hours pretty much every month since she started and did not want to work more than she was. So, could do this in months she was not so busy.

Resolved Clerk look into submitting an Adverse Possession claim, when time allows, and the PC put money aside in next year's budget, should a solicitor be eventually used.

Action: Clerk

3. Tree Work – Update on works undertaken and email from resident requesting further works and offering to contribute towards more Christmas Lights for the Christmas tree:

Tree works undertaken, as per quotation – invoice in accounts for payment sheet.

It was noted that the Ash tree on the Village Green had a TPO on it.

Cllrs felt they had shown good will and undertaken work to remove dead tree and coppice three Hazel at the request of resident and **resolved** no further work will be carried out on trees, at this time. Cllr Leah agreed to inform resident. **Action: IL**

Resolved PC discuss resident's offer to contribute towards lights within next agenda item.

345/25-26 CHRISTMAS:

i) To discuss options for the Christmas Tree on the Village Green (information circulated to Cllrs):

Cllrs discussed the options of continued use of the existing large tree and lights (which were owned by the PC), planting a new tree, purchasing a tree for single use and purchasing solar lights. It was noted there had been problems last year with the lights, due to windy weather and many of the lights went out, and the lighting post was rusty.

After lengthy discussion on the above, the benefits of having tree lights and possibility of someone sponsoring a tree and lights. It was noted positive comments on the tree and lights, as a focal point for the village at Christmas, were always received.

Cllr Hollingshead agreed to look at whether his company could sponsor solar lights on the existing tree, at zero cost to the PC, if they could display company advertising boards. Cllrs felt this a great idea and agreed Christmas tree update go on the November agenda. **Action: CH**

ii) To confirm date for Christmas Carol Event on the Green and start arrangements:

Provisional date set of Monday 8th December 2025 at 6.30 pm subject to the Clerk being able to book the Vicar and Guitar Group. Item to go on November agenda. **Action: Clerk**

346/25-26 TO DISCUSS/APPROVE AND SIGN AGREEMENT FOR USE OF THE PLAY AREA, BETWEEN ROOKLEY VILLAGE ASSOCIATION AND ROOKLEY PARISH COUNCIL:

Agreement circulated to Cllrs. It was noted that this had been signed by David Sheath on behalf of RVA.

Discussion followed on the agreement, and whether a PC Solicitor should be used. One Cllr felt an agreement was not required and disagreed with what had been proposed, particularly around the Revocation clause of 30 days notice.

It was noted that the Internal Auditor had recommended that a Lease/agreement be held between the two parties.

Cllrs **resolved** to defer this item to a future meeting **Action: Clerk**

347/25-26 TO DISCUSS THE PARISH COUNCIL HAVING A STAND ALONE WEBSITE:

Information and quotations circulated to Cllrs.

Resolved this item be deferred to a future meeting.

348/25-25 ISLE OF WIGHT COUNCIL:

- i) To note letter regarding Local Council Tax:** Noted.
- ii) To note consultation launch on Island Transport Plan:** Noted.
- iii) IWC Street Trading Policy and fees being reviewed:** Noted.

349/25-26 TO NOTE EMAIL FROM WIGHT NATURE FUND – Invite to launch event for Tree Wardens on 10th November 2025 at IW Steam Railway 10 am – 4 pm.

Cllr Leah said he was prepared to attend as a fact finding exercise and would bring information back to the PC. Refreshments would be provided (Agenda to follow). Cllrs agreed, Clerk to inform. **Action: IL**

350/25-26 DATE OF NEXT MEETING: Wednesday 5th November 2025 at 7.30 pm.

Future Agenda items:

November: Christmas Tree update and Christmas Event Planning.

To discuss the PC having a stand alone website.

To discuss agreement between RVA and PC regarding the play area.

To review Document Retention Policy.

The meeting closed at 9.40 pm.

Signed Date

OCTOBER CLERKS REPORT:

Speeding – Email from Police confirmed there had been 2 speed checks in Rookley – several motorists stopped and warned about their speed but were within their parameters. They will be arranging another session and will let PC know results. Clerk has replied thanking them.

Best Kept Village Awards – Clerk will be attending tomorrow night.

Dares – contacted them requesting reinstatement works to the Green, following their ground works. They confirmed they will level with topsoil and grass seed.

Island Roads – reply received regarding ‘Road Closure’ signs. Confirmed Southern Water (SW) use QTM to collect their TM (presumably this means traffic management signs), QTM get notified when SW finished and there can be a few hours delay before TM collected.

Highwood Grove – Further to Clerk emailing Captiva, they replied suggesting a meeting. Clerk gone back with some dates for the Chairman, Vice-Chair and herself to meet with them on 9th October 2025 to discuss outstanding issues.

Trees – Accepted quotation from Treecare to coppice 3 Hazel trees and remove dead tree no 949 on the plan, removing all arisings from site and dispose of same, of £300. Work completed and invoice in Accounts for Payment list.

Open Space Maintenance Agreement – Received signed copy back from Mr E Read and filed for future reference.

Planning:

25/01332/OUT| Outline for 38 dwellings; to include access roads and parking with associated landscaping, biodiversity enhancements and a SUDS pond with access being considered: Land at The Lodge Main Road Rookley Ventnor Isle of Wight PO38 3NQ

Public meeting to be arranged to discuss this and agree PC comment – date and time to be confirmed at the October meeting. Suggested date 16th October 2025 5 – 6 pm.