

ROOKLEY PARISH COUNCIL
MINUTES OF THE MEETING HELD WEDNESDAY, 3rd JUNE 2026
At 7.30 PM IN THE VILLAGE HALL, CHILLERTON,
ISLE OF WIGHT PO38 3NN

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

Cllr Colin Mansell (CM) – Godshill PC
Cllr Julia Laursen(JL) – Chillerton & Gatcombe PC
Central Rural Ward Cllr James Whelan

The Chairman asked everyone to introduce themselves and welcomed them to the meeting (which was held in Chillerton due to Rookley Village Hall being double booked). He then asked if there were any questions.

The PC were asked if they knew that two Police Officers had been in the Co-op car park undertaking a knife amnesty a week last Friday. No one did, nor had been informed. Cllrs felt they could have been told and more publicity given. Clerk asked to contact Police to ask why.

Action: Clerk

431/26-27 APOLOGIES FOR ABSENCE: None.

432/26-27 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION:

1. **To receive any pecuniary or non-pecuniary interests:** Cllr Willis declared an interest in Rookley Village Hall/Association, as he is a Trustee.
2. **To receive and consider any written requests for dispensation:** None received.

433/26-27 MINUTES OF THE LAST MEETING:

Resolved the Minutes of the Annual/May meeting held 6th May 2026 be approved and signed.

434/26-27 TO RECEIVE REPORTS/INFORMATION FROM:

1. **The Clerk:** the Clerk's report was noted, and will be attached to the Minutes, for information.

Re Ditches and Culverts in Highwood Lane – Clerk asked if these were in fact free flowing as IR have said they are (after she reported them in). It was noted there was a culvert that went under the entrance/driveway to the Village Hall and another that ran under the road and joined the ditches either side. Cllrs said they had not noticed any flooding. Clerk was asked to inform Island Roads of the position of the culverts and asked they be checked.

Action: Clerk

A resident very concerned over speeding and the lack of a pedestrian crossing in the village, had kept the PC updated and copied PC into his complaint emails to the IWC and Island Roads.

The IWC had sent him much information on this – email circulated to Cllrs. Cllr Whelan said he was aware of this resident and the issues he had raised. He also mentioned a new IWC system – the Gold Triangle, where information is forwarded to all agencies, with them being given 10 days to respond. Said he would help with this if he could.

Discussion on a Zebra Crossing for the village, a suitable position for this, and the fact the PC had a site meeting to discuss this some years ago. It was noted with potentially two new developments in the village, upwards of 50 houses, there was even more need for a crossing. The PC had requested one in their comments on The Lodge application.

It was noted the IPS is changing soon. Noted PC are to form a Local List which can be submitted to the Planning Department and referred to when applications made for the village.

The Clerk explained the Highwood Grove s106 monies to Cllr Whelan.
JL spoke of hope to improve links between Parish bridleways and cycle routes.
CM stated the PC link to the IWC interactive footpath on their PC website was the most used page.

2. The Chairman:

He asked Cllrs if any of the Cllrs would like to join the Central Rural Liaison Group, which he is part of.

The Chairman had circulated an email to Cllrs on 'We 33' and suggested this go on the July agenda. JL said they were happy to attend a joint meeting and (also mentioned the IW Biosphere) and suggested this meeting held in Rookley.

It was noted the path had been dug up at Highwood Grove.

The Chairman had delivered the signed Agreement between the PC and RVA.

He said he would speak to the Clerk outside the meeting regarding the old PC website.

Action: CW/Clerk

3. Parish Councillors:

Cllr Willis: Noted the pathway from the village to Highwood Lane had not been cut back. Clerk asked to check email from Island Roads and let Cllr Hollingshead know.

IWALC – she did not attend meeting. She mentioned a Stop Smoking campaign which had been instigated, and Project Keystone. Information passed to the Clerk.

Cllr Hollingshead: He asked if there was a noticeboard at the Co-op in Rookley, as it had a large volume of people pass through. Noted there was one inside. Cllr Willis said the RVA had previously approached the Co-op on having an outside noticeboard and they had not been keen. JL explained what they had done regarding noticeboards in Chillerton and Gatcombe. Cllr Willis said he was happy to speak to the Co-op again to obtain an agreement in principle, and this could be discussed at budget time, if they agree.

Action: CW

4. Ward Councillor:

The Chairman welcomed Cllr James Whelan who said he had not got a report but had been very busy undertaking induction training.

Cllr Whelan spoke of the planning enforcement problems on The Island and that he had spoken to the Head of Planning about taking on more Enforcement Officers and they be funded by Parish Councils.

The Clerk mentioned this had been tried before but there had been issues about a fair split of their time.

The Chairman thanked Cllr Whelan and confirmed he would have a slot on each PC monthly meeting agenda to either give a report personally, or email one for the PC to note.

435/26-27 FINANCES:

1. Annual Governance Review –

- i) To declare Rookley PC is exempt from the requirement for a limited assurance review and agree Chairman and RFO sign Certificate of Exemption:**

The Parish Council agreed to declare Rookley PC is exempt and the Chairman and RFO signed the Certificate of Exemption.

ii) To note the Internal Audit Report: This report was noted and the fact that a lot of work had been undertaken by the Clerk to ensure the Council is compliant with the Transparency Code and most of the policies have either been reviewed or in the process of being reviewed and adopted. All the recommendations from the last audit had been taken forward. The new standalone website will ensure the Council is fully compliant with the new Assertion 10 on the AGAR. No recommendations are made for this report. The Chairman thanked the Clerk for all her work on achieving this.

iii) To consider and approve Section 1 of the Annual Governance Statement and sign as necessary: The Parish Council approved Section 1 of the AGAR and the Chairman and RFO signed as necessary.

iv) To consider and approve Section 2 of the Annual Governance Statement and sign as necessary: The Parish Council approved Section 2 of the AGAR and the Chairman and RFO signed as necessary.

v) To note Bank Reconciliation for year: Noted.

vi) To note the dates of the Exercise of Public Rights as 5th June – 16th July 2025: This was noted. Copy in the PC noticeboard and on the PC website.

vii) To note the variances in the Accounting Statements for 2025-26: These were noted.

2. To discuss costings for repair/refurbishment/upgrades to the Skate Park:

Email received from John Cattle apologised for not sending costings. He was going to speak to the concrete people – asked if there was scope to add a small new slab of concrete this time round.

Also asked if some fruit trees could be planted in the area – was confident he could get these for free. Clerk reminded him not PC land and authorisation from the RVA would be required, plus future maintenance of the trees agreed, so may be best to leave for now. Noted it was the wrong time of year for tree planting. No costings yet received – future agenda.

3. To approve payments and note receipts – circulated to Cllrs. Resolved these be paid.

10	Lloyds Bank	Monthly Service Charge	4.25
11	Sally Woods	May Salary £523.55 + paper & pens	574.53
12	Information Commissioner	Annual Data Protection Fee	47.00
13	Eddie Read	2 x Grass cuts to Rookley Green	190.00
14	Parish Council Websites	Remainder of invoice total	170.00
TOTAL			£985.78

4. To note the bank reconciliation to the end of May 2026: Noted.

436/26-27 PLANNING:

- 1. Updates:** The Chairman reported the Appeal for The Chequers was still being processed and the application for The Lodge under consideration.

Cllr Hollingshead reported The Chequers Inn licensing application to show World Cup matches in a field, for up to two thousand, had been approved.

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

437/26-27 TO RESOLVE NEW EMAIL ADDRESS ISSUES AND ENSURE ALL COUNCILLORS ARE ABLE TO USE THESE:

Cllrs Willis, Wills and Hollingshead had sorted out their gov.uk email addresses. Cllr RigaudBarrett was still having problems with his Ipad and asked the Clerk to send emails to both of his addresses. Cllr Jones still to be set up. Cllr Willis said he was happy to go to see them and help with this.

438/26-27 TO DISCUSS SHORTFALL OF £170 IN INVOICE PAYMENT TO TOWN & PARISH COUNCIL WEBSITES AND DECIDE WHETHER TO PAY:

The Parish Council **resolved** the remainder of the invoice be paid. **Action: Clerk**

439/26-27 DATE OF NEXT MEETING: Wednesday 1st July 2026 at 7.30 pm.

The Chairman asked if there were any further questions.

CM informed the meeting that 14 people from Central Rural Ward could attend three Met Office training sessions (3 or 4 from each Parish) to look at patterns in climate, rise in temperature and winter rain. These would run till January 2027. A document would then be produced summarising things and giving a plan on how to move forward and how to behave. He felt there was a need for PC to know how to prepare for emergencies. It was noted there was still an Emergency Planning Officer working for the IWC. Discussion on defib training, first aid at work, and an information booklet noted.

Cllr Jones asked if Christmas could go on the July agenda.

Future Agenda items:

‘We 33’

Local List (of s106 items).

To adopt a Data Protection Policy

Village Green Policy.

Document Retention Policy.

The meeting closed at 9.07 pm.

JUNE CLERKS REPORT

Skate Park – emailed John Cattle and informed him of favourable comments made to the Chairman from Skate Park users and asked him again for costings for upgrades and repair work.

Town & Parish Council Websites – paid the invoice, minus the shortfall of £170 re extra gb of storage and email accounts. Agenda item.

Insurance – after paying the premium, confirm receipt of the annual policy covering the PC for 12 months from 1st June 2026, and insurance information from Clear Councils.

Pedestrian Crossing concerns – Rookley resident had kept the Parish Council in the loop, copying in emails he has received from Island Roads, which the Clerk had circulated to Cllrs.

Resident emailed PC regarding the pathway from the Old Tin Hut to Highwood Lane – she submitted request to Island Roads asking for the overgrown vegetation to be cut back, which was done. Resident came back saying the path was too narrow.

Pathway at junction of Highwood Lane and Blackwater Hollow – emailed IWC, with copy of Island Roads request that the PC had made (with photos and reference no.) asking for the pathway to be upgraded. Resident also informed of this.

Ditches and Culverts in Highwood Lane – contacted Island Roads asking for these to be checked and cleared out. Reply from Island Roads stated: Please be advised our district steward has attended the site and reports that the ditches and culverts appear to be free flowing. He will continue to monitor. Thanks again for bringing this matter to our attention.

Website – updated with notice and agenda, agreed Minutes, Code of Conduct etc.