

ROOKLEY PARISH COUNCIL
MINUTES OF THE MEETING HELD WEDNESDAY, 2nd SEPTEMBER 2026
At 7.30 PM IN THE VILLAGE HALL, HIGHWOOD LANE,
ROOKLEY, ISLE OF WIGHT PO38 3NN

PRESENT: Chair: Cllr C Willis
Cllrs: E Wills, I RigaudBarrett, R Jones
Parish Clerk: S Woods
Ward Cllr James Whelan for part of the meeting.
Cllr Julia Laursen, Chair of Gatcombe for part of the meeting

The Chairman welcomed everyone to the meeting and asked if there were any questions.

Cllr Laursen informed the meeting that Chillerton and Gatcombe PC were giving householders a 'Preparing for an Emergency' booklet. It was noted Rookley PC had previously decided they would go with the IWC Emergency Plan, if ever required.

452/26-27 APOLOGIES FOR ABSENCE: None.

453/26-27 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.

454/26-27 MINUTES OF THE LAST MEETING:

Cllr RigaudBarrett commented on the fact the PC QR Code should not have gone on the PC Website, but the RVA one and vice versa. Noted the RVA did not have a QR Code, though the PC QR Code was on the RVA website. The Chairman agreed to generate one for RVA.

Resolved the Minutes of the last meeting held 1st July 2026 be approved and signed.

455/26-27 TO RECEIVE REPORTS/INFORMATION FROM:

Agreed as Cllr Whelan had to leave early, for him to give his report first.

1. Ward Councillor:

Cllr Whelan apologised for not attending the last PC meeting, there was an issue with the IWC scheduling system, which had now been sorted.

Island Planning Strategy – Council Leaders were meeting and voting on this on 16th September 2026. If all went to plan, it would be adopted from the 17th September 2026. It would mean more delegation of decisions to Planning Officers, rather than the Planning Committee i.e. if a planning application was submitted for 100 houses it would go to Committee, less could be decided by Officers. There would be safeguards in place and Ward Cllrs could still 'call in' applications. Discussion held.

Neighbourhood Health Plan – he said there were discussions underway to split the Island into three Community Area Partnerships and Parish and Town Councils can join as a Neighbourhood. He mentioned what had taken place in Cornwall and Economic Zones.

IWALC and IWC members would be meeting to look into these proposals. He confirmed the NHS would be involved, and a trial be held. Noted there had been Hubs/Neighbourhoods on The Island in the past and anyone with information could contact Natasha Dix.

Hillcrest Road – Cllr Whelan had met with residents to discuss the parking on the pavement concerns and what could be done to alleviate this, including local signage.

Highwood Grove – He was aware the weeds were growing back, after being cleared. Noted you could now see where Highwood Grove ends and the Bridleway starts. Cllr Whelan agreed to speak to Captiva again.

Action: Cllr Whelan

Cllrs Whelan and Laursen left the meeting.

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

Invitation from Presiding Judges of the Western Circuit with the High Sheriff of the IW at IW Legal Service, 10.30 am Monday 12th October 2026 at Newport Minister circulated to Cllrs:

After discussion, it was agreed the Clerk RSVP that no Parish Councillors will be attending, although Cllr Rob Jones will be present, as he is singing in the Cantata Choir at the Service.

Action: Clerk

Island Roads Survey – received, circulated to Cllrs and added to the PC Website.

IW Council Planning Compliance (Enforcement) for 2027/28 onwards – email received and circulated. **Resolved** the PC do not wish to fund additional capacity within the Planning Compliance Team. Clerk to inform.

Action: Clerk

Lloyds Bank – Clerk had sent a letter of complaint after an on-line authentication card arrived addressed, and with the name on of the Clerk that left 3 years ago!

Best Kept Village Awards Evening – the Chairman agreed to attend this (after the meeting) on 17th September 2026. Clerk informed them.

3. The Chairman:

Grass verge, Main Road – The Chairman confirmed this verge had not yet been cut. The IWC had agreed to do this whilst ownership was being established. Agreed Clerk write to IWC stating the PC were saddened the verge had not been cut and ask if ownership resolved. **Action: Clerk**

Dolcroft Road – The Chairman said he had received an email from a resident in Dolcroft Road, informing him that some sleepers had been positioned on the footpath leading to the Main Road and were impeding it. He would send the Clerk some photographs and it was agreed she send these to the Public Realm Office and ask them to look into their removal. **Action: CW/Clerk**

Skate Park – He reported that the litter bins at the Skate Park get full and unfortunately, there had been some vandalism. Pieces of wood (that he had removed and put in the hedge) had been smashed up. He had spoken to John Cattle over this and the proposed works.

Parish Council section on RVA website – this has now been removed, with the correct QR Code added to link people to the PC website.

4. Parish Councillors:

Cllr Wills: Reported that the tunnel/ditch under the entrance to the Village Hall had been cleared but the concrete and tarmac of the entrance needed repairing, where cracks had reappeared. There were also cracks in Highwood Lane, which had no kerb edging. This meant large vehicles have damaged the edges and cracks had appeared in the road, which cars get stuck in whilst driving along it. Agreed Clerk ask District Steward to have a look edges and cracks and see what can be done to improve matters. Noted the road has no pavement and people do walk up and down the road. **Action: Clerk**

Cllr RigaudBarrett – thanks were given to Cllr RigaudBarrett for repairing the cork backing on the Parish Council noticeboard with his staple gun.

456/26-27 FINANCES:

1. To ratify proposals and costings for repair/refurbishment/upgrades to the Skate Park:

2 x loads of concrete at £600 (he has got these reduced from £1,000 ach)	=	1,200
Rubble	=	100
Type 2 stone	=	100
Bonding agent – bulk buy x 7	=	70
Crack filler	=	50
Bags of cement	=	70
1 x ton of sand	=	60
Misc.	=	40
		£1,690

John Cattle of Wight Trash may be able to obtain the rubble and stone for free.

The labour costs will make up the remainder, but John is aware this is up to a maximum of **£2,000**

Work to be undertaken, includes that listed in the RoSPA safety report. The grinding and crack filling should have been completed by the time of this meeting, and perhaps the kerb installation. The reminder will be completed the second week in September and involves the extension to the concrete base and installation of a ramp.

Cllr Willis is liaising with John over access arrangements and had spoken to him on several occasions. He confirmed the preparation work had been completed. Also informed the meeting that John Cattle had been on Radio Solent on Isle of Wight Day last Saturday and he gave mention of plans to improve the Skate Park.

The Parish Council **resolved** to ratify the costings for the repair/refurbishment/upgrades to the Skate Park. Discussion on donations and Cllr Willis was happy to ask local businesses if they would contribute. Mention could also be made in the Newsletter. **Action: CW**

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

**SEPTEMBER MEETING - ACCOUNTS FOR PAYMENT
JULY ACCOUNTS FOR PAYMENT**

22	Mrs S.E. Willis	Plants for Village Green	50.99
23	Lloyds Bank	Monthly Service Charge	4.25
24	Sally Woods	July Salary £483.03 + 2 x Ink Cartridges £39.03	522.06
25	Bright Brown	Quarterly Payroll services	101.16
SUB TOTAL			£ 678.46

AUGUST ACCOUNTS FOR PAYMENT

26	Lloyds	Monthly Standing Charge	4.25
27	Sally Woods	August Salary	421.94
28	Eddie Read	Green grass cutting	95.00
SUB TOTAL			£ 521.19
TOTAL			£ 1,199.65

3. To note the bank financial standings to the end of July and August 2026: Noted.

457/26-27 PLANNING:

1. Updates:

IWC Approved: 25/01801/FUL Pidford Manor, Main Road, Rookley – Proposed ground mounted solar array (revised plans/information).

Alleged Breach – The Co-op, Main Road, Rookley: Unauthorised Inpost Locker. PC made aware that work had started to install an Inpost Locker, when no planning permission had been granted. Clerk notified Planning and letter from Senior Enforcement Officer received which stated they would investigate. **Cont.**

It was noted that the Co-op had a Planning Development Team of their own and the Inpost Locker installed was smaller than that in the planning application which had been turned down. Cllrs agreed to await to see the Enforcement Officer's reply.

S106 The Lodge, Rookley: PC noted that the draft s106 agreement had been published on the Planning Portal. Cllrs aware of the split of the monies, which includes £2,000 for the sports ground and onsite skatepark.

2. To agree comments on applications (for each application 5 minutes are allowed for applicant/objector etc. to comment):

26/00963/HOU St Bernards, Main Road, Rookley – Side extension

The PC had no objections.

458/26-27 TO DISCUSS REQUEST FROM VECTIS DIGGERS TO USE THE VILLAGE GREEN FOR METAL DETECTING? (email circulated to Cllrs):

The Cllrs noted that the Club had been established in 2015. They were insured and say they have high respect for the land they dig. In the past they have donated money to local charities which had been the wishes of the landowner – generally 10+ diggers each paying £10.

Cllr Wills informed the meeting that the group had used their land for metal detecting and said the turf was lifted and land reinstated, with no damage.

The Parish Council agreed that if the Village Green was left as is, Vectis Diggers could use the Village Green for metal detecting and ask they donate £10 each to the Skate Park refurbishment.

Action: Clerk

459/26-27 PLANS FOR CHRISTMAS?

The PC had agreed at the July meeting to purchase a 6 – 8' conifer tree to be planted near the 'metal box' on the Village Green, and some bright white solar tree lights.

The Clerk had found a mainland company that do deliver to IW – they would need to check delivery charge, but normally £29. Price for the tree not available until later in the year. After discussion, it was agreed the Chairman obtain a potted Christmas tree from Thompsons on The Island. Clerk to ask Cllr Hollingshead if his company would plant it and they could put up an advertising sign on the Green in lieu of this.

Action: CW/Clerk

PC to agree size of bulbs – light bulb size or smaller and discuss sponsorship?

Price for 10m 100 LEDS solar powered fairy lights with 20 shatterproof bulbs, 8 modes, waterproof, solar powered, auto on/off (sensor re darkness) = £16.99.

Resolved the Clerk obtain three sets of these lights, that the lights be left on the big tree for now and the Clerk contact the resident adjacent to the Village Green who had previously offered to contribute towards some more lights, to see if she would be prepared to pay for the tree and three sets of lights?

Action: Clerk

460/26-27 IF ALL PARISH COUNCILLORS PRESENT, GROUP PHOTOGRAPH BE TAKEN FOR THE PARISH COUNCIL WEBSITE AND NEWSLETTER: Not all present. Agenda item for next month.

461/26-27 DATE OF NEXT MEETING: Wednesday, 7th October 2026 at 7.30 pm

There were no further questions.

Future Agenda items:

To adopt a Data Protection Policy

Village Green Policy.

Document Retention Policy.

The meeting closed at 9 pm.

SEPTEMBER CLERKS REPORT

Grass Verges on Main Road – Chairman confirmed 27th July that these had not been cut. IWC had agreed to arrange for these to be cut whilst ownership clarified. Chairman confirmed these had not been cut, chased again 17th August 2026.

Extension to the pathway in Highwood Lane using Highwood Grove s106 monies – Clerk emailed IWC and they are looking at who is the best person in IWC to liaise with on this. Have chased. IWC came back to say they have asked Island Roads for a cost estimate for these works and will get back to me.

Highwood Grove – Landscaping/soil – The Chairman reported 27th July that this was a forest of weeds. Emailed Cllr Whelan to ask if he knew if Captiva had undertaken the works outlined in their email for weeks commencing 6th and 13th July? Cllr Whelan did offer to cut the weeds down, if he gained the necessary permission. Resident was against this due to the dry weather, but Cllr Whelan felt it would act as a fire break. He agreed to chase action to be taken on this issue, with a view to asking them to dig out and start again. 13th August 2026 Chairman reported a digger had scrapped the weeds off.

Update from Captiva sent by IWC:

The large debris has now been cleared and the area levelled.

We will be top-dressing in September in preparation for planting/seeding in October.

Our landscapers will be rotavating and stone picking as part of that operation which will remove the last of the stones present.

I've also observed the weeds have re-grown to the strip adjacent to the 278 [I believe he is referring to the pavement], we will get that treated now and will be turfing once the weather breaks in October.

Parish Council Website – the QR code had been added to the bottom of the website page. Plus produced a new header for the noticeboard giving the PC contact details, email, website and QR code. Cllr Wills kindly displayed.

The PC content from the RVA has been removed and the Chairman has also added the PC website QR code.

Just waiting for a bio from Cllr Hollingshead and a PC group photo.

QR Code update – payments taken from the Clerks Credit Card for this and she instigated an investigation/dispute. This has now been resolved, unfortunately the PC's new QR Code was deactivated. The Chairman kindly arranged a new, free, code which is now on the PC and RVA websites and the PC noticeboard. Will also put in the newsletter.

Pension Regulator – confirm Bright Brown completed the form, which needs submitting every three years.

Village Green – chased for an update on PC application on 21st July 2026. Planning Technician apologised for delay and agreed to check position with Legal Department.

Dangerous parking in Hillcrest Road – Resident emailed expressing strong concerns over vehicles regularly parking on the pavement. Cllr Whelan became involved. Responses to emails to Isle of Wight Council Parking Services, Public Realm and Community Services received.

Updated to learn Cllr Whelan had visited the resident, (and his neighbour,) discussion held on double yellow lines and bollards. Resident unable to attend this meeting.

Traffic issue, Main Road, Rookley – spoke to and emailed resident who contacted the PC over a truck parked in the layby. Clerk contacted the Police for update and pleased to report truck was removed that day.

Monthly Financial Standing – the subject of monthly bank transactions was briefly discussed at the last meeting. The Chairman has agreed that these remain in the same format but be called 'Monthly Financial Standing' from now on.

Planning - Several planning matters came up since the last meeting, which will be noted under Planning Updates and application.

Smaller Authorities Audit Appointments Ltd (SAAA) – advised they are improving the way they communicate with Councils and will be introducing a new Digital AGAR Portal designed to make the submission and management of the Annual Governance and Accountability Returns (AGAR) simpler. The portal will be voluntary for the 2027 submission and expected to be mandatory for the 2029 submissions. Clerks required to log in and check their details, which Clerk had done. Also booked onto a virtual training course in October. IWALC are also organising some Zoom training for next March, if needed.

Road Safety in Rookley – resident continues to lobby the MP regarding his concerns.

Best Kept Village Awards Evening – Invitation received. To take place Thursday 17th September 2026 at 7.30 pm at Wilberforce Hall, Brighthstone.