



RYDE TOWN COUNCIL

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9 May 2017

TO: All members of RYDE TOWN COUNCIL

Dear Councillor

You are hereby summoned to attend the ANNUAL MEETING OF RYDE TOWN COUNCIL to be held on **MONDAY, 15 May 2017** in Garfield Road Methodist Church, Garfield Road, Ryde commencing at **7.00 PM** for the purpose of transacting the business set out in the agenda below.

Yours sincerely

Saskia Blackmore
Clerk, Ryde Town Council

Prior to the commencement of the meeting all members of the Town Council will be required to sign and submit their Declarations of Acceptance of Office (to be supplied) – please arrive from 6.30pm.

Public Question Time

Prior to the Council meeting commencing there will be a public forum of up to 30 minutes, if necessary, when there will be an opportunity for members of the public to ask questions of the Town Council.

AGENDA

1. **ELECTION OF MAYOR**
To elect the Mayor.
2. **MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**
The Mayor to sign the Declaration of Acceptance of Office.
3. **ELECTION OF DEPUTY MAYOR**
To elect the Deputy Mayor.
4. **DEPUTY MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**
The Deputy Mayor to sign the Declaration of Acceptance of Office.
5. **APOLOGIES**
To receive apologies for absence.
6. **DECLARATIONS OF ACCEPTANCE OF OFFICE BY TOWN COUNCILLORS**
To note that the following persons have been elected to serve on the Town Council for the next four years and to receive the Declarations of Acceptance of Office forms:

Henry Adams, Adrian Axford, Charles Chapman, Julian Critchley, Nancy Farrell, Christine Hall, Phil Jordan, Michael Lilley, Karen Lucioni, Jim Moody, Malcolm Ross, Ian Stephens, Tim Wakeley and Wayne Whittle
7. **RYDE TOWN COUNCIL VACANCY - HAYLANDS WARD**
 - (i) To note the outstanding vacancy on the Town Council - Haylands Ward
 - (ii) To agree that the Clerks commence the advertisement process for co-option
 - (iii) To agree that 3 members of the Personnel Panel oversee the selection process and make a recommendation back to Full Council.
 - (iv) To note that the selection process must ensure that applicants are eligible for co-option
8. **NOTICE OF VACANCY – BINSTED WARD**
To note the that a vacancy in respect of Binstead Ward will be declared after this meeting.

9. **CODE OF CONDUCT**
To note the Town Council's adoption of the Code of Conduct in accordance with the requirements of the Localism Act 2011. A copy of the Code can be found at Appendix 7 to the Council's Standing Orders, a copy of which has been circulated to Members with this agenda.
10. **POWERS, DUTIES AND RESPONSIBILITIES**
To note the Powers, Duties and Responsibilities of Town Councillors as set out in the Good Councillor Guide. A copy of the Guide has been circulated to Members with this agenda.
11. **STANDING ORDERS**
To note and approve the attached Standing Orders for Ryde Town Council.
12. **FINANCIAL REGULATIONS**
- (i) To note and approve the attached Financial Regulations for Ryde Town Council.
 - (ii) To note the previous approval given for a payment card
13. **2017/18 BUDGET**
To note the Town Council's approved 2017/18 budget, a copy of which is attached to this agenda.
14. **APPOINTMENT OF BANK SIGNATORIES**
To note the appointment of authorised signatories for the Town Council's banking arrangements as required under clause 5.3 of the Council's Financial Regulations.
15. **THE APPOINTMENT OF MEMBERS TO THE PLANNING COMMITTEE**
To appoint Members to the Town Council's Planning Committee, which has delegated authority to undertake the following:
- To consider and comment on planning applications as a statutory consultee
 - To consider and comment on strategic planning matters
 - To consider and comment upon licensing and highways matters

16. **THE APPOINTMENT OF MEMBERS TO THE FINANCE COMMITTEE**
To appoint Members to the Town Council's Finance Committee, which has delegated authority to undertake the following:
- To approve Members' Ward Allocations.
 - To review the Town Council's grant policy and to make recommendations about the Grants Policy to Full Council.
 - To make virements of up to £5000 between agreed budget headings.
 - To approve grant awards up to £1500.
 - Oversight of the Council's budget and other matters as set out in the Financial Regulations
17. **THE APPOINTMENT OF MEMBERS TO THE SKATEPARK MANAGEMENT COMMITTEE**
To appoint Members to the Town Council's Skatepark Management Committee, which has the remit to oversee the day to day operation and management of the Park in accordance with the park's Management and Operational Plan.
18. **THE APPOINTMENT OF MEMBERS TO THE ALLOTMENTS MANAGEMENT COMMITTEE**
To appoint Members to the Town Council's Allotment Management Committee, which has the remit to oversee the management arrangements for the town's five allotment sites.
19. **THE APPOINTMENT OF MEMBERS TO THE NETWORK RYDE STEERING GROUP**
To appoint Members to the Town Council's Network Ryde Steering Group, which has responsibility for programme management and delivery for Network Ryde, the Council's youth offer.
20. **THE REAPPOINTMENT OF MEMBERS TO THE PERSONNEL PANEL**
To note the appointment of the Mayor, Deputy Mayor, Chair and Vice Chair of Planning and Chair and Vice Chair of Finance to the Personnel Panel. A copy of the approved terms of reference for the Panel is attached.
21. **THE REAPPOINTMENT OF MEMBERS TO THE GENERAL PURPOSES WORKING PARTY**
To note the appointment of the Mayor, Deputy Mayor, Chair and Vice Chair of Planning and Chair and Vice Chair of Finance to the General Purposes Working Party. A copy of the approved terms of reference for the Working Party is attached.

22. **THE APPOINTMENT OF MEMBERS TO WORKING PARTIES 2017/18**
To establish and agree the membership of the following working party:

Ryde in Bloom Steering Group – with a remit to represent the Town Council on the Steering Group established to oversee Ryde in Bloom 2017 and to co-opt community representatives to assist as appropriate.

23. **THE APPOINTMENT OF MEMBERS TO OUSIDE BODIES**
To appoint Members to the following outside bodies:

One representative and deputy to Isle of Wight Association of Local Councils (IWALC)

One representative to the Ryde Children’s Centre Monitoring Group

One representative to Ryde Business Association

One representative to Ryde Carnival Association

One representative to attend meetings of the Armed Forces Day organisational committee.

One representative and a deputy to the Waterside Community Trust.

One representative to Ryde Saints Football Club

One representative and deputy to My Life a Full Life Locality meetings

Three representatives to the Ryde Age Friendly Island Initiative

One representative and deputy to the Isle of Wight Civil Military Partnership

One representative and deputy to the Community Safety Partnership – Night-time Economy Meeting

24. **CALENDAR OF MEETINGS 2017/18**
To agree the attached calendar of meetings for 2017/18.

25. **DECLARATION OF MEMBERS’ INTERESTS**
To receive any declarations of pecuniary or non-pecuniary interests relating to items on the agenda and to remind Members to complete their Register of Interest forms. Your Register of Interests form must be completed within 28 days of your election and returned to the Clerks for passing to the Monitoring Officer.

26. **REQUESTS FOR DISPENSATIONS**
To receive and consider granting any written requests from Members for dispensations in respect of discloseable pecuniary interests. A copy of the request form is attached.
27. **MINUTES**
To take as read and confirm as accurate the attached minutes of the meeting held on Monday 3 April 2017.
28. **REPORTS**
To receive any reports from the Police.
29. **MAYOR'S ANNOUNCEMENTS**
To receive any announcements from the Outgoing Mayor and the New Mayor.
30. **PLANNING COMMITTEE**
To receive the minutes of the Planning Committee meetings held on 14 March and 4 April 2017, copies of which are attached to this agenda.
31. **FINANCE COMMITTEE**
To receive the minutes of the Finance Committee meeting held on 15 February 2017, a copy of which is attached to this agenda.
32. **PAYMENTS**
(i) To agree payments of those invoices shown on Appendix 1.
(ii) To note the payments shown on Appendix 2, which have been made under Standing Orders 65 (2) and (3).
33. **DATE OF NEXT MEETING**
Monday 5 June 2017 - Methodist Church, Garfield Road, Ryde.

RYDE TOWN COUNCIL
FULL COUNCIL MEETING 15 May 2017

Accounts Payable

Payee	Description	Amount £'s
Warner Goodman	Conveyancing Western Esplanade toilets	1,200.00
Ringway Island Roads	Skatepark Cleansing	491.09
Beacon Media Ltd	Beacon May	936.00
Beacon Media Ltd	Bacon newsletter March	720.00
PC Consultants	Wireless Keyboard and Mouse	26.99
Vectis Group security	Skatepark Locking & Unlocking 22/3 - 22/4	241.92
Npower	Electricity Lind Street 27/3- 26/4	69.20
WBS	Office supplies	2.84
WBS	Office supplies	27.10
WBS	Office supplies	4.67
WBS	Office Supplies	20.63
WBS	Office supplies	95.12
WBS	Office supplies	238.80
My PA Office	Out of Hours telephone service for toilets - May	132.00
Lucas Fettes and Partners	Insurance Outreach service	86.14
Sue Chiltern	Staff Training	210.00
Richard Evans	Office supplies	15.28
The Footprint Trust	Warmer Ryde Initiative	2,713.89
Top Mops	Replacement Toilet roll holders Western Gardens	116.02
Top Mops	Replacement Toilet roll holders Eastern Esplanade	174.02
IOW Bus and Coach Museum LTD	Marketing Grant November 2016	578.00
Top Mops	Supply fit/replacement lightbulbs- Western Gardens	93.23
Top Mops	To repair and refit broken lock Appley Park	108.00
Top Mops	To repair and refit broken lock Appley Park	108.00
Top Mops	Fit lock to Easy Access toilet St Johns	125.28
Top Mops	Replace/fit fluorescents and bulbs-St Johns	91.96

Top Mops	Clear blocked drains St Johns	144.00
Top Mops	Clear blocked drains Appley Park	172.80
Harp on Wight	Marketing Grant March 2017	1,200.00
Liz Dutton	Expenses - Parking Training	3.40
Shona Parnell	Expenses/Mileage	16.40
Terry Clarkson	Expenses/Mileage	81.29
Total		10,244.07

APPENDIX 2

PAYMENTS MADE UNDER STANDING ORDERS 65 (2) AND (3)

Payee	Description	Amount
IW Council	Business Rates St Johns Toilets	2,376.60
IW Council	Business Rates 10 Lind Street	1,724.20
Top Mops	Re-tiling Eastern Gardens	204.00
Top Mops	Supply and fit new sealing plugs – Western Gardens	79.20
Top Mops	Supply/Fit Urinal pipework – Appley Park	460.80
Top Mops	Supply/fit light bulb and fitting Appley Park	61.01
Lariday Properties	Rent - 10 Lind Street – March –June 2017	5,500.00
Wight Fire	Fire Awareness & Extinguisher Training	180.00
Wight Fire	Fire Exit/ Safety Signs Lind Street Offices	49.86
Biffa	Wheelie Bin Emptying - Skatepark	70.61
Beacon Media	Beacon Magazine - Monthly newsletter and Updates April	936.00
Four Seasons	Office Cleaning January & February 2017	585.00
Hampshire & IW CRC LTD	Community payback - allotments	240.00
Hampshire & IW CRC LTD	Community payback - Skatepark	80.00
IWCP	Situations Vacant Advert	154.37
Npower	Electricity Lind Street 24/2-27/3	80.07
Ace Waste	Empty Bin at Skate Park	18.00
My PA Office	Out of Hours service - April	132.00
Ryde Methodist Church	Hall Hire February	40.00
Ryde Methodist Church	Hall Hire March	60.00
Ryde Rowing Club	Grant	750.00
Armed Forces Day	Grant	1,000.00
PC Consultants	Supply of 2 laptops, software and set up	2,004.00
PC Consultants	Network Ryde Domain/ Email 365 set up	79.20
Mr G Rollason	Tap repairs Quarry Rd Allotments	4.19
Mr G Rollason	Tap repairs Quarry Rd Allotments	2.59
PC Consultants	On-site IT introduction Senior Youth Worker	78.00
WBS	Wireless mouse new laptop	66.06
WBS	Office supplies	62.37
WBS	Office Supplies	154.55

WBS	Office supplies	4.46
WBS	Files/binders for new financial year	29.57
PC Consultants	Laptops Facilities/Youth Admin	2,004.00
Lisa Joliffe	Laptop case/ mouse re-imburement	34.96
SSE	Electricity Minghella Square 24/12-1/3	18.39
SSE	Lind Street Offices Gas 7/1-31/3	337.65
PC Consultants	Virus protection for all Windows PC's/laptops	395.18
Top Mops	Toilet Cleaning – March 2017	2,414.02
IOW County press	Youth Administration advert	77.18
Univoice	Broadband - March	42.00
Crossprint Media	Ryde Events Marketing Design and print	6,666.00
Terry Clarkson	Safety boots facilities officer	71.74
Lisa Dyer	Office supplies	1.49
Ryde Super Bowl	Refreshments - Commonwealth Flag raising	197.50
Lisa Dyer	Office supplies	3.59
Wightfibre	VOIP Line/ Call Charges 1/4-30/4 LR 1/3-31/3 Calls	78.06
Shona Parnell	Mileage March	15.00
Saskia Blackmore	Expenses/ Mileage	4.69
Terry Clarkson	Expenses/ Mileage	231.59
Gareth Hughes	Expenses/ Mileage	48.79
Ady White	Expenses/ Mileage	14.70
Ady White	Expenses/ Mileage	1.59
IW Pride	Marketing Grant (Awarded Nov 16 Finance)	500.00
IW Beach Soccer	Marketing Grant (Awarded March 17 Finance)	1,000.00
PC Consultants	Induction - Facilities Officer	78.00
Action on Hearing Loss	Hearing Loop Survey	173.40
WBS	Offices supplies	118.80
WBS	Office supplies	30.46
WBS	Office supplies	119.14
WBS	Office supplies	44.27
WBS	Office supplies	5.51
RVLD	Town map/ poster distribution	930.00
N J Mulhern	Skatepark repairs/maintenance	2,535.00
Chris Attrill	Window Cleaning April	40.00
BT	line rental 1/4-30/6	132.24
Tim Wakeley	Expenses/ Mileage	67.45
Top Mops Ltd	Supply & Fit Toilet Roll Dispenser	29.00
PC Consultants	Induction/ Install network switches	311.92
IW Council	Donation towards play equipment	7,000.00
IOW College	NVQ Fees	587.00

EE	Mobile phone	37.66
WBS	Office supplies	23.88
Hampshire & IW CRC LTD	Community Payback March	80.00
Hampshire & IW CRC LTD	Community Payback March	£1,200.00
Hampshire & IW CRC LTD	Community Payback March	£1,120.00
Total		£46,088.56