

SANDOWN TOWN COUNCIL



Minutes of the Meeting of Sandown Town Council held on **Monday, 19 July 2021** at 7.00pm at The Broadway Centre, Sandown, Isle of Wight. PO36 9GG.

PUBLIC QUESTION

15 Minutes were allocated for members of the public to speak on matters relating to the agenda:

Mr Bob Blezzard submitted two written questions:

PQ01-2021/22 requesting Sandown Town Council support the Haven Street and Ashey proposal and write to the boundary commission accordingly. The Mayor advised the matter would be considered under the relevant agenda item.

PQ02-2021/22 relating to the town councils proposed actions in relation to the old Town Hall on Grafton Street. The mayor responded that as a newly elected council, there was no current position on the matter, but it would be explored by the relevant working party. Cllr Andre advised of the Isle of Wight Council administration's position on the building and that feedback would be welcomed.

Present: Cllrs Paddy Lightfoot (Mayor), Heather Humby (Deputy Mayor), Debbie Andre, Frank Baldry, Sue Betts, Emily Brothers, Ian Fletcher, Jenny Hicks, Alex Lightfoot, Robert May, Toby Wilcock.

21-2021/2022 APOLOGIES

Apologies were received from Cllr Ian Ward.

22-2021/2022 DECLARATIONS OF INTERESTS

1. To receive any declarations of pecuniary and non -pecuniary interests

Cllr Wilcock declared an interest in Item 33-2021/22 as his partner worked at the Zoo.

Cllr Hicks declared an interest in Item 30-2021/22 as a member of Lake Parish Council.

Cllr Debbie Andre declared an interest in any matters relating to the Isle of Wight Council.

Cllr Sue Betts declared an interest in items relating to the Bay and beach as secretary of Blue Seas Protection.

2. To receive and consider granting any written requests for dispensations.

None Received

23-2021/2022 MINUTES OF THE LAST MEETINGRESOLVED:

THAT the minutes of the meeting held on 17 May 2021 be approved.

24-2021/2022 APPROVAL - POLICIES AND TERMS OF REFERENCE**1. HR Committee Terms of Reference**

The HR Committee Terms of Reference were presented for approval with a small change to bring them in-line with the standing orders; that the Mayor may draw upon the support of a councillor with relevant knowledge in matters relating to the clerk. An amendment was proposed to extend this support to include an independent advisor in all matters pertaining to the clerk, which was duly seconded. Following discussion a vote was taken the result which was unanimously in favour of the amendment.

RESOLVED:

- (i) THAT the HR Committee Terms of Reference be amended to include the provision "The Mayor may draw upon the support of another councillor or an independent advisor, with the relevant skills, in all matters relating to the clerk"
- (ii) THAT HR Committee Terms of Reference as amended above be adopted by Sandown Town Council.

2. Complaints Policy (inc. vexatious)

A proposal to adopt the policy was moved and duly seconded. The vote was unanimously in favour of adopting the policy.

RESOLVED:

THAT the Complaints Policy be adopted by Sandown Town Council.

25-2021/2022 BOUNDARY REVIEW

Members considered the proposed changes from the Boundary Commission noting that any objection must be supported by a counter scheme and that members could respond individually. The impact on Sandown was also considered. A proposal was moved that the council, as a body, did not respond to the consultation which was duly seconded. A vote was taken the results were as follows:

For (10), Against (0) Abstain (1).

RESOLVED:

THAT the council, as a body, did not respond to the consultation

26-2021/2022 APPOINTMENTS**1. HR Committee**RESOLVED:

- (i) THAT Cllrs Emily Brothers and Alex Lightfoot be appointed to the HR Committee with the Mayor.

(ii) THAT Cllr Debbie Andre act as a reserve member for the committee.

2. Outside Bodies

A formal request for two members to be appointed to represent the council on the South Wight Health and Wellbeing Forum had been received.

RESOLVED:

THAT Cllrs Jenny Hicks and Heather Humby represent the council on the South Wight Health and Wellbeing Forum.

3. IWALC Representative and Deputy

RESOLVED:

THAT Cllr Heather Humby be the council's IWALC representative and Cllr Toby Wilcock act as the deputy.

27-2021/2022 WELCOME BACK FUND

The clerk provided a verbal update on recent correspondence in relation to the fund. A letter had been received on 7 July 2021. The wording of the letter had been ambiguous, however, a response requesting funding for additional litter picks and bin emptying at Sandham Gardens, to compliment the Isle of Wight's use of the funds to increase these provisions on the beach had been requested. No response had been received to date.

28-2021/2022 WORK STREAMS

The Mayor presented a document which outlined future work streams under four main headlines; Events, Public Realm (Asset Management), Public Realm (Projects) and Engagement & Communication with each headline being broken down into projects.

The omission of a youth offer was highlighted and all members agreed this should be included under Public Realm – Projects. Members noted the Isle of Wight Council would be interested in working with the council in this area.

Clarification was provided on the following matters:

- The budget information provided and members were assured the figures detailed were for information and not for approval. Any spending in relation to the projects listed would be subject to the council's normal financial regulations and brought back to council for approval as required.
- The "Thank you to Covid-19 Bay Support Volunteers" event project, members were advised this would be an Island wide event held at Carisbrooke Castle with no cost to the town council.

- There were two work streams linked to the Chronicles. A historical project to preserve the archives and a project to potentially revive the publication.

A proposal was tabled to appoint Lead members to the workstreams, and duly seconded.

An amendment, to adopt the four workstreams, set-up corresponding working parties, who would then elect their own chair and vice chair and was put forward and duly seconded.

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and the amendment passed:

For (9), Against (1), Abstentions (1).

A further proposal, that the membership of the working parties be appointed was agreed.

RESOLVED:

- (i) THAT Cllrs Debbie Andre, Frank Baldry, Jenny Hicks and Ian Fletcher be appointed to the Events Working Party
- (ii) THAT Cllrs Frank Baldry, Sue Betts, Heather Humby, Alex Lightfoot and Ian Fletcher be appointed to the Public Realm (Assets) Working Party.
- (iii) THAT Cllrs Emily Brothers, Sue Betts, Jenny Hicks, Heather Humby, Alex Lightfoot, Robert May and Toby Wilcock be appointed to the Public Realm (Projects) Working Party.
- (iv) THAT Cllrs Frank Baldry, Emily Brothers, Sue Betts, Heather Humby, Alex Lightfoot, Ian Ward and Toby Wilcock be appointed to the Engagement Working Party.

29-2021/2022 FINANCES

1. To approve the Payments and Receipts lists as presented for May 2021 and June 2021.

RESOLVED:

THAT the Payments and Receipts for May and June 2021 be approved.

2. To receive and note the verified bank reconciliations for May 2021 and June 2021 (Paper H)

The verified bank reconciliations for May and June 2021 were noted.

3. Update on New Signatories.

The clerk had obtained a paper copy mandate which had been completed by three of the four new signatories. It would be submitted to the bank on receipt of the final signatories completed details.

4. Update on External Audit.

Members were advised that the External Auditor had acknowledged receipt of the materials provided and work would be undertaken through the summer with results expected in early autumn.

5. To authorise, under delegated authority, the RFO to investigate improving the interest received on the reserves, and the subsequent recommendation to be approved virtually.

RESOLVED:

THAT under delegated authority, the RFO to investigate improving the interest received on the reserves, and a subsequent recommendation be circulated for approval virtually.

6. Interim Toilet Cleaning and Maintenance Arrangements.

The clerk informed councillors that the interim arrangement regarding cleaning and maintenance of the toilets was due to come to an end. Permission was sought to rollover the existing contract as the working party had not yet met to begin work on the full procurement process.

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and motion was carried:

For (9), Against (0), Abstentions (2).

RESOLVED:

THAT the interim cleaning and maintenance arrangements be rolled over.

7. Virement of Budget Monies (Town Improvement Fund)

Council was advised that initial work regarding the decorative lighting project suggested costs were higher than anticipated. The RFO sought approval to vire monies from redundant budget lines (Hanging Baskets and Toilet Business Rates Refund/Budget to fund the project).

A proposal was made that half the monies be taken from reserves. However, this was withdrawn as officers had not been able to undertake any work in advance.

RESOLVED:

THAT £21,061.50 be transferred into Town Improvement for the purposes of funding the decorative lighting project as follows:

- £6,871 from Hanging Baskets,
- £5,243 from the refunded 2020/2021 Toilets Business Rates Refund and;
- £8,9740.50 allocated for business rates for the toilets.

8. Grant Awards

Grant requests had been received from the Suicide Prevention and Intervention Isle of Wight and from Hampshire and Isle of Wight Victim Support.

In relation to the Suicide Prevention and Intervention Isle of Wight application, concerns were raised regarding the amount of money spent on redundancies in the prior year and that the application did not demonstrate residents of Sandown specifically would benefit which is a condition outlined in the grant policy.

Councillors felt the application from Hampshire and Isle of Wight Victim Support also failed to demonstrate how Sandown residents in particular would benefit and that the application was a generic request for funding which did not meet the criteria outlined in the policy.

A suggestion was made that the promotion of the grant process should be added to the engagement workstream.

A proposal was made to award the Grant to Suicide Prevention and Intervention Isle of Wight which was duly seconded.

Councillors voted by a show of hands which were confirmed verbally to meet accessibility requirements; the results were as follows:

For (1), Against (7), Abstentions (3).

RESOLVED:

THAT the council refuse the grant application from Suicide Prevention and Intervention Isle of Wight.

A proposal was made to award the Grant to Hampshire and Isle of Wight Victim Support which was duly seconded.

Councillors voted by a show of hands which were confirmed verbally to meet accessibility requirements; the results were as follows:

For (1), Against (7), Abstentions (3).

RESOLVED:

THAT the council refuse the grant application from Suicide Prevention and Intervention Isle of Wight.

30-2021/2022 A BEACH SAFETY PROJECT

1. Update on project

Members were advised that a beach safety service had been commissioned through the Waterside Community Trust and there was now a life guard provision operating from a temporary base on the beach. Initially, commissioned for this season a more comprehensive offer over the longer term was planned.

2. Related Projects, including grants

The clerk advised members that three requests for projects which would require funding had been brought forward and the projects were discussed:

a) “Recycling Fish” project.

No costings had been provided for project and considerations such as the location of the receptacle, any associated licenses and the on-going revenue costs of waste management would need to be explored.

b) Mechanical beach clean

Members noted that the a clean of this nature would impact on the beaches blue flag status, one criteria of which was that natural debris and fauna was not cleared from the beach.

c) Wight Water Youth Offer

A proposal had been received to support a youth offer through Wight Water during the summer, under section 137. The project would be delivered in conjunction with Lake at a cost of £7500 to be split between the two councils and would provide water sports activities for 25 children from each of the two areas.

A proposal not to take these projects forward in the current year and to defer them to the relevant working parties to be brought forward last year was made. Councillors voted by a show of hands which were confirmed verbally to meet accessibility requirements; the results were as follows:

For (10), Against (0), Abstain (1)

RESOLVED

- (i) THAT the recycling fish, mechanical beach clean and summer youth provision not be taken forward in 2021/2022.
- (ii) THAT the recycling fish, mechanical beach clean and summer youth provision projects be deferred to the relevant working parties to decide if they should be brought forward for 2022/2023.

31-2021/2022 LOS ALTOS

Members considered a request from the Isle of Wight Council to match fund works for new path to run parallel with the train line at Los Altos Park to link up SS29 & SS86 using s106 monies.

A proposal to decline to provide funding for the path was made and duly seconded as there was no budget allocation for the work. During the discussion it was suggested that if a more detailed proposal was submitted it could be considered by the relevant working group. Councillors voted by a show of hands which were confirmed verbally to meet accessibility requirements; the results were as follows:

For (6) Against (2) Abstain (2)

RESOLVED

THAT the council would not provide funding for works to create a new path in Los Altos Park.

32-2021/2022	TO CONSIDER ANY ENVIRONMENTAL ISSUES RAISED
	No environmental issues had been raised by the Isle of Wight Council, Environment Agency or other statutory body.
33-2021/2022	TO RECEIVE ANY PLANNING APPLICATIONS
	Cllr Emily Brothers declared an interest in the planning application for 17 Drabbles Lane as this for a neighbouring property.
	The following planning applications were considered.
	 <i>Reference</i> <u>21/01252/HOU</u>
	<i>Address</i> 5B Hill Street Sandown Isle Of Wight PO36 9DD
	<i>Proposal</i> Proposed single storey rear extension
	 <i>Reference</i> <u>21/01343/HOU</u>
	<i>Address</i> 17 Drabbles Lane Sandown Isle Of Wight PO36 9ER
	<i>Proposal</i> Proposed single storey side extension
	 <i>Reference</i> <u>21/01385/FUL</u>
	<i>Address</i> Isle of Wight Zoo Yaverland Road Sandown Isle Of Wight PO36 8QB
	<i>Proposal</i> Re-build of existing lemur house and outside enclosure areas to include canopy to cover walkway.
	The Rampion 2 Wind Farm was also considered as the council had received a letter of consultation.
34-2021/2022	ANNUAL TOWN MEETING 2022
	<u>RESOLVED:</u>
	THAT the Annual Town Meeting in 2022 by held at 6:00 pm on Monday, 16 May 2022, to be followed by Annual Council.
35-2021/2022	TO RECEIVE REPORTS FROM
	1. The Town Clerk – including:
	(a) Playground Inspections
	The annual playground inspections by an independent contractor had been completed in May and comprehensive reports received. The replacement of broken equipment by Wicksteed which was underway would address the majority of the significant risks raised. The clerk sought delegated authority to progress with works to mitigate the remaining risks highlighted. Most of these works were routine maintenance activities.
	Annual legionella risk assessment had been undertaken with no additional testing required. Small works would be required to

address the risks highlighted but there were no significant issues to report.

(b) Electrical Tests

Routine electrical had been carried out on all sites. Minor remedial measures would be undertaken but no significant issues had been revealed.

(c) Risk Assessments

Risk assessment were being regularly updated to reflect the steps of the road map and would be updated as guidance was released as an ongoing peace of work. Officers were also supporting groups returning to the centre to undertake the relevant assessments.

(d) Church Service

The details of the church service to commemorate the centenary of the war memorial had been agreed. The order of service included the presentation of a plaque, ceremonial trowel and 100-year-old scroll. The Vice Lord Lieutenant and the High Sheriff would be in attendance to undertake readings.

(e) War memorial

The arrangements for the centenary of the memorial were in place. Prince Michael of Kent would be visiting the site, with the inshore lifeboat providing a guard of honour and local school children presenting mugs which they had designed. The prince would attend the Broadway centre and present the Queens Award for Voluntary Service award to the volunteer bus drivers. The TWG would provide refreshments during the event.

(f) Approved contractors lists and delegated authority for Grant Income.

The clerk sought permission to bring an approved contractors list to council which was agreed.

In addition, confirmation was sought from councillors that grant funding should be sought when the opportunity arose, and applications did not need to be brought to council for approval. It was agreed that seeking grant funding was part of the RFO's role and did not need discussion.

2. Town Councillors

Cllr Humby advised that the Carnival would be taking on the Regatta. In addition the parish boundary walk to raise funds for Green Towns would now be held in May 2022.

Cllr Ian Fletcher reported he had received a number of complaints had been received relating to the Beryl Scooters.

Cllr Jenny Hicks advised she would be joining a Climate Change and Biodiversity Working Group run by Ventnor Town Council.

Cllr Alex Lightfoot advised he had attended the Beryl Scooter open day. The company were aware of the issues with the geofencing of the revetment and cliff path failing and would be resolving the issue.

3. To note Isle of Wight Council Ward Reports

The reports would be circulated after the meeting. Moving forward councillors would be asked to provide them in advance.

4. Outside Bodies

Members were invited to attend Sandown Forum meetings.

PUBLIC QUESTION TIME

Mr Colin Midmore requested the Isle of Wight Ward Councillor Reports be made available online as these were not attached to the draft minutes.

Mrs Jean Jones raised concerns in relation to dangerous use of Jet Ski's. Cllr Debbie Andre response that it was a national issue and something both the MP and the Isle of Wight aware was an issue. However, only the marine police had jurisdiction and they lacked capacity. The reporting of all incidents to the marine police with photographic evidence is available was encouraged.

Mr Alan Jones noted a number of points in relation to road closure signage and the suspension of parking. The mayor advised Island Roads and the Isle of Wight Council would be best placed to deal with his complaints as the highways authority and contractor.