



SANDOWN TOWN COUNCIL – MEETING MINUTES – 12 FEBRUARY 2024

Minutes of the Meeting of Sandown Town Council held on **MONDAY, 12 FEBRUARY 2024** at 7:00 pm at The Broadway Centre, 1 Broadway, Sandown, Isle of Wight PO36 9GG.

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

Also Present: Richard Priest (Clerk), Jennifer Armstrong (RFO), Lorraine Ellis (Admin) and seven members of the public.

69-2023/2024 PUBLIC QUESTIONS:

Cllr Heather Humby noted and spoke to the passing of Sandown's oldest resident, Peggy Forward at 102.

Mr Robert Blezzard requested members consider a number of points when discussing the budget including removing mechanical raking and planning enforcement. Clarification was also sought regarding the overspend in relation to HMRC and underspend in relation to salaries with the Mayor confirming this was an error of principle due to the way it was billed and would be corrected via a journal entry when the final accounts were run.

Mr Alan Jones spoke in support of Cllr Blezzard and sought clarification regarding unspent monies for refurbishing Pier Street Toilets in the 2023/2024 budget. The Mayor responded any unspent monies became general reserves and had been used to reduce the required precept.

Mr Jones also raised concerns that Sandown would be expected to pay more towards the presentation of the Bay Place Plan following Lake Parish Council's refusal to do so. Reassurance was provided that Sandown was only a proportion of the costs. Finally, Mr Jones urged councillors consider organisations accounts when awarding grant funding.

70-2023/2024 APOLOGIES

Apologies were accepted from Cllr Toby Wilcock.

71-2023/2024 DECLARATIONS OF INTERESTS

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

All members noted a dispensation for those councillors who were residents in Sandown and therefore paid council tax, in setting the precept.

Cllr Debbie Andre declared an interest in any matters pertaining to the Isle of Wight Council as a ward member and pecuniary interest in discussions relating to the Carnival Association as their landlord.

Cllr Ian Ward declared an interest in any matters pertaining to the Isle of Wight Council.

Cllr Heather Humby declared a personal interest in matters relating to the Carnival Association, the Band and the Football Club.

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

No requests for written dispensations had been received.

72-2023/2024 MINUTES OF THE LAST MEETING

A proposal to approve the minutes of the meeting held on 20 November 2023 was moved and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

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

RESOLVED:

THAT the minutes of the meeting held on 20 November 2023 be approved as a true record.

73-2023/2024 FINANCES

1. To approve the Payments and Receipts lists as presented for November 2023

A motion, that the Payments and Receipts for November 2023 be approved, was proposed and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (11), Against (0), Abstentions (0).

RESOLVED

THAT the Payments and Receipts for November 2023 be approved.

2. To approve the Payments and Receipts lists as presented for December 2023

A motion, that the Payments and Receipts for December 2023 be approved, was proposed and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (11), Against (0), Abstentions (0).

RESOLVED

THAT the Payments and Receipts for December 2023 be approved.

3. To approve the Payments and Receipts lists as presented for January 2024

A motion, that the Payments and Receipts for January 2024 be approved, was proposed and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (11), Against (0), Abstentions (0).

RESOLVED

THAT the Payments and Receipts for January 2024 be approved.

4. To receive and note the verified bank reconciliations through January 2024

The verified banking reconciliations through January 2024 were noted.

5. To receive and note the expenditure against budget through January 2024

Members considered and noted the expenditure against budget through January 2024.

6. To receive an update on the external audit and public rights process.

The RFO advised members that follow-up emails had been sent the auditors on 14 and 19 December 2023, with a response being received on the 21 December 2023 advising they were awaiting feedback from an elector who had raise an objection.

The auditors were then contacted again on the 29 January, 2 February and 12 February 2024. A response has been received just before the meeting advising the elector had raised further objections but had not been fully reviewed.

Members noted the update.

7. To approve the updated Risk Register

A motion to approve the updated Risk register was proposed and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (11), Against (0), Abstentions (0).

RESOLVED

THAT the updated Risk Register be approved.

8. To approve the 2024/2025 Budget

Four budget proposals had been submitted for consideration prior to the meeting. Cllrs Andre and Brothers withdrew their proposals.

A motion to approve the Council budget was proposed and duly seconded. An alternative budget amending the Council budget of £918,026.85 as presented in Appendix B (attached to, and forming part of these minutes) was proposed and duly seconded. Members noted this would result in a precept requirement of £573,852 once budgeted income was taken into account, which was £232.80 per Band D Equivalent, an increase of 6.6%, £14.37 per year, £1.20 per month and 0.28 per week.

A number of provisions were debated including monies for planning enforcement with some members noting that while they had not previously supported it, a one-year trial could be beneficial.

Monies allocated to support the Bay Place Plan were also discussed with clarification provided that projects brought forward over the thresholds in the council's financial regulations would be bought back to council. It was also noted that capital funding for the Youth Offer was related to provision at Sandham Grounds.

Members were advised that the tourism monies in the budget would fund the 2025/2026 Seaside/Blue Flag Award application and that the monies for the recently submitted

Seaside Award application had been approved during the 2023/2024 budget setting process.

Councillors' votes in relation to the amendment were confirmed verbally to meet accessibility requirements; the results were as follows and the amended proposal became the substantive motion:

For (10)

Cllrs Debbie Andre, Frank Baldry, Sue Betts, Emily Brothers, Jenny Hicks, Heather Humby, Alex Lightfoot, Paddy Lightfoot, Robert May and Ian Ward.

Against (1)

Cllr Ian Fletcher.

Abstentions (0).

Councillors' votes were then taken in relation to the amended substantive motion and were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (8)

Cllrs Debbie Andre, Frank Baldry, Sue Betts, Heather Humby, Alex Lightfoot, Paddy Lightfoot, Robert May and Ian Ward.

Against (3)

Cllrs Emily Brothers, Jenny Hicks, Ian Fletcher.

Abstentions (0).

RESOLVED

THAT the 2024/2025 budget as presented in Appendix B (attached to, and forming part of these minutes) be approved.

9. To set the 2024/2025 Precept

A motion to set the required precept at £573,852 or £232.80 for a Band D equivalent was proposed and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

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

RESOLVED

THAT the precept be set at £573,852 or £232.80 for a Band D equivalent

74-2023/2024 BAY PLACE PLAN

Members considered the adoption of the Bay Place Plan and the appointment of two members to the steering group. The key points discussed included the benefits of the plan and how it would be delivered with members noting that where individually, the towns in the bay were too small to qualify for some funding, combined the Bay could.

1. A motion that the Bay Place Plan be adopted was moved and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

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

RESOLVED

THAT the Bay Place Plan be adopted.

2. Cllrs Emily Brothers, Alex Lightfoot, Paddy Lightfoot and Ian Ward volunteered for the steering group and were duly seconded with Cllr Ward subsequently withdrawing. A vote was taken with councillors' votes confirmed verbally to meet accessibility requirements; the results were as follows and it was:

Cllr Emily Brothers (4)

Cllr Alex Lightfoot (8)

Cllr Paddy Lightfoot (10)

RESOLVED

THAT Cllrs Alex and Paddy Lightfoot be appointed to the Bay Place Plan steering group.

75-2023/2024 TOWN CLERK REPORT

Council noted the report from the Clerk which included the updates to previous issues discussed.

76-2023/2024 WORKING PARTIES

A report had been published and circulated prior to the meeting, and the notes from the meetings circulated afterwards. Council noted the report.

77-2023/2024 TO RECEIVE ANY ENVIRONMENTAL ISSUES RAISED

No environmental issues had been raised by the Isle of Wight Council, Environment Agency or other statutory body.

78-2023/2024 TO RECEIVE ANY PLANNING MATTERS

The following planning applications were considered. No comments were returned.

[24/00179/DIS](#): Old Town Hall Grafton Street, PO36 8JJ

Condition compliance application on 20/00456/LBC relating to condition 10 (Removal/Restoration Method Statement) to be discharged

[24/00177/DIS](#): Old Town Hall Grafton Street, PO36 8JJ

Condition compliance application on 20/00455/FUL relating to condition 11 (Removal/Restoration Method Statement) to be discharged

[24/00163/DIS](#) :Sandown Bay Holiday Centre Yaverland Road PO36 8QR

Condition compliance application on 21/00809/FUL relating to conditions 3 (Contamination), 4 (Foul & Surface Water Drainage), 6 (External materials), 8 (Bat box installation), 9 (Landscaping Scheme), 10 (Landscape Implementation), 11 (Cycle/Waste Facilities) and 12 (External Lighting) to be discharged.

[24/00140/1APA](#): 10 Yaverland Close, PO36 8QF

Prior approval for proposed single storey rear extension

[24/00079/FUL](#): Unit 1 College Close Sandown Isle Of Wight

Change of use from garage workshop to gymnasium.

[23/02271/FUL](#): Flat 3, 4 Albion Road, PO36 8AG

Two replacement windows on rear elevation

[23/02165/DIS](#): 33 Carter Street, PO36 8DQ

Condition compliance application on 19/01665/FUL relating to conditions 3 (turning and parking), 5 (materials), 10 (drainage) and 11 (drainage) to be discharged.

79-2023/2024 TO RECEIVE REPORTS FROM TOWN COUNCILLORS AND OUTSIDE BODIES

Cllr Humby informed members she continued to hold Thursday Surgeries in the Library. There had been several complaints about antisocial behaviour though she noted there had been a reduction in shop lifting in town. Cllr Humby also raised concerns regarding the junction between Old Reservoir Lane and Drabbles Lane. Cllr Ward advised he had spoken to Island Roads regarding the matter.

Cllr Hicks informed members she had attended a promenade working party meeting and Shademakers event in Newport.

Cllr Ward advised he had met the new “Bay Bobbies” noting that while one officer would cover Shanklin and Ventnor and the other Sandown and Lake the roles were interchangeable.

80-2023/2024 MOTION WITHOUT NOTICE

A motion was moved without notice under Standing Order 21.1(vi) and duly seconded, to bring forward Public Question time on the Agenda. Councillors’ votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (11), Against (0), Abstentions (0).

RESOLVED

THAT Public Question time be bought forward on the agenda.

81-2023/2024 PUBLIC QUESTION TIME

Mr Alan Jones advised the 2024 Sandown Guide had been sent to the printers for production, thanking those involved in its creation for their help. Councillors were invited to volunteer to distribute the publication. Members noted that originally 36 pages, the guide was now a 48-page publication, and the format would need to be changed if there was any further increase to the number of pages.

82-2023/2024 MOTION WITHOUT NOTICE

A motion was moved without notice under Standing Order 9.13(i), and duly seconded, that the meeting be extended by 30 minutes. Councillors’ votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

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

RESOLVED

THAT the meeting be extended by 30 minutes.

83-2023/2024 EXCLUSION OF PUBLIC AND PRESS

A proposal was moved and duly seconded, that the public and press be excluded for the remaining business on the agenda. An amendment was proposed , and duly seconded. that Item 13 be considered before the exclusion of the public and press.

Discussion took place regarding the need for the item regarding the Public Works Loan for Yaverland Toilets to be discussed privately. Members were advised that commercially sensitive information had been included in the Public Works Loan Report and as such there was a risk, if the discussion was held in public this information could be inadvertently referenced. Councillors' votes were confirmed verbally to meet accessibility requirements and the amendment fell.

Amendment

For (2), Against (9), Abstain (0)

Substantive

A vote was taken on the substantive motion. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (9), Against (1), Abstain (1)

RESOLVED

THAT under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, namely agenda item numbers 13 and 14 on the grounds that there is likely to be disclosure of exempt information as defined in paragraphs 14 of Part 1 of Schedule 12A of the Act and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

84-2023/2024 PUBLIC WORKS BOARD LOAN – YAVERLAND TOILETS

Council discussed seeking the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a public works board loan to re-provision Yaverland toilets. The loan was for £250,000 over 12 years.

Concern was raised that options for the refurbishment of the existing building had not been fully explored. Members were advised the tender specification had provided the option of refurbishment or replacement, which was best practice to allow for the most economical solution. Comments were also made regarding the lack of tenders received. Officers outlined the steps taken to advertise the tender and highlighted the issues with refurbishing the existing building, especially around the drainage which was not fit for purpose.

Members noted that deciding to seek approval for the loan did not mean the tender had to be awarded but if approval was not obtained there would be no funding to take forward the re-provision of the toilets which would be expensive and difficult to keep open without significant works.

Motion without notice.

A motion was moved and duly seconded, that the decision be deferred under Standing Order 21.1(iii), and the tender process repeated, or a report drafted on refurbishment, though it was unclear how such a report would be funded. Members also noted that delaying works would further increase costs. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and the motion fell:

For (5), Against (5 + casting vote), Abstention (1),

85-2023/2024 Substantive Motion.

The matter was further debated with members mooting approaching the Isle of Wight Council (IWC) regarding funding the toilets from the income from the carpark and beaches. However, this had been explored and was not viable as the Town Council would need to take over the carpark and offset the IWC's losses.

A proposal was moved and duly seconded that approval for the loan be sought. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (7)

Cllrs Frank Baldry, Sue Betts, Ian Fletcher, Alex Lightfoot, Paddy Lightfoot, Robert May and Ian Ward.

Against (4)

Cllrs Debbie Andre, Emily Brothers, Jenny Hicks, Heather Humby

Abstentions (0).

RESOLVED

THAT council seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £250,000 over the borrowing term of 12 years for the purpose of reprovisioning Yaverland Toilets and landscaping the adjacent space. The annual loan repayments will come to around £26,968. It is also intended to increase the council tax precept for the purpose of the loan repayments by 6.7% which is the equivalent of an additional £14.59 a year as budgeted in the 2024/2025 budget.

86-2023/2024 MOTION WITHOUT NOTICE

A motion was moved without notice under Standing Order 9.13(i), and duly seconded, that the meeting be extended by 30 minutes. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (8), Against (3), Abstentions (0).

RESOLVED

THAT the meeting be extended by 30 minutes.

87-2023/2024 YAVERLAND TOILETS TENDER

The working party recommendation, in relation to the award of the contract for the reprovision of Yaverland Toilets was considered.

The option of refurbishing the site was debated again with the same pro's and con's being discussed. Some members expressed concern regarding the design of the toilet, if like that of Eastern Gardens, negatively impacting the visual aesthetic of the location. Reassurance was provided that there were different options for the design, including wood cladding and a sedum roof, and that a design could be brought back to council for further discussion. Members agreed that the Chair and officers should enter a dialogue with the contractor for this purpose.

A motion was moved and duly seconded to award the contract. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

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

RESOLVED

THAT the contract for the reprovision of the toilets at Yaverland be awarded to Danfo UK Ltd with the Chair, working with officers, to bring back a design to a future meeting.

Cllr Betts left the meeting.

88-2023/2024 URGENT ITEM – SANDHAM GROUNDS PLAY ZONE PROJECT

Following on from the update in the Clerks' Report, members were advised that a further opportunity to secure grant funding for the Play Zone had come to light following the publication of the agenda and asked the matter be considered as an urgent item. If sufficient need could be demonstrated there was possibility of extending Play Zone to include two Multi-Use Games Areas (MUGAs). The project would also include improved lighting.

The Football Foundation had incurred costs to move the project forward and commitment was now needed from the town council before further work could be undertaken. The monies would be funded from the allocated capital reserves and unspent repair monies for the park.

A proposal, that monies of up to £62,000 to match fund the project could be released, was moved and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was:

For (10), Against (0), Abstentions (0).

RESOLVED

THAT up to £62, 000 of match funding could be released to take forward the Play Zone project at Sandham Grounds.

Meeting closed: 21:42.