

## SANDOWN TOWN COUNCIL



Minutes of the Meeting of Sandown Town Council held on Monday, 16 March 2020 at 7.00 pm at The Broadway Centre, Sandown, Isle of Wight PO36 9GG.

### **PUBLIC QUESTIONS:**

In response to government advice regarding COVID-19, at 6:00 pm on Monday, 16 March 2020, a decision was made by a majority vote to close the Broadway Centre to the public and suspend public access to meetings until such as time as government guidance on social distancing was amended. Therefore, no members of the public were in attendance.

**Present:** Paul Brading (Deputy Mayor), Debbie Andre, Alex Lightfoot, Paddy Lightfoot, Jacquie Mereweather, Raj Patel, Ian Ward.

### **1853/19 (a) TO RECEIVE ANY APOLOGIES FOR ABSENCE.**

Apologies were received from Cllrs Gary Young (Mayor), Connie Cowley, Chris Dupre, Heather Humby, Ronnie Teasdale.

### **(b) URGENT BUSINESS - Member's Absence from Council Meetings**

The Local Government Act 1972 expressly provides that where a council Member fails to attend any meeting of the council for 6 consecutive months from the date of their last attendance, subject to certain exceptions, they cease to be a member of the authority unless failure was due to some reason approved by the Council before the expiry of that period.

Approval was sought for Cllr Connie Cowley's absence from meetings for a period of six months on the grounds of ill health.

Consideration was also given to approving absence from meetings as a result of government measures in relation to the Corona Virus. Concerns were raised regarding how this could be verified, however it was suggested this would be a matter of trust.

### **RESOLVED:**

- (i) THAT Councillor Connie Cowley absence from meetings of the Council for up to six months from the 16 March 2020 be approved on the grounds of medical reasons.
- (ii) THAT councillors, affected by government measures in relation to COVID-19, absence from meetings of the Council for up to six months from the 16 March 2020 be approved on the grounds of medical reasons.

#### **1854/19 DECLARATIONS OF INTERESTS.**

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

Cllrs Andre, Brading and Ward declared an interest, as members of the principal authority, in any matter relating to the Isle of Wight Council.

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

None received.

#### **1855/19 MINUTES OF THE PREVIOUS MEETING.**

##### RESOLVED:

THAT the minutes of the meeting held on the 24 February 2020 be approved as a true record

#### **1856/19 FINANCES.**

- 1. To approve the payments list as presented.**

##### RESOLVED:

THAT the payments lists as presented through 29 February 2020 be approved.

- 2. To receive and note the verified bank reconciliations for February 2020.**

##### RESOLVED:

THAT the verified bank reconciliation through 29 February 2020 be noted

- 3. To receive and note the expenditure against budget until 29 February 2020.**

##### RESOLVED:

THAT the expenditure against budget through 31 January 2020 be noted

- 4. To receive and note finance report for period ending 29 February 2020.**

Members received an oral report which provided an update on the council's finances. Background was provided in relation to staffing capacity, the council's responsibilities and the transitional issues experienced.

The reserves had been restated for the 2020/2021 budget and included £80,000 for Sandham and £80,000 Toilet Re-provision, et al.

Due to efficiencies additional reserves at 31 March 2020 of around £30,000 were anticipated and an increase in booking income had been expected, however, both would be impacted by the closure of the Broadway Centre.

Other predicted savings included an increase in in-house maintenance, reduction in costs (e.g. Locum, travel, etc.) and review of expenditure items.

##### RESOLVED:

THAT the finance report ending February 2020 be noted

- 5. To receive report and agree way forward for Sandown Beach Safety.**

The clerk presented an oral report on Beach Safety. Details of the cost of the service, the details of the current contract and the statistics and information

relating to incidents in the 2019 season were provided. Clarification was given that the provision of a life guard service was not required for the Seaside Award to be obtained.

Members were advised a number of savings had been identified which could support the provision of the service for 2020. As part of the discussion regarding the savings consideration was given to a proposal for parking at the Broadway Centre and a change to the planned external storage solution.

Looking forward, approval to consider an alternative holistic beach safety approach was requested which would could expand beach safety, through partnership with other stakeholders, to include dog fouling, litter collection, investment in the independent lifeboats, addressing concerns on cycling on revetment, first aid provision and reporting of jet-skiing issues. Discussions would be undertaken with stakeholders and a consultative process.

**Resolved:**

- (i) THAT a full proposal in relation to an alternative approach to beach safety be brought forward.
- (ii) THAT the RNLI lifeguard provision be continued for 2020.
- (iii) THAT approximately 20 spaces (10 for each group) on the gravelled area be created for NHS staff. Bays should be clearly marked with appropriate signage and located along the perimeter wall. No donations shall be requested until such a time as the Corona Virus crisis has been resolved. However, a donation of £120 from Centre Based Staff and £72 per year community based would be requested under normal circumstance.
- (iv) THAT a 10 foot, 44 mm log cabin for external storage to be purchased to be positioned on the concrete base behind the Broadway Centre and that electrical installation be arranged.

**6. To receive report and agree way forward for Hanging Basket project.**

Members were asked to note the proposals for the Hanging Basket Project from Green Towns. While the uncertainty of the situation nationally and its impact on the project was noted, a working party was proposed to prioritise locations of proposed baskets (which may be existing planters), to enable watering agreement to be firmed up and for locations for remainder of budget available to be agreed. Should shops/businesses sponsor some of locations, resources could be reallocated for additional locations. The cost of watering was expected to be in the region of £2,000.

**Resolved:**

THAT the proposals in relation to the Hanging Basket Project be noted.

**7. To commence procurement process for Sandown Public Toilet re-provision.**

Approval was requested to begin the procurement process in relation to the Public Toilet Re-provision. The project would be undertaken with a three phase approach and would look at maintenance and cleaning in addition to refurbishment. Members noted that while stakeholder engagement would be

undertaken, it would no longer be possible for the planned public meeting to take place and an alternative solution would be sought.

Resolved:

THAT the procurement process in relation to public toilets in Sandown be commenced.

**8. To note VE Day @ 75 plans for May 2020.**

Members considered the comprehensive programme of events, noting that due to the government's guidance in relation to COVID-19 and social distancing it was unlikely the events would go ahead.

**9. To agree on Town Council Association provider for 2020/21.**

Information was provided in relation to the membership offers of the Isle of Wight Association of Local Councils and the Hampshire Association of Local Councils. Discussion took place regarding the benefits of belonging to a local association and what the different associations could offer was debated.

Resolved:

- (i) THAT Sandown Town Council should be a member of a county association.
- (ii) THAT Sandown Town Council remain a development partner of the Hampshire Association of National Councils.

**1857/19 TO RECEIVE ANY ENVIRONMENTAL ISSUES**

Details of the Isle of Wight Council's consultation on Public Space Protection Order were provided and discussed.

Resolved:

THAT the proposals in relation to the Public Space Protection Orders be noted.

**1858/19 TO RECEIVE ANY PLANNING APPLICATIONS**

The following planning applications were considered. No comments were put forward:

a) **Application No:** 20/00443/HOU

**Location:** 61 St Johns Road Sandown Isle Of Wight PO36 8HE

**Proposal:** Demolition of utility and shower rooms; proposed single storey rear extension with alterations to existing garden retaining wall

b) **Application No:** 20/00426/FUL and 20/00427/ADV

**Location:** 132 Avenue Road Sandown Isle Of Wight PO36 9PU

**Proposal:** Proposed replacement of ATM/ Proposed replacement of non-illuminated ATM surround signage

c) **Application No:** 20/00412/FUL

**Location:** Belgrave Hotel 14 - 16 Beachfield Road Sandown Isle Of Wight PO36 8NA

**Proposal:** Proposed ten dwellings; formation of vehicular access; parking; garage block and landscaping

d) **Application No:** 20/00318/FUL

**Location:** Isle Of Wight Zoo Yaverland Road Sandown Isle Of Wight PO36 8QB

**Proposal:** Replacement mobile home to be used as office

## 1859/19 TO RECEIVE REPORTS FROM

### 1. The Town Clerk

The number of policies were presented for reaffirmation. A proposal was made and seconded, that the policies be reaffirmed en bloc.

Three new policies were also presented for approval and discussed. These were considered separately.

#### RESOLVED:

(i) THAT the following policies be reaffirmed and reviewed during the upcoming year:

- CCTV
- Absence and Sickness Policy
- Complaints Procedure
- Dignity at Work/Bullying and Harassment Policy
- Disciplinary Policy
- Document retention Policy
- Equality and Diversity Policy
- Financial Regulations (LR)
- General Data Protection Regulation Policy 2018 and Privacy Notice
- Grievance Policy
- Health & Safety Policy
- Information available under model publication scheme
- Lone Worker Policy
- Members Code of Conduct
- Persistent or Vexatious Complaints Policy
- Public Complaining Policy
- Recording & Photography at Meetings
- Redundancy Policy
- Staff Recruitment and Retention Policy
- Standing Orders
- Volunteer Policy

(ii) THAT the Communications Strategy as presented be approved.

(iii) THAT the Publication Scheme as presented be approved.

(iv) THAT the Risk Management Document as presented be approved.

**2. Town Councillors**

No reports were presented.

**3. Isle of Wight Council Ward Councillors**

Cllr Brading updated members on the school places in Sandown, highlighting that the lack of surplus places highlighted the improvements in the education provision in the area.

Cllr Andre and Cllr Ward provided written reports, attached to and forming part of these minutes.

**4. Outside Bodies**

Cllr Andre provided an update following the recent meeting of the South Wight Health and Wellbeing Forum which had been held at the centre, highlighting the work of the new substance abuse provision, Inclusion.

**1860/19 DATE OF NEXT MEETING**

The next meeting would be held on Monday, 20 April 2020 subject to government guidance on meetings.

**PUBLIC QUESTION TIME:**

No members of the public were in attendance.