



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.

Item 4(1) - Paper B

Cashed as of 29 February 2024						Balance Carried Forward	431,786.30
Voucher	Date	Cheque No	Supplier	Description			Total
547	01/02/2024		Business Stream	Water			138.24
548	01/02/2024		Gallagher (Hiscock Insurance Company Lt	Insurance (All)			663.74
542	05/02/2024		SLCC Entreprises	Expenses - SLCC Membership			298.00
543	06/02/2024		Danfo (UK) Ltd	Cleaning			4060.10
544	06/02/2024		Island Environmental Hygiene	Sanitary Services			60.84
545	06/02/2024		Garden Tidy	Litter Picking and Bin Emptying			100.00
546	06/02/2024		Lake Cleaning & Catering Supplies	Cleaning Materials			51.46
549	08/02/2024		Poundland	Expenses			3.00
550	12/02/2024		Garden Tidy	Litter Picking and Bin Emptying			100.00
551	12/02/2024		John O'Conner	Grass Cutting (Los Altos)			523.70
552	12/02/2024		Amazon	Tower Extension Lead			28.99
553	20/02/2024		Heritage Attractions Ltd	Electricity - Sandham Lights			76.26
554	20/02/2024		Community Action Isle of Wight	Salaries			11591.05
555	20/02/2024		Danfo (UK) Ltd	Repair of fire damage to DDA			721.33
556	20/02/2024		Focus Plumbing and Heating	Fencing hire			148.42
557	20/02/2024		Biscoes Solicitors	Legal Advise -Beach Base Lease			2685.92
558	26/02/2024		Garden Tidy	Litter Picking and Bin Emptying			125.00
559	26/02/2024		Garden Tidy	Litter Picking and Bin Emptying			175.00
560	26/02/2024		Garden Tidy	Grounds Maintenance and Repairs			65.00
561	26/02/2024		Biffa Waste Services Ltd	Waste Collection (Wheelie Bins)			158.78
562	26/02/2024		Biffa Waste Services Ltd	Waste Collection (Wheelie Bins)			22.32
563	26/02/2024		Heritage Attractions Ltd	Electricity - Sandham Lights			76.26
564	26/02/2024		Heritage Attractions Ltd	Electricity - Sandham Lights			76.26
565	26/02/2024		Heritage Attractions Ltd	Electricity - Sandham Lights			57.96
566	26/02/2024		Hillbans Pest Control Ltd	Mole treatment			480.00
567	26/02/2024		Total Gas and Power Ltd	Gas			508.78

Received as of 29 February 2024				
2023-2024 Receipts				
Voucher	Date	Description		Total
364	01/02/2024	Room Hire		70.00
365	01/02/2024	Room Hire		16.00
366	05/02/2024	Room Hire		80.00
367	05/02/2024	Room Hire		275.00
368	05/02/2024	St John's Toilet Income (cash)		14.40
369	05/02/2024	Eastern Gardens Toilet Income (cash)		19.00
370	01/02/2024	Room Hire		22.50
371	01/02/2024	Car park Light Repairs		166.31
372	02/02/2024	Room Hire		20.00
373	05/02/2024	Room Hire		380.00
374	05/02/2024	Room Hire		45.00
375	05/02/2024	SLA - Back Office Support		2500.00
376	06/02/2024	Room Hire		16.00
377	07/02/2024	Room Hire		60.00
378	08/02/2024	Room Hire		75.00
379	12/02/2024	St John's Toilet Income (cash)		11.80
380	12/02/2024	Eastern Gardens Toilet Income (cash)		17.70
381	09/02/2024	Room Hire		640.00
382	09/02/2024	Bank Interest		150.89
383	13/02/2024	Room Hire		50.00
384	19/02/2024	Room Hire		91.00
385	19/02/2024	Room Hire		50.00
386	19/02/2024	Room Hire		80.00
387	19/02/2024	St John's Toilet Income (cash)		16.30
388	19/02/2024	Eastern Gardens Toilet Income (cash)		31.50
389	16/02/2024	Room Hire		150.00

SANDOWN TOWN COUNCIL

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 29/02/2024		
	Cash in Hand 01/04/2023		379,944.91
	ADD Receipts 01/04/2023 - 29/02/2024		684,155.26
			1,064,100.17
	SUBTRACT Payments 01/04/2023 - 29/02/2024		455,072.47
A	Cash in Hand 29/02/2024 (per Cash Book)		609,027.70
	Cash in hand per Bank Statements		
	Petty Cash 29/02/2024	0.00	
	1 - Treasurers Account 30-97-42 0 29/02/2024	71,054.13	
	4 - Business Bank Instant 30-97-4 29/02/2024	136,658.86	
	3 - Reserves 30-97-42 24097868 29/02/2024	0.00	
	2 - Treasurers Account 30-97-42 1 29/02/2024	0.00	
	5 - 32 Day Access Acc Number TB 29/02/2024	401,314.71	
	6 - Temporary Fixed Term Deposit 31/01/2024	0.00	
			609,027.70
	Less unrepresented payments		
			609,027.70
	Plus unrepresented receipts		
B	Adjusted Bank Balance		609,027.70
	A = B Checks out OK		

SANDOWN TOWN COUNCIL
Net Position by Cost Centre and Code

Item 4(3) - Paper D

Cost Centre Name

ADMINISTRATION

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
1	Audit - Internal				278.00	250.00	28.00
2	Audit - External				1,865.00		1,865.00
3	Broadband and Telephone				672.00	534.99	137.01
4	Broadband and Telephone				175.00		175.00
5	County Association Memb				881.00	10.00	871.00
6	ICO Registration				44.00	35.00	9.00
7	ICT Capital (equipment) - I				1,000.00		1,000.00
8	ICT Consumables				117.00	261.74	-144.74
9	ICT Repair and Maintenanc				233.00	30.00	203.00
10	ICT Accounting Software				1,140.00	1,140.00	
11	ICT Domain Registration				87.00		87.00
12	ICT Office 365				342.00	370.80	-28.80
13	ICT Email Hosting				444.00	288.00	156.00
14	ICT Adobe/Zoom/Survey M				1,116.00	486.00	630.00
15	ICT Antivirus				50.00		50.00
16	Insurance				6,897.00	7,208.06	-311.06
17	Mayors Board				41.00	40.00	1.00
18	Office Equipment Service				79.00	76.49	2.51
19	Photocopier				596.00	391.54	204.46
20	Postage				119.00	28.10	90.90
21	Professional Fees (Sites)				1,500.00	1,907.00	-407.00
22	Professional Fees Payroll				966.00	303.50	662.50
24	Professional Fees Plannin				2,500.00	6,758.92	-4,258.92
25	Professional Fees Accessi				899.00	730.25	168.75
26	Public Works Loan				33,516.00	33,138.98	377.02
27	Stationary				651.00	1,094.02	-443.02
201	IWC Precept		531,299.00	531,299.00			
202	VAT Refund						
203	Grants						
204	Donations						
205	Bank Interest			12,522.41			12,522.41
207	Insurance Claim						
208	Misc Hire						
223	Recharges			11,731.20		1,502.88	10,228.32
224	Regeneration	5,000.00				5,000.00	
226	Journal Entry			-0.01			-0.01
		£5,000.00	531,299.00	£555,552.60	56,208.00	£61,586.27	23,875.33

ADVERTS & PUBLICITY

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
28	Adverts				537.00	266.90	270.10
29	ICT Web-Hosting				268.00	241.88	26.12
30	Contribution to Hard Copy						
					805.00	£508.78	296.22

BEACHES

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
31	Beach Cleaning (Bins)				16,030.00	13,507.69	2,522.31
32	Bouys				5,929.00	5,777.07	151.93
33	Life Boat				2,000.00	2,000.00	
34	Lifeguard Equipment and I				6,500.00	6,500.00	
35	Beach Safety Service				16,000.00	16,000.00	
36	Beach Safety Base(Capita				4,000.00		4,000.00
37	Beach Storage				111.00		111.00
38	Tourism Blue Flag/Seasid				900.00		900.00
212	Beach Saftey Base Mainte				2,000.00	1,849.92	150.08
222	Beach Maintenance and F	20,000.00				2,870.00	17,130.00
		£20,000.00			53,470.00	£48,504.68	24,965.32

BROADWAY CENTRE

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
39	Independent Cleaner (Ad I				1,000.00	1,720.70	-720.70

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

SANDOWN TOWN COUNCIL
Net Position by Cost Centre and Code

Cost Centre Name

40 Business Rates		4,708.00	4,441.10	266.90
41 CCTV		200.00		200.00
42 Microphones and Loop (C:		1,000.00		1,000.00
43 Furniture and fittings		500.00	681.73	-181.73
44 Landscape		500.00	90.00	410.00
45 Licenses (music , microph		1,050.00	606.00	444.00
46 Repair and Maintenance (500.00		500.00
47 Repair & Maint. Sundries		1,376.00	996.19	379.81
48 Repair and Maintenance (332.62	5,000.00	1,933.51	3,399.11
49 Service Alarms/CCTV/Boil		951.00	989.06	-38.06
50 Service Fire Extinguishers			255.98	-255.98
51 Signage		113.00	99.87	13.13
52 Utilities - Gas		3,348.00	1,560.03	1,787.97
53 Utilities Water		749.00	521.91	227.09
54 Utilities - Electric		3,454.00	1,580.03	1,873.97
55 Waste Collection (General		1,866.00	1,920.38	-54.38
56 Waste Collection (Sanitary		387.00	243.17	143.83
206 Room Hire	27,564.06			27,564.06
213 Meeting Room Loop	700.00	36.67	700.00	1,436.67
	£700.00	£27,933.35	27,402.00	£17,639.66
				38,395.69

CIVIC

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
57	Remembrance Wreaths				233.00	60.00	173.00
58	Remembrance Events				1,748.00	550.50	1,197.50
59	Coronation Events				500.00		500.00
72	Town Crier						
					2,481.00	£610.50	1,870.50

CIVIC SPACE

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
60	Christmas Tree and Lights				999.00	841.67	157.33
61	Christmas Tree and Lights				200.00		200.00
62	Decorative Lighting Maint				3,000.00		3,000.00
63	Decorative Lighting Capit				5,000.00		5,000.00
64	Defib Pads				233.00		233.00
65	Environment Officer/Plann						
66	Ferncliff - Grounds Mainte				1,108.00	440.00	668.00
67	Green Towns				2,500.00	2,500.00	
68	Hanging Baskets Planting				1,500.00	1,865.72	-365.72
69	Hanging Baskets Watering				8,000.00	5,510.30	2,489.70
70	Los Altos Grass Cut				6,065.00	4,638.82	1,426.18
71	Revetment Lighting				444.00		444.00
73	Town Improvement Fund	2,420.00			2,500.00		4,920.00
74	War Memorial (Esplanade			3,688.80	500.00	4,192.50	-3.70
75	War Memorial (Animal) M				500.00		500.00
		£2,420.00		£3,688.80	32,549.00	£19,989.01	18,668.79

COMMUNITY GRANTS & EVENTS

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
76	Schools	900.00			1,000.00	1,314.02	585.98
77	Carnival Association Even				2,000.00	2,000.00	
78	Grants	1,000.00		6,000.00	1,000.00	7,000.00	1,000.00
79	Youth Provision				15,000.00	15,000.00	
		£1,900.00		£6,000.00	19,000.00	£25,314.02	1,585.98

COUNCILLORS

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
80	Election						
81	Hospitality						
82	Mayor Allowance				500.00	500.00	
83	Training				1,000.00		1,000.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

SANDOWN TOWN COUNCIL
Net Position by Cost Centre and Code

Cost Centre Name

				1,500.00	£500.00	1,000.00	
SANDHAM GARDENS (GENERAL)							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
84	Grounds Maintenance, Dr				1,665.00		1,665.00
85	Grounds Maintenance, Gr				800.00	160.00	640.00
86	Grounds Maintenance, Tre						
87	Grounds Maintenance, We				555.00	460.00	95.00
88	Kerbing						
89	Lighting (Electricity)				1,800.00	608.16	1,191.84
90	Maintenance and Repair				6,000.00	906.66	5,093.34
91	Signage (Sandham)				300.00	15.49	284.51
98	CCTV				3,500.00		3,500.00
209	Land Lease			7,500.00			7,500.00
214	Lighting Repair						
				£7,500.00	14,620.00	£2,150.31	19,969.69
SANDHAM GARDENS (MUGA)							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
92	Replacement of MUGA - F				10,000.00		10,000.00
215	Muga (Repair)	5,000.00			5,000.00		10,000.00
		£5,000.00			15,000.00		20,000.00
SANDHAM GARDENS (SJP)							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
93	Grounds Maintenance, Gr				4,262.00	2,290.00	1,972.00
94	Inspections				1,147.00	2,754.00	-1,607.00
95	Litter Picking				3,469.00	5,465.00	-1,996.00
96	Playground Renewal Func				10,000.00		10,000.00
97	Repair/replace (damage)				5,000.00	6,525.54	-1,525.54
					23,878.00	£17,034.54	6,843.46
SANDHAM GARDENS (SKATE PARK)							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
99	Maintenance and Repair				6,660.00	4,997.48	1,662.52
100	Replacement RESERVES				10,000.00		10,000.00
					16,660.00	£4,997.48	11,662.52
STAFFING							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
101	Expenses (Milage etc)				1,252.00	80.73	1,171.27
102	Locum Clerk				1,000.00		1,000.00
103	Professional Subscriptions				343.00	519.00	-176.00
104	Salaries				103,457.00	76,222.32	27,234.68
105	Salaries - HMRC				8,706.00	23,499.19	-14,793.19
106	Salaries - Pension				29,025.00	16,344.74	12,680.26
107	Training				1,166.00	810.00	356.00
216	Recruitment				1,166.00		1,166.00
					146,115.00	£117,475.98	28,639.02
TOILETS							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
108	Cleaning and Security, Cle				39,777.00	39,806.70	-29.70
109	Refurbishment				300,000.00		300,000.00
110	Repair and Maintenance ,				9,347.00	19,428.81	-10,081.81
111	Repair and Maintenance ,					139.55	-139.55
112	Testing and Service (inc S				2,676.00	225.00	2,451.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

SANDOWN TOWN COUNCIL
Net Position by Cost Centre and Code

Cost Centre Name

113 Utilities, Electric		3,995.00	2,811.41	1,183.59
114 Utilities, Water		1,101.00	3,704.67	-2,603.67
115 Inspection (inc. Legionella)		344.00	390.10	-46.10
116 Waste (Toilets)		1,455.00	439.30	1,015.70
211 WC Income	8,946.17		1,169.64	7,776.53
217 Business Rates (Yaverland)		6,035.00	4,673.40	1,361.60
218 St Johns (Capital)	28.10	5,000.00		5,028.10
219 Eastern Gardens (Capital)		5,000.00		5,000.00
220 Pier Street Running Costs		2,000.00	4,011.94	-2,011.94
221 Pier Street (Refurbishmen		200,000.00		200,000.00
225 Changing Places	17,000.00		36,130.50	-19,130.50
		£25,974.27	576,730.00	£112,931.02
NET TOTAL		£35,020.00	531,299.00	£626,649.02
			986,418.00	£429,242.25
				687,545.77



Town Clerks Report

Date 18 March 2024
Prepared by Town Clerk

1. ADMINISTRATION

- 1.1. Response to comments received by External Auditors. Extensive follow-up correspondence regarding timeline for closing the audit.
- 1.2. Credit Control activities.
- 1.3. Back Office Support to Lake PC (draw down on loan, Slipway Toilet pipe and roof repairs, Site meeting for New Road reprovision, publication of budget)
- 1.4. Ongoing formal complaint with Electricity provider regarding billing issues. Credit expected against one site. Continuation of challenge regarding estimated reads on billing.
- 1.5. Publication of budget. End of year accounts preparation.
- 1.6. Submission of PWLB application to IWALC
- 1.7. Sourcing grant funding for Place Plan Project in Los Altos.
- 1.8. Meeting with Police and other partner agencies.
- 1.9. Obtaining costings for CCTV across sites following increase in anti-social behaviour
- 1.10. Drafting of Community Resilience Plan.
- 1.11. Planning for Annual Town Meeting

2. ADVERTS, PUBLICITY AND EVENTS

- 2.1. Planning for D-day at 80 events – meeting with church and band.
- 2.2. Promenade Working Party Meeting with Lake Parish Council and partner agencies.
- 2.3. Presentations on 8 March with partner agencies.
- 2.4. Work with Sandown Historical Association, local school and library on heritage projects.

3. BEACHES

- 3.1. Planning for maintenance works for beach safety base.
- 3.2. Progress on Beach Accessibility project.

- 3.3. Keep Britan Tidy Emails
- 3.4. Safe swim apparatus for children ad lifeguards
- 3.5. Correspondence re Beach Raking

4. BROADWAY CENTRE

- 4.1. Review of fire Risk Assessment.
- 4.2. Arranging Works recommended in fire risk assessment.
- 4.3. Warm spaces meeting and funding secured.
- 4.4. Support of Bay Place Plan meetings, possible community maintenance projec

5. CIVIC SPACE

- 5.1. Further correspondence to progress Phone Box Project.
- 5.2. Researching funding opportunities for a Place Plan Project in Los Altos Park
- 5.3. Initial conversations with Isle of Wight Council regarding planning enforcement.
- 5.4. Correspondence with Ventnor Fringe re possible project.
- 5.5. Los Altos correspondence with Isle of Wight Council and Tree Maintenance Plan.
- 5.6. Information Projects and Community Association Guide Update.
- 5.7. Liaison re Battery Gardens community clean work.

6. SANDHAM GROUNDS

- 6.1. Ongoing insurance issue with requests for further documentation.
- 6.2. Working with partners and contractor to progress maintenance works as and when weather permits, including site visit.
- 6.3. Removal and replacement of cradle swings following damage from dogs in the park.
- 6.4. Progression of funding opportunity to next stages. Engaging appropriate professional services to support the delivery of the project.
- 6.5. Ground maintenance and pest control issue.
- 6.6. Reporting of multiple instances of antisocial behavior in skate park.
- 6.7. 6.7 Correspondence with Heritage.

7. TOILETS

- 7.1. On-going issues with drainage at Yaverland and removal of offensive graffiti.
- 7.2. Changing Places Project – site visit for snagging. Progressing signoff by MDUK. Draw down on grant monies.
- 7.3. Further correspondence with Isle of Wight Council regarding street furniture and licenses.
- 7.4. Correspondence with the Isle of Wight Council regarding ingress of water from attached structure leased by them to concessionaire.
- 7.5. Progression of Yaverland Toilets project, site visit to inform design work.
- 7.6. Misuse of St John's toilets by Youths.
- 7.7. Pier Street Toilets use for Carnival over Easter.
- 7.8. Correspondence with Accessibility Organisation following meeting with Swimming project.



SANDOWN TOWN COUNCIL

DRAFT

Community Resilience

APPROVAL DATE: TBC
REVIEW DATE: TBC
MINUTE NUMBER: TBC

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1. INTRODUCTION

- 1.1. The Town Council has key role in helping to make the local community more resilient in preparation of any neighbourhood or townwide issues.
- 1.2. The impact of an emergency can reduced by identifying risk and how they will impact the community, raising awareness and adopting resilient behaviours.
- 1.3. This can be done through the Council's Community Development and Communications functions.
- 1.4. The objectives of the plan are to:
 - a) Identify risks to the community.
 - b) Help residents and businesses to build resilience and prepare from emergencies.
 - c) Provide a list contacts and resources available in the community to support it in a crisis, especially where emergency services or relevant local authority support may be delayed due to the scope and nature of the emergency.
- 1.5. This is a long-term plan to maintain and build resilience.
- 1.6. When actual emergencies occur, the role of the Town Council may be limited given the size of its workforce and limited resources.
- 1.7. However, this does not prohibit long-term work to build community resilience.

2. EVENTS WHICH COULD TRIGGER AND EMERGENCY RESPONSE

- 2.1. Events which could trigger and emergency response include but are not limited to:
 - Human Disease (inc. Pandemic)
 - Flooding (inc. Coastal)
 - Extreme Weather Events – Heavy Snow, Ice, Low Temperatures, Heatwave, Storms and Gales
 - Loss of utilities
 - Disruption to food supply
 - Cyber attack
 - Unexploded Ordnance.
 - Poor Air Quality.
 - Cliff Falls and Landslides

3. VULNERABLE RESIDENTS

- 3.1. Some individuals in the community are more vulnerable during a crisis than others.
- 3.2. This includes:
 - People with mobility issues (young or elder)
 - Disabled people, including people with a
 - Physical disability

- Learning disability
- Hidden disabilities
- Blind and partially sighted people
- Hearing impaired people
- Parents who are on their own with children under 12
- Anyone in charge of children when an incident happens (e.g. a social club or childcare setting)
- Those who are new to Sandown and unfamiliar with the area.
- Digitally excluded residents.
- Low income households.
- Homeless People.
- Individuals with a mental health conditions.
- Individuals with chronic health issues.
- Individuals experiencing domestic abuse.
- Individuals not fluent in English or with limited literacy skills.
- Alcohol/drug dependent individuals
- Children especially those of pre-school age
- Those isolated due to an incident
 - When gathered in large groups such as being at school
 - When the ratio of adults to children is significantly high
- Medication dependent individuals
- People dependent upon public transport
- Single parent families especially those who cannot take time off work during the response or recovery phases
- Socially isolated people
- Tourists
- Transient communities

4. COMMUNICATION

4.1. The council operates a number of communications channels:

- Website
- Notice boards
- Facebook Page
- Contribution to the Sandown Guide.
- Digital information Boards

4.2. Communication channels can be used to help:

- Signpost to the Isle of Wight Councils [Keep the Island safe \(iow.gov.uk\)](http://iow.gov.uk) pages.
- Disseminate urgent information from the Isle of Wight Council to the community using STC's website and social media. For prolonged incidents notice boards can also be used.
- Provide education materials to encourage pre-rapidness.
- Providing information to the local community for instance about food security, warm hubs, and cost of living support etc also helps build resilience.

5. SUPPORT FOR COMMUNITY GROUPS

The council, through its community development function and grants, support local voluntary groups to become more resilient (in terms of finance and governance) so that they can be better able to help if called upon during an emergency to provide services to vulnerable residents.

- Providing space for them to meet
- Putting groups together with common areas of work.
- Helping to raise the profile of volunteer groups
- Providing governance advice and supporting local trustees.
- Helping local community organisations to work in partnership by linking them together.
- Staying informed about the range of local community organisations and other local assets.
- Signing up volunteers to assist in emergencies and maintaining the database.
- Provide small grants or support applications for larger amounts.
- Supporting provision of defibrillators.
- Funding Beach Safety Service and promotion of information through the service in Season (July and August)
- Support Sandown and Shanklin Independent Lifeboat

6. OTHER ACTIONS TO HELP IMPROVE COMMUNITY RESILIENCE

6.1. The Town Council can also support resilience by:

- Supporting projects and initiatives that help vulnerable people, for instance to support them with their mental health and well-being.
- Raising awareness and encouraging individual and community resilience preparedness.
- Building positive relations with a wide range of partners including from the statutory, business and community sector.
- Promoting greater cohesion and fostering a positive sense of place both in the town and across the Bay (for example through the Bay Place Plan)
- Identify the risks Sandown faces and implement projects to mitigate these.
- **Develop Home Emergency Plans¹**
- **Potentially use Broadway Centre as a rest centre during evacuations.**

¹ [To follow](#)

6.2. Encouraging digital skills

Some of those who are vulnerable to the effect of these risks such as weather events or pandemics may be disadvantaged by their inability to use online services such as banking, food shopping, booking medical appointments and ordering prescriptions. Encouraging an increase in technology skills will mean that in an emergency vulnerable people who have online access may feel less helpless and isolated.

However, it is important to note that not everyone has access to a computer therefore this is not a viable option for everyone. Promoting the following services could help improve the digital skills of the community we will promote the following services:

Lloyds Bank	<ul style="list-style-type: none"> • Staying safe online • How to browse online • Connecting with others online • Online food shopping • Doctor appointments • Internet banking 	<p>Tel: 0345 222 0333</p> <p>Website: https://www.lloydsbank.com/help-guidance/get-skills-and-support-near-you.html</p>
Age UK	<ul style="list-style-type: none"> • Free Digital Learning for older people. 	<p>Digital Resources and Learning (ageuk.org.uk)</p> <p>Getting Online (ageuk.org.uk)</p>
Isle Find It	<ul style="list-style-type: none"> • Digital Equipment • Keeping In Touch Online • Internet and Broadband • Getting Online • Staying Safe Online • Protecting Yourself & Others • Renewing your passport and driving licence. 	<p>Search Results - Islefindit</p>

7. DEFIBRILLATORS

All defibrillators should be registered on [The Circuit - the national defibrillator network](#). The Circuit is a national database of where defibrillators are located across the UK. The information is linked locally and allows emergency services to direct bystanders to their nearest defibrillator. Defibrillators in Sandown are located:

The Broadway Centre	Wilkinson Pies
Heights Leisure Centre	Sandown Library
Masonic Lodge, 13 Melville Street	Morrisons, Lake
Culver Haven Inn, Culver Down	Fairway Holiday Park (Sales Office)
Wildheart Sanctuary (outside)	Sandown and Shanklin Rugby Club
Driftwood, Culver Parade	Magnolia House
Sandown Fire Station	Tesco Express (Lake)
Sandown and Shanklin Lifeboat Station (Seasonal)	

8. OTHER USEFUL INFORMATION

Red Cross

<http://www.redcross.org.uk/What-we-do/Preparing-for-disasters/How-to-prepare-for-emergencies>

Royal Voluntary Service

<http://www.royalvoluntaryservice.org.uk>

0845 608 0122

St John Ambulance

<https://www.sja.org.uk/sja/what-we-do/emergency-response.aspx>

08700 104950

RSPCA

<http://www.rspca.org.uk/whatwedo/yourlocal>

0300 1234 555

Radio Amateurs' Emergency Network (RAYNET)

<http://www.raynet-uk.net>

The UK's national voluntary communications service provided for the community by licensed radio amateurs

9. RISK ASSESSMENT

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
<p>Human Disease</p> <p><i>Pandemic influenza</i></p> <p><i>New and emerging infectious diseases</i></p>	<p>Government/NHS/WHO</p>	<ul style="list-style-type: none"> • Rapid spread from person to person • Vulnerable groups unable to leave house due to shielding. Making it harder for them to access food, medication and causing loneliness. • Those who are unwell, and isolating may also suffer from the above issues. • Mass panic may cause bulk buying of goods. • Entering lockdown • Risk to those in abusive situations. • Loss of life for those who are at risk and the wider population. • Increase in mental health issues. 	<p>Preparation or preventative:</p> <ul style="list-style-type: none"> • Share information about COVID-19, flu and other viruses/infectious disease on our socials, via posters and the website. • Share how people can access digital skills. • This will help vulnerable people to stay at home and be safe. • Take corrective precautions and considerations when planning and running events. • Ensure staff follow current government guidance in the workplace. • Continue to provide a “safe” space for essential support groups and services. <p>During:</p> <ul style="list-style-type: none"> • Follow and share government guidance. • Ensure that if staff feel unwell, they should test, and remain home to stop spread of infection.

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
			<ul style="list-style-type: none"> • Encourage the use of the 111 service via posters or online. • Encourage residents to check in on neighbours via socials or any other possible means. • Co-ordinate volunteers to deliver food, medicine and other essentials. • Use existing community networks to contact vulnerable people and groups, where appropriate. • Assist any groups that may want to form to assist local community in light of an epidemic or pandemic. • Sign post to local authority support. • Silver Line to combat loneliness in Elders - 0800 4 70 80 90
Flooding (inc. Coastal)	Met Office Weather and climate change - Met Office Environment Agency Local media sources	Types of flooding: Surface water or ground water flooding. <ul style="list-style-type: none"> • Reduced access on roads, may isolate people, limit access to 	Preparation or prevention: <ul style="list-style-type: none"> • STC to sign up to receive Met Office weather warnings • www.metoffice.gov.uk/about-us/guide-to-emails

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
		<p>food, help or emergency services.</p> <ul style="list-style-type: none"> • Building damage • Road damage • Mass panic may cause bulk buying of goods. • Contamination of drinking water • Injury or loss of life • Flooding to homes • Grid Lock 	<ul style="list-style-type: none"> • Make residents aware that it is their responsibility to protect their home against flood damage • Encourage residents to store their own flood protection gear if they are in an at-risk area. • Report gully or drain flooding to www.fixmystreet.com • Engage with Environment Agency and Isle of Wight Council on prevention strategies and public education. <p>During:</p> <ul style="list-style-type: none"> • Know the relevant flood agency to contact. • Encourage residents to (safely) check in on neighbours via socials or any other possible means. • Provide base for Volunteers and Partner Agencies to distribute Sandbags and Drinking Water. • Share Local Authority updates. • Highlight the risks of Flood Water and cliff falls/land slid.

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
			<p>Post actions:</p> <ul style="list-style-type: none"> • Signpost information via website such as warning of risks of flood water to health, contacting insurance company etc. • Use existing community networks to contact vulnerable people and groups, where appropriate
<p>Extreme Weather Events <i>Heavy Snow, Ice and Low Temperatures</i></p>	<p>Met Office Weather and climate change - Met Office</p>	<ul style="list-style-type: none"> • Inaccessible or unsafe roads & limited access to and from homes, shops and businesses • Heating for residents • Mass panic may cause bulk buying of goods • Inability of vulnerable people access food or medicine • Injury or loss of life • Increased slips and falls • Traffic Accidents 	<p>Preparation or prevention:</p> <ul style="list-style-type: none"> • Promote access to digital skills - will help vulnerable people stay home and be safe. • Promote national NHS. Keep Warm, Keep Well campaign • Signpost to government & local/community support schemes. • Support local organisations to obtain grants for warm spaces and promote service. List of Isle of Wight warm welcome spaces (iow.gov.uk) <p>During:</p> <ul style="list-style-type: none"> • Use existing community networks to contact vulnerable

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
<p><i>Storms and Gales</i></p>	<p>Met Office Weather and climate change - Met Office</p>	<ul style="list-style-type: none"> • Fallen trees damaging infrastructure • Damage to property via debris or trees • Blocking of roads and paths due to fallen trees • Injury or loss of life 	<p>people and groups, where appropriate</p> <ul style="list-style-type: none"> • Encourage residents to check in on neighbours via socials or any other possible means. • Share information about Island Roads Winter Service which includes gritting information. Island Roads Winter Service <p>Preparation or prevention:</p> <ul style="list-style-type: none"> • Promote access to digital skills - will help vulnerable people stay home and be safe. • Maintain tree stock on Town Council land <p>During:</p> <ul style="list-style-type: none"> • Ring Island Roads Emergency Line (01983 822440) if road blockage is an emergency or damage is potentially dangerous. • Report non-emergency blockages on FixMyStreet (islandroads.com) • Use existing community networks to contact vulnerable

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
<p>Heatwave</p>	<p>Met Office Weather and climate change - Met Office</p>	<ul style="list-style-type: none"> • Risk for vulnerable people to become unwell • Loss of life for those who are at risk and the wider population. • Increase in water and food borne diseases. 	<p>people and groups, where appropriate</p> <ul style="list-style-type: none"> • Encourage residents to check in on neighbours • Share Weather Warnings and Local Authority messaging via Town Council Communication Channels <p>Preparation:</p> <ul style="list-style-type: none"> • During summer months and before heatwave share information on social media about how to stay safe during a heatwave via Heatwave: how to cope in hot weather - NHS (www.nhs.uk) • Be aware of the Local Authorities Heatwave Plan. IWC Heatwave Plan 2023_V5 FINAL.pdf • Lifeguards to promote safety information (suncream ,shade, rehydration etc) <p>During:</p> <ul style="list-style-type: none"> • Encourage residents to check in on neighbours via socials or any other possible means.

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
			<ul style="list-style-type: none"> • Share information on safe BBQing and fires in the summer.
<p>Loss of Utilities <i>Prolonged Power Cut (Electricity)</i></p>	<p>SSEN Scottish and Southern Electricity Networks - SSEN</p>	<ul style="list-style-type: none"> • Those with electric heating unable to use it. • Defrosting freezers and refrigerated food going off • Inability for residents to cook • Food supplier issues • Loss of life for those who are at risk and the wider population 	<p>Preparation or prevention:</p> <ul style="list-style-type: none"> • Staff download 'Power Track' App for smartphones (shows outages on a map), and report via socials when appropriate. • Encourage vulnerable groups to sign up to SSEN Priority Services Register if they have not already: • Phone: 0800 294 329 or www.ssen.co.uk/power-cuts-emergencies/priority-services/ • Encourage people to keep torches (with spare batteries), candles and ready charged power banks in the house for use during power outages. • Consider purchasing a generator for use at community site to provide a hot drink and allow devices to recharge. • Include advice on power cuts on website and social media and in local newsletters².

² [Helpful tips during a power cut | Power NI](#)

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
<p><i>Prolonged Loss of Water Supply or Contamination</i></p>	<p>Southern Water Southern Water: Water and wastewater services for the South East</p>		<p>During:</p> <ul style="list-style-type: none"> • Call 105 National enquiry number for power outages or use the SSEN Power Track App • Encourage residents to check in on neighbours via socials or any other possible means. • Liaise with utility services to inform residents on current situation via website or social media where appropriate. <p>Preparation:</p> <ul style="list-style-type: none"> • Share Southern Waters Priority Services Priority Services Register (southernwater.co.uk) • Encourage vulnerable groups to sign up for priority services if they have not already • Provide storage for bottled water for distribution during an emergency. <p>During:</p> <ul style="list-style-type: none"> • Those affected report water outages/ contamination My water looks unusual (southernwater.co.uk)

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
<p><i>Prolonged Loss of Gas Supply.</i></p>	<p>British Gas</p> <ul style="list-style-type: none"> • Smell gas? Call 0800 111 999 • Emergencies - Help & Support - British Gas 	<ul style="list-style-type: none"> • Residents unable to cook, use heating, or access hot water • Potential explosion 	<ul style="list-style-type: none"> • Use existing community networks to contact vulnerable people and groups, where appropriate • Encourage residents to check in on neighbours via socials or any other possible means • Shares and signposts useful information on website and socials • Provide a site for distribution of bottled water and co-ordinate volunteer response. <p>Preparation:</p> <ul style="list-style-type: none"> • Encourage vulnerable groups to sign up for gas priority services. • Include what do if you smell gas information on the council's website and social media. <p>During:</p> <ul style="list-style-type: none"> • Use existing community networks to contact vulnerable people and groups, where appropriate • Encourage residents to check in on neighbours via socials or any other possible means.

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
			<ul style="list-style-type: none"> • Shares and signposts useful information on website and socials.
Disruption to food supply	Businesses or News	<ul style="list-style-type: none"> • Vulnerable people may struggle to get supplies. • Disruption to emergency and care services. 	<p>During:</p> <ul style="list-style-type: none"> • Encourage residents to check in on neighbours and support where possible. • Encourage social responsible purchasing.
Terrorism Attack	Terrorism Threat Levels Terrorism and national emergencies: Terrorism threat levels - GOV.UK (www.gov.uk)		<p>Preparation or prevention:</p> <ul style="list-style-type: none"> • Keep up to date with terror threats in the UK via the news and Terrorism and national emergencies: Terrorism threat levels - GOV.UK (www.gov.uk) • Anti-terrorist hotline 0800 789 321 (to report suspicious individual or groups activities) • Encourage Vigilance. <p>During:</p> <ul style="list-style-type: none"> • Contact the police 999 in an emergency.
Unexploded Ordnance.	Members of the Public Coast Guard Police	Loss of Limb, Death	<p>Preparation or prevention:</p> <ul style="list-style-type: none"> • Information on website and social media regarding what to

Hazard	Warned or Declared By	Impact on Community	Potential Town Council role
			<p>do if you find unexploded Ordnance.</p> <p>During:</p> <ul style="list-style-type: none"> • Contact the Coast Guard on 999. • Notify Isle of Wight Council's Emergency Team <p>Council Emergency Contacts - Service Details (iow.gov.uk)</p>

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10. OTHER READING

[Renewal of Community Resilience: A new local and national resilience capability? - National Preparedness Commission](#)

[National Risk Register of Civil Emergencies \(publishing.service.gov.uk\)](#)

[guide-to-rural-community-resilience-1.pdf \(acre.org.uk\)](#)

[Community resilience \(iow.gov.uk\)](#)

[Severe weather \(iow.gov.uk\)](#)

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