

DRAFT

SANDOWN TOWN COUNCIL

Minutes of the meeting of Sandown Town Council held on Monday 11th December 2017.

PRESENT:

MAYOR: Cllr. Patel

COUNCILLORS: Andre, Brading, Cowley, Dupre, Grandchamp, Lawson, Humby, Lawson, Mereweather and Teasdale.

LOCUM CLERK: Tina Bailey

IN ATTENDANCE: 8 members of the public

PUBLIC QUESTION TIME

The following matters were raised:

- Annual Return problems – how is the process dealt with by the council?
- The Agenda was not posted on website
- Has a new Town Clerk been appointed?
- Fun Day – budget is tight and a request was made for any councillors with time to spare, to help on the day.

1588/17 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Ward.

1589/17 DECLARATIONS OF INTEREST

As elected IW Ward Councillors, Cllrs: Brading and Andre declared an interest in any item relating to the IW Council.

Cllr Patel declared an interest in Agenda item: 1594/17

1590/17 TO AGREE THE MINUTES OF THE LAST MEETING

The minutes of the meeting held on 27th November 2017 were approved and duly signed.

1591/17 TO RECEIVE A REVIEW OF TOWN COUNCIL COMMITTEES AND RECOMMENDATIONS

Further to the last meeting, the Locum Clerk reviewed the effectiveness of all committees and recommended that all councillors should receive the same information, at the same time, to discuss at the same meeting. This may mean a few extra meetings to attend throughout the year, over and above the normal monthly ones, but the benefits for greater cohesion and communication to the council outweigh any negatives.

The matter was discussed. It was agreed that the appointment of working parties will be considered if required and with clearly defined terms of reference. The following proposal was put forward:

That in accordance with Standing Orders no 4 (12) that the council dissolves all committees with immediate effect.

RESOLVED

That in accordance with Standing Orders no 4 (12), that the council dissolves all committees with immediate effect. Carried with 2 abstentions.

1592/17

TO RECEIVE AN ACTION PLAN TO ENSURE THE ANNUAL RETURN IS COMPLETED ON TIME IN FUTURE

The Locum Clerk reported there was insufficient time to complete a full action plan. As the actions impact on current Financial Regulations, these will also need to be amended and updated for review at the same time.

One specific-issue raised in the Auditors Report referred to the Town Council's fixed assets being undervalued. As a consequence the Asset Register needs to be updated but all attempts in the office to locate a register have been unsuccessful. Councillors were informed that the current insurance schedule covers £19 K of fixtures and fittings at the Broadway Centre, but when the building was emptied, assets were disposed of but no inventory had been undertaken.

Councillors were provided with a copy of written guidance highlighting the importance of maintaining an up to date asset register and the Locum Clerk explained that a restated figure will have to be entered on the 2017/18 annual return along with a detailed explanation.

To comply with regulations, an inventory of all the Broadway Centre contents held temporarily in a lock up, needs to be undertaken as soon as possible and a request was made for this task to undertaken by a group of Councillors.

RESOLVED

The guidance was noted.

Cllrs: Young, Dupré, Cowley, Brading and Andre volunteered to undertake the inventory

1593/17

TO RECEIVE UPDATES ON

1. The Broadway Centre

Cllr Young reported that the building work is continuing well and the rubble will be cleared from the site within the next 3-4 weeks. Site visits for councillors will be arranged in the New Year. The Locum Clerk suggested that a discussion about the remaining expenditure needed for the centre to be completed, should be included at the budget meeting.

RESOLVED

That the remaining expenditure needed for the centre to be completed, will be included for discussion at the budget meeting to be held on 8th January 2018

Toilets

2.1 Freehold – The Locum Clerk reported that the transfer of the freehold of toilets at Yaverland, Easter Gardens and St John's Rd, had been completed today 11th December. Insurance cover has been arranged

using building valuations for each set of toilets from a set of figures provided in 2016.

2.2 Xmas closure - The council were asked if they would approve the same arrangement as last year, leaving the toilets unlocked from Christmas Eve and Christmas Day with cleaning and lock up resuming on Boxing Day.

RESOLVED

The same arrangements as 2016 were agreed.

2.3 Update on toilet block refurbishment

Cllr Andre reported she was obtaining free quotes and drawings from companies to provide new upgraded toilet facilities. It was noted that Shanklin raised the precept to cover the costs and introduced a 20p charge for use. Councillors will be emailed the costings and plans, when available.

The Council agreed that Eastern Gardens toilets should be priority and general painting and maintenance of St John's Rd toilets should be undertaken until funds are available to refurbish.

1594/17 TO AGREE A PAYMENT OF £500 TO SANDOWN FUN DAY

It was reported that, on the assumption of receipt of a grant in 2017 as provided in previous years, the Town Council had been named on promotional material as financially supporting the fun day.

RESOLVED

That £500 be donated to the Fun Day. Carried with one abstention

1595/17 FINANCES

1. All Councillors received

- The list of authorised payments
- Bank reconciliation for current account

RESOLVED

The bank reconciliation and list of authorised payments were noted.

The Council was advised that from 2018, at each meeting the council should be provided with the past month's budget against expenditure plus bank reconciliations for all accounts. The invoices against payments will be available at the meeting for inspection if required.

2. Budget

The Locum Clerk recommended that the first budget meeting should be held on Mon 8th Jan 2018. To be opened as a formal meeting then agree relaxation of Standing Orders to allow free discussion, and then closed as a formal meeting. Further meetings can follow as needed, up to the end of January when the precept must be set. Notice can be posted in advance of Christmas.

RESOLVED

That a budget meeting is held on Monday 8th January 2018

3. Legal

The Locum Clerk advised that there is a pressing financial matter with legal implications that needs to be discussed with exclusion of press and public. In adherence to S/O no 10 (11) the Locum Clerk asked if the council would propose and second that this item is moved for discussion to agenda item.1599/17

RESOLVED

That In adherence to S/O no 10 (11) the council proposed and seconded that the item is moved for discussion to agenda item 1559/17 under exclusion of press and public.

1597/17

Application No: P/01451/17 **Alt Ref:** TCP/33302

Location: 1a, Melville Street, Sandown, Isle of Wight, PO368JW

Proposal: Proposed conversion of former Butchers to a two bedroom flat

RESOLVED

The planning application was approved

Application No: P/01415/17 **Alt Ref:** TCP/33296

Location: F H Winter and Sons Ltd, College Close, Sandown, Isle of Wight,

Proposal: Proposed alterations and change of use of car showroom to veterinary practice

RESOLVED

The planning application was approved.

Application No: P/00778/17

Location: former Zanies Nightclub, Esplanade, Sandown, Isle of Wight,

Proposal: Proposed terrace of five houses to include parking

IWC delegated decision: Granted planning permission

1598/18

TO NOTE THE FOLLOWING REPORTS

1. Town Councillors Reports

Cllr Teasdale asked Cllrs to look at the Adizone equipment at Sandham, which is in a very poor state. The Clerk reported that the Playground inspector had mentioned this verbally and which will be covered fully in his written report which will be circulated to all Councillors, when received.

Cllr Dupré updated the issue regarding dredging and mentioned that as the meeting was being filmed by Cllr Lawson, the Clerk should have been informed prior to commencement of the intention to record.

Cllr Lawson raised the issue of plastic damaging the environment and asked the Town Council to consider starting an initiative with Sandown businesses, to promote limiting the use of plastic. Agenda item for the February meeting.

Cllr Grandchamp reminded the Council that there was a meeting at Shanklin Theatre on 14th Dec regarding proposals for extending the railway line and recommended that a representative from Sandown should attend.

Cllr Humby raised the ongoing issue of the hazard of the Post Office steps, which have yet to be rectified; the change of use of the Ocean Hotel; and asked if the tables could be reconfigured so the public did not look at

Councillors backs. The Council were reminded that Town Council meetings are meetings held in public and not public meetings. Facing each other across a table is standard protocol to allow councillor debate and the small size of the current meeting room constrains any change.

Cllr Andre reported another accident on the crossing along the Broadway and in her capacity as IW Ward Councillor reported she will meeting with Island Roads to address this issue

Cllr Brading reported on the forthcoming Boundary Review which may result in changes to the Boundaries in Sandown before 2021.

Cllr Young reported that the specification for the junior skate ramp has been requested from the manufacturer and will be sent to the playground inspector for approval against current standards; electrical quotes are needed for repair of the lights at Sandham Gardens, prior to the transfer to Heritage and asked the council to approve this.

Further to an outburst from Cllr Dupré, Cllr Andre moved the motion that Cllr Dupré no longer be heard as seconded by Cllr Young. Eight members voted in favour but in the confusion one member thought they had voted for the quotes for the lights to be obtained.

RESOLVED

By majority vote, the motion that Cllr Dupré no longer be heard was carried.

The Mayor ordered a five minutes adjournment of the meeting.

With order restored the meeting recommenced with further details regarding the lights at Sandham Gardens, provided by Cllr Teasdale

RESOLVED

That the faults in the lights at Sandham Gardens are identified and rectified, prior to handover to Heritage.

2. Outside Bodies

Sandown Partnership – Cllr Mereweather asked if the Town Council would consider moving the Notice Board at the Post Office to the car park in St John's Rd for sole use by the Partnership and in return ,the Town Council can have full sole use of the notice board currently shared by both parties. Cllr Andre will ask Island Roads if they can undertake this.

Sandown Forum is in recess until January 2018

3. Written Report From IW Councillors

Reports from Cllrs Ward and Andre were received and noted.

1598/17

TO CONFIRM THE DATES OF THE NEXT MEETINGS

- Budget meeting to be held on Monday 8th January 2018
- Monthly meeting to be held on Monday 15th January 2018

1599/17

EXCLUSION OF PUBLIC AND PRESS

In accordance with Section 1(2) of the public bodies Admission to Meetings Act 1960, that the public be excluded in view of the confidential nature of the business to be transacted to discuss staffing matters and 1595/17 (3).

RESOLVED

That In accordance with Section 1(2) of the public bodies Admission to Meetings Act 1960, that the public be excluded in view of the confidential nature of the business to be transacted to discuss staffing matters and 1595/17 (3)

Members of the public left and the meeting continued at 21.05 hours.

Signed **Mayor**

Dated 15th January 2018