



Minutes of the meeting of Sandown Town Council held on Monday 15th January 2018 at 7.00pm in The Bay Primary School, Winchester Rd, Sandown, Isle of Wight.

Present: Cllrs: Andre, Brading, Cowley, Dupre, Humby, Lawson, Mereweather, Teasdale and Young.

In attendance: Town Clerk Tina Bailey

Members of the public: 13

The meeting was chaired by Deputy Mayor Cllr Young, in the absence of the Mayor.

PUBLIC QUESTIONS

1600/18 TO RECEIVE ANY APOLOGIES FOR ABSENCE

Apologies received from the Mayor, Cllr Patel and Cllr Ward

1601/18 DECLARATIONS OF INTERESTS

2.1 To receive any declarations of pecuniary and non-pecuniary interests

As IW Ward Councillors, Cllrs. Andre and Brading declared interests in any matters pertaining to the Isle of Wight Council.

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

None

1602/18 TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS ON 11TH DECEMBER 2017 AND 21ST DECEMBER 2017

Amendment to mins 11th December should read; It was suggested that if the Town Council notice board situated at the Post Office was relocated to St John's Road car park, the Town Council would not need to use the Partnership notice board at Albert Rd for official notices, which would allow the Partnership sole use as in the past.

RESOLVED

The above amendment to minute no: 1598/16 is accepted.

RESOLVED

The minutes of the meetings held on 11th December 2017 with the above amendment and minutes of the meeting 21st December 2017 are approved

1603/18 ANNUAL AUDIT ACTION PLAN

1. To receive an action plan to address the failures identified by the External Auditors report as discussed as minute 1592/17.
2. To review and adopt the yearly financial schedule as a policy to be included with the council's Financial Regulations
3. To review and adopt the amended Financial Regulations.

The council were provide with an action plan and financial schedule as appended to these minutes, to address the issues raised by the External Auditor's report relating to the 2016/17 Annual Return. The Clerk advised the schedule highlighted the actions required against a timetable throughout the year to ensure future compliance.

The Financial Regulations have been updated and now include Internet Banking, Asset retention and removal and the above financial schedule.

RESOLVED

That the action plan, financial schedule and financial regulations are adopted

The Clerk advised that the Auditor's report had been posted on the Town Council website for public viewing as soon as it had been received in November, in accordance with legal requirements.

The Clerk also advised that financial training for Councillors could be arranged, if required.

RESOLVED

That financial training for Councillors is arranged.

- 1604/18 TO ADOPT UPGRADED STANDING ORDERS AND THE FOLLOWING POLICIES: DIGNITY AT WORK POLICY, DATA PROTECTION ACT POLICY, DOCUMENT RETENTION POLICY, MODEL PUBLICATION SCHEME, PUBLIC COMPLAINING PROCEDURE POLICY, RECORDING POLICY, EQUALITY AND DIVERSITY POLICY AND VEXATIOUS COMPLAINANT POLICY.**

Standing Orders

Standing Order 25 - It was proposed and agreed that Councillors stand to address the meeting. Adoption of Standing Orders was deferred until the next meeting to allow a standing order to be checked and re- presented.

Policies

The Clerk advised that the Town Council had previously adopted most of the polices over the years but they had not been put on the current website when it was upgraded three years ago. The policies have now been updated and new ones added. When adopted, all the policies will be put on the website.

A Councillor challenged the contents of recording policy. The Clerk explained that the policy had been provided by NALC and subsequently adopted by Town and Parish Councils throughout the UK, in compliance with the guide from the Department for Communities and Local Government issued in August 2014.

RESOLVED

That the above named policies are adopted. Carried with one abstention.

The Town Council's IWALC representative offered to raise the councillor's personal view of the recording policy with IWALC. The Clerk advised that the Town Council is the member of IWALC not individual Councillors and all matters for IWALC and NALC require a resolution of the full Council.

- 1605/18 TO DISCUSS THE REMOVAL OF THE FLAGS IN THE HIGH STREET.**

The Clerk advised this falls within the remit of Island Roads under the Highways Act 1996 s 178(1) and will incur costs.

RESOLVED

The flags were provided by the Business Association who has agreed to the removal. Island Roads will be asked to provide an estimate of the costs.

- 1606/18 NOTICE BOARD PROVISION TO DISCUSS THE DRAFT LICENCE**

The Clerk referred to a draft licence between IWC and STC dated 30/3/2017 had been signed by the Town Council but not the IWC and which gave permission for notice boards at the right hand side the Library Doors and at the Post Office.

It was explained that the site at the library is unsuitable due to the location of the underground utilities supplied to the building. The only official Town Council notice board is the one at the Post Office. The Council's agreement to move the board to St Johns Road car park was queried as it was not considered to be the best site in the town and a new notice board at Perowne Way has also been requested recently.

RESOLVED

It was agreed to review the notice board provision throughout the Town, and subsequent costs were for inclusion in the budget discussion.

- 1607/18 GRANT APPLICATIONS**

To agree a date for the review of grant applications received.

RESOLVED

Applications will be reviewed after the budget meeting to be held on 29th January 2018

1608/18 COUNCILLOR VACANCY – TO DISCUSS THE PROVISION OF POLL CARDS

The Clerk advised that an election has been called for 15th March and asked if the Council would like to provide poll cards with an approximate cost of £1130?

RESOLVED

Poll cards will not be provided.

1609/18 PLANNING

To review the following planning applications and note IWC decisions

As an IWC representative Cllr Andre did not make any comment

TCP/03301/L - P/01532/17

British Telecom, Telephone Exchange, 21 Leed Street, Sandown, PO368JG

Variations to allow minor changes to siting of replacement telecommunications pole, with antennas and 2no additional equipment cabinets.

RESOLVED - no comments

TCP/18834/D - P/01536/17

27 Broadway, Sandown, PO369BB

Proposed ground floor extension forming office and sleepover room to include minor extensions to kitchen, lounge; alterations

RESOLVED – no comments

TCP/02402/T P/01522/17

Westfield Hotel, 17 Broadway, Sandown, PO369BY

Proposal: Removal of condition 5 on TCP/02402/E to allow dwelling to be split and sold separately.

RESOLVED

Objection to the proposal as this sets another precedent in getting rid of tourism in Sandown

1610/18 FINANCES

1. To approve the schedule of payments.

RESOLVED

Payments of £11978.02 approved with one minor error of £10 noted.

2. To receive the bank reconciliation on all accounts to the end of the previous month.

RESOLVED

Noted

3. To receive the expenditure against budget to the end of the previous month.

This will be provided for the budget meeting on 29th January.

1611/18 TO RECEIVE / NOTE THE FOLLOWING REPORTS

1. **Town Clerk's report including correspondence:**

- Query from Island Roads regarding a replacement town nameplate situated opposite the Zoo in Yaverland Road.

RESOLVED

Cllr Andre was asked to look into this matter with Island Roads when undertaking a Ward walk and report back to the next meeting.

- Christ Church /Broadway Centre. A member of the church has asked if the steps previously accessing the church through the gap in the wall from the Broadway Centre were to be reinstated and if the gap in the wall is to be retained? The Deputy Mayor advised that there is no covenant permitting access and the old church wall was built without foundations. The church is accessible from the

Broadway Centre car park via an opening in the existing wall onto the pavement near the boundary wall.

- Rental of unit used for maintenance and temporary storage – the lease for the tenancy can be broken at the second anniversary on 18th April 2018 and 3 months notice is required now.

RESOLVED

That notice is given to end the lease.

- Letter received with details of a proposed event to commemorate the 100th Anniversary of the end of World War, as joint venture with Lake and Shanklin. Contribution of £1500 required.

RESOLVED

The contribution will be considered at the budget meeting.

- Youth Funding. The clerk with Cllr Young attended a meeting with Kelly Quinn, IWC Commissioning Officer. The Council was informed that the IWC had withdrawn the funding previously granted for youth provision in Sandown as the youth providers had failed to undertake the project. The issue of raising funds for the playground was raised and information regarding funding streams provided. A meeting with the CAIW Development Officer is to be arranged with the Clerk to assist in applying for funds if available.

2. Town Councillors reports included the following matters:

- Library – no charge for three weeks for audio apps.
- Microphone or loop system needed for meetings? To be reviewed at new meeting location.
- Meeting arranged with Island Roads to discuss the problems of the location of the bus stop opposite the band stand and the pedestrian crossings along the Broadway.
- Details of summer Skate park competition received by the Partnership, who do not have the funds to assist – Clerk advised of the possibility of applying for funds mentioned by the youth officer and will supply details. Item to be included in budget discussion.
- Broadway Centre update received and a request for a site visit for councillors will be arranged. Additional storage space has been provided for Town Council property. The previous plans for housing has been shelved. It was suggested that the area has space for a youth centre.
- Details of a project used in St. Ives to reduce litter on beaches mentioned. Details to be emailed to clerk for distribution and inclusion for budget discussion
- Reminder of meeting of 'The Wight We Want' at the Dinosaur museum on 1st Feb.
- The Town Council was advised that the IWC Environment Officer will be inspecting the toilets now owned by the Town Council.
- Update on dredging issue and a meeting arranged for interested parties on 24th Jan.
- The purpose built junior skate park for smaller children is pending.
- Adizone -- All councillors again urged to visit and look at this equipment and note what is required.
- Quote for the playarea replacements/ repairs are being arranged and discussion with Playgrounds Inspector and IWC regarding any available funding, are in progress.
- Quotes for lighting at Sandham Gardens still in progress.

- Post Office steps – problem ongoing for 3 years as a dispute regarding ownership. This is not Town Council property and as Cllr Ward in his capacity as the IW Ward Councillor is dealing with issue, he will be asked to update on any progress.

3 Members of outside bodies

Reports noted.

4 Written reports from IW Councillors

Cllr Andre's report will be sent out to Councillors.

1612/18 TO AGREE TO ACCEPT AGENDAS AND MINUTES SERVED BY EMAIL

The clerk advised that if any current or new councillor could request the summons and minutes to be sent by post if required.

RESOLVED

That all summons, agendas and minutes will be sent by email.

1613/18 EXCLUSION OF PRESS

To resolve that in accordance with Section 1(2) of the public bodies Admission to Meetings Act) 1960, the public and press be excluded in view of the confidential nature of the business to be transacted to discuss staffing matters.

RESOLVED

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

Chairman
19th February 2018