



## Town Clerks Report

**Date** 16 September 2024  
**Prepared by** Town Clerk

### **1. ADMINISTRATION**

- 1.1. Back Office Support to Lake PC (co-options, New Road and Slipway W.C. Projects, budget/budget consultation preparation)
- 1.2. Correspondence with Southern Water regarding recent issues at Eastern Gardens, and we have requested a meeting.
- 1.3. Budget Process Preparation, including Working Party.
- 1.4. Office archiving and housekeeping Exercise, in preparation for 2025, as well as, training courses planned.
- 1.5. Meeting with Police re Anti-Social Behaviour at July 2024 Town Council Meeting.
- 1.6. Requests from social media for information regarding Yaverland Toilets Project.
- 1.7. Correspondence following up from 29 July 2024 meeting.
- 1.8. Resilience Project Grant Application.
- 1.9. Meeting with Trade Union Representative regarding issues at the 29 July 2024 meeting.
- 1.10. Correspondence with External Auditor regarding 2023/2024.

### **2. ADVERTS, PUBLICITY AND EVENTS**

- 2.1. Budget consultation preparation
- 2.2. Changing Places and accessible beach matting launch event
- 2.3. Support of Railings Voluntary Project
- 2.4. Support of Carnival, Regatta and Historical Association Projects
- 2.5. Correspondence with IWALC, and meetings with Isle of Wight Officers.

### **3. BEACHES**

- 3.1. Soft opening of Changing Places with Wave Project and positive feedback from Service Users.
- 3.2. Installation of accessible beach matting and ongoing maintenance.

- 3.3. Arrangements for Beach base lifting equipment service and lift for return to centre for winter, with some seasonal maintenance being planned.
- 3.4. Promenade working party and signage installation.

#### **4. BROADWAY CENTRE**

- 4.1. Dental Bus repeat visit.
- 4.2. Resilience Grant Application
- 4.3. Correspondence with IWC Council Tax Support Scheme; warm spaces grant monitoring with possible funding applications.
- 4.4. Issues with Parking at Centre with proposed solution at Appendix A and car park incident.
- 4.5. Potential Involvement in No Barriers project.
- 4.6. Additional bookings re Support Groups and Health and Wellbeing Initiatives.
- 4.7. Solar Panel Site visit to inform budget consultation.
- 4.8. Ongoing Maintenance "Around" new groups, repairs and correspondence regarding drainage at centre, support to church regarding fallen trees.

#### **5. CIVIC SPACE**

- 5.1. Installation of CCTV at Toilets. Preparation for Installation of CCTV at Sandham Grounds, and liaison with Bowling Club.
- 5.2. Support battery gardens project, with probation, Men in Sheds, Green Town Volunteers, Police and other partner agencies.
- 5.3. Purchase of lighting and signage for Battery Gardens and possible project with Isle of Wight Council.
- 5.4. Correspondence for update on Coastal Defence Project.
- 5.5. Youth Offer meetings, Los Altos Project and Tree Emails.

#### **6. SANDHAM GROUNDS**

- 6.1. Further reporting of more instances of antisocial behavior in Rainbow Park (broken glass).
- 6.2. Work with the Football Foundation in preparation for kick off meeting.
- 6.3. Correspondence with IWC re issues on site.

## **7. TOILETS**

- 7.1. Ongoing correspondence with IWC regarding attachments and licences at old Eastern Gardens site, as well as development of possible project.
- 7.2. Increased coin collections in line with increased use, with increased banking.
- 7.3. Site Visit to inform Yaverland Re-provision and possible link other projects.
- 7.4. Correspondence regarding Pier Street Toilets, and meeting with Sandown Carnival; and correspondence with Southern Water.