



Town Clerks Report

Date 10 March 2025
Prepared by Town Clerk

1. ADMINISTRATION

- 1.1. Opening Arrangements after Damage to the Broadway Centre
- 1.2. Continuation of Back Office Support to Lake PC (finalising budget) and Partner Projects
- 1.3. Council Budget and Correspondence with Isle of Wight Council
- 1.4. Ongoing meetings with Isle of Wight Council regarding crossover projects and securing funds.
- 1.5. Monthly invoicing and reconciliations, including Credit Control activities
- 1.6. Damage to Broadway Centre & insurance process.
- 1.7. Correspondence with Utilities companies.
- 1.8. Telephone System Upgrade
- 1.9. Correspondence with Lake and Shanklin regarding Warm Space Grant funding.
- 1.10. Ongoing uncertainty around May elections – impacts on planning and transition plans
- 1.11. Further correspondence regarding the Bay Place Plan.

2. ADVERTS, PUBLICITY AND EVENTS

- 2.1. Further arrangements for VE at 80 Events, involving schools and local church.
- 2.2. Planning of Police events at Centre (Polish evening etc)
- 2.3. Planning Applications for the Library Information Board

3. BEACHES

- 3.1. Administration relating to Business Rates charges received for Beach Safety Base and on-going correspondence.
- 3.2. Beach litter collection arrangements.

4. BROADWAY CENTRE

- 4.1. Painting within Broadway Centre – in between increased bookings and other maintenance (inc. Southern Water and IWC Dementia consultations)
- 4.2. Preparation for 2025 Season
- 4.3. Discussion regarding relocation of phone box from Railway Station
- 4.4. Meeting with Isle of Wight Council Lead Resilience Officer regarding Resilience Plan

5. CIVIC SPACE

- 5.1. Los Altos planning application submitted.
- 5.2. Onsite meetings regarding commissioning Coastal Amenity Projects works
- 5.3. Onsite meetings regarding permissions for Coastal Amenity Projects works.
- 5.4. Planning application for Library Information Board.

6. SANDHAM GROUNDS

- 6.1. Ongoing work on next stages of work to secure FF Grant.
- 6.2. Ongoing correspondence resolving issues regarding lighting and power on site.
- 6.3. Meeting with contractor regarding maintenance works.
- 6.4. Follow-up on steps in installation of CCTV.
- 6.5. Removal of Fly Tipping.

7. TOILETS

- 7.1. Ongoing correspondence with police regarding Arson attempts at Eastern Garden & St John's.
- 7.2. Work to progress sign off at Yaverland.