



SANDOWN TOWN COUNCIL

MOTIONS WITH WRITTEN NOTICE

This form provides a template for members wishing to propose a motion with written notice.

This form is designed to help with the process of submitting a motion by ensuring all necessary matters have been considered. By working through this template and considering all sections, it is hoped that when the motion comes to council, all the information and other considerations have been dealt with so that the Council is placed to be able to make a decision rather than having to defer the matter, in order to provide missing information or to take advice.

Please complete each section, the boxes will expand with your text.

If you are unclear on some of the information please contact the Clerk, **at least a week** before the deadline, for information and/or advice. For most motions, you should have worked with the Clerk, or had discussions with other councillors or residents, well before this point.

It is not acceptable to make a request such as "Please add xxx to the next agenda". If you can't complete most of the boxes on this form then your activity or project isn't ready for a council meeting and needs to be discussed with others as detailed above. If in doubt, please ask.

DEADLINE FOR SUBMITTING A MOTIONS WITH WRITTEN NOTICE

All motions for consideration at a Council or Committee meeting must be in writing (see [Standing Orders section 20](#)) with the finished wording and this completed template along with any additional accompanying documents, submitted to the Clerk **no later than 7pm on the Monday two-weeks prior** to the meeting.

WORDING FOR AGENDA

Please enter the proposed wording to appear on the Agenda. Remember to make it clear what you are asking your fellow councillors to do at the meeting. "To consider...", "To approve...", "To note...", "To review...". The wording should be as concise as possible, and statements should be avoided. It should be clear to both councillors and public what is being proposed.

THAT This Council:

1. Approves the adoption of the design principles set out in the Isle of Wight Council's "Newport and Ryde Commercial Frontages Design Guide" as a reference framework when considering all future planning applications relating to business units and shop frontages on Sandown High Street.
2. Requests formally that the Isle of Wight Council, as the Local Planning Authority, apply the same design principles when assessing such planning applications, to ensure all future business unit developments contribute positively to the heritage and aesthetic value of Sandown High Street and compliments the Sandown Conservation Area Management Plan.

LEGAL POWER

Does the Council has power to undertake the activity, control of the activity or asset. (ask the Clerk if you don't know)

Levelling Up and Regeneration Act (LURA) 2023¹.

BACKGROUND INFORMATION:

Give any details councillors need in order to make an informed decision about your motion. This might be why the motion is being brought, an outline of the benefits and implications, what resources it will need, who will lead the activity, what other organisations might be involved. Initially there should be just a few short paragraphs. This will not be included on the agenda proper but used as a supporting document.

Newport and Ryde Commercial Frontages Design Guide

[Viewing Document: Newport and Ryde Commercial Frontages Design Guide SPD](#)

The Design Guide was formally adopted as a Supplementary Planning Document (SPD) by the Isle of Wight Council on 22 November 2022 following a decision by Cabinet on 10 November 2022. The SPD is currently being used as a material consideration in the determination of relevant planning applications in Newport and Ryde Town Centres.

Sandown Conservation Area Management Plan

The Isle of Wight Council, worked with Sandown Town Council, in 2023 to produce the [Sandown Conservation Area Management Plan](#), following public consultation, community engagement events, and contributions from stakeholder groups.

SUPPORTING DOCUMENTS:

Give a list here of documents you are sending to the Clerk with this form, to be sent out with meeting papers in support of the motion. These might include a more detailed proposal, a project plan, consultation/research results, quotes or brochures from potential suppliers.

Newport and Ryde Commercial Frontages Design Guide SPD

EQUALITY AND DIVERSITY:

The council has statutory obligations under the Equality Act 2010 to have due regard to eliminate unlawful discrimination, promote equal opportunities between people from different groups and to foster good relations between people who share a protected characteristic and those who do not. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy/maternity, race, religion or belief, sex and sexual orientation.

Are there any direct equality and diversity implications arising from your motion?

None

¹ [Levelling-up and Regeneration Act 2023](#)

What actions would be required to mitigate this:

Not applicable

COSTS:

Summary of any costs associated with the decision you are asking the council to make. These might only be outline costs with a recommendation to seek quotes. Remember to include in your list indirect costs such as officer time, VAT or delivery/installation charges.

| <i>Item</i> | <i>Amount</i> |
|----------------|---------------|
| Not applicable | N/A |

BUDGET:

Write here the **budget line(s) to be used for the expenditure**, also details such as which financial year the expenditure is expected, where the money will come from if there's not enough budget allocated (you might also be asking for a decision to vire money from another budget line, or look for external funding).

Not applicable

RESOLUTION:

Finally, **write here the resolution you want** from the meeting, so: "to resolve that..."

Eg: "...the policy be adopted", "...the quotes be sought", "...option x/y or z be accepted", "...the project move to public consultation". This will be the extent of action that can be taken without another motion being brought to a later council meeting for further consideration. This will also appear on the agenda.

(i) THAT this Council recognises the unique heritage character of Sandown and the importance of preserving and enhancing the visual identity of Sandown High Street. In order to support a cohesive and historically sensitive approach to future development and the Isle of Wight Council's [Sandown Conservation Area Management Plan](#):

(ii) THAT This Council resolves to adopt the design principles set out in the Isle of Wight Council's "Newport and Ryde Commercial Frontages Design Guide" (November 2022) as a reference framework when considering all future planning applications relating to business units and shop frontages on Sandown High Street.

(iii) THAT this Council requests that the Isle of Wight Council, as the Local Planning Authority, apply the same design principles when assessing such planning applications, to ensure that future business unit developments contribute positively to the heritage and aesthetic value of Sandown High Street.

CLLR PROPOSING MOTION:

ClIr Leon Girling

DATE:

14 May 2025