



Briefing Note – Working Parties

Date 24 November 2025
Prepared by Town Clerk

1. DERELICT BUILDINGS TASK FORCE

1.1. No meeting held.

2. YOUNG FUTURES

2.1. No meeting held.

3. THRIVING COMMUNITIES AND TOWN CENTRE REVIVAL JOINT MEETING

3.1. 9 December 2025 (9:30 am)

3.2. Present: Cllrs Joan Solomon (Chair)

Also in attendance: Jennifer Armstrong (Clerk/RFO)

Community Safety Partnership

3.3. The Community Safety Officer (CSO) had provided further detail in relation to the Town Council funding additional resource which also addressed the questions raised by Council in its last meeting.

3.4. The information included how officers would liaise internally, the job profile, starting grade, what would be covered by contributions, the likelihood of Ryde and Newport contributing, and how information would be reported back to the Town Council.

3.5. The information was forwarded to the Town Clerk to circulate to all councillors

3.6. The JPAG meeting had been delayed until the New Year and as such there were no updates.

Workstreams

3.7. The committees' short-term goals were discussed:

Eastern Gardens Viewing Platform

3.8.1 The Viewing Platform had been identified as a potential location for another mural. Quotes were currently being obtained to repair the render and repaint as part of the building's general maintenance.

3.8.2 The Town Clerk had reached out to community murals for indicative costs for the committee to bring forward a proposal to Council.

Decorating windows

3.8.3 The Planning Enforcement Officer had advised that it would be a matter for the Council to approach individual owners regarding vinyl. The ownership information could be obtained as

part of the High Street rental auction project and a letter drafted to obtain permission and sent from the office.

3.8.4 Once permissions were obtained the project could be properly scoped and priced.

Medium term goals:

A request to work with the Police on arranging an evening a Beat Surgery at the Broadway Centre. Officers were working to accommodate this. Once scheduled the Chair would attend where possible

Long term projects:

3.8. The need for some research into working with existing HMOs in relation to integration and investigating social support was needed. Looking at best practice and what worked in other areas could inform how this work was progressed.

New Projects

3.9. New projects discussed included:

Phone Box Library

3.10.1 The Community Library Phone Box project had progressed with the adoption of the kiosk and decommissioning complete. The arrangements to resite the unit and begin refurbishment were also underway.

3.10.2 1.14. It was agreed that the Working Party would look at the next steps: cataloguing the books, how these could be best displayed, seeking donations for any missing genres and replacing stock, signage (how it works and acknowledging those supporting the project and publicising the initiative including a launch event.

3.10.3 1.15. A plan would be drawn up to take this forward.

Resilience Project

3.11.1 Following the increase in capacity in the staffing team and building of the storage unit, officers would be looking to take the resilience project forward in the spring.

3.11.2 It was agreed it would be appropriate for the working party to support this work liaising with volunteers, building support networks and making recommendations to council regarding and matters requiring a council decision.

Dore Exhibition

3.11.3 A project had come forward to house an exhibition of the works of James Door at the centre.

3.11.4 The Clerk, under delegated authority could authorise the aspects relating to the centre and a contribution of £500 had been agreed from the Place Plan Budget by the Mayor.

3.11.5 However, the project would need a delivery vehicle, which the working party would be happy to facilitate as the lead member for the project, Cllr Mikich, was a member of the working party.

4. TOWN CENTRE REVIVAL

4.1. No meeting held.

5. EVENTS WORKING AND ENGAGEMENT PARTY

9 December 2025 (9:30 am) closed at 12:30

5.1. Cllrs Joan Solomon, Frank Baldry.

Also In attendance: Reverend Mark Williams, Deputy Clerk and Administration Assistant

Christmas

- 5.2.1 The Christmas Window Competition forms have been collated, and we have 12 entries this year (Five being new to entries received)
- 5.2.2 It was agreed the judging will take place on Wednesday 17th at 10am with Cllr Soloman agreeing to be available. Deputy Clerk and Administration assist will be in support on the day with the winners' cup.
- 5.2.3 The details of the Carol Service at the Church were finalised. Refreshments would be served from 19:00 with the event starting between 19:00 and 20:00 on the evening of Wednesday 17 December.

Engagement with Schools

- 5.2.4 Christmas art competition entries were received and Cllr Soloman and Baldy picked this year's winners (4 in KS1 and 3 in KS2). The school will receive 7 Festive chocolate boxes to give to the 7 winners. All artwork received will be displayed on the council website and in the library windows.

13 January 2026 (11:30 am) closed at 12:30

5.2. Present: Cllrs Joan Soloman, Frank Baldry, Gary Young, Ian Ward.

In attendance: Reverend Mark Williams, Deputy Clerk and Administration Assistant.

Christmas 2025 Outcome

- 5.2.1 The Christmas Window Competition 2025 was a great success. Cllr J. Soloman reported that there were 14 entries, including new shops that do not usually participate in festive activities. Cllr Soloman suggested introducing 1st, 2nd and 3rd place winners, along with a "Highly Commended" category and that they be awarded this at the Carol Service which Rev. Williams noted may fall on Wednesday 16th December 2026.
- 5.2.2 A teddy bear was purchased from Make It Wight, for this year's winner. STC have a cup that requires cleaning, engraving, and possibly re-gilding. Deputy Clerks Raine Ellis and Admin Assistant Katrina Kelly will obtain costings for the cup to include engraving the wording "Christmas Window Competition".

Remembrance 2025 Outcome

- 5.2.3 Members debriefed on Remembrance Day 2025. Rev. Williams suggested including a short poem in this year's order of service to help manage timing during the ceremony. The poem could be added if additional time is needed or omitted to ensure the two-minute silence occurs precisely at 11:00 a.m.

Easter 2026 Events

- 5.2.4 Members expressed enthusiasm about involving Bay Primary School in an art competition, with the winning entries to be displayed in the library. It was agreed that Deputy Clerk Raine Elliss and Admin Assistant Katrina Kelly will liaise with the school to arrange this.
- 5.2.5 The High Street Easter Shop Window Competition remains popular, with many shops decorating for the spring holiday. Last year's winner, Make it Wight, currently holds the 2025 award – the Heather Humby Glass Drop. Deputy Clerk Raine Elliss will collect the award in March. Members would like a draft competition form ready for approval at February meeting with the theme being Easter Bonnets. Dates for competition to be set in February's meeting.

Anzac day

- 5.2.6 Members expressed their wish to lay a wreath for ANZAC Day. A wreath has been ordered and is available in the STC office. The service will take place on Saturday, 25th April at 10:50 a.m. at the Sandown Cenotaph, with Rev Williams, Cllr Ward and Cllr Baldry in attendance. Deputy Clerk Raine Elliss will also attend. This will be announced to all council members and published on the STC website.