



SANDOWN TOWN COUNCIL – MEETING MINUTES 24 NOVEMBER 2025

Minutes of the Meeting of Sandown Town Council held on **MONDAY, 24 NOVEMBER 2025** at 7:00 pm at The Broadway Centre, 1 Broadway, Sandown, Isle of Wight PO36 9GG.

Present: Cllrs Alex Lightfoot (Mayor), Lee Ambler, Debbie Andre, Frank Baldry, Liam Cregg, Leon Girling, Paddy Lightfoot, Joan Soloman and Gary Young.

Also Present: Jennifer Armstrong (Clerk/RFO). Lorraine Elliss (Deputy Clerk), PCSO Jacqueline May, two representatives from Brave Island and 2 members of the public.

PUBLIC QUESTIONS:

Mr Paul Coueslant questioned whether the Council would be reviewing the Planning Application concerning the Town Hall, noting that it was not listed on the agenda. The Mayor advised that the application had already been considered by the Planning Committee on 17 November 2025, with no comments returned. The Mayor further clarified that the application related solely to the discharge of planning conditions and did not provide scope for discussion on the future use of the building.

Ventnor Fringe/Brave Island shared an update on their activities and announced plans for a new “Brave Island Festival” scheduled to take place in Sandown in October 2026. Central to the festival would be a big top tent, potentially located at Los Altos, which would host performances arranged by the organisers as well as guest artists. The venue would also be made available for use by schools and community groups. Following its debut in Sandown, the big top will travel between towns before returning to Sandown after three years.

75-2025/26 APOLOGIES

Apologies were accepted from Cllrs Ian Boyd, Tracy Mikich, Ian Ward.

76-2025/26 DECLARATIONS OF INTERESTS

1. To receive any declarations of pecuniary and non -pecuniary interests

Cllr Andre declared an interest in matters pertaining to the Isle of Wight Council as ward member and Los Altos as her property back onto the park.

Cllr Girling declared an interest in matters pertaining to the Isle of Wight Council as an employee of the authority.

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

None Received.

77-2025/26 MINUTES OF THE LAST MEETING

Members noted Cllr Ian Ward had been omitted from the attendees of the last meeting though the minutes did record him leaving the meeting.

A motion to approve the minutes of the meeting held on the 27 October 2025, subject to the inclusion of Cllr Ward in the list of attendees, was moved and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was:

For (8), Against (0), Abstentions (1).

RESOLVED:

THAT the minutes of the meeting held on 27 October 2025 be amended to reflect Cllr Ian Ward's attendance then approved as a true record.

78-2025/26 RECOMMENDATIONS FROM FINANCE COMMITTEE

a) Financial Regulations

Council considered the proposed Financial Regulations. The regulations had been drafted using the updated Model from the National Association of Local Government (NALC). Articles in **bold** could not be amended as they were prescribed by law.

A motion supporting the proposal moved and duly seconded. Councillors' votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

THAT the proposed Financial Regulations be approved and adopted.

b) Yaverland Landscaping

The Finance Committee had recommended Council tender a site wide landscaping project, including soft and hard landscaping, to ensure a cohesive design across the site and a them. The design sought would complement the natural environment surrounding the site (Culver, Browns, proposed International School of Rewilding. A thematic approach to future projects would also be taken.

A motion regarding the site was moved and duly seconded. Councillors' votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

THAT Council seek proposals for the complete landscaping of the site, up to £30,000 in value and delegate responsibility for the tender process to the Finance Committee.

c) Fundraisers.

Sandown Town Council Fundraiser

Members considered the proposal from the Finance Committee that the Council appoint a Fundraiser to help source grants to deliver projects, using the underspend from the staffing

budget to finance the post.

Recent grant-funded initiatives have enabled the Town Council to deliver projects that might not have been possible otherwise—such as the installation of the 2G MUGA and the wooden activity equipment at Sandham Grounds. However, securing and managing these grants requires significant staff time and resources.

A local organisation has access to an experienced fundraiser who could be contracted to support the Town Council in securing additional grant funding. This resource could be used to advance both Council-led initiatives and projects led by community groups in Sandown.

The Finance Committee had proposed the appointment be for 15 Hours per week at a cost of £15,590 with incidental costs for the year of between £2,000 and £3,000. Following the debate members agreed 15 hours a week would not be sufficient and agreed to increase the provision to 22 hours a week. It was noted that while this would be covered by the staffing underspend it would impact the precept a underspend was offset against the monies needed.

A motion supporting the appointment for 22 hours per week was moved and duly seconded. Councillors' votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

THAT Council appoint a Fund Raiser through a local organisation for 22 Hours per week at a cost of £23,780 with incidental costs for the year would be between £2,000 and £3,000 for the period of one year.

International School of Rewilding

A fundraiser with experience very successfully securing funding for projects similar to the International School of Rewilding had been identified and could be engaged by the project group to identify and apply for funding to deliver the project.

The Finance Committee proposed that Council fund this from the Town Improvement budget as it would help drive forward the project which will bring significant investment in Sandown. Members noted that since the project had been proposed in the summer, other partners had incurred costs up to £10,000 therefore it was not unreasonable that the Council also contribute to taking the project forward, given the benefits to Sandown.

A motion supporting the proposal was moved and duly seconded. Councillors' votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

- (i) THAT Council contribute £30,493 to facilitate the International School engaging the identified fundraiser.
- (ii) THAT £15,246.50 be funded from the 2024/2025 Place Plan/Town Improvements underspend and £15,246.50 from the Place Plan/Town Improvements budget for 2025/2026.

79-2025/26 RECOMMENDATIONS FROM PLANNING COMMITTEE

No recommendations were put forward by the Planning Committee

80-2025/26 EXTERNAL AUDIT REPORT

Members considered the report from the Council’s external auditor, BDO. The report raised no significant issues but did make referenced to the Internal auditors recommendations should be which were:

- Ensure the website meets the accessibility regulations updated in October 2024.

The last accessibility review was carried out in June 2025. The website was tested both manually and automatically prior to a new accessibility statement being written at that time.

- Ensure appraisals are carried out for all staff in accordance with the HR policy

These are scheduled for January 2026.

It was agreed no further actions were required.

81-2025/26 APPOINTMENT OF INTERNAL AUDITOR

The appointment of the councils Internal Auditor was considered with members noting the changes to the guidance in relation to this.

Previously, best practice had suggested auditors be rotated. However, the new guidance stated “ *There is **no requirement** to rotate auditors but the independence of the appointed person or firm should be reviewed every year with regard to; personal independence, financial independence, and professional independence*”. Independence being defined as “*requires the absence of any actual or perceived conflict of interest*”.

The Internal Auditor the Council had used for the past three years had not had any involvement in, or responsibility for, the financial decision making, management or control of council, or for the authority’s financial controls and procedures. Nor had they been a member of the Council or had a personal connection to a member or officer.

A motion to appoint Maxine Carr for a fourth year was moved and duly seconded. Councillors’ votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

THAT Maxine Carr be appointed as the Council’s Internal Auditor for the 2025-2026 Financial Year.

82-2025/26 MOTION WITHOUT NOTICE

A motion was moved, without notice under Standing Order 21.1(vi) to move the agenda item relating to the budget to after the other business on the agenda. Councillors’ votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was:

RESOLVED:

THAT Agenda Item 8 (2026-2027 Budget Process) be moved to after Agenda Item (Reports from Town Councillors and Outside bodies).

83-2025/26 INFORMATION TECHNOLOGY POLICY

The Clerk/RFO advised members the Smaller Authorities' Proper Practices Panel (SAPPP) had released an updated 2025 edition of the Practitioners' Guide. This included a new Assertion 10 relating to ICT:

- Council clerks must operate from a generic (not person-specific) council-owned domain-based official email address.
- The website must continue to meet accessibility regulations (currently WCAG2.2AA).
- Councils must have an IT policy

The Council was already compliant with the first two requirements. An IT Policy needed to be adopted to comply with the third requirement.

There were some small formatting changes to be addressed, and the contents page would require updating. However, no issues with the policy itself.

A motion to was moved and duly seconded to adopt the policy. Councillors' votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

THAT the proposed IT Policy be approved after the format changes and contents were updated be adopted

84-2025/26 SANDHAM GARDENS LIGHTING

The flood lighting at the park is not sufficient to meet modern standard, expensive to run and unreliable. Costs of replacing the lighting have been explored, with different options considered. To replace the lighting in its entirety was estimated to cost approximately £28,000. Alternatives, using the existing lamp posts, was quoted between £7,500 and £17,900.

Officers had requested a budget of up to £8,000 to install new flood lights.

A motion to was moved and duly seconded in support of the recommendation. Councillors' votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

THAT delegated authority to have the Sandham Grounds Lights replaced be delegated to officers with a budget of up to £8,000.

85-2025/26 GRANT APPLICATIONS

Members considered the grant application from UKSA (Test the Water) programme noting that it clearly demonstrated a benefit to children from Sandown and that no increase in cost had been passed to the Council.

A motion to was moved and duly seconded to award £1,260. Councillors' votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

THAT UKSA be awarded a grant of £1,260.

86-2025/26 WORKING PARTIES

The report from the working parties was noted.

87-2025/26 TOWN CLERK REPORT

Members received and noted the report from the Town Clerk updating them on recent activities.

88-2025/26 TO RECEIVE ANY ENVIRONMENTAL ISSUES RAISED

None Received.

89-2025/26 TO RECEIVE REPORTS FROM TOWN COUNCILLORS AND OUTSIDE BODIES

Cllr Andre advised that more work had been undertaken in regard to the Community Speed Watch project. Roads had been proposed for assessment and team would begin work once this was complete.

She also updated members on a meeting, attended held with Island Rivers, the Isle of Wight Council Flood Officer with residents of Riverside Court. A plan to put mitigations in place was being drawn up and a Section 19 report was being prepared.

Cllr Baldry advised he would be laying a wreath on behalf of the Council at an event to commemorate the death of an Airman in Shanklin.

Cllr Paddy Lightfoot drew members attention to the Planning Committees' consideration of the application for the Southern Water Recycling Plant which was a significant application.

Cllr Solomon advised residents had been complaining about dog fouling around Avenue Road, the High Street, St John's Crecent and St Johns Road. Officers would liaise with the Council's Environment Officer regarding the matter.

Cllr Ambler shared concerns from a resident working in Sandown following an incident on the High Street involving four inebriated individuals. PSCO May responded, advising the Police were aware that there were new individuals travelling to the town and engaging in antisocial behaviour. She was working with Sandown's new Police Constable, PC Trotman to continue the work started by PSCO Webb and herself. The importance of reporting incidents to inform statistics and patrols was highlighted.

Members asked if statistics were available regarding the origin of complaints regarding antisocial behaviour in the context of evidence regarding the licencing of HMOs. PSCO May make enquiries regarding the data relating to HMO's but would provide statistics for each meeting and attend once a quarter.

Cllr Alex Lightfoot outlined a recent meeting with Heritage England, noting that while there was no funding available for projects, there was funding for viability studies to inform a prospectus of heritage buildings for development. The deadline was January, but this would allow work to be undertaken to put forward sites for the 2027 list. The Council would also be looking at what progress had been made in relation to the Sandown Conservation Area Management Plan and a mechanism for prioritising future actions.

Finally, he noted that the delays to the adoption of the Island Plan had resulted in the Kings Bar application being approved because the old plan did not consider the beach front properties on the high street as being part of the town centre.

90-2025/26 2026-2027 BUDGET PROCESS

Members debated the budget process and basis on which the 2026-2027 Budget will be drafted. It was agreed the draft budget would be based on the following, with at least an inflationary increase:

Income

- 75% of hall hire would be included.
- No toilet income would be budgeted. Consideration would be given to a budget for increased vandalism.
- 100% of the base rent from Sandham Grounds would be included.
- Interest would be budgeted at 0.5% of the allocated reserves not forecast to be spent and the general reserves.
- Inflation would be applied to the relevant budget lines at 4.1%.
- Energy costs would continue to be budgeted at 1.3 times the previous year.

Reserves

- Six month reserves would be budgeted.
- The Council will continue to make capital provision for all its assets.

Specific Projects

Cllr Debbie Andre left the room for the discussion relating to Breakfast at the Bay School.

Monies will be included for

- Warm Spaces (£4,000) and Breakfast at the Bay School (£4,000) with no conditions.
- Place Plan/Town Improvements (£35,000) and Bay Regeneration Officer Provision (£12,000)
- Planning Enforcement (as budgeted plus inflation).
- Resurfacing the Broadway Centre Gravel Carpark
- Youth Offer (£35,000 and capital as per last year)
- Summer events programme (£5,000)
- Mural Fund (£10,000)

- Hanging Baskets
- Community Benefit Society (£25,000 to match fund residents' investment)
- Resurface old MUGA (£10,000)
- Increase Carnival Grant to £7,500.
- Skate Park Refurbishment (as proposed)
- Contribution towards an additional Isle of Wight Council Community Safety Officer (£13,000) subject to an agreement in relation to the scope of the work.
- Costs would be obtained and included to contribute towards a crossing patrol on the Broadway.
- Resurfacing Steven Jenkins Playground (£20,000)

The inclusion of a budget for Beach Raking was discussed but unless permissions had been confirmed and costs made available this would not be included. Similarly, it was agreed the Microsculpture Trail would not be included.

A motion to was moved and duly seconded to take the proposed basis forward. Councillors' votes, were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

For (X), Against (X), Abstentions ().

RESOLVED:

THAT the budget be drafted on the basis agreed in the meeting.

91-2025/26 NEXT MEETING

The next meeting will be held on 26 January 2026.

PUBLIC QUESTION TIME

A member of the public asked for clarification on matters she had misheard.

Meeting Closed 20:58