



## MINUTES

Minutes of the Meeting of Sandown Town Council held on **Monday, 15 November 2021** at 7.00pm at The Broadway Centre, Sandown, Isle of Wight. PO36 9GG.

### MINUTES SILENCE

A one-minute silence was held in memory of former Mayor, Cllr Connie Ward (née Cowley).

### PUBLIC QUESTIONS

15 Minutes were allocated for members of the public to speak on matters relating to the agenda. No questions were raised.

**Present:** Cllrs Paddy Lightfoot (Mayor), Heather Humby (Deputy Mayor), Debbie Andre, Frank Baldry, Sue Betts, Emily Brothers, Ian Fletcher, Jenny Hicks, Alex Lightfoot, Robert May, Toby Wilcock.

### 48-2021-22 APOLOGIES

Apologies were received from Cllr Ian Ward.

### 49-2021-22 DECLARATIONS OF INTERESTS

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

Cllr Andre declared an interest in any matters relating to the Isle of Wight Council and also in relation to Los Altos Park as her property backed onto the park.

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

None Received

### CLLR STATEMENT

Cllr Emily Brothers began to read a personal statement. The chairman ruled that it was not appropriate for the statement to be read at the meeting as it did not relate to the business detailed on the agenda published and was an unresolved matter. Cllr Brothers responded that a copy would be available for all members and the press.

### 50-2021-22 MINUTES OF THE LAST MEETING

Cllr Brothers challenged the format of the minutes, specifically the inclusion of the reason a named vote was taken being recorded for each relevant item and the style of omitting names against proposals and amendments.

The Mayor reminded members only the accuracy of the minutes could be addressed and a proposal to approve the minutes as an accurate record was tabled and duly seconded.

Councillors' votes were confirmed verbally to meet accessibility

requirements; the results were as follows and motion was carried:

For (10), Against (1), Abstentions (0).

RESOLVED:

THAT the minutes of the meeting held on 20 September 2021 be approved.

**51-2021-22 FINANCES**

1. To approve the Payments and Receipts lists as presented for September 2021 and October 2021

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and motion was carried:

For (10), Against (0), Abstentions (1).

RESOLVED:

- (i) THAT the Payments and Receipts for September 2021 be approved.

For (10), Against (0), Abstentions (1).

RESOLVED:

- (ii) THAT the Payments and Receipts for October 2021 be approved.

2. To receive and note the verified bank reconciliations for September 2021 and October 2021

The verified bank reconciliations for September and October 2021 were noted.

3. To receive and note the expenditure against budget through October 2021

The position against budget as of 31 October 2021 was noted.

4. Update on Reserves.

The Deputy Clerk updated members; Officers had attempted to open the new "with notice" savings account online on several occasions; however, an error had been returned on each occasion. Attempts to reach the business banking team via the telephone had been unsuccessful due to call waiting times. A hard copy letter had been sent requesting account opening forms on 28 October 2021. This would be escalated if no response was received within 21 working days (26 November 2021).

5. Preferred Providers List

Members were asked to approve the presented list of preferred providers and methodology to apply to be preferred suppliers, both of which would be published on the council's website. It was noted that since the list had been published with the agenda one supplier, Gully Howard, had ceased to trade and therefore would be removed from the list.

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and motion was carried:

For (9), Against (0), Abstentions (2).

**RESOLVED:**

THAT the presented preferred supplier list and methodology for inclusion on the list be approved.

**52-2021-22 UPDATE ON WORK PARTIES**

The Clerk presented a report which provided an update for each of the working parties:

1. Public Realm (Assets) Working Party

The working party met on Monday, 11 October 2021. The key points from the meeting included:

- Consideration of the 2021 Beach Safety Report which was subsequently published on the councils website.
- Cllr Alex Lightfoot to be Lead Member for Beach Safety
- Cllr Paddy Lightfoot to be Lead Member for Eastern Gardens Toilets
- Completion of restart the heart provided at Centre.

2. Events Working Party

The working party met on Monday, 4 October 2021. The focus of the meeting had been the upcoming Remembrance events. Members also:

- Met with representative of Carnival Association to discuss 2022 events.
- Received an update from Alan Jones, Chair of the Community Association, regarding the Business Association and Hoteliers Network.
- Discussed Christmas events.

3. Public Realm (Projects) Working Party.

Members were joined when they met on Monday 25 October 2021 by Julian Wadsworth, The Bay Resilience Officer from Community Action, who provided details of youth services which would be provided in the bay.

4. Engagement Working Party

At the working party meeting on 18 October 2021, members considered a report from Cllr Brothers, chair of the working party. The key points highlighted included:

- The Development of Town Plan, if proposed, would need to be included in Budget. There would also be staffing implications.
- Different stakeholders to be involved with the working party when appropriate.
- The possibility of working with third party to address GDPR issues identified.
- The current website was compliant with publication requirements, potential development would need to be included in draft Budget.

- A policy paper on a Facebook project would be drafted for January 2022.

**53-2021-22 BEACH SAFTEY**

Council considered the future of the Beach Safety provision in Sandown and the process for securing a service for 2022 and thereafter. A fixed base was needed and costings would be obtained with support of lead member for inclusion in the draft budget. Recruitment for the service would begin in the New Year. There would be links to an educational programme and link to the Blue Flag/Seaside Award through the service.

**54-2021-22 YOUTH SERVICE**

The Clerk updated members on the youth service being delivered in the Bay area which included outreach and other activities, including weekly activity sessions.

A request for monies to use in conjunction with match-funded grants and other sources of funding to secure a longer-term provision had been received. Members agreed this should be included for consideration in the draft budget proposals. It was hoped that an investment in Youth Services would reduce antisocial behaviour and could be offset the costs for remedial works.

**55-2021-22 LEAD MEMBER FOR WAR MEMORIALS AND REMEMBRANCE.**

A proposal was made, and duly seconded, to appoint Cllr Frank Baldry as the lead member for the War Memorials and Remembrance events.

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and motion was carried:

For (11), Against (0), Abstentions (0).

**RESOLVED:**

THAT Cllr Frank Baldry be appointed as the lead member for the War Memorials and Remembrance.

**56-2021-22 2022/2023 OUTLINE BUDGET**

The council considered the report which outlined the 2022/2023 budget setting process, including:

- The impact of Covid-19 on the process.
- The results of previous consultations; priorities and outcomes.
- Identified cost pressures.
- Initiatives proposed by members.
- Initial precept options.
- Uplift.
- Proposed development of the budget and timeline.
- Briefing of members in December in Lieu of working parties.

Officers sought guidance on the basis for the draft budget and it was agreed a 5% rate of inflation would be applied. Additional line items to support the various initiatives being proposed by members would also be presented for consideration. Clarification was provided that revenue and capital costs for existing and new provisions/projects would be included.

Discussion also took place regarding public consultation, which would be undertaken as soon as possible after the member briefing.

## 57-2021-22 CHANGES TO THE STANDING ORDERS

During the meeting held on Monday, 20 September 2021 clarification was requested on the process for submitting written motions, including the definition of "clear days. As a result of the discussion changes to the wording of the definition and related notice periods were proposed.

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and motion was carried:

For (07), Against (1), Abstentions (3).

### RESOLVED:

- (i) THAT the amendments be taken En Bloc.
- (ii) THAT Section 3.2(ii) of the Standing orders be amended as follows:
  - 3.2. *The Proper Officer shall:*
    - ii. *Subject to Standing Order 10, include on the agenda all motions in the order received unless a councillor has given written notice at least **five seven** days before the meeting confirming his withdrawal of it;*

- (iii) THAT Section 10 of the Standing orders be amended as follows:

Section 10: ~~Notice of Meetings~~

~~"The minimum three clear days for notice of a meeting does not include the day on which notice was issued, the day of the meeting, a Sunday, a day of the Christmas break, a day of the Easter break or of a bank holiday or a day appointed for public thanksgiving or mourning."~~

For the purposes of these standing orders, clear days do not include:

- The day on which the notice is issued
- The day of the meeting
- A Saturday or Sunday
- A day of the Christmas or Easter Break
- A bank holiday or other public holiday
- A day of public thanksgiving or mourning

(iv) THAT Section 20.2 of the Standing orders be amended as follows:

*20.2 No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice (in hard copy or via email) of its wording to the Proper Officer at least ~~seven~~ Ten clear days (As defined in Section 10) before the meeting. Clear days do not include the day of the notice or the day of the meeting.*

**58-2021-22 TO RECEIVE ANY ENVIRONMENTAL ISSUES RAISED**

None received.

**59-2021-22 TO RECEIVE ANY PLANNING MATTERS**

The following planning application was considered. No comments were made.

Reference 21/02169/30PA

Address 14 High Street, Sandown Isle Of Wight PO36 8DA

Proposal Prior approval for change of use from commercial to residential.

Members were advised there were technical issues with the Isle of Wight Council's planning portal and anyone struggling to access planning applications should contact Cllr Debbie Andre.

**60-2021-22 TO RECEIVE REPORTS FROM**

1. The Town Clerk – including:

(a) Accessibility

Following concerns raised at the September 2021 meeting, a representative from RNID had visited the centre to check the hearing loop and confirmed it was working. An option for a portable loop would be included in budget proposal. The report full report from the visit would be circulated to councillors when received.

(b) Los Altos

The situation with the manhole cover had been resolved. Police had been informed of the fire in the bin. Staff were looking into issue with the hedges. The grounds maintenance contract and lease would benefit from review to enable expectations to be managed.

(c) Beach Safety

In addition to the lifeguard service, the Sandown and Shanklin Inshore Lifeboat had supported beach safety through the summer. The service had been reported a significant increase in the risks being taken during Covid-19 and therefore the workload of the service. The pandemic had also reduced fund raising opportunities. The council would be supporting a fundraising event at the centre on 27 November 2021 and providing monies towards the service provided.

(d) Remembrance

The council had arranged a school poppy project, small services at the Esplanade and Broadway Centre memorials on the 11 November 2021, and the public service at the war memorial on Sunday, 14 November 2021. A film to commemorate the centenary of the war memorial had also been released in conjunction with these events.

(e) Sandown and Shanklin Military Band

The band had supported the council's remembrance event and would be supporting Christmas activities and other projects. They would be awarded £500 to cover the costs of supporting these activities.

(f) Christmas (inc. Decorative Lighting Update)

Planned Christmas activities included:

- Sandown and Shanklin Inshore Lifeboat Christmas Fundraiser (27 November 2021)
- An event with the Christmas tree, library and lights (which were now ready for delivery)
- A project with pupils at Bay CE School (primary)

**61-2021-22 MOTION WITHOUT NOTICE - STANDING ORDER 21-1(vi)**

A motion was proposed under Standing Order 21-1(vi) that the order of business on the agenda be changed; namely that items 63-2021/2022 through 67- 2021/2022 be brought forward as their consideration was time sensitive and the time allocated for the meeting was growing short.

The proposal was duly seconded, and Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and motion was carried:

For (9), Against (1), Abstentions (1).

**PUBLIC QUESTION TIME**

No public questions were asked.

**62-2021-22 EXCLUSION OF PUBLIC AND PRESS**

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and motion was carried:

For (11), Against (0), Abstentions (0).

**RESOLVED:**

THAT under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, namely Agenda item number 64-21/22to 67-

21/22 on the grounds that there is likely to be disclosure of exempt information as defined in paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**63-2021-22 TOILET CLEANING AND MAINTENANCE CONTRACT**

The clerk advised members that due to the value of the quotes returned it would be necessary to undertake a more comprehensive procurement process. There was also an opportunity to undertake a joint exercise with Shanklin Town Council in an effort to reduce costs which members agreed should be explored.

**64-2021-22 EASTERN GARDENS TOILET REPROVISION**

The next steps in relation to the reprovion of the public toilets at Eastern Gardens were considered, including updated costings and a phased payments programme which reflected the current economic climate.

The results of the public consultation in 2020 were revisited and feedback had been sought from Green Town Volunteers and Concessionaires. Work regarding the Licence from Isle of Wight Council, utilities search and planning for the site were underway. Other matters for consideration included:

- Location of planters and Green Towns
- Relocation of Mural behind proposed site
- Cllr Lightfoot would act as the lead member.

Members noted that following the reprovion of St John's there had been a reduction in vandalism and complaints with a number of compliments received.

Confirmation was sought that members wished to proceed with the project and the appointed contractor in 2022 despite the increase in cost.

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and it was agreed:

For (10), Against (0), Abstentions (1).

**RESOLVED:**

THAT the project as planned, with delivery in 2022 from Danfo, the contractor awarded the tender.

**65-2021-22 STANDING ORDER 9.1.3 (i)**

Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and motion was carried:

For (9), Against (1), Abstentions (1).

**RESOLVED:**

THAT the meeting be extended by 30 minutes.

## **66-2021-22 STAFFING STRUCTURE**

A review of the staffing structure, including risks identified due to pressures, proposed actions and costings, was presented. Members noted that there were significant capacity issues due to the staffing situation.

Cllr Brothers suggested consideration be given to cancelling bookings and proposed a HR Committee Meeting and Extraordinary Council Meeting be convened. However, members recognised that the latter would create more pressure on officers and the proposal was not seconded.

There was majority agreement from members to support an increase to the proposed Lock-Up capacity through the appointment of a second post holder for a three-month period and support for the Clerk to have flexibility in regard to contracting interim services for cleaning the centre and other additional duties currently being carried out by staff.

## **67-2021-22 CCTV**

Members considered a report on CCTV at council managed sites and the proposed actions. There was majority agreement to:

- Undertake “Stakeholder” consultation on CCTV project at the centre (including staff and volunteers).
- Quoted costs to upgraded system at centre be budgeted with a 5% increase due to inflation etc to allow the project to go forward should it be supported.
- THAT quoted costs for CCTV at Sandham Gardens be budgeted with a 5% increase due to inflation etc. to allow the project to go forward should it be supported.
- THAT costs be obtained for cameras at outside the councils toilets be obtained to inform the 2022/2023 budget (brought forward from 2023/2024).

## **68-2021-22 MOTIONS FROM COUNCILLORS**

### Motion from Cllr Emily Brothers

Cllr Brothers proposed the following motion, with a small amendment to include “pavement” after “revetment” in the fourth paragraph, which was duly seconded:

*This Council notes the positive health and environmental benefits gained from walking and cycling. We believe a step change is needed to promote walking and cycling on the Isle of Wight, with particular regard to Sandown Bay, involving local residents and businesses in meaningful consultation.*

*This Council calls on Isle of Wight County Council to develop two strategies, one for cycling and another for walking. We believe measures must end the dangerous practice of shared spaces - mixing pedestrians with cyclists, e-scooters, carriages and vehicles.*

*This Council is seriously concerned about the lack of measures to protect cyclists from intimidating driving, risk of injury or death by vehicle collisions and the corrosive effects of pollution. Further, we note hazards of this kind result in cyclists feeling it necessary to ride on pavements in contravention of Section 72 of the Highways Act (1835) and clarified by Rule 64 of the current Highway Code.*

*This Council notes increasing illegal cycling on Sandown Esplanade, revetment and cliff path from Sandown to Shanklin. This trend is exacerbated by the proliferation of e-scooters.*

*This Council expresses serious concern about safety risks to pedestrians posed by cyclists illegally riding along Sandown Esplanade, on the revetment and cliff path from Sandown to Shanklin. Danger to children, older and disabled people is particularly worrying.*

*This Council believes developing effective road-based or segregated cycle routes would provide effective solutions. Continuing to allow illegal cycling is not sustainable and would signal a failure of leadership.*

*This Council therefore opposes cycling and e-scooting on Sandown Esplanade, on the revetment and cliff path from Sandown to Shanklin.*

*This Council resolves to make representations on such matters to Isle of Wight County Council by writing to the appropriate Cabinet Member and appointing (at this meeting) two Councillors to serve on the anticipated Sandown Bay Revetment Working Party.*

*This Council is alarmed over the impact of e-scooters, particularly illegal use on Sandown esplanade, revetment and cliff path between Sandown and Shanklin. We call for the immediate halt to trials and resolve to raise serious concerns with Beryl Scooters and Isle of Wight County Council.*

*This Council believes effective enforcement is required, including the issuing of fixed penalty notices introduced in 1999 to dissuade cycling on Sandown esplanade, revetment and cliff path. To this end, we shall make representations to Hampshire Constabulary and other appropriate authorities.*

*This Council undertakes to liaise with Lake Parish Council, Shanklin Town Council and other interested parties to promote safe walking and cycling across Sandown Bay.*

During discussion, members acknowledged that two members of the council had already been appointed to the Revetment Working Party and a public consultation on the revetment, to include stakeholders, would be appropriate.

An amendment proposed, and duly seconded, which removed much of the wording from the motion and a vote was taken. Councillors' votes were confirmed verbally to meet accessibility requirements; the results were as follows and amended motion was carried:

For (10), Against (1), Abstentions (0).

**RESOLVED:**

- (i) THAT this Council resolves to make representations on such matters to Isle of Wight County Council by writing to the appropriate Cabinet Member.

- (ii) THAT this Council undertakes to liaise with Lake Parish Council, Shanklin Town Council and other interested parties to promote safe walking and cycling across Sandown Bay.

**69-2021-22 TO RECEIVE REPORTS FROM**

2. Town Councillors

Cllr Alex Lightfoot drew attention to the changes in the plans proposed for Dinosaur Isle and Browns Golf, highlighting that while public consultation had been undertaken previously, a greater response could be expected following publicity about future of the site.

Cllr Humby advised the police had agreed to attend her councillor surgery at the library on a monthly basis.

**70-2021-22 DATE OF NEXT MEETING**

7 February 2022.

Meeting closed - 21:40.