



Item 10 - Paper D

Town Clerks Report

Date 23 March 2026
Prepared by Town Clerk

1. ADMINISTRATION

- 1.1. Legal Matters pertaining to Purchase of Land at the Ocean Hotel
- 1.2. Meeting with Community Development Lead and review of SLA.
- 1.3. Letter to IWC regarding Pier Street
- 1.4. Land registry portal registration
- 1.5. Setting up Trello Boards

Staff

- 1.6. Appraisals completed.

Committee Administration

- 1.7. Planning Committee met on 16 February and 16 March 2026
- 1.8. The Annual Town Meeting Council met on the 9 March 2026.
- 1.9. The Finance Committee met on 16 March 2026
- 1.10. The Events and Engagement Working Party will meet on the 3 March 2026
- 1.11. Derelict Buildings Working Party Meeting on 2 March 2026.
- 1.12. Letter to IWC regarding s106 monies
- 1.13. Appeal to Post Office regarding outreach service.
- 1.14. Revision of Committee Dates

Lake Parish Council

- 1.15. Signing of last quarters accounts.
- 1.16. Committee administration for meeting on 12 March 2026
- 1.17. Ripples invoicing reconciliation.

2. ADVERTS, PUBLICITY AND EVENTS

- 2.1. Press releases regarding Pier Street and Ocean.
- 2.2. Arrangements for Easter Window Competition
- 2.3. School Book Bag Project
- 2.4. Ocean Redevelopment Strip Initial Public Consultation

- 2.5. Parkinsons Lobby Campaign
- 2.6. Ongoing work building two new pages:
 - Community
 - Working together for Better Sandown

3. BEACHES

- 3.1. Finalising booking system for Changing Places and Beach Wheelchair
Needs Draft tender documents for Beach Safety Service
- 3.3. Submission of grant application for Water Refill Station.

4. BROADWAY CENTRE

- 4.1. Delivery of Phone Box and arrangements for installation
- 4.2. Emergency lights replacement completed

5. CIVIC SPACE

- 5.1. Quotes received for next mural project (Eastern Gardens Viewing Platform)
- 5.2. Responding to queries re ACV

6. SANDHAM GROUNDS

- 6.1. Replacement lighting installed
- 6.2. Zipwire installation scheduled for w.c 16 March 2026.
- 6.3. Instructed GPR survey to inform Skatepark refurbishment received.
- 6.4. PlayZone.
- 6.5. Meeting with tenant re damaged kerbing and drainage.
- 6.6. Meeting
- 6.7. Meeting with BYP re outreach base.

7. TOILETS

- 7.1. Further communication with British Gas regarding ongoing issues with electricity billing and outstanding complaint.
- 7.2. New notice boards on inside doors