



SANDOWN TOWN COUNCIL

Full Council - 18 May 2026

Minutes of the Meeting of Sandown Town Council Finance held on **MONDAY, 18 MAY 2026** at **7:00** pm at The Broadway Centre, 1 Broadway, Sandown, Isle of Wight PO36 9GG.

Present

Cllrs Alex Lightfoot (Mayor), Cllrs Lee Ambler, Debbie Andre, Frank Baldry, Ian Boyd, Liam Clegg, Leon Girling, Paddy Lightfoot, Tracy Mikich, Joan Soloman, Ian Ward and Gary Young

Also Present: Jennifer Armstrong (Clerk/RFO), Lorraine Elliss (Deputy Clerk) and 9 members of the public.

Public Question Time

PUBLIC QUESTIONS

None received.

1-2026/27 TO ELECT A TOWN MAYOR

Cllr Lee Ambler nominated Cllr Alex Lightfoot, who accepted the nomination, and it was seconded by Cllr Debbie Andre. Councillors' votes were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED

THAT Cllr Alex Lightfoot be elected Mayor of Sandown.

2-2026/27 TO RECEIVE THE TOWN MAYORS DECLARATION OF OFFICE

Cllr Alex Lightfoot read and signed the Declaration of Office.

3-2026/27 APOLOGIES

None Received.

4-2026/27 DECLARATIONS OF INTERESTS

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

Cllr Andre advised she had submitted an update Register of Interest.

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.

5-2026/27 TO ELECT A DEPUTY MAYOR

Cllr Alex Lightfoot nominated Cllr Joan Solomon, who accepted the nomination, and it was seconded by Cllr Young. Councillors' votes were confirmed verbally to meet accessibility

Please note the meeting will be recorded and the recording will be placed on the website (except any part of the meeting from which the press and public are excluded).

requirements; the results of which were as follows and it was unanimously:

RESOLVED

THAT Cllr Joan Solomon be elected Deputy Mayor of Sandown.

6-2026/27 TO RECEIVE THE DEPUTY MAYORS DECLARATION OF OFFICE

Cllr Solomon read and signed the Declaration of Office.

7-2026/27 MINUTES

A motion to approve the minutes of the meeting held on the 23 March 2026, subject to an amendment was moved and duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was, with an three abstentions, unanimously:

RESOLVED:

THAT the minutes of the meeting held on 23 March 2026 be approved as a true record subject to an amendment to Minute 139-2025/2026: Cllr Andre declared an interest as a member of Christ Church Sandown's PCC and a volunteer at the Warm Space. She did not vote.

8-2026/27 RECOMMENDATIONS FROM FINANCE COMMITTEE

No recommendations were received.

9-2026/27 RECOMMENDATIONS FROM PLANNING COMMITTEE

No recommendations were received.

10-2026/27 REVIEW OF COMMITTEE TERMS OF REFERENCE AND APPOINTMENTS

1. HR Committee Terms of Reference and membership

The Council's Human Resource arrangements were reviewed. Cllr Ambler requested to be removed. Cllrs Alex Lightfoot and Andre remained members, Cllr Young became a permanent member and Cllr Solomon come forward as the substitute.

A motion to approve the Human Resources Committee Terms of Reference and membership 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 the Human Resources Terms of Reference be approved and adopted and Cllrs Alex Lightfoot, Debbie Andre and Gary Young be appointed to the committee with Cllr Joan Solomon acting a substitute.

2. Finance Committee Terms of Reference and membership

The Council's Finance Committee arrangements were reviewed with members agreeing that the current membership be maintained.

A motion to approve the Finance Committee Terms of Reference and membership 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 the Finance Committee Terms of Reference be approved and adopted and Cllrs Alex Lightfoot, Debbie Andre, Ian Boyd, Liam Cregg, Paddy Lightfoot and Tracy Mikich be appointed to the committee.

3. Planning Committee Terms of Reference and membership

The Council's Planning Committee arrangements were reviewed with members agreeing that the current membership be maintained but the terms of reference be updated to allow a substitute, Cllr Debbie Andre.

A mechanism for applications to be referred to Full Council for decision was also agreed.

A motion to approve the Planning Committee Terms of Reference with the agreed change and membership 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 the Planning Committee Terms of Reference be approved and adopted with the addition of provision for a substitute and a mechanism for applications to be referred to Full Council for consideration.
- (ii) THAT Cllrs Alex Lightfoot, Lee Ambler, Ian Boyd, Liam Cregg, and Leon Girling be appointed to the committee with Cllr Debbie Andre acting a substitute.

11-2026/27 REVIEW AND ADOPTION OF STANDING ORDERS AND FINANCIAL REGULATIONS.

Members noted that the Standing Orders and Financial Regulations were in line with the NALC model document.

A motion to approve the Standing Order and the Financial Regulations 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 the Standing Orders be approved
- (ii) THAT the Financial Regulations be approved

12-2026/27 APPOINTMENT OF ISLE OF WIGHT ASSOCIATION OF LOCAL COUNCIL REPRESENTATIVE

Cllr Ian Boyd was nominated to represent the Council at Isle of Wight Association of Local Councils and accepted the nomination. A motion was moved accordingly 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 Cllr Ian Boyd be appointed to represent the Council at Isle of Wight Association of Local Councils.

13-2026/27 REVIEW OF COUNCIL POLICIES

The Council's main policies and procedures were considered.

A motion to approve the Council's main policies and procedures presented en bloc 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 the following policies and procedures be approved as presented En Bloc.

- (a) Complaints Procedure including Vexatious Complaints.
- (b) Code of Conduct NEW
- (c) Equality and Diversity Policy
- (d) Grant Award Policy
- (e) IT Policy (reaffirm 11/25 decision)
- (f) Medium Term Financial Strategy
- (g) Reserves and Investments
- (h) Written Dispensations

The Council's procedures and practices in respect of its obligations under freedom of information and data protection legislation were considered. Members noted that NALC had recently released a GDPR Toolkit and that the policies had not been updated for some time.

A motion to reaffirm the Council's procedures and practices in respect of its obligations under freedom of information and data protection legislation en bloc to allow the clerk to bring forward updated documents in due course 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 the following policies and procedures be reaffirmed as presented En Bloc.

- (i) Document Retention Policy
- (j) GDPR Policy
- (k) Publication Schedule -Freedom of Information
- (l) Recording Policy
- (m) CCTV Policy

The Council's procedures and practices in respect of dealing with the press/media and procedures and practices in respect of employment were considered. Discussion took place regarding the council's volunteer policy and communications policies, and it was agreed these needed to be updated.

A motion to approve the Council's practices in respect of employment en bloc, with the exception of the communications and volunteer policies which would be reaffirmed to allow the Clerk to update them, 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 the following policies and procedures be reaffirmed as presented En Bloc.

Employment policies and procedures

- (p) Absence and Sickness Policy
 - (q) Dignity at Work – Bullying and Harassment
 - (r) Disciplinary Policy
 - (s) Grievance Procedure
 - (t) Health and Safety Policy
 - (u) Lone Worker Policy
 - (v) Redundancy Policy
 - (w) Retirement and Pension Policy
 - (x) Sharps Policy
 - (y) Staff Recruitment and Retention
 - (z) Training and Development Policy
- (ii) That the following policies be reaffirmed and the policies be updated in due course.
- (n) Communications Policy
 - (o) Electronic Communications and Social Media
 - (zz) Volunteer Policy

14-2026/27 ANNUAL ACCOUNTS

1. To receive report and note the Internal Auditors report for the period ending 31 March 2026

Members considered the report from the Internal Auditor, noting the recommendations and thanking the Clerk and Deputy Clerk for their work. The recommendations were:

- Ensure councillor responsibilities are uploaded to the website.
- Consider adopting a data map to review data held.

2. To receive approve the 2025/2026 Annual Governance Statements, confirm dates for exercise of public rights and conflicts of interest.

The assertions in the Annual Governance Statement were considered. A motion to approve the 2025/2026 Annual Governance Statement and Assertions en bloc and formally confirm dates for the Exercise of Public Rights as presented 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 the 2025/2026 Annual Governance Statement be approved, that the dates for the exercise of public rights be confirmed as Wednesday, 3 June 2026 to Tuesday 14 July 2026 and that there were no conflicts of interest.

3. To review the Inventory of Land and Other Assets Including Buildings and Office Equipment.

Members reviewed the Council's asset register and noted it's assets. A motion to accept the 2025/2026 Asset Register as presented 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 the 2025/2026 Asset Register be accepted as presented

4. To receive approve the 2025/2026 Accounting Statements

The 2025/2026 Accounting Statements were reviewed.

A motion to approve the statements 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 the 2025/2026 Accounting Statements be approved.

15-2026/27 COMPLAINT - ACCESS TO DISABLED TOILET AT EASTERN GARDENS

Consideration was given to a complaint from a member of public regarding disabled access at Eastern Gardens Toilets which had escalated according to the complaint's procedure.

The complainant was concerned that the accessible toilet was available to all users rather than restricted by disabled key access. The complainant argued that this may result in disabled individuals having to wait to use facilities specifically designed to meet their needs as standard toilets do not provide the same accessibility features, such as grab rails or sufficient space for wheelchair users.

The complaint requested access be limited to radar key as disabled users typically have access to only one suitable toilet facility, while able-bodied users have multiple alternatives.

The clerk had responded by clarifying the legal position, highlighting why the current arrangements are not only permitted but, in many cases, required. The key points raised were:

- Under the Equality Act 2010, service providers – including councils – must ensure that disabled people are "not placed at a substantial disadvantage" when accessing public facilities. This includes toilets. However, the Act does not require disabled toilets to be restricted exclusively to RADAR-key users, nor does it prevent them from being available to the general public.
- National guidance from both accessibility bodies and local government organisations recognises that:
 - Accessible toilets are part of the overall provision not a separate category of "exclusive use" unless there is a specific safeguarding or operational reason.
 - Restricting access can itself create barriers, particularly for people with hidden disabilities, carers, or those who may not have a RADAR key but still require accessible features.
 - Councils must balance the needs of all users while ensuring that disabled people can access facilities without unreasonable delay, but this does not legally require locking accessible toilets to the general public.
 - Disabled users have priority through design, not through exclusion.

Members discussed the number of complaints of this nature received, noting there were only a handful in comparison to the number of users. They were also advised of what steps the

complainant could take if they did not uphold the complaint and change the council's operating policy. These included:

- Escalating the complaint the Local Government and Social Care Ombudsman:
- Seeking legal enforcement through the courts for disability discrimination or failure to make reasonable adjustments under the Equality Act 2010.
- Seek guidance from the [Equality Advisory Support Service](#) or [Citizens Advice discrimination help](#)

A motion not to uphold the complaint 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 the complaint not be upheld.

16-2026/27 WORKING PARTIES

The Chair of Thriving Communities drew members attention to the notes on Home Share and its enforcement and using a volunteer to assist with website updates and improving engagement with residents on Council matters, clarifying there were no objections to these actions. The recommendation relating to the School Crossing Patrol was also discussed.

Members of the public were advised that information on the Police's Lets Talk initiative was available in the Lobby and that PSCO May would be holding beat surgeries at the centre on the 4th Wednesday of the month with the next being the 20 May 2026.

The Clerk has contacted the school regarding the match funding allocated in the budget and been advised it was unlikely that the school would be able to match fund the provision this year. The Thriving Communities Working Party was therefore proposing the Council offer full funding for the first year with a decreasing percentage over three years to allow the school to setup fund raising initiatives to move forward. Monies could be used from the Community Safety Budget Line to fund the initiative.

The Chair of the Working Party moved the recommendation as a motion and it was duly seconded. Councillors' votes were confirmed verbally to meet accessibility requirements; the results of which were as follows and it was unanimously:

RESOLVED:

THAT, using funds from the Community Safety budget line, funding be increased to fund 100% of the cost of a School Crossing Patrol in year 1, 50% in year 2 and 25% in year 3.

17-2026/27 TOWN CLERK REPORT

The report from the Clerk was noted.

18-2026/27 BUILDING THE BAY UPDATE.

Cllr Paddy Lightfoot updated members on matters relating to the Bay Steering Group including Ways of Working and the proposed Mural Project.

Discussion took place regarding the Council's representatives on the steering group. Three councillors put their names forward.

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

RESOLVED:

THAT standing order 19.1 (Voting on Appointments) be suspended in accordance with Standing Order 21.1(xi).

Members were asked to nominate two councillors to represent the Council. Two Councillors supported Cllrs Andre and Paddy Lightfoot, two councillors supported Cllrs Andre and Alex Lightfoot, eight councillors supported Cllrs Alex and Paddy Lightfoot.

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

RESOLVED:

THAT Cllrs Alex and Paddy Lightfoot represent the Town Council at Building the Bay Steering group.

19-2026/27 HIGHSTREET COMMUNITY HUB

Members considered supporting the development of a community hub to provide a visible presence on the high street, create a base for local support services, and help grow the volunteer sector in Sandown. This followed feedback from the Community Development Lead highlighting the limited number of grassroots groups currently active in the town and the need to build local capacity.

The success of similar community-led hubs in Ryde and Newport was noted, along with the benefits they have delivered in strengthening local networks and enabling new initiatives to emerge.

Members further noted that funding for the initiative could be drawn from the Community Benefit Society budget line, as there is currently insufficient grassroots development in the town to bring forward such a venture independently.

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

RESOLVED:

THAT the Chair of the Thriving Communities working party and officers undertake initial scoping work and needs analysis for such a provision.

20-2026/27 TO RECEIVE ANY ENVIRONMENTAL ISSUES RAISED

Members noted that an invite for councillors to attend a coastal erosion meeting had been received and would be circulated.

21-2026/27 TO RECEIVE REPORTS FROM TOWN COUNCILLORS AND OUTSIDE BODIES

Cllr Ambler reported a reduction in Anti-Social Behaviour with more visible police presence.

Cllr Andre congratulated Cllrs Frank Baldry and Rob Newton on becoming Isle of Wight Council ward councillors.

Cllr Ian Boyd advised that the former Leader of the Council had presented a stewardship approach to shared assets and information regarding Protocol 16 noting that Sandown was ideally placed as a test bed for such initiatives.

Cllr Baldry advised he had approached the Isle of Wight council regarding some of the funds from the long shoreman's rent being used for beach cleaning but had been advised the monies were allocated elsewhere.

Cllr Paddy Lightfoot updated members on progress with the International School of Rewilding and the activity of the fundraiser. During the initial three-month period, significant progress was made in developing and promoting the project. A PowerPoint presentation was produced to support engagement with external stakeholders across the public sector, private sector, and universities. Work also commenced on a detailed 20-page Case Statement to address key funding considerations and support any future technical assessment by officials.

In parallel, a generic "offer and request" paper was compiled for circulation to UK universities. Dialogue was opened with University of Southampton and University of Manchester, the latter having recently launched a new MSc in Rewilding that aligns closely with the ISR concept. Initial discussions were also held with University of Leicester, University College London, and London School of Economics and Political Science to gauge potential interest and collaboration opportunities.

A funding bid was prepared and submitted to Rewilding Britain to support development of the business plan, and a meeting date was agreed with an officer from Isle of Wight Council. In addition, initial potential was assessed for Wildheart/ISR to participate in EU Horizon funding opportunities with partner universities, creating the possibility of attracting university research investment to the Isle of Wight and supporting the wider strategic investment aims of the Solent Combined County Authority

Cllr Girling suggested that drafting briefing papers for key projects for Isle of Wight Council Committees could be useful.

Cllr Mikich updated members on the progress of the Railway Subway mural, noting the graffiti would be removed and a coating to prevent further incidents. Information about the project which involved the Youth Justice Service, would also be installed. The murals at the Wildheart were due to be completed in June 2026.

Cllr Alex Lightfoot informed members he had attended Sandown Bowls Clubs centenary celebrations advising the club would be holding open days and evening events to encourage community engagement.

Members were also advised that the nomination of the Canoe Lake as an Asset of Community Value had been successful and that the Seaside Award had been secured for another year; the water quality prohibited a Blue Flag application.

Finally, members were invited to the official launch of the PlayZone on 22 May 2026 and advised the Ocean Site survey and the Skate Park consultation would be launched in the next month.

22-2026/27 2026/2027 MEETING DATES

A motion agreeing the meeting dates for 2026-2027 (attached and forming part of these minutes) was moved and duly seconded, without notice, to bring forward Public Question Time. Councillors' votes were confirmed verbally to meet accessibility requirements, and it was unanimously:

RESOLVED:

THAT meeting dates attached and forming part of these minutes be approved.

23-2026/27 MOTION WITHOUT NOTICE

A motion was moved and duly seconded, without notice, under Standing Order 21.1.(vi) to

bring forward Public Question Time. Councillors' votes were confirmed verbally to meet accessibility requirements, and it was unanimously:

RESOLVED:

THAT Public Question Time be brought forward on the agenda.

24-2026/27 PUBLIC QUESTION TIME

None Received.

25-2026/27 EXCLUSION OF PUBLIC AND PRESS

A motion was moved and duly seconded to exclude the public and press, and councillors' votes were confirmed verbally to meet accessibility requirements, and it was unanimously:

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 24, Legal Matters, on the grounds that there is likely to be disclosure of exempt information as defined in paragraphs 1 and 7, and 14 as defined in paragraphs 7, 9 and 10, 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.

26-2026/27 PROPERTY MATTERS

Members received an update on legal matters relating to Councils property.

A proposal to extend the Mayor and Clerks delegated authority in relation to the progression of planned projects to their logical conclusion was moved and duly seconded accordingly. Councillors' votes were confirmed verbally to meet accessibility requirements, and it was unanimously:

RESOLVED:

THAT the Clerk and Mayor have delegated authority to continue the progression of planned projects to their logical conclusion.

Meeting Closed: 20:59pm



SANDOWN TOWN COUNCIL

2026-27 Meeting Dates

Main Hall, Broadway Centre	6 - 7 pm	7 - 8 pm
Monday, 18, May 2026	-	Full Council
Monday, 25, May 2026	-	-
Monday, 01, June 2026	-	-
Monday, 08, June 2026	Planning Committee	-
Monday, 15, June 2026	Finance Committee	-
Monday, 22, June 2026	-	Full Council
Monday, 29, June 2026	-	-
Monday, 06, July 2026	-	-
Monday, 13, July 2026	Planning Committee	-
Monday, 20, July 2026	Finance Committee	-
Monday, 27, July 2026	-	Full Council
Monday, 03, August 2026	-	-
Monday, 10, August 2026	Planning Committee	-
Monday, 17, August 2026	Finance Committee	-
Monday, 24, August 2026	-	-
Monday, 31, August 2026	Bank Holiday	
Monday, 07, September 2026	-	-
Monday, 14, September 2026	Planning Committee	-
Monday, 21, September 2026	Finance Committee	-
Monday, 28, September 2026	-	Full Council
Monday, 05, October 2026	-	-
Monday, 12, October 2026	Planning Committee	-
Monday, 19, October 2026	Finance Committee	-
Monday, 26, October 2026	-	Full Council
Monday, 02, November 2026	-	-
Monday, 09, November 2026	Planning Committee	-
Monday, 16, November 2026	Finance Committee	-
Monday, 23, November 2026	-	Full Council
Monday, 30, November 2026	-	-
Monday, 07, December 2026	-	-
Monday, 14, December 2026	Planning Committee	-
Monday, 21, December 2026	Finance Committee	-
6 - 7 pm	6 - 7 pm	7 - 8 pm
Monday, 28, December 2026	-	-
Monday, 04, January 2027	-	-
Monday, 11, January 2027	Planning Committee	-
Monday, 18, January 2027	Finance Committee	-
Monday, 25, January 2027	-	Full Council
Monday, 01, February 2027	-	-
Monday, 08, February 2027	Planning Committee	-
Monday, 15, February 2027	Finance Committee	-
Monday, 22, February 2027	-	Full Council
Monday, 01, March 2027	-	-
Monday, 08, March 2027	Planning Committee	-
Monday, 15, March 2027	Finance Committee	-
Monday, 22, March 2027	-	Full Council
Monday, 29, March 2027	Bank Holiday	
Monday, 05, April 2027	-	Town Meeting
Monday, 12, April 2027	Planning Committee	-
Monday, 19, April 2027	Finance Committee	-
Monday, 26, April 2027	-	-
Monday, 03, May 2027	Bank Holiday	
Monday, 10, May 2027	Planning Committee	-
Monday, 17, May 2027	Finance Committee	-
Monday, 24, May 2027	-	Full Council
Monday, 31, May 2027	Bank Holiday	