



— Town Clerk Report May-26 —

Full Council Briefing Note – 18 May 2026

Prepared by Town Clerk/RFO

1. ADMINISTRATION

- 1.1. British Gas/Corona Metering Issues
- 1.2. Business Stream Surface Water Charges
- 1.3. Legal Matters pertaining to Council Property
- 1.4. Correspondence with Minister re Government Playground Fund.

Accounts

- 1.5. Preparation of Annual Accounts (year-end summaries, box 7 and 8 reconciliation, explanations of significant variances).
- 1.6. Annual Governance Statement
- 1.7. Preparation of internal audit materials and responses to questions raised
- 1.8. Preparation of external audit materials.

Committee Administration

- 1.9. The Derelict Buildings Working Party met on 13 April 2026
- 1.10. Planning Committee met on 13 April 2026
- 1.11. The Finance Committee met on 20 April 2026
- 1.12. The Events and Engagement Working Party met on 5 May 2026
- 1.13. Thriving Communities met on 14 April 2026 and 12 May 2026.
- 1.14. Young Futures Working Party Met on 20 April 2026
- 1.15. Planning Committee and Finance Committee met 11 May 2026.

Lake Parish Council

- 1.16. Preparation of Annual Accounts (year-end summaries, box 7 and 8 reconciliation, explanations of significant variances).
- 1.17. Annual Governance Statement
- 1.18. Preparation of internal audit materials and responses to questions raised
- 1.19. Preparation of external audit materials.
- 1.20. Preparation of Agenda and Papers for 23 April 2026 Meeting
- 1.21. Preparation of Agenda and Papers for AGM
- 1.22. April 2026 Accounts.

2. ADVERTS, PUBLICITY AND EVENTS

- 2.1. School Book Bag Project
- 2.2. Bowls Club Centenary
- 2.3. Ocean Redevelopment Strip Signage
- 2.4. Parkinsons Lobby Campaign
- 2.5. Ongoing work building two new pages:
- 2.6. Community
- 2.7. Working together for Better Sandown
- 2.8. Easter Window Competition.
- 2.9. Anzac Day

3. BEACHES

- 3.1. Finalising booking system for Changing Places and Beach Wheelchairs
- 3.2. Launch of tender documents for Beach Safety Service
- 3.3. Acceptance of grant for Water Refill Station.
- 3.4. Arrangements for installation of Water Refill Station
- 3.5. Beach Safety base maintenance arrangements

4. BROADWAY CENTRE

- 4.1. Installation of Phone box and start of refurbishment works
- 4.2. Tree works
- 4.3. Installation of community planters and waterbutts
- 4.4. Tri-annual Fire Safety Inspection
- 4.5. Legionnaires Testing.

5. CIVIC SPACE

- 5.1. Designs received for mural project Eastern Gardens Viewing Platform
- 5.2. Confirmation Canoe Lake listed as Asset of Community Value
- 5.3. Hanging Baskets planting and installation arranged.

6. COMMUNITY

- 6.1. Correspondence with Post Office regarding Outreach Service.
- 6.2. Correspondence with School regrading Crossing Patrol

- 6.3. Communication with police and other agencies regarding antisocial behaviour at Ferncliff Gardens.

7. SANDHAM GROUNDS

General

- 7.1. Replacement lighting adjusted
- 7.2. Kerbing replaced.
- 7.3. Replacement of smashed CCTV Camera.

Playzone

- 7.4. Addressing ongoing issues with antisocial behaviour at PlayZone
- 7.5. Installation of storage area roof
- 7.6. Introduction of Netball sessions at PlayZone

Rainbow Park

- 7.7. Installation of Donkey
- 7.8. Arrangements for replacement of Mushrooms
- 7.9. Initial quotes for repair of Roundabout
- 7.10. Initial quotes for replacement of wet pour.
- 7.11. New Zip Wire Installed.

Skate Park

- 7.12. Initial design conversations re Skate Park to inform consultation and procurement.

MUGA

- 7.13. Scoping to repaint lines.

8. TOILETS

- 8.1. Repairs following to Changing Places following water damage.
- 8.2. Arranging repairs to Accessible doors at Eastern Gardens and Yaverland
- 8.3. Installation of signage
- 8.4. Processing of complaint regarding accessibility of facilities.