



— Town Clerk Report Jun-26 —

Full Council Briefing Note – 18 May 2026

Prepared by Town Clerk/RFO

1. ADMINISTRATION

- 1.1. Further legal Matters pertaining to Council Property
- 1.2. Correspondence/Meeting with IWC regarding Planning Enforcement
- 1.3. Responding to complaints regarding accessibility of Council Toilets.
- 1.4. Onboarding Parish Tree Warden

Accounts

- 1.5. Preparation for and start of Exercise of Public Rights
- 1.6. Publication of Annual Governance and Accounts.
- 1.7. Submission of External Materials
- 1.8. May 2026 Accounts
- 1.9. Councils' insurance arrangements
- 1.10. Exploring bringing toilets cleaning and maintenance in-house.
- 1.11. Issue of Beach Safety Tender Specification documents to interested parties.

Committee Administration

- 1.12. Working Party Workstreams meeting on 26 May
- 1.13. Planning Committee met on 8 June 2026
- 1.14. The Finance Committee met on 15 June 2026
- 1.15. Thriving Communities met on 9 June 2026.
- 1.16. Preparation of Agenda and Papers for 22 June Meeting

Lake Parish Council

- 1.17. Preparation of Agenda and Papers for 12 June Meeting
- 1.18. Preparation for and start of Exercise of Public Rights
- 1.19. Publication of Annual Governance and Accounts.
- 1.20. Submission of External Materials
- 1.21. May 2026 Accounts

2. ADVERTS, PUBLICITY AND EVENTS

- 2.1. Website Updates reflecting changes from Annual Council
- 2.2. Publication of Working together for Better Sandown Page

- 2.3. Delivery of School Book Bag Project
- 2.4. Start of annual website accessibility checks
- 2.5. Official Launch of the Play Zone with MP and High Sheriff
- 2.6. Seaside Award Press Release
- 2.7. Display promoting MS awareness
- 2.8. Arrangements for Skin Cancer Checks in conjunction with Light House Clinic and Beach Safety Service

3. BEACHES

- 3.1. Beach Safety Base Lift
- 3.2. Notice boards Installed on safety base and at Eastern Gardens
- 3.3. Matting Laid
- 3.4. Seaside Award Received (press release etc.).

4. BROADWAY CENTRE

- 4.1. Phone box refurbishment works
- 4.2. Arrangements for Old Reservoir Lane vegetation clearance.
- 4.3. Additional bookings secured

5. CIVIC SPACE

- 5.1. Viewing Platform repairs begun in preparation of Mural.
- 5.2. Plaques Designed.
- 5.3. Hanging Baskets planted and installed.
- 5.4. Watering Arrangements confirmed

6. OCEAN HOTEL REEVELOPMENT SITE

- 6.1. Clearance to allow hoarding works at Ocean Hotel Redevelopment Site
- 6.2. Ocean Hotel Redevelopment Site wildlife survey completed.
- 6.3. Ocean Hotel Redevelopment

7. COMMUNITY

- 7.1. Meeting regarding development of a community hub
- 7.2. Further Correspondence with Post Office regarding Outreach Service.
- 7.3. Correspondence with School regrading Crossing Patrol

8. SANDHAM GROUNDS

General

8.1. Annual Inspections completed.

8.2. Action plan developed.

PlayZone

8.3. Ongoing issues with Anti-Social Behaviour

8.4. Repairs to surface

Rainbow Park

8.5. New Mushrooms Installed

Skate Park

8.6. Initial designs to inform consultation

8.7. Arrangements of consultation

MUGA

8.8. Arrangements for increased litter picks.

9. TOILETS

9.1. Further repairs to Accessible doors at Eastern Gardens and Yaverland

9.2. Attendance to Anti-Social Behaviour Incident

9.3. All sites drains cleared of winter debris in preparation for season.

10. RECOMMENDATIONS

None