Item 8 - Paper D

Working Party Report

Full Council Briefing Note – 26 October 2026

Prepared by Town Clerk/RFO

1. EVENTS

1 SEPTEMBER 2026

1.1. Cllrs Joan Solomon, Frank Baldry, Cllrs Joan Solomon, Frank Baldry were present and the Clerk/RFO and Deputy Clerk were also in attendance.

Volunteer Social Event

1.2. Members agreed to host a volunteer appreciation event in response to feedback received from Carnival and Green Town volunteers. The event will take place on Friday 25 September, from 12.00 pm to 2.00 pm at the Wild heart Sanctuary in Sandown.

1.3. Members noted that the Deputy Clerk will work with Phillipa from Community Action to coordinate invitations to key volunteer organisations and compile a list of attendees. Arrangements will also be made for refreshments, and councillors will be encouraged to attend and engage with volunteers throughout the event.

1.4. The Mayor and Chairman will be invited to attend, and a press release will be issued to promote the event and acknowledge the valuable contribution made by volunteers across Sandown and Lake.

End of Season Lifeguard recognition

1.5. Members agreed that letters of appreciation be presented to all lifeguards in recognition of their service on Sandown Beach during the season. The Clerks will arrange for the preparation of the letters and coordinate a suitable presentation date. A press release will be issued to acknowledge the lifeguards' contribution, with the Mayor and councillors invited to attend the presentation.

Remembrance

1.6. The Working Party noted that all relevant organisations and stakeholders had now been contacted and arrangements for the Remembrance Service had been confirmed, including road closures and attendance by official representatives and the military band.

1.7. The proposed Order of Service was reviewed and agreed by Members. Councillor I. Ward will arrange the purchase of seven wreaths for the service.

1.8. Clerks will arrange The pupils' poppy artwork from Bay Primary School to be displayed in Sandown Library as part of the Council

High street Safaris

1.9. The Working Party received a confidential update on the progress of the project.

Christmas Activities

1.10. The Working Party discussed this year's Christmas activities, including a Shop Window Display Competition, which will commence on 1 December. Judging dates will be confirmed at the October meeting. Members approved the competition entry form, which is now ready for distribution. The Deputy Clerk will investigate having the Sandown Cup re-gilded, with assistance from Councillor Baldry.

1.11. Members agreed to introduce a Nutcracker Trail as an additional festive attraction within the High Street. The Deputy Clerk will work with PJ News and relevant partners to arrange prizes for participants who successfully complete the trail.

1.12. The Working Party agreed to continue the annual School Art Competition, with this year's theme being Nutcrackers. Winners will receive assorted chocolates from the Council, presented during a school assembly, in line with previous years. The Deputy Clerk and Katrina Kelly will coordinate the competition arrangements.

1.13. It was agreed to work in partnership with Christ Church to deliver the annual Christmas Concert. Members supported an increased emphasis on traditional Christmas hymns, and arrangements will be coordinated with the Reverend.

1.14. It was agreed to work in partnership with Christ Church to deliver the Christmas concert with added focus on Christmas hymns to the service and to coordinate arrangements with the reverend.

1.15. The Broadway Centre Christmas tree was agreed by council to have a tree at The Working Party noted the Council's agreement to provide a Christmas tree at the Broadway Centre. The Deputy Clerk will investigate the possibility of obtaining a donated tree from Busy Bees and will also establish the cost of purchasing a tree if required. Councillor Solomon will assist with the arrangements.

6 OCTOBER 2026

1.16. Cllrs Joan Solomon, Frank Baldry and Gary Young were present and the Clerk/RFO and Deputy Clerk were also in attendance.

Volunteer Social Event

1.17. Members noted the significant success of the Volunteer Networking Event, which brought together a wide range of local voluntary and community organisations from Sandown and Lake. The event provided valuable opportunities for volunteers, councillors, and community groups to meet, share experiences, and explore opportunities for partnership working.

1.18. Thanks were expressed to all organisations and individuals who attended, as well as to Community Action Isle of Wight for their support in coordinating the event. Councillors were pleased with the positive feedback received and recognised the important contribution volunteers make to local communities.

1.19. Following the success of the event, it was agreed that a similar event should be organised next year. Members discussed expanding the initiative to include volunteer organisations from Shanklin and the wider Bay area, helping to strengthen connections, encourage collaboration,

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and bring volunteers together to share knowledge and support community projects across the Bay.

End of Season Lifeguard recognition

1.20. Members noted that the planned presentation of thank-you letters to lifeguards was not able to take place this season, as many of the lifeguards had returned to education before a suitable date could be arranged.

1.21. It was agreed that the contribution of lifeguards on Sandown Beach throughout the season remains greatly valued and appreciated. Members discussed arranging a similar recognition event at the beginning of the 2027 season, potentially alongside Swim Safe training sessions, to help highlight the important role lifeguards play in keeping beach users safe.

1.22. It was further agreed that the Council would seek to promote the service through a dedicated press release next season, recognising the work of lifeguards and raising awareness of water safety amongst residents and visitors. The Mayor and councillors will be invited to participate in any future recognition event.

1.23. Arrangements would be confirmed in January 2027 to ensure timings worked this year.

Remembrance

1.24. The Working Party noted that all relevant organisations and stakeholders had now been contacted and arrangements for the Remembrance Service had been confirmed, including road closures and attendance by official representatives and the military band. It was agreed that Clerk will speak with Arch Deacon Barry Dugmore who has agreed to take this service and will be added to the order of service. Clerk will also speak with Cllr Clegg regarding the offer of a school choir from CE The Bay.

1.25. The proposed Order of Service was reviewed and agreed by Members. Councillor I. Ward will arrange the purchase of seven wreaths for the service.

1.26. The Clerks have liaised with Bay CE Primary School to arrange for pupils' poppy artwork to be distributed during the October half-term period. The school has also confirmed that completed artwork displays will be installed at Sandown Library, enabling the community to view and enjoy the children's contributions as part of the Council's Remembrance commemorations.

1.27. Members agreed to meet on Thursday 5th November at 2pm in the meeting room at the Broadway to put together the 800 copies of the order of service.

High street Safaris

1.28. The Clerk confirmed that this project will be taken forward in partnership with Cllr Joan Solomon as part of the "Spooktastic" Halloween Trail, which will run during the October half-term period.

1.29. The proposed scheme will involve the placement of themed stickers at 10 participating venues, supported by a trail map to encourage visitors to explore the High Street and they win an digital activity pack.

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1.30. Cllr Solomon will contact participating businesses during the week to make the necessary arrangements and confirm their involvement in the project.

Christmas Activities

1.31. The organiser of then Xmas Funday would be contacted so the STC program could be shared and the opportunity to help promote the event could be explored.

1.32. The Nutcrackers would be ordered and arrangements made with a local shop to hold forms and give out prizes.

1.33. The Working Party reviewed the previous proposal to provide a Christmas tree at the Broadway Centre and, following consideration of health and safety implications, agreed that a large external Christmas tree would not be pursued. Members noted that the Broadway Centre already features several indoor Christmas trees, which are decorated and enjoyed by users of the Centre and community groups throughout the festive period.

1.34. As an alternative, the Working Party agreed to explore festive lighting displays and the installation of a themed decorative feature on the roof of the Broadway Centre, creating a visible seasonal focal point for residents and visitors. The Deputy Clerk will investigate suitable options and associated costs, with Cllr Joan Solomon assisting in developing proposals for consideration by the Council.

1.35. There had been no recent discussion with Christ Church regarding a Christmas Singalong – the PCC would be contacted to see if arrangements had been made and the Broadway was mooted as an alternative. The working part felt strongly the music should be Christmas themed. Clerks would take this forward.

2. THRIVING COMMUNITIES

13 OCTOBER 2026

2.1. Councillors Joan Solomon (Chair), Leon Girling and Paddy Lightfoot were present and Jennifer Armstrong (Clerk/RFO) and Raine Elliss (Deputy Clerk) were also in attendance.

2.2. Members met to discuss the proposed workplan, receive updates where relevant and assign actions.

Community Hub

2.3. A High street location has been sourced for the hub, helping to rebuild grassroots activity in the town and strengthen community capacity, as well as offering accessible space for partnership working.

2.4. Members were updated that Clerk is finalising agreement with landlord and community action have completed interviews for the vacancies

Community Vegetable Planters.

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2.5. The Planters have been installed at centre ready for planting to be managed by Warms Spaces and other community groups. Councillor Debbie Andre has taken over as Church warden and is using produce in warm spaces meals. This project can be archived as complete.

Phone Box

2.6. The Phone Box had been installed at the Broadway Centre. A Press release has been completed. *This project can be archived as complete.*

Community Benefit Society

2.7. Since the initial meeting was held only one further expression of interest has been received and a total of 4 people express an interest.

2.8. The Council website has been updated accordingly *This project can be archived as complete.*

The following projects, members agreed to postpone this project due to current Town and Culture commitments and limited officer capacity.

2.9. The projects will be revisited when resources and capacity become available. The last updated notes for these projects can be found on the notes from the 18 August 2026.

- Community Post Office
- Engagement with Police.
- Planet Aware and Butt Bin
- Health Alliance/ Neighbourhood Research Coordinator
- Health and Wellbeing Board
- HMOs
- JAG
- Photo Wall
- Resilience Project
- Solutions for Yaverland Vehicle ABS
- Yaverland Memorial.
- Mental Health – (New Work Stream)

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