LAKE PARISH COUNCIL MEETING MINUTES
14 MAY 2026

Minutes of the Meeting of Lake Parish Council held on
THURSDAY, 14 MAY 2026 at Gathering Place, at **19.00**

PRESENT: Cllr Paul Brading, Chairman

Cllrs Julie Byford, Naomi Goodall, Mike Hailston, Sue Hardy, Tony Hartley Adrian Whittaker, Robert May and Tim Clapp.

IN ATTENDANCE: Mr. Richard Priest (Clerk)

From the floor There were 9 members of the public present.

Public Question Time

The Chairman welcomed members to the meeting, Mrs. Hicks asked about maintenance of War Memorial, and the Chair confirmed there was budgetary provision for 2026/27, and hoped that plans for a volunteers group would be taken forward at the next meeting; Mrs Hicks also expressed concerns about access to local polling stations, and the chair noted these had been reported to IWC Council.

1/26-27 TO ELECT A CHAIRMAN

Cllr Brading vacated the chair, Cllr Hardy nominated Cllr Brading as Chair and Cllr Hartley seconded, Cllr Hailston nominated Cllr Whittaker and Cllr May seconded; members unanimously agreed to a show of hands vote, and Cllr Brading was duly elected as Chair of the Parish Council.

2/26-27 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Brading read and signed the acceptance of office.

3/26-27 APOLOGIES FOR ABSENCE

Apologies were accepted from Cllr Morris.

4/26-27 TO RECEIVE DECLARATIONS OF INTEREST IN AGENDA ITEMS

There were no further declarations in addition to those already registered, and members confirmed they had previously signed acceptance of office forms, and forms would be updated at next meeting. There were no written requests for dispensation.

5/26-27 TO ELECT A VICE-CHAIRMAN

Cllr Byford nominated Cllr Whittaker, and Cllr May seconded, Cllr Brading nominated Cllr Clapp and Cllr Hardy seconded, there were no other nominations, and Cllr Whittaker was elected as Vice-Chairman, with a show of hands.

6/26-27 VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Whittaker read and signed the acceptance of office.

7/26-27 TO CONFIRM MINUTES OF MEETING OF 23 April 2026

Cllr Whittaker proposed, and Cllr Hardy seconded, and members unanimously approved the minutes as a true and accurate record, and the Chair signed accordingly, Cllr May abstained as he was not at the meeting.

8/26-27 MATTERS ARISING FROM MINUTES NOT REQUIRING RESOLUTION

Cllr Brading noted all items covered by the agenda.

9/26-27 UPDATES FROM SAFER NEIGHBOURHOODS POLICING TEAM

PCSO May sent apologies due to workload, and a report would be circulated for the next meeting.

10/26-27 STANDING ORDERS AND FINANCIAL REGULATIONS

Reaffirmation of Standing Orders and Financial Regulations

Cllr Brading outlined background to this item, and Cllr Hardy proposed and Cllr Byford seconded, with members unanimously re-approving Standing Orders and Financial Regulations, agreed at the 8 May 2025 meeting, members noted the difficulties migrating documents to the new website and the contractor was addressing the issue.

11/26-27 Confirmation of Council Policies

The Clerk outlined the background to this item, and the issues regarding migrating documents to the new website, and that the policy documents were NALC templates and, once approved, would be updated on website with Lake Parish Council headers.

1 I.T. Policy – Members noted the work undertaken on the policy, training attended, and contractor ensuring .GOV website and email addresses; and members unanimously approved the Policy, and this would be reviewed at May 2027 meeting.

2. Absence & Sickness, Anti-Harassment & Bullying, Disciplinary, Equality & Diversity, Grievance, Lone Working, Health & Safety (including Sharps), and Training & Development Policies – members unanimously approved the NALC templates, and these would be updated on website with Lake Parish Council headers, as soon as the migration issues were resolved, and also noted that due to the Parish Council having only one, part-time, employee, the Policies needed to reflect resource levels and prioritisation of workloads.

3. Members also confirmed Councillor Code of Conduct Policy was previously agreed and conformed to IW Council guidance; the Document Retention and Publication Schedule conformed to guidance, and was being migrated to new website; the Grant Award process was part of the Budget process, and linked to the Medium Term financial strategy covered by the budget process; the CCTV and Recording Meetings Policies had previously been addresses, and there were no recordings of meetings.

4. Members also noted that the Council did not recruit volunteers, and that Staff Retention and redundancy policies were covered by the Green Book, and future recruitment would be discussed at a future meeting.

12/26-27 FINANCES

Annual Accounts

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

Members received the Internal Auditors report for the period ending 31 March 2026 and noted the recommendations highlighted the issues migrating documents to the new website, and the background to the situation.

Members also noted that the report noted that evidence had been forthcoming, and that a further audit undertaken in Autumn 2026, and the internal auditor also confirmed adequate assurance to complete and sign the annual section of the Annual Return.

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

   Members approved the 2025/2026 Annual Governance Statements and confirmed the dates for exercise of public rights, announced on Tuesday 2 June 2026, commencing Tuesday 3 June 2026, and ending on Tuesday 14 July 2026, and the Chair and Clerk signed them accordingly.

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

   Members reviewed and approved the 2025/2026 Asset Register, and noted some items stored at Slipway Toilets and may need to be removed from Register due to condition of equipment.

4. To receive and approve the 2025/2026 Accounting Statements.

   Members reviewed and unanimously approved the 2025/2026 Accounting Statements, and the Chair and Clerk signed them accordingly, and the Chair, and Cllr Hardy, thanked the Clerk, Jenn and Raine for work during the year, despite the issues with the website.

5. To Consider any Conflicts of Interest with BDO, the appointed External Auditor.

   Members were asked to consider and advise of any conflicts of interest with BDO. None were declared.

6. To confirm bank signatories

   Members unanimously confirmed Cllrs Brading and Hardy as signatories, and that this helped facilitate setting up new account with CCLA.

7. Men in Sheds Correspondence

   Members discussed the project, not located at the Lions Centre, and unanimously approved funding of £1000, towards community projects; and also confirmed support to establish a new volunteers group, based at the Centre, and there would be a meeting at 6pm a Gathering Place, on Thursday 11 June 2026, immediately before the Parish Council meeting.

8. Footprint Trust Funding Request

Members discussed the application, and noted the Parish Council had previously decided to support Warm Space and Foodbank provision in the Parish, with other support to Breakfast Clubs, and were unable to support the application.

2026/2027 Accounts

9. To approve the Payments and Receipts lists as presented for April 2026

Cllr Brading proposed and Cllr Whittaker seconded, with all members unanimously approving payments/receipts for April 2026.

10. To receive and note the verified bank reconciliations for April 2026

Members unanimously noted verified bank reconciliations for April 2026.

11. To receive and note the expenditure against budget through April 2026

Members unanimously approved the expenditure against budget for the first month of the new financial year.

12. Insurance

The Clerk updated members that renewal of Insurance arrangements were due and that the current cost was below comparative costings at this time, and members agreed that, now elections are over, to proceed with renewal and the clerk to discuss future arrangements with the providers.

13. Broadlea Primary School Projects

The Chair updated members on the school projects, including book bags, library books, and future projects being developed with the school.

14. Lake War Memorial Projects

The Clerk updated members on discussions with RBL and potential invovlement with local schools in the coming year, and this would be reported on at future meeting.

15. Manor Road Playground

The Chair updated members on correspondence with IW Council, and works likely to commence, and be completed, in June, and involving local pupils if possible.

13/26-27 Planning applications: to resolve comments on applications received

Members thanked Clerk for circulating applications, and noted no concerns about current applications, and also noted circulation of Blueberry's application update.

14/25-26 Bay Place Plan

Cllr Whittaker updated members on recent meeting, and that he was arranging location for the next meeting. Members unanimously confirmed Cllr Brading and Whittaker as representatives on the steering group.

15/26-27 Ripples

Cllr Brading proposed suspension of Standing Orders, unanimously approved, to enable Ripples Editor to update members on progress of the Ripples.

16/26-27 To appoint an Isle of Wight Asscoation of Local Councils Representative

Cllr Hardy declared her role as Treasurer, members agreed for Cllr Morris to continue as representative subject to confirmation at next meeting.

17/26-27 Clerks Report

The Clerk updated members on anti-social behaviour and damage at New Road and Revetment Toilets, as well as the water fountain project at Lake Cliff Gardens; Business Rate correspondence regarding New Road Toilets; ICO correspondence; the community clean up at Battery Gardens and War Memorial; Utilities Refund of several thousand pounds; progress of Play in the Bay projects, with Cllr Hartley involved in several initiatives; art work at the subway near Sandown Railway Station; completion of Legionella Tests at all toilets, and commissioning of maintenance at Slipway; and need to review Defibrillator at Tesco's and possible relocation to New Road, with IW Defibrillators invited to next meeting, and this could be part of wider New Road project.

18/26-27 CHAIRMANS REPORT

Cllr Brading updated members on plans for Tesco's junction; the installation of the Dog Bin at Churchill Close; projects with Broadlea School; dicsussions with Lake & Sandown FC with future plans for Fairway Park; the planning situation with McDonalds; and medium term projects of the Parish Council.

19/26-27 COUNCILLORS REPORTS

Cllr Hardy thanked Cllr Brading for his work as Chair and his support of the local community.

20/26-27 PUBLIC QUESTION TIME

Mrs Hicks asked the Parish Council to consider funding hanging baskets in 27/28; and Mrs Horton commented on art work at the subway, and any plans at Lake Subway, and the chair noted working with Broadlea pupils on planting at the station, and that a previous project was delayed because of covid; and Mrs Horton also asked about Christmas arrangements at Thearles Green, and the Chair outlined previous decisions.

NEXT MEETING

Thursday 11 June 2026

Thursday 10 July 2026

Thursday 10 September 2026

Thursday 8 October 2026

Thursday 10 December 2026

Meeting closed 20.55