

MINUTES OF A MEETING OF THE ASSETS AND FACILITIES COMMITTEE OF NEWPORT AND CARISBROOKE COMMUNITY COUNCIL HELD ON TUESDAY 20th JANUARY 2026 AT 64 HIGH STREET, NEWPORT AT 6.00PM

PRESENT: Councillors Harrington-Vail (chair), Ballington, Jones-Evans, Lowthion, Rushbrook and Smith.

IN ATTENDANCE: R H Blezzard (Acting Clerk)
L Bradley (Deputy Clerk)
Eight members of the public

PUBLIC QUESTION TIME

No questions were asked.

APOLOGIES: Councillor Martin.

739. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Councillor Ballington declared a non-pecuniary interest as a trustee of Pan Together

Councillor Harrington-Vail declared a non-pecuniary interest as a director/trustee of Community Action Isle of Wight.

740. MINUTES OF LAST MEETING

RESOLVED:

THAT the minutes of the meeting held on 21st October 2025 be approved as a correct record.

741. ALLOTMENTS

The Chair read out written questions from allotment holders and gave answers as follows:

1. Why is this meeting only advertised on one gate, to the hillside allotments which is not used by all members or on the notice board, and as it requests an email to ask a question why have you not emailed a flyer to all you have email addresses for? I would like to add that the entrance via the car park is not official and was only added in recent years to allow wheelchair access for the Riverside users with permission from Newport Harbour. *The poster was placed on the gate, as it was assumed that is where most people would see it on entry. It has not been the practice in the past to email posters, but this is something which can be considered in the future. Also, if anyone has serious concerns or questions, they are able to contact the office at any time.*
2. Things are being stolen from our plots every year at the Pan allotments, plants in the ground, fruit from the bushes, plug plants from the greenhouse and tools, the most recent being a wheelbarrow, a shed has been broken into and turned upside down. Reporting it to the police doesn't bring about anything as they say they have no evidence or witnesses to go by. It is very disheartening when our hard labour goes in vain and valuable resources disappear. What measures is the council thinking of putting in place to prevent theft on the Pan allotment grounds? *If reports are made to us, we advise that the holder reports the theft to the police. The officer who deals with the allotments has also completed reports online to the police on tenants' behalf and we have contacted PCSOs who have also attended the site and spoken with the plot holders advising them of ways to secure/ prevent thefts. The PCSOs have also in the past taken the time to check the areas/sites for a period of time. Our member of staff who deals with allotments has also given advice and helped secure sheds/greenhouses in*

the past. Some plot holders have CCTV installed on their plots as a deterrent. A couple of years ago the Clerk was thinking about CCTV at the Pan site, but I think this didn't go ahead due to the significant implications of privacy and data protection, storage of data etc. Allotment holders could possibly talk to the police about setting up an "allotment watch" scheme.

- 3. Is there a waiting list for allotments? Yes, are 37 people in total on the waiting list. Four of those wish to be skipped at present but remain on the list and eleven are existing holders who are seeking a particular plot number or who wish to swap to another plot or site.*
- 4. What is being done to reduce the waiting list? We have been offering out some of the plots that need clearing free of charge for the for the first six or twelve months if they are happy to take them on in the condition which they are currently in. Sometimes the process for contacting people on the list can be quite slow. The office emails and phones to offer the plots, but often it can take time to get a response and the officer has to chase people, allowing a reasonable time for them to make contact to advise if they are still interested in having an allotment plot. On occasions it can takes weeks to offer one plot as people sometimes also say they want to have a plot but never follow up to view it. This means the officer has to chase them to find out whether they have changed their minds and if so, move to the next person on the list.*
- 5. What measures are taken when an allotment is not cared for? The system we have in place is for the maintenance team to advise the office when plots are overgrown . They carry out site checks, or if we receive any complaints they will check the plot at the site and we will follow up with letters/emails asking the holder to make contact and allow a month to bring the plot into order or risk termination of the tenancy. After a month, the plot is checked, and if the plot remains unworked and no contact is made, a letter is sent out giving one month's notice of termination.*

A further exchange of views took place including concern that some plots have not been cultivated for a considerable time and attention was drawn to rubbish left on allotment sites. The Acting Clerk advised that he carry out an inspection and would be happy to meet up with holders on site. The Chair advised that he go out with the Acting Clerk on the inspection. The Chair read out a letter from an allotment holder asking that before any increases in fees are discussed that all plots are let out. The Chair advised that we will be doing our best to deal with people who have left vacant plots. The Chair advised that the rules are given to holders in writing and these will be enforced. The Chair thanked the allotment holders for their attendance.

742. MEMBERS' BRIEFING

Members had before them the Deputy Clerk's briefing document which included the following information:

1. Chair's Honours Board

The board in the Minster listing the names of council chairs is full and it is not possible to display the names of the previous and current chairs. Two quotations had been received for the provision of a new board. HMP Isle of Wight had been contacted with a request for a quote for a new board to be produced at the prison. A representative at the prison had agreed to view the existing board with a view to providing a quote for a new board. It was suggested that the new board should be at 64 High Street rather than in the Minster. It was agreed to await the outcome before considering the matter further.

2. Fly tipping

There had been an increase in fly tipping including at the rear of 64 High Street and elsewhere in the town. The Deputy Clerk is in regular contact with the Public Realm Officer and reports issues on "FixMyStreet" regularly.

3. 64 High Street

Members were asked to consider providing a digital screen for 64 High Street and were advised of the estimated cost, being in the region of £3,000 to £6,000. It agreed to defer any decision on this unless a second hand one becomes available at a reasonable price.

It was reported that a lot of work had been done on one of the shoplets and the new tenants are expected to be moving in in February.

The exhibition by the Isle of Wight Steam Railway had been very successful and future exhibitions will include Wadhams and the Ronson lighter factory.

It was noted that the Saturday market is still happening.

Other items were noted.

Councillor Jones-Evans joined the meeting at 6.33pm and declared non-pecuniary interests by reason of being a member of the Isle of Wight Council and Vice Chair of the Newport Business Association, and also involved with the Green Impact Scheme

4. Survey Consultation

It was noted that work is ongoing with the survey consultation and the results should be available for the full council budget meeting.

5. Other Items

Other issues were noted.

743. MAINTENANCE OF ASSETS

Members had before them a schedule of budget bids for repair and maintenance of assets. Bids for allotments, Clatterford, Nine Acres and Seaclose Recreation Grounds had previously been approved, and this was noted. A bid of £60,000 for surface upgrading and other improvements at Victoria Recreation Ground had been reduced to £50,000 by the Finance Committee with priority being given to resurfacing. Members felt it should be possible for the surface upgrading to be done more cost effectively.

RESOLVED:

THAT the £50,000 bid for Victoria Recreation Ground remains in the budget for the time being but that alternative cheaper options for surface upgrading be examined ahead of the Council's budget meeting on 9th February 2026.

744. ST THOMAS'S SQUARE WAR MEMORIAL

Members considered whether to retain the railings around the war memorial. It was understood that the British Legion wish to retain the railings. There was also discussion about how long the wreaths should be retained on the memorial now that they are made of paper rather than plastic. A possibility would be to attach the wreaths to the railings with wire or to provide a frame to hold the wreaths.

RESOLVED:

(1) TO confirm with the British Legion that they wish the railings around the war memorial to be retained and to ask if they want a gate to be provided;

(2) TO ask if the British Legion would like a frame to be provided to hold the wreaths or if they want them wiring to the railings.

745. CLATTERFORD RECREATION GROUND

Members had before them the Deputy Clerk's report supplemented by further information requiring a decision as to whether to apply for a "Farming in Protected Landscapes grant.

RESOLVED:

THAT the Council applies for a Farming in Protected Landscapes grant to enable more work to take place at Clatterford Recreation Ground.

746. GREEN IMPACT

Members had before them the Deputy Clerk's report inviting the committee to make a decision on signing up to the Isle of Wight Council's Green Impact scheme.

RESOLVED:

THAT the Council signs up to the Isle of Wight Council Green Impact scheme.

747. FEES AND CHARGES

Members had before them a schedule recommending increases in fees and charges as follows:

Allotments:

	<u>Current Fee (£)</u>	<u>Fee from 1.9.26 (£)</u>
Half plot	35	40
Full plot	70	80
Pan Country Park half plot	25	30
Pan Country Park	50	60

Football Pitches:

	<u>Current Fee (£)</u>	<u>Fee from 1.8.26 (£)</u>
<u>Youth organisations</u>		
Per season per team	220	230
Per match	22	23
<u>Senior Teams</u>		
Per season per team (20 games)	715	750
Per season per team (10 games)	357.50	375
Per match/1.5hour training session	55	58

Victoria Recreation Ground Pavilion:

	<u>Current Fee (£)</u>	<u>Fee from 1.4.26 (£)</u>
Main Hall, new hirers/casual users	15	16
15% discount for regular users	12.75	13.60
Bar and Meeting Rooms	10	11
Meeting Rooms 1 & 2	9	10

RESOLVED:

THAT the recommended fees and implementation dates be approved.

748. SOUTH STREET TOILETS

Members were advised that urgent repairs were necessary at South Street toilets where one of the internal walls was rotting away and tiles had become detached. The Acting Clerk had carried out an inspection with the council's maintenance team and Councillor Price. It was recommended that the rotting wall should be removed and replaced without tiles and that two of the three cubicles should be replaced with a urinal. The work could be carried out by the council's maintenance team. It was estimated that the cost would be in the region of £2,000. It was suggested that long-term plans could be re-visited and discussed with the Isle of Wight Council.

RESOLVED:

THAT the necessary urgent work at South Street toilets be carried out as recommended at an estimated cost of £2,000.

749. NEXT MEETING

The next meeting of the committee will be held on Tuesday 17th March 2026 at 64, High Street, Newport at 6pm. No agenda items were put forward for the meeting.

The Chair thanked Councillor Ballington for her services as Chair of the committee and declared the meeting closed at 7.19pm.

Signed..... Date.....
(Chair)