

## COWES TOWN COUNCIL

Minutes of the Meeting of the COWES TOWN COUNCIL held at Northwood House, Cowes on Wednesday, 7<sup>th</sup> April, 2010 at 7.00 p.m.

Present: Councillor McGregor (Deputy Town Mayor) (Chairman)  
Councillors Banks, Birch, Jones, Matthews, Mazillius, Sanderson, Slade, Thwaites and Walters.

Prior to the formal commencement of the meeting the Deputy Town Mayor announced the devastating and tragic news of the death of a Town Council colleague, Councillor Grahame Deacon. Councillor McGregor stated that Grahame had contributed so much to the community both in his role as Town Centre Manager and latterly as a Town Councillor and prior to that he had served his country in the armed forces. Grahame was a person who had served the community with a 'can do' attitude and he always did so with a great sense of humour; he was extremely well liked and respected by the whole community and he would be sorely missed. The Town Council's sympathies were with his family at this tragic time, especially his two sons. All present then stood to observe a one minute silence to pay respect and in remembrance of Grahame.

### 6317 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Giffard, Peacey-Wilcox, Wells and Wilcox. Councillor Hammond was absent.

### 6318 QUESTIONS FROM MEMBERS OF THE PUBLIC

An opportunity was given for members of the public to ask questions but none were asked.

### 6319 REPORTS BY ISLE OF WIGHT COUNCILLORS

**Councillor Brown had apologised for his absence but had submitted a written report which referred to the following:**

- a). The very sad news of the death of Councillor Grahame Deacon; he was a man of special qualities and he would be sorely missed.
- b). That in February 2010 there were 3,813 Islanders claiming Job Seekers Allowance; this was a decrease of 20 compared with the January. The Island unemployment rate of 4.9% of working age population compared with 3.2% for the SE Region. There was continuing concern about job prospects for those aged 18 to 24 and the I.W. Council was working with Job Centre Plus to encourage unemployed people to consider self employment as a real option; since August 2009, 167 people had been provided with practical support through that initiative.
- c). That GKN Aerospace had recently announced an investment of £14.8m in a state of the art pre-production facility at Whippingham for composite fan blades.
- d). That the Cabinet had approved an Economic Development Action Plan at its meeting of the 30 March 2010. Its immediate phase included the "Warm Home" insulation programme to save energy consumption; it also covered micro and smaller-scale renewable energy installations, public authority purchasing to reduce "people and food miles" and green travel plans.  
In the medium term, concentration would be on the employment and knock-on benefits of Highways PFI, biomass-fuelled heat and power, anaerobic digestion, supply chain opportunities (particularly for companies along the Medina) arising from the Government-approved Offshore Wind Farms, the introduction of super high speed broadband and further extension of the Island Strategic Partnership's Eco community strategy.

The third phase of the Action Plan, starting now with exploratory negotiations, would be the exploitation of marine energy from the Island's powerful tidal streams and the establishment of local power distribution networks.

Alongside these economic programmes would be the essential development of skills, including much increased technical training for young people.

e). That in respect of tourism, the 2010 place marketing and brand awareness campaign continued to be delivered as planned.

**Councillor Fuller circulated a written report referring to the following:**

a). That there has been some concern with the rolling out of the National Personalisation of Adult Services Agenda. The purpose of 'personalisation' was to: *"Put people first through a radical reform of public services. It would mean that people were able to live their own lives as they wish; confident that services are of high quality, are safe and promote their own individual needs for independence, well-being, and dignity."*

Although Councils & Care Providers had had 2 years to prepare for Personalisation, there were still fears being expressed by some Service Providers, service users and families who had some rightful concerns about future of adult care provision. .

b). That he had received a good response from local residents regarding local bus services; he would be raising residents concerns with Wightbus and the I.W. Council.

Residents had also requested the provision of a bus shelter with seating along Egypt Esplanade.

Councillor Banks stated that there was little shelter between Cowes and Gurnard for bus users or for regular walkers along that route; he would like to see one of the semi circular seating areas on the seaward side of Egypt Esplanade converted into a covered shelter.

It was agreed that this issue be referred to the Town Improvements Committee for further consideration.

c). That he had received a number of complaints from residents who had been harassed by Energy suppliers urging householders to switch suppliers; he was reporting incidents to Trading Standards.

d) That he had met with pupils and Governors from Solent Middle School regarding safer access to the school; options being considered would include improvements to the footpath from Roundhouse to Crossfield Avenue in the short term to improved cycle path and footway for Baring Road for the longer term. He hoped that improvements could also be made to the pedestrian access to Cowes Primary School.

e). That he had also dealt with more cases of pot holes, dog fouling, tree issues on the Crossfield Estate and he had supported residents with their concerns over losing back-door refuse collection.

**Councillor Mazillius had submitted a written report which referred to:**

a). That he had been in detailed contact with the Head of Highways regarding the proposed three month closure of the cycletrack to enable waste services to be connected to the new Vestas R & D facility; negotiations with a local landowner for a diversion avoiding main roads were near agreement. Further, the track would be re-opened for the I.W. Music and Cycling Festivals due to the very heavy use the track enjoys during these periods.

b). That he had attended a planning training session during which the building at 16 Sun Hill was used as an example of unacceptable deviation from agreed plans. The I.W. Council's stand in this regard, supported by the Planning Inspector's decision, had been widely supported in professional planning journals. He had been advised that any appeal for a judicial review was now considered to be out of time leaving the developer to demolish the whole property within the six month time limit imposed by the Inspector.

c). That he had dealt with residents' enquiries regarding the new kerbside refuse collection arrangements; elderly or disabled residents who are physically unable to move waste bags to the kerbside can make application to the I.W. Council who will arrange for collection of waste as before..

d). That he intended to complete a whole ward survey to identify areas where detritus from pot holes had been strewn across roads; he would then arrange to have the areas cleaned.

- e). That he had attended the recent Memorial Service at Newport Minster for former Councillor Effemey; the very high attendance was testament to the high regard in which John was held by so many.
- e). That he fully supported the Town Council's objection in respect of the planning application at 104 Upper Moor Green Road.

#### **6320 REPORT FROM THE SAFER NEIGHBOURHOOD TEAM**

##### **PCSO Steve Oatley reported as follows:**

- a). That end of year crime statistics would show that there were 646 reported crimes during the year; a 14.5% reduction from the previous year and a significant reduction on the 1,200 reported crimes in 2006.
- b). That the police were pleased that mephedrone would be categorised as a class B drug within the next couple of weeks; at present it was merely considered to be a 'legal high' which restricted action the police could take against either users or suppliers of the drug.

#### **6321 REPORT FROM THE LOCAL ENVIRONMENT & NEIGHBOURHOOD OFFICER**

##### **Jacqui Darby had apologised for her absence; she had submitted a report for the period January to March 2010 which referred to the following:**

Incidents identified and dealt with and feedback on other items of interest

- 125 incidents reported over the quarter; the majority related to highways and in particular potholes
- Additional dog patrols in conjunction with the dog service
- Warning letters where domestic refuse is being deposited on the highway too early; she had not experienced any repeat offenders
- Incidents of graffiti; the I.W. Council web site offered an online graffiti reporting service
- The introduction was imminent of a new Traffic Order that would prohibit parking through the High Street and in the area of Cross Street adjacent to Francki Place
- Work with the Cycling Officer to introduce a shared cycling route along the Esplanade
- Traffic issues in Terminus Road and Carvel Lane

Activities undertaken by the ENO

- Boneshaker event at the I.W. Community Club (free security marking on bicycles and dog chipping for £10); attendance was extremely disappointing
- Joint patrols with the Police and Councillors
- Regular foot patrols
- Regular patrols with Civil Enforcement Officers regarding parking issues
- Attendance at Town and Parish Council meetings

Activities planned during next quarter

- Dealing with problems as a result of the new kerbside refuse collection arrangements
- A 4 day litter pick and clearance to be undertaken in association with the Probation Service at Somerton Industrial Estate
- Continued regular foot patrols and continued work with dog wardens
- Work with Medina Housing on land issues
- Close working with Civil Enforcement Officers particularly in respect of parking near schools

#### **6322 MINUTES**

##### **RESOLVED**

That the Minutes of the Meetings held on 3<sup>rd</sup> March, 2010 be taken as read, approved as a correct record and signed by the Chairman.

## 6323 MATTERS ARISING

### **a). Cowes Week fireworks (Min. No. 6313e refers)**

Councillor Walters stated that an anonymous benefactor was once again willing to fund the traditional end of Cowes Week firework display although the cost of policing and other associated infrastructure costs for the event totalling approximately £25k would have to be raised from other sources. He had contacted local businesses and yacht clubs suggesting that if they demonstrated a sufficient goodwill for the fireworks by pledging donations to Cowes Town Council there was a possibility that the Town Council would underwrite the additional £25k required; to date he had received pledges of £15,200. Cowes Week Ltd. had been informed that in the circumstances it was unlikely the Town Council would take on the responsibility for underwriting the additional £25k required for the fireworks and he would not recommend that they should.

Cowes Week Ltd. had subsequently requested details of the pledges that had been received and of all other organisations that had been contacted; however, as the pledges had been obtained, not on behalf of Cowes Town Council but on the basis that the Town Council underwrite the event, it would be for the Town Council to agree whether or not details of his work should be forwarded to Cowes Week Ltd. If it was agreed that details were forwarded, he would wish to see conditions imposed on Cowes Week Ltd. that the pledges of financial support could only be utilised for the firework fund and that if the fireworks did not go ahead for any reason, any donations would be returned.

Councillor Walters was thanked by Members for all his efforts and following further discussion it was **RESOLVED**

- 1). That Councillor Walters be authorised to forward details of his work in connection with the Cowes Week fireworks to Cowes Week Ltd. for them to progress and for them to obtain further pledges based on the contacts that he has made;
- 2). That the information is forwarded on the understanding that the pledges could only be utilised for the firework fund and that any donations would be returned in the event that the fireworks did not go ahead; and
- 3). That Councillor Walters write to all the organisations that had made pledges towards the cost of the Cowes Week fireworks informing them that Cowes Week Ltd. would be assuming the responsibility for the fireworks including raising the funding for the event.

### **b). Emergency Flood Plan (Min. No. 6291a refers)**

Councillor Walters submitted a draft 'Cowes Town Council Emergency Flood Plan' a copy of which had been circulated to each member; it outlined the location and risk areas, the threats posed and details of emergency telephone numbers. He questioned whether the plan should be circulated to each household in the town. It was agreed not to circulate the plan to each household but to provide a copy at the Library and on the website and to circulate its availability through the Town Mayors column in the Beacon magazine.

Councillor Slade reported that she and her neighbours had had difficulty in obtaining sandbags in the past; these should be readily available.

A number of minor amendments were suggested including the addition of a web address for the Environment Agency flood warning service following which it was

**RESOLVED**

- 1). That subject to minor alterations the Emergency Flood Plan for Cowes would be formally adopted by the Town Council and it would be reviewed by them annually; and
- 2). That the Town Clerk writes to the Head of Highways requesting that a supply of sandbags for use by local residents be stored at a central and accessible location in the town.

### **c). Brunswick Road playground (Min. No. 6267b refers)**

The Town Clerk reminded members that it was reported to the December meeting that as the Brunswick Road playground was not being locked at night the lock should be removed; they would re-visit the issue in the Spring to see if that decision had created problems for local residents.

It was agreed that Councillor Slade would organise a rota for the monitoring of the playground and report back to the Town Council at a future meeting.

**d). Cycle routes, Cowes (Min. No. 6312b refers)**

The Town Clerk had circulated for information details of signs that would replace the existing 'No cycling' signs on the Green. The first type of sign would welcome users to Cowes Green and indicate that the route was for everyone's enjoyment and that users should consider other people. The second type would be smaller repeater signs that would be attached to existing street furniture at regular intervals to indicate that the path was a shared cyclist/pedestrian path.

**e). The Cut (Min. no. 6313c refers)**

The Town Clerk reported that a meeting had been held at M.J. Hayles Architectural Services regarding a revised planning application for the enhancement works at The Cut; a number of minor amendments had been suggested to the original design. In order to submit a planning application additional survey work would be required with updated sketch design drawings based upon the amendments and a Heritage Statement incorporating Design and Access Statements was now a requirement for applications within a Conservation Area; the fee for the additional work would be £485.

**RESOLVED**

That the action taken in appointing M.J. Hayles Architectural Services to undertake the necessary works to enable them to submit a planning application on behalf of the Town Council for enhancement works at The Cut be noted and approved.

**6324 REPORTS OF COMMITTEES AND MEETINGS**

**a). Northwood House**

Councillor Thwaites reported that she had worked long hours in her first month as Chairman of the Trustees trying to absorb background information and in meeting with colleagues and advisors. The Trust had advertised for two new Trustees and coupled with a helpful article in the I.W. County Press this had brought forward three interesting candidates; while discussions would be held with them without delay they would still like to hear from other people who could offer professional skills and time and they were also seeking additional secretarial assistance.

Following discussions with the I.W. Council the Trustees had reluctantly agreed to restrict lettings for the main public rooms in the short term; no bookings for major catered events in the House would be taken although smaller events requiring only light refreshment were welcomed and the community hall was fully available for use. The Registrar's function would continue to operate as normal. The Trustees were working towards bringing a further area of the house into use, probably as office accommodation and the first stage of clearance of stored items should begin shortly. The Trustees also welcomed the replacement of the information panels that had been arranged by the Town Council.

Finally, at the suggestion of the I.W. Council the Trustees had applied for a grant from English Heritage to commission a wide ranging feasibility study; the grant was for 80% funding of an expected cost of £5,000. She had written to the Town Council to request they consider supporting the Trust by funding the 20% shortfall.

(Councillor Mazillius left the meeting at 8.37p.m.)

**b). Finance Committee**

The Minutes of the Meeting of the Finance Committee held on 23<sup>rd</sup> March 2010 were received.

**1) Applications for Financial Assistance.**

Rotary Club of Cowes - towards 2010 St. George's Day celebrations

**RESOLVED**

That the Town Council gives a grant of £1,000 to the Rotary Club of Cowes towards the St. George's Day celebrations to be held on 24<sup>th</sup> and 25<sup>th</sup> April 2010.

**c). Assistant Town Clerk Working Group**

The Minutes of the Meeting of the Assistant Town Clerk Working Group held on 23<sup>rd</sup> March 2010 were received.

A copy of a draft job description, draft person specification and draft job advertisement had been circulated to all members.

**RESOLVED**

1). That the Town Council approves the Job Description, Person Specification and advertisement for the Assistant Town Clerk position; and

2). That the Town Clerk advertise the vacancy for the Assistant Town Clerk at the earliest opportunity.

(Councillor Sanderson left the meeting at 8.42p.m.)

**6325 TOWN COUNCIL NOTICE BOARD**

Councillor Banks stated that the Town Council notice board was often filled by advertisements for community events; he listed 15 such posters that he had seen on the notice board recently. He questioned whether the Town Council should restrict the posters they display for community events and instead insert copies of the Town Council's monthly minutes or details of the various projects in hand.

It was agreed that the notice board would be retained to promote the Town Council and to inform the public of their various projects; as the minutes would utilise too much space the Town Clerk would insert a sign stating that if members of the public wished to read Town Council minutes they were available in the Library or on the web site.

A suggestion that the Town Council provide a second notice board to advertise community events would be further considered by the Town Improvements Committee.

**6326 MATTERS SUBMITTED BY THE TOWN CLERK**

a). Notification of the following urgent decisions:

i). That a studio fee was required to originate the map artwork for the interpretation panels at Northwood Park.

ii). That repairs were require to the skatepark fence and ramp safety rails.

iii). That no objection was raised to a Variation of Premises Licence for Sainsbury's Supermarket.

b). Invitation to a new Trading Standards initiative 'Stop Loan Sharks' to be held at The Riverside Centre on Tuesday 20<sup>th</sup> April 2010.

c). Invitation to attend the annual Blyskawica commemoration to be held in Francki Place on Sunday 2<sup>nd</sup> May and to approve the purchase of a floral spray which the Town Mayor will lay on behalf of the town at the ceremony.

d). Invitation to attend the 7<sup>th</sup> AGM of Cowes Heritage to be held at Northwood House on Tuesday, 27<sup>th</sup> April at 7.00p.m and a talk on the 'History of Northwood House' by Richard Smout (County Archivist) which would follow the AGM.

e). \*Request that the recycling containers be removed from St. Mary's Road car park and re-sited at another location in the town.

f). Renewal of the Town Council's affiliated membership to the I.W. Sports and Rec. Council.

g). Renewal of the Town Council's community network membership to the British Trust for Conservation Volunteers.

h). Application for the grant of a Street Trading consent for the Rotary Club of Cowes St. George's Day celebrations at Northwood Park on 24<sup>th</sup> and 25<sup>th</sup> April 2010.

i). +Spring 2010 issue of the Local Council Review.

j). Invitation to attend the Review of the I.W. Shoreline Management Plan to be held at Northwood House on Monday, 19<sup>th</sup> April at 3p.m.

k). Details of a meeting aimed at establishing a Cowes Community Plan Steering Group to be held at the Beckford centre on Monday, 12<sup>th</sup> April at 6p.m.

l). \*Details of the accounts and petty cash payments for the period January to March 2010.

m). \*Details of miscellaneous correspondence.  
 (\* copies circulated to all members)  
 (+ copies available for members)

(Councillors Banks and Walters declared personal and prejudicial interests in c) above on the grounds that they were Vice President and Auditor respectively of the Friends of the ORP Blyskawica Society and they left the room for this item only)

**RESOLVED**

- 1). That the action taken by the Town Clerk following discussion with the Town Mayor and Deputy Town Mayor in respect of the urgent decisions be noted and approved;
- 2). That the Town Clerk be authorised to purchase a floral spray for the Town Mayor to lay at the annual Blyskawica commemoration to be held at Francki Place on Sunday, 2<sup>nd</sup> May;
- 3). That the Town Clerk be authorised to renew the Town Council’s affiliated membership to the I.W. Sports & Recreation Council in the sum of £5;
- 4). That the Town Clerk be authorised to renew the Town Council’s community network membership to BTCV in the sum of £35;
- 5). That the Town Council has no objection to the application for a Street Trading Consent for the Rotary Club of Cowes St. George’s Day celebrations on 24<sup>th</sup> and 25<sup>th</sup> April
- 6). That Councillor Walters represent the Town Council at the Review of the I.W. Shoreline Management Plan meeting on Monday 19<sup>th</sup> April; and
- 7). That the following accounts and petty cash payments for the period January to March 2010 be noted and confirmed:

		£
SLCC	Town Clerks subscription to SLCC and ILCM (Min no 6293f)	201.00
Cowes Deauville Twinning	Subscription (Min No 6293g)	10.00
CBA	Subscription (Min No 6293h)	7.50
Wightbyte	Repairs to computer	75.00
Wight business Services	Service of photocopier	135.68
IW Beacon	Newsletter (Min No 6157e)	110.00
R Hendey	Salary	831.37
HM Revenue & Customs		381.21
R. Williams	Skatepark cleaner (Min No 4999f)	200.00
SEC	Collection, installation of Christmas trees (Min No 6254f)	889.44
Edward Watts	Paint for mural – Watch House Lane (Min No 6280a)	69.85
Sula Products	Plaque for mural “ “ “ “ “ “	25.00
IW Beacon	Newsletter (Min No 6157e)	110.00
R. Hendey	Salary	831.37
HM Revenue & Customs		381.21
R. Williams	Skatepark Cleaner (Min No 4999f)	200.00
Information Commissioner	Renewal fee (Min No 6304a)	35.00
R Hendey	Broadband charges Jan-Mar 2010 (Min No 5728)	36.36
Gurnard Parish Church	50% cost of dog bin and emptying charges (Min No 6243a)	59.15
IW Beacon	Newsletter (Min No 6157e)	110.00
Amberal	Floral Fountains (Min No 6280a)	730.00
IW Council	Hire of Meeting Rooms Northwood House	198.00
R. Hendey	Salary	831.37
HM Revenue & Customs		381.21
IW Council	CCTV (Min No 6265a)	73,794.18
Halifax	Transfer & Gratuity Acc. (Min No 6313b)	2,275.00
Age Concern	Grant (Min No 6313b)	250.00
R. Williams	Skatepark cleaner	200.00

IW Council	Contribution & restoration of Lion Statues (Min No 6239b)	2,500.00
IW Council	Signage – No Cold Calling (Min No 6167d)	168.00
Forest View Nursery	Bedding plants	14.63
DMR Eng.	Repairs to fence and ramp safety rail - (skatepark)	94.00
John Palmer Clock Repairs	Clock repairs (Min No 6313c)	50.00
Ryde House Nursery	Bedding plants	16.60
SEC	Decorative Lights – Birmingham Road (Min No 6313c)	1,332.82
Sign Company	Display Panels – Northwood Park (Min No 6313c)	621.50
MJ Hayles Arch Services	Part payment Architectural fee – The Cut (Min No 6313c)	250.00
Wight Business Services	Copier paper etc	23.58
<b>Petty Cash Payments January to March, 2010</b>		
R. Hendey	Telephone Line rental October to December, 2009	29.35
IW Branch SLCC	Town Clerks subs (Min. No. 6315a)	10.00
R. Hendey	Telephone calls, October to December, 2009	17.90
R. Hendey	Postage “ “	20.61
R. Hendey	Travelling “ “	44.84

### **6327 RISE AND FALL BOLLARDS**

The Town Clerk reported that from 1<sup>st</sup> April 2010 the I.W. Council were no longer funding the labour costs for raising and lowering the bollards for the pedestrian area of the High Street. However, members of the Cowes Business Association had offered to undertake the task on a voluntary basis; this course of action had been authorised by I.W. Council Highways.

(The proceedings terminated at 9.17pm)

**CHAIRMAN**