



Minutes of the meeting of the **COWES TOWN COUNCIL** held in St Mary's Parish Room, Cowes on Thursday 5 September 2013 at 7pm.

Present: - Councillors Banks (Town Mayor) (Chairman)
Councillors: Brown, Corby, Ellis, Fuller, Hall, Hammond, Jones, McNeill, Matthews, Nicholson, Peacey-Wilcox, Robinson and Wardrop and 10 members of the public.

6797 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Cowan and Walters

6798 DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary or non-pecuniary interest received.

**6799 MINUTES
RESOLVED**

That the Minutes of the meeting held on 25th July 2013 be taken as read, approved as a correct record, except for the correction to Councillor McNeill's name, and signed by the Chairman

6800 QUESTIONS FROM MEMBERS OF THE PUBLIC

1 Photographs were provided for councillors by a member of the public regarding the state of the site of the old Chapel in Sun Hill. Work began in early 2012 but stopped in September of that year and has not yet re-started. The site is considered to be such that it has an adverse effect on the amenity of the area and is unsafe, with little regard for Health and Safety. The planning permission granted allows for four dwellings but the listed façade of the building must remain. Cllr Banks advised that there were a few avenues which can be explored, and the following action were agreed and

RESOLVED

- a) Write to the IW Council (Lee Byrne) stating that as a listed building is must be maintained in an acceptable manner
- b) Write to IW council (Bill Murphy) requesting that the planning department issues a section 215 of the Town and Country Planning Act, which will serve notice on the owners to tidy up the site.
- c) Due to the lack of appropriate Health and Safety signs on the site, the Working Well Together Group, a Health & Safety Executive established Islandwide construction safety organisation can be approached, Cllr. Nicholson being Chairman of that body.
- d) Cllr Peacey-Wilcox would approach the empty homes officer for IW Council.

2 A question was asked about the Top Gear Car Hire shop using the public highway for valeting the returning cars. The gentleman showed councillors some photos of staff using

compressors and hoovers to valet the cars blocking the pavement, with the cars parked on the highway taking up valuable parking spaces.

ACTION: The Assistant Town Clerk to contact both the IW Council and Cllr Bertie who will raise the matter himself.

3 Another question was raised about the on-going problems in the High Street with traffic in the pedestrianised zone. Cllr Banks referred to the meeting of Cowes Town Council, Cowes Business Association, Cowes Safer Neighbourhood Team, Island Roads and an IW Councillor which discussed this issue. The outcome of this meeting was to ask Island Roads to consider the task of raising and lowering the bollards on a daily basis and the possible changing of the hours of the pedestrianised zone. The member of the public also mentioned the abuse he gets when he challenges drivers who park in the High Street (which is deemed a no parking zone throughout) and delivery drivers ignoring the time zone. He also mentioned the issue of the tables and chairs impeding the pavement – Cllr Banks advised that this will all be covered later in the meeting when he reports on that multi-agency meeting and that all his points will be taken to the next meeting of the group.

Cllr Corby declared an interest in the bollards as he has a house within the High Street with off road parking and so do his elderly parents.

6800

TO RECEIVE REPORT FROM ISLE OF WIGHT COUNCILLORS

A written report was received from Councillor Peacey-Wilcox

Cllr Peacey-Wilcox wanted to point out one item in her report concerning the firework placed through a resident's letterbox. This was extremely dangerous and frightening for the resident. The culprits have not yet been found, but when they are, they will be charged with arson which carries a maximum life sentence. Cowes Safer Neighbourhood Team are currently investigating.

A written report was received from Councillor Fuller

Cllr Fuller had not yet arrived to answer questions on his report – but Cllr Banks referred to the fact that as yet no visit had been arranged for the councillors to visit the new Cowes Enterprise College.

A written report was received from Councillor Nicholson

Cllr Nicholson – advised that many cars are being parked on Place Side which are offered for sale – some without current tax discs. The Police will be issuing notices on the vehicles which will give Island Roads the authority to take them away for scrap.

Some of the two hour parking bays in Denmark Road have now been deemed “residents only” – Cllr Bertie will contact IW Council about this issue.

Residents have complained that there are too many double yellow lines in Place Side.

The workmanship and lack of care from Island Roads staff has been fed back to them. He advised that IW Council oversees the contract so any complaints can also be made to them.

A written report was received from Councillor Bertie

Cllr Bertie advised he has a meeting with Island Roads to look at the problems in his ward, and that everyone should be concerned that a cruise ship recently unloaded 350 passengers

of which only 17 of them elected to stay in Cowes while all the others were coached off to other locations on the Island.

Cllr Fuller arrived at 7.45pm.

Cllr Banks asked the question from the minutes about a visit to CEC – Cllr Fuller advised that due to the school holidays he had not received a reply to his request except that a community open event is being arranged by IW Council. He will ask again for a private visit for councillors.

6801

TO RECEIVE A REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER

Due to the extra policing required for the Bestival, a written report was forwarded by A/PS Gary Knight

- Crime during Cowes Week has risen from 22 recorded crimes for 2012/13 up to 42 recorded crimes for 2013/14. This increase can be potentially attributed to the increased number of visible police officers meaning many incidents that may have previously gone unreported by the public have instead been recorded and dealt with this year.
- Although crime has risen during Cowes Week this year we are actually down 30% on total crime for August from 109 crimes 2012/13 down to 76 crimes 2013/14.
- The 3 priorities identified by the Local Action Group were thefts from motor vehicles, cycling in the High Street and cars using the High Street outside permitted times. In relation to these priorities police have actively patrolled the High Street to prevent incidents re-occurring along with the operation mentioned at the previous meeting to educate cyclists/drivers. Police are currently working with partner agencies to alleviate the reported problems. It is anticipated that there will be progress report on this matter at the next town council meeting.
- Police have conducted a series of educational operations in relation to the prevention of vehicle crime and increased high visibility patrols in the affected areas. I am pleased to say that after the spate of theft from motor vehicles, the number of these offences in Cowes has greatly reduced.
- PC Martin Egerton joined the Cowes Safer Neighbourhood team on a full time basis on the 19th of August 2013. Thus bringing the team up to its full compliment of staff.
- The number of incidents at the V-Dub festival have significantly reduced compared to last year. This is due to a robust approach and excellent joint agency working between the V-Dub festival organisers, police and the licensing department.

6802

MATTERS ARISING

a) The amendments/changes to Standing Orders were considered and the following were:

RESOLVED: That the following additions/changes to standing orders be adopted

7. ORDER OF BUSINESS

7.3 At each March meeting of the full Council a review will take place on the pay and conditions of service of existing employees.

15. COMMITTEES & SUB-COMMITTEES

15.3.1 Where a person proposed as Chairman of a Committee is Chairman of another Council Sub-Committee it is for Members of that Sub-Committee to decide whether this constitutes a conflict of interest which would influence the decision making process of those committees.

29. CORRESPONDENCE/INFORMATION

29.1 The point of contact for the Town Council is the Clerk (or Clerks), and it is to the Clerk that all correspondence relating to the business of the Town Council should be addressed.

29.3 Any communications of a strategic nature, whether electronic or in writing, concerning Council business from one Councillor to another should be copied to the Clerk for recording purposes and the Clerk(s) and Council Chairman would collectively determine whether onward posting to other councillors was expedient.

29.6 All communications concerning Town Council business with other Agencies or Bodies should be sent via the Town Council's appointed representative on that Agency or Body with a copy to the Clerk and Council Chairman.

29.7 All personal correspondence as a Town Councillor to the Press and other Agencies should make it clear that the views are the expression of the personal opinions of the writer and not necessarily those of the Town Council.

30. CONDUCT AND CONTENT OF DEBATE AT MEETINGS

30.1 Any Councillor wishing to debate an agenda item must go through the chair of the meeting. The Chairmen are to take input from Councillors strictly by the show of hands in order of such demonstration.

30.2 The Chairmen have the discretion whether to allow a debate, through the chair, between councillors when deemed in the interest and progress of that debate.

30.3 Councillors must at all times adhere to the subject set out in the Agenda. The Chairman has the right to terminate any debate which embraces matters not the subject of the Agenda item.

30.4 Time expended on Agenda items will be at the discretion of the Chairmen.

30.5 Councillors wishing to raise or debate matters not embraced by the agenda item must give notice of such at the end of the meeting where the Agenda allows for such.

30.6 If a motion is proposed and seconded, a Councillor, prior to the taking of the vote, can propose an amendment to that proposition or propose an alternative proposition. If such is seconded then such a proposal is taken first and, if such motion receives a majority approval, it becomes a substantive motion thus negating the first proposal. If the amendment is not carried then the first proposal stands and is voted upon.

30.7 Agenda items, where proposed by Councillors for future debate, must be submitted by way of a written report in adequate time to allow the Clerks to include such reports at the time of circulation of the Notice of Meeting and Agenda. However, where a meeting is held relating to the Agenda item between the time of the sending out of the Notice of Meeting and Agenda and the full Council meeting, then it is admissible to report verbally on such a meeting at the full Council meeting.

30.8 Reports from Isle of Wight Councillors to be in writing and adhered to as set out in item 30.7

30.9 Reports from Isle of Wight Councillors should relate to matters concerning the Cowes wards unless such is of a dynamic interest affecting the town.

6803

REPORTS OF COMMITTEES AND MEETINGS

a) IW Association of Local Council

The minutes of the meeting held on 18th July 2013 were received

b) District 1PFI Group Meeting

The minutes of the meeting held on 19th July 2013 were received – it was commented that Island Roads have a statutory duty to publish the road closure and works details.

RESOLVED: That Island Roads are asked to provide a monthly update to CTC of all matters they are dealing with in the Cowes area.

c) Planning and Licencing Committee

The Minutes of the meeting held on 20th August were received

d) Joint Meeting held with CTC/SNT/CBA/Island Roads

The joint meeting was discussed – Cllr Peacey-Wilcox reminded all parties to contact the call centre of Island Roads.

The outcomes were :- the bollards need to be in place to support the traffic order, and the possibility of extending the prohibition of vehicles to 24 hour to prevent the problems of the tables and chairs obstructing the pavements was considered a good idea, but to allow deliveries between 7am and 10am as a two hour only window would be difficult for deliveries.

RESOLVED:

- 1 To request a prohibition of vehicles in the High Street expect for deliveries between 7am and 10am.**
- 2 CTC to consider financial support for the erection of the bollards on a daily basis.**
- 3 Enquire as to whether a CCTV camera could be installed to read the licence plates of offending vehicles.**

e) Finance Committee

The minutes of the Finance Committee held on 20th August 2013 were received

RESOLVED

1). That grants be made to the following organisations in accordance with the amounts shown:

- | | |
|--|-------------|
| a). Cowes Amateur Operatic and Dramatic Society | £500 |
| b). Cowes Medina Bowling Club | £400 |
| c). I.W. Music, Dance and Drama Festival | £100 |

2). That no grant be made to the I.W. Foodbank due to the grant application only requesting money for the general running of the project.

3). That the balance in the budget of £7,600 be kept in reserve pending further applications which may be received.

f) Town Improvement Committee

The minutes of the meeting held on 2nd September were received

RESOLVED

- 1) That Cowes Town Council provides signage for all litter bins advising residents that they are dual purpose.**
- 2) That the Council accepts the principle of providing a Victorian shelter on the walkway between Cowes and Gurnard, subject to planning, availability and cost.**
- 3) That a replacement notice board is ordered from Leander Architectural to replace the existing one sited on the wall of Hurst's.**

4) That a sign is purchased from The Sign Company and Cllr Banks arranges the installation for the Queen's Diamond Jubilee tree which was planted on Mornington Green.

g) Cowes Harbour Stakeholders (Cowes Initiative)

Cllr Banks provided a verbal report on the Cowes Harbour Initiative

This was a well-attended meeting of Cowes Town Council, Cowes Harbour Commission, IW Council, Cowes Business Association, some of the yacht clubs, Red Funnel and East Cowes Town Council.

One of the outcomes was to suggest that a group is set up with one representative of each of the groups to consider funding a professional organisation to find a marketing strategy to promote Cowes. Councillors advised that one of the major problems is the high cost of berthing in the Cowes Yacht Haven which is affecting both racing and visiting yachtsmen – other marinas in close proximity are considerably cheaper – even the Power Boats did not berth there this year. IW Council have already committed a high level of funding to promote the IW to a private company -is this doubling up? Other comments were that Cowes is too expensive in many areas – house rental and shop prices as well as the price of berthing. Cllr Hall offered to be non-sailing representative on the group if required.

Cllr Banks advised that he will provide further information as to this initiative on receipt of a pending report.

6804

REVIEW OF DECISION TAKEN

Four councillors have signed a notice to rescind the previous decision to add pages to the Cowes Port Guide rather than consider its own residents guide. After much discussion it was:

RESOLVED:

- 1) **That the Town Improvement Committee continues to research a Town Guide including asking the printers of the Port Handbook for a price for printing as this could reduce the overall cost.**
- 2) **That Cowes Harbour Commission is to be approached to include some extra pages in the Cowes Port Handbook to promote local activities.**

6805

ITEMS REQUESTED BY COUNCILLORS

a) Cllr Nicholson provided a report regarding an incident on the Parade during Cowes Week when a member of the public was detained by security staff and ended up with injuries to his arm. From his investigations it appears that the staff are not S.I.A trained or registered. Cllr Ellis advised that S.I.A. staff require additional specialist training to be able to use handcuffs, so that injuries do not occur. Inappropriate comments were made by email by a Town Councillor when the incident was first reported, which were totally unwarranted and in breach of the Town Council's code of conduct.

On the night of the incident the Police were called but took some time to respond – this is being investigated. Discussion took place regarding the security at Cowes Yacht Haven which seem to be able to very quietly remove any persons causing problems – they engage trained S.I.A registered personnel. The contract with the owners of the tented village is with the IW Council, councillors requested to see a copy of the contract to determine what security arrangements are in place.

RESOLVED: That the Assistant Town Clerk contacts Kevin Winchcome at the IW Council Licencing Department asking what action is being taken, with a copy to Stuart Love.

b) Cllr Wardrop submitted a written report regarding what action should be taken to safeguard members of the public in what should be a pedestrianised High Street. Everyone was satisfied that the subject is being dealt with at this time with the combined meetings.

c) Cllr Banks provided a written report regarding whether or not the Town Council should take on the responsibility for Cowes Community Partnership projects if disbanded. Following discussion it was:-

RESOLVED: That to ensure the completion of the existing Mornington Woods project, if Cowes Community Partnership was to disband, Cowes Town Council would take over the responsibility and the funds.

6806

ITEMS SUBMITTED BY THE TOWN CLERK

a) Community Bus

Southern Vectis had contacted all members of the Community Bus scheme to advise that the funding for the Saturday service was being withdrawn. Cllr Ellis advised that sufficient reserves would ensure the continued service for the foreseeable future.

b) Damage to Town Council property following a car accident

A car accident had resulted in the damage to the Town Map board leg and three tier planter at the bottom of Market Hill. An insurance claim has been settled for replacement of both the leg and planter. The Town Clerk referred to a quotation for the repair of the leg which had been subsequently been received and was within the settlement figure.

RESOLVED: that a repair to the Town Map Board is undertaken by The Forge for the sum of £680.00 plus VAT.

c) Assistant Town Clerk's attendance at the Regional Conference in Portsmouth

RESOLVED:

The Assistant Town Clerk will attend the SLCC Regional one day conference in Portsmouth and all expenses will be paid by the Town Council.

d) Details of accounts and petty cash payments for the period April to June 2013 were received.

I set out below details of the accounts (excl. VAT) paid during the period April to June, 2013.

		£
I.W. Council	Annual charge for playpark maintenance	1,500.00
IWALC	Annual subscription (Min. No. 6707b)	900.00
Berry Electrical	Electric reports – Northwood Rec. toilets	76.50
DN Associates	Office Rent (Min no 6397b)	585.00
Beacon Media	Newsletter – April (Min No 6157e)	110.00
BT	Telephone	9.53
I.W. Council	Concert licence fee (Min. No. 6738c)	25.80
I.W. Council	Concert parking charges (Min. No. 6738c)	59.40
R Williams	Skatepark Cleaner (Min No 6630e)	250.00
Deluxe Decorators	Painting town clock (Min. No. 6733)	225.00
R. Hendey	Salary	903.20

S Waters	Salary	344.75
HMRC	Tax/NI	379.14
Cowes Week Ltd.	Contribution towards fireworks (Min. No. 6730c)	500.00
Norwich City Concert Band	Grant for concert (Min. No. 6738c)	100.00
Wightbyte Computers	Computer and anti-virus charge	150.00
Top Mops	Cleaning – Northwood Rec. toilets (Min. No. 6729c)	320.97
A.H. Cross	Payroll charges (Min. No. 6555c)	240.00
Bison Entertainment	Erection of bunting (Min. No. 6739b)	500.00
Southern Electric	Northwood Rec., toilets	19.02
Bright Brown	Audit and accountancy charges (Min. No. 6730)	725.00
R. Hayman	Delivery and collection of chairs for concert (Min. No. 6738c)	75.00
WBS	Stationery	5.65
R. Williams	Skatepark Cleaner (Min No. 6630e)	250.00
Beacon Media	Newsletter - May (Min No 6157e)	110.00
Berry Electrical	Electric report – Northwood Rec. toilets	70.00
DN Associates	Office rent (Min No 6397b)	585.00
Shorelines	Councillor nameplates etc.	96.75
Bay Tree Florist	Blyskawica commemoration wreath	20.83
R. Hendey	Salary	903.20
S. Waters	Salary	344.55
HMRC	Tax/NI	379.34
Petty Cash		300.00
BT	Telephone	34.41
WBS	Stationery	64.83
AON Insurance	Insurance renewal (Min. No. 6766)	1,425.00
Conservation Volunteers	Membership renewal (Min. No. 6764a)	38.00
IW Sports & Rec. Council	Affiliation fee (Min. No. 6764b)	5.00
Top Mops	Cleaning – Northwood Rec. toilets (Min. No. 6729c)	320.97
ROSPA	Annual inspection Skatepark/MUGA (Min. No. 6720a)	136.00
Ryde House Nursery	Summer bedding plants	181.27
BT	Telephone	34.20
Berry Electrical	Electric report – Northwood Rec. toilets	33.00
R. Williams	Skatepark cleaner (Min. No. 6630e)	250.00
DN Associates	Office rent (Min no 6397b)	585.00
Top Mops	Office cleaning (Min. No. 6733)	60.00
R. Hendey	Salary	903.20
S. Waters	Salary	344.55
HMRC	NI & Tax	379.34
Beacon Media	Newsletter - June (Min No 6157e)	110.00
Forest View Nursery	Hanging baskets – planting an erecting	804.00
Northwood House	Hire of ballroom for reception	150.00
Cowes/Deauville Twinning	Grant (Min. No. 6776a)	500.00
Cowes Heritage	“ “ “ “	400.00
Cowes Open Bowls Event	“ “ “ “	400.00
Top Mops	Cleaning – Northwood Rec. toilets (Min. No. 6729c)	320.97
Rainbow Paints	Paint for skatepark ramps	255.12

Petty Cash Payments April to June 2013

Post Office	Postage surcharge	1.50
Shorelines	Picture frame for community award	8.75
Co-op	Refreshments for Annual Town Meeting	12.70
Post Office	Stamps	25.20
Shorelines	Glass for Blykawica picture frame	6.57
Post Office	Stamps	14.40
Post Office	Stamps	13.50
R. Hendey	Travelling – April to June	38.16
R. Hendey	Postage	8.40

6807**ITEMS FOR INCLUSION ON FUTURE AGENDAS**

Cllr Hammond requested an item for discussion regarding “Town Council meeting dates” – she will provide a written report Ahead of the meeting.

Meeting ended 9.35pm

CHAIRMAN