

COWES TOWN COUNCIL

Minutes of the Meeting of the COWES TOWN COUNCIL held in Northwood House, Cowes on Thursday, 2nd October 2014 at 7.00 p.m.

Present: Councillor Banks (Town Mayor) (Chairman)
Councillors Brown, Ellis, Fuller, Jones, Matthews, McNeill, Nicholson,
Peacey-Wilcox, Robinson, Walters and Wardrop.

6960 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Corby, Cowan and Spalding.

6961 DECLARATIONS OF INTEREST

There were no declarations of interest at this stage.

6962 MINUTES

RESOLVED

That the Minutes of the Meeting held on 4th September 2014 be taken as read, approved as a correct record and signed by the Chairman.

6963 QUESTIONS FROM MEMBERS OF THE PUBLIC

Q. A member of the public referred to the issue of cycling in the High Street during times of prohibition; she had sent to the Town Council her ideas for a dedicated cycle route which if used, could alleviate the majority of the problems. She questioned whether or not this dedicated cycle route had or would be considered.

A. The Town Mayor stated that details of the cycle route had been received and had been circulated to all members. It was now the Town Council's intention to convene a further meeting of agencies with an interest in the High Street in an attempt to determine what further action could be taken to resolve the problem with cyclists; the dedicated cycle route she proposed would be one of the considerations.

6964 REPORTS FROM ISLE OF WIGHT COUNCILLORS

Councillor Nicholson's written report referred to the following;

- a). That the problem regarding the illegal parking of vehicles associated with the motor trade in Place side had returned. There were 11 vehicles parked on the highway, 2 of which were declared SORN, 4 were not insured and 4 were not taxed.
- b). That resurfacing of the roadway accessing Aldi has just taken place following damage caused by spills from the contractor.
- c). That the flood alleviation works agreed with I.W. Council Parks Department were scheduled to be undertaken in the NW and NE corners of Northwood Recreation Ground imminently.
- d). That Steps were being taken to try to retain a Post Office in Northwood, following the announcement that the current Postmistress was to retire this year. Interest has been expressed from the Travellers Joy and a process of evaluation has been embarked upon. The Northwood Post Office also serves Gurnard and Cowes South, as well as through traffic.
- e). That the political upset at County Hall leaves the I.W. Council with a more even balance of control. A resolution had been passed to revert to a more constructive structure of governance giving more emphasis to scrutiny.

f). That plans for the reformation of the structure of Public Health administration and facilitation on the Island were nearing a stage where they could be presented for approval and support.

Cllr Fuller had submitted a written report referring to the following:

- a). That Ward Avenue was due to be resurfaced by Island Roads between 25th – 29th September; the works would be undertaken at night. Island Roads had also scheduled the resurfacing Baring Road between October 2014 and March 2015; the contractors were hoping to undertake the work before Christmas although there were still one or two loose ends to resolve.
- b). That there had been a reshuffle of the I.W. council Executive; the changes should result in greater cross-party working as no group within the Council came close to overall control.
- c). That Hampshire Constabulary and Island Waste had joined forces to promote road safety following CCTV footage captured by cameras on waste vehicles showing incidents of dangerous driving whilst staff were collecting rubbish bins.
- d). That Consultation Roadshows would be held to enable residents to join the debate regarding the I.W. Council 2015/16 budget; the Cowes Roadshow would be held at the UKSA on Tuesday, 18th November between 6-9pm.
- e). That bonfires continued to be a major issue with residents; it appeared to be a particular problem for residents in Baring Road. He was attempting to call a meeting to share information and to assess whether further action could be taken. In the meantime, complaints should be referred to Environmental Health on 823000.
- f). That volunteers who upkeep woodland at Mornington Wood were appealing for a secure space to store their tools.
- g). That Planning Officers were continuing to draw out from responses to the discussion documents the key matters that would inform the three Area Action Plan documents. The outcome of the consultation would be considered by the Environment and Public Protection Executive Advisory Committee on 25th September 2014.
- h). That he had dealt with other miscellaneous incidents in the last month.

Councillor Peacey-Wilcox referred to the following:

- a). That she had attended the Public Meeting regarding the possible introduction of pedestrian charges for using the Cowes/East Cowes floating bridge; she had also submitted her comments via the online consultation document.
- b). That she had attended an I.W. Council property disposal meeting as she had a specific responsibility for housing and homelessness.
- c). That she had also attended the Public Meeting on 18th September regarding the Medina Village development; it had been well attended by over 90 people.
- d). That she had been able to assist a number of voluntary organisations by providing details of grants that may be available to them.
- e). That she had attended the Vectis Housing AGM; she had also taken part in a walkabout to inspect properties in the Medina location. She had been impressed at the care and attention Vectis Housing paid in looking after their properties and the surrounding areas.
- f). That as Councillor with a specific responsibility for Housing and the Homelessness, she had finally managed to have the criteria of local connection included for those on the social housing waiting list.
- g). That she continued to chase on a weekly basis for a number of local streets to have road markings either installed/removed.

Councillor Bertie submitted a written report referring to the following:

- a). That the I.W. Council governance system had been altered; Councillors of all political persuasions could now play an active role in solving the many problems they were currently facing.
- b). That the problem of fly tipping in St. Mary's road car park appeared to have returned; he had also learned that there was no container for recycling paper and would look into this omission.
- c). That he would watch with interest to see if the necessary work to the High Street gratings would be undertaken as promised by Island Roads now the Summer season was coming to an end.

- d). That the eyesore of the land at the bottom of Market Hill had been deemed acceptable by the I.W. Council Compliance Officer; this did not concur with his opinion and a further inspection would be undertaken in the coming week.
- e). That the CBA were to hold an open meeting for the general public on 23rd October when one of the main discussion points would be the AAM Cowes Week Parade Village. He had received several complaints this year from both residents and businesses in the immediate area; he considered that times and attitudes had changed since 2001 when the Village was first conceived.
- f). That negotiations regarding the Cowes Week trademark were still ongoing.
- g). That no progress had been made with the 'Brand Cowes' idea of trying to market Cowes under one banner. The CBA had therefore decided to take positive action; members will see the colourful new Cowes flags flying in the High Street. They had ideas regarding 'Brand Cowes' imagery which they hoped Cowes organisations would add to their own literature, letterheads etc.
- h). That he had attended the Red Funnel Food Fayre held at Northwood House in September; despite a lovely setting for the event, attendance was not particularly high. He hoped that the combined Red Funnel Food Fayre and CBA Artisan Market would now revert back to Fountain Yard to bring a much needed extra 'buzz' to the centre of Cowes.
- i). That he had been approached by a local business requesting two paid parking permits for The Parade rather than the one they have been allocated; he was looking into the request.
- j). That there had been an incredible amount of musical talent performing in the High Street on the previous Saturday; these events were good for the town and needed to be encouraged. Cowes also appears to miss out on cycling events; the Town Council should consider cyclists and how to attract them to Cowes when they tour the Island.

6965 REPORT FROM SAFER NEIGHBOURHOOD OFFICER

There was no police presence at the meeting.

Following the meeting a report was received from Sergeant Gary Knight which was circulated to Councillors; it referred to:

- a). That crime figures for the year to date were down by 5% from 262 crimes 2013/14 down to 250 crimes 2014/15.
- b). That the no. 1 priority identified by the Local Action group remained cycling and cars using the High Street during times of prohibition. The police continued to actively patrol the area and had caught 4 cyclists during September; these have all had their details taken, been given a verbal warning and an educational letter. If the same persons were seen cycling in the High Street again during prohibited times then formal action would be taken.
- c). That the frequency and day of the month for Beat Surgeries had changed; the Beat Surgery would now be held on the 2nd Thursday of each month at Cowes Police Station between 1800hrs and 2000hrs. The next Surgery would be on 11th September. The next Beat Surgery would take place on 9th October.
- d). That there were no crimes of note to bring to the attention of the Town Council.

6966 MATTERS ARISING

a). **Dignity at Work – Bullying and Harassment Policy** (Min. No. 6955 refers)

The Town Mayor reminded members that at the September meeting they had formally adopted a 'Dignity at Work – Bullying and Harassment' policy; the Town Council's Standing Orders now had to be amended to include details of the policy and how it might be implemented following a complaint. A proposal regarding the necessary amendment to Standing Orders had been circulated to all members.

RESOLVED

That the Town Council's Standing Orders be amended to include a reference to the 'Dignity at Work – Bullying and Harassment' policy and also details of how that policy was to be implemented following a complaint.

b). Cowes Tourist Information Point (TIP) (Min. No. 6941 refers)

The Town Clerk submitted responses from Visit IW Tourist Board and Red Funnel regarding the possibility of creating a permanent TIP in Cowes; the most positive response was from Red Funnel. They stated that with the support of Visit IW they had recently established a temporary TIP in a property they leased adjacent to the Red Jet terminal in Fountain Yard to cover the period of AAM Cowes Week and Bestival. Owing to the success of the venture and because of the TIP's strategic location for visitors to Cowes they were now in discussion with Visit IW to keep it in place for the foreseeable future. Once they had confirmed their plans they would advise the Town Council.

RESOLVED

That the Town Clerk writes to Red Funnel stressing the importance of a TIP to the town and offering full support in their attempts to get a TIP established.

c). Appointment to Committees (Min. Nos. 6891, 6893, 6895 and 6896 refer)

Councillor Spalding had submitted a request that she be appointed to serve on the Town Improvements Committee.

Councillors Hammond and Peacey-Wilcox had resigned from the Finance Committee and Councillor Peacey-Wilcox had also resigned from the World War 1 Commemoration Working Group.

RESOLVED

That Councillor Spalding be appointed to serve on the Town Improvements Committee until the Annual Meeting in 2015.

d). Waste collection day, Cowes (Min. No. 6953d refers)

The Town Clerk referred to the Town Council's request to change the waste collection day in Cowes from Thursday to Monday; this request was made in an attempt to alleviate the problem of fly tipping much of which was generated by second home owners coming to the town for the weekend and leaving their rubbish out on Sunday evenings for collection the following Thursday.

The I.W. Council Principal Waste Contract Officer had acknowledged the issues surrounding fly tipping by second home owners; he had stated that a plan had been developed in 2013 to enable the change of collection day but unfortunately this plan had been rejected by the I. W. Council as it would have meant nearly 15,000 properties being affected by the day change. He accepted that there were ongoing problems; however as they were about to enter the last year of the current contract and other changes may be made by the new provider from November 2015 it was inappropriate to make any changes at this time.

The Principal Waste Contract Officer agreed that the Town Council's request for a Monday waste collection day was reasonable and he had made it known to the team involved in the procurement process for the new contract.

e). Signage, Union Road (Min. No. 6949 refers)

The Town Clerk reported that a request had been made for 'Please Drive Carefully' signs for Union Road following representations by a member of the public at the last meeting.

The Interim PFI Contract Manager had responded stating that he had researched the Traffic Sign guidance and could confirm that such signs were only permitted at the entrance to a town or village and not within an urban area; he was therefore unable to comply with the request.

6967 REPORTS OF COMMITTEES AND MEETINGS

a). Planning & Licensing Committee

The Minutes of the Meetings of the Planning & Licensing Committee held on 4th September and 23rd September 2014 were received.

b). Supporters of Cowes Library

The Minutes of the Meeting of the Supporters of Cowes Library held on 8th September 2014 were received.

c). Cowes Harbour Commission Advisory Group

Notes of a Meeting of the Cowes Harbour Commission Advisory Group held on 12th September 2014 were received.

d). Finance Committee

The Minutes of Meeting of the Finance Committee held on 16th September 2014 were received.

i). Annual audit of accounts

RESOLVED

That the official notification of the satisfactory completion of the audit of the Town Council's accounts for the financial year 2013/14 be approved and accepted.

ii). Grant application form

RESOLVED

That no amendments be made to the conditions set out under the heading 'How to Apply' on the grant application form.

iii) Applications for grant

Cowes Amateur Operatic & Dramatic Society – towards the costs of upgrading the sound system at the theatre.

Friends of St. Mary's Hospital – towards the cost of new equipment for the hospital.

I.W. Music, Dance & Drama Festival – towards the cost of organising the 2015 Festival.

RESOLVED

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

a). Cowes Amateur Operatic & Dramatic Society	£500
b). Friends of St. Mary's Hospital	£750
c). I.W. Music, Dance & Drama festival	£150

2). That the balance in the budget of £4,600 be kept in reserve pending further applications which may be received.

e). Acquisitions Committee

The Minutes of the Meeting of the Acquisitions Committee held on 16th September 2014 were received.

i). Grounds maintenance

Funding for grounds maintenance would be significantly reduced from 1st April 2015 and the following landholdings within Cowes would be affected:

Location	Current cost to maintain £
Arctic Road and St. Mary's Road	1,436
The Cut	109
Moorgreen Reservoir (central grass area maintained by MGRAS)	336
Parade Bandstand	111
Mornington Green (incl. Jenny Woods)	1,355
Somerton Industrial Estate	973
Park Road Recreation Ground	7,089
Park Road rosebed	1,053

RESOLVED

1). That the Town Council assumes full responsibility for Park Road rosebed and requests ownership of it;

2). That assuming the remaining landholdings listed above are maintained to existing standards the Town Council makes a 50% contribution based on current costs which total £11,409; and

3). That the Town Clerk obtains details of the specification and tender documents for the grounds maintenance works.

ii). Beach cleaning

The current contract ended in March 2015; it was suggested that all Town & Parish Councils contribute an agreed percentage towards a contract for at least one year. The cost to the Town Council based on the above was calculated to be £8,634.

Councillor Mc Neill reported that Town and Parish Councils had subsequently been advised that beach cleaning was a statutory duty for the I.W. Council and not a discretionary service as they had claimed. However, the I.W. Council had maintained that they were only statutorily required to achieve a minimum grade B standard and not to the grade A level of performance they currently operated.

Councillor McNeill stated that he could not support the recommendation to contribute 50% of the £8,634 that had been requested until further clarification of the beach cleaning position had been obtained.

RESOLVED

That the Town Clerk seeks clarification regarding the level of beach cleaning service to be provided pending further consideration by the next meeting of the Acquisitions Committee.

iii). Environment Officer Services

There were currently 7.5 fte staff who dealt with a range of public realm issues; from 1st October 2014 these staff would be reduced to three. To achieve the 4.5 fte staff, the proposal was that towns with a population of over 5,000 contribute 40p per head of population while towns with less than a 5,000 population contribute 30p per head.

RESOLVED

That the Town Council does not contribute to the Environment Officer Service.

f). Town Improvements Committee

The Minutes of the Meeting of the Town Improvements Committee held on 30th September 2014 were received.

i). Wishing well.

RESOLVED

That providing the cost is less than £500, the Assistant Town Clerk be authorised to engage a contractor to repair the door, lock and seat of the wishing well.

ii). Cyclists in the town.

RESOLVED

That two 'Cyclists Dismount' signs be ordered from Stocksigns at a cost of £55.80 each.

iii). Christmas trees.

RESOLVED

- 1). That the Town Clerk be authorised to order four 18 – 20ft Christmas trees for the town; and
- 2). That a maximum sum of £2,000 be 'ring fenced' for the collection, installation, lighting and eventual disposal of the Christmas trees.

g). Northwood Recreation Ground Committee

The Minutes of the Meeting of the Northwood Recreation Ground Committee held on 30th September 2014 were received.

i). Skatepark

RESOLVED

That the cleaning of the skatepark be undertaken in the mornings.

ii). Playbuilder park

RESOLVED

That the Town Council purchase wood chippings for topping up the areas under the two swinging devices at the playpark.

iii). Outdoor gym

RESOLVED

That Brighstone Landscaping be requested to investigate a possible trip hazard to matting under the outdoor gym equipment at Northwood Recreation Ground and to rectify if necessary.

iv). Toilet and skatepark cleaner/handyman

RESOLVED

That the Town Clerk advertise in the I.W. County Press for a general cleaner/handyman.

6968 COWES/EAST COWES CHAIN FERRY

Councillor Banks submitted a paper regarding proposals to charge passengers and cyclists using the Chain Ferry.

RESOLVED

1. Councillors would make individual representations to the consultation document.
2. The proposals to charge passengers and cyclists using the Chain Ferry would be an agenda item for the forthcoming Public Meeting on 30th October.
3. Once public views have been gathered Cowes Town Council will make a representation to the Isle of Wight Council on 31st October which is the deadline for the consultation.

(Councillor Fuller declared a non-prejudicial interest in this item as he was a member of the I.W. council)

6969 THE PARADE VILLAGE

Councillors Banks and Walters had submitted a joint paper regarding the Parade Village during AAM Cowes Week; they questioned whether it should continue in its present form or whether local residents and businesses would welcome changes. The paper stated that many residents would wish to see a more family orientated Village that the Yacht Haven was better suited for late night music and that although local businesses benefitted to a certain degree from increased footfall they did not appreciate the retail outlets that were in direct competition.

The Town Clerk also submitted an email from the I.W. Council Head of Economy; this stated that he needed to confirm arrangements for the next three years with Taylor Events by the end of October and that he had not seen any creditable alternative to the current arrangements that led him to think that activities could be delivered in a better way. In light of the fact that the organisation of the Parade Village in 2014 had been generally well received by the community, Cowes Week Ltd. and those attending the event and because the Council had limited capacity at present to undertake another tendering exercise, he was minded to extend Taylor Events' contract for an additional two years to end in 2017. He would be discussing this proposition with the Executive Member for the Economy and Environment and also local members in the coming weeks and wished to receive final comments from the Town Council by Wednesday 29th October.

The statements by the Head of Economy were a direct contrast to the views held by the Town Council; members were adamant that they did not wish the contract with Taylor Events to be renewed without further in depth talks.

Following further discussion, it was

RESOLVED

- 1). That local residents, businesses, Yacht Clubs and the Town Council did not want to see the Parade Village continue in the present format but would wish to have a far more family orientated Village;
- 2). That the Town Council would expect the Head of Economy to undertake a further tendering exercise to provide other interested parties the opportunity to tender; and
- 3). That the Town Council requests an urgent meeting with the Head of Economy and Councillor Shirley Smart, Executive Member for Economy & Tourism to discuss the Parade Village before any final decisions were taken. Councillors McNeill and Walters would represent the Town Council at the meeting and Councillor Bertie would also be invited as The Parade fell within his I.W. Council Cowes North Ward.

6970 MATTERS SUBMITTED BY THE TOWN CLERK

a). Details of the I.W. Council Budget Workshop to be held on 23rd October and whether or not to appoint a representative to attend.

b). *Details of accounts and petty cash payments for the period July to September 2014.

c). *To receive details of miscellaneous correspondence.

* Copies circulated to all members

RESOLVED

1). That the Town Clerk circulates the correspondence regarding the I.W. Council Budget Workshop to all members; and

2). That the following accounts and petty cash payments for the period July to September 2014 be noted and approved:

I.W. Council	Annual rent and audit fee for playpark	170.00
BetaPak	Northwood Rec. toilet cleaning materials	31.91
DMR Engineering	Installation of horizon plaque (Min. No. 6787e)	520.00
Moss Hayman	Repairs to hanging baskets	20.00
“ “	Painting benches and town clock base	520.00
Cowes Carnival Committee	Grant (Min. No. 6930f)	2,500.00
Cowes/Deauville Twinning	“ “ “ “	1,500.00
Victim Support	“ “ “ “	150.00
Cowes Firework Committee	“ “ “ “	1,000.00
Express paints	Stonechip paint for skatepark ramps	166.80
WBS	Stationery	25.49
BDO LLP	External audit fee	400.00
BT	Telephone	39.92
Biltmore Printers	Invitation cards for reception	90.00
Top Mops	Office cleaning (Min. No. 6733)	60.00
SLCC	Asst. Town Clerk CiLCA resit fee (50%)	40.00
R. Hendey	Salary	912.13
S Waters	Salary	348.08
HMRC	Tax/NI	381.07
Colin Newnham Services	Installation of shelter & cycle racks (Min. No. 6875e)	512.00
Drainmaster	Watering charges	674.60
DN Associates	Office Rent – July (Min no 6397b)	585.00
I.W. County Press	Town Clerk advert	150.00
Forest View Nursery	Hanging baskets	804.00
I.W. County press	Town Clerk advert	150.00
DN Associates	Office rent - August (Min No 6397b)	585.00
R Williams	Skatepark and toilet cleaner (Min Nos. 6630e and 6864c)	532.00
Wight Leaflets	Delivery of newsletter	275.00
G.J. Banks	Town Mayors allowance	1,400.00
Island Roads	Litter bin emptying, Northwood Park (Min. No. 6851d)	1,732.50
Southern Electric	Electricity charges – Northwood Rec.	109.97
DARES	Pressure jet drains, Northwood Rec. toilets	75.00
Top Mops	Office cleaning (Min. No. 6733)	60.00
Ventnor Graphics	Printing newsletter	633.00
BetaPak	Northwood Rec. toilet cleaning materials	9.75
BT	Telephone	40.01
R. Hendey	Salary	912.33
S. Waters	Salary	379.66
HMRC	Tax/NI	388.67

SLCC	Membership fee for new Town Clerk	159.00
Royal Mail	Response services licence	90.00
Pete Holbrook Removals	Office move	365.00
Stocksigns	Croix de Lorraine signs (Min. No. 6940c)	195.86
R Williams	Skatepark and toilet cleaner (Min Nos. 6630e and 6864c)	500.00
Royal Mail	Mail redirection service	120.00
WBS	Stationery	65.13
Drainmaster	Watering charges	1,306.00
Southern Water	Water and wastewater charges – toilets (Min. No. 6953b)	2,514.95
BT	Telephone	41.84
R. Hendey	Salary	912.33
S. Waters	Salary	379.46
HMRC	Tax/NI	388.87
WightByte Computers	Supply and installation of additional computer memory	87.69
I.W. County Press	Bandstand sign cleaning advertisement (Min. No. 6953b)	66.00
BetaPak	Northwood Rec. toilet cleaning materials	18.17
Taylor Events	Parade toilet cleaning AAM Cowes Week (Min. No. 6907)	265.00
John Palmer	Clock repairs	25.00
R Williams	Skatepark and toilet cleaner (Min Nos. 6630e and 6864c)	500.00
R. Hendey	Petty cash	300.00

Petty Cash Payments July to September 2014

Post Office	postage charges	19.08
Aldi	Mop & floor cleaner – toilets	1.65
Post Office	Postage	27.60
Brunel Engraving	Plaque for new bench	33.40
Post office	Postage	29.63
Paragon Internet	Website host fee	12.49
Post Office	Excess postage charge	1.11
Shorelines	Councillor nameplate	17.50
Brunel Engraving	Plaque for new bench	33.40
Post Office	Stamps	35.04
W. Hurst	Graffiti cleaning materials (Northwood Rec. toilets)	3.42
Leslies	Petrol – graffiti cleaning “ “ “	2.50
Hursts	Extension cables	7.60
Post Office	Stamps	29.76
R. Hendey	Travelling – July to September	42.45

6959 ITEMS FOR FUTURE AGENDAS

It was agreed that the following item be included on a future agenda:

- i). How to address the problem of nuisance bonfires (Councillor Fuller).

(The proceedings terminated at 8.45pm)

CHAIRMAN