

## **COWES TOWN COUNCIL**

Minutes of the meeting of Cowes Town Council held in the Drawing Room, Northwood House, Cowes on Thursday 16 July 2015 at 7pm.

Present: Councillor Jones (Town Mayor) (Chairman)

Councillors: Banks, Corby, Cowan, Ellis, Fuller (7.35 pm), Hammond (7.25 pm), McNeil, Nicholson (7.20 pm), Oliver, Peacey-Wilcox, Spalding and Wardrop (7.05 pm).

Councillor McNeill introduced Ed Hill of OC Sports who provided a power point presentation regarding the 2016 Solitaire Du Figaro Sailing Race.

OC Sports is an events company based in East Cowes. In June this year, Torbay hosted the only UK stop over for the 2015 Solitaire Du Figaro race. 40 large professionally raced boats stayed in Torbay for a 5 day worldwide event which involved many family based shore side activities and raised the profile of Torbay as a tourist destination worldwide with large media coverage. As a local employer, OC Sports would like to see that Cowes is chosen for the 2016 UK stopover. At a meeting the previous day, the IW Council, Destination Isle of Wight, UKSA, Red Funnel and Cowes Yacht Haven have all pledged support for the bid, with Destination Isle of Wight also pledging £25,000 of funding. Although it is a sailing event, there is also a local schools education programme with 9 different school taking part from the Torbay area this year to engage and inspire the younger generation.

Several questions were asked from councillors including how much funding would the Town Council be expected to provide – approximately £75,000 would be required to fund the event, not all from the Town Council. This will be covered later on in the agenda. A small inshore race would be included – possibly Prom-Am to provide a local spectacular with a tented village, food stall, music and events for children. The event would be planned for June just either before or just after the Round the Island to build on the infrastructure for that race. The timescale is tight with a decision being made in September, although it would not be officially announced until December.

Councillor McNeill thanked Ed for his presentation.

### **7105 APOLOGIES FOR ABSENCE**

Apologies for Absence were received from Councillors Brown and Robinson.

### **7106 DECLARATIONS OF INTEREST**

There were no declarations of Interest received at this stage.

### **7107 MINUTES**

**RESOLVED:** That the Minutes of the Meeting held on 21 May 2015 be taken as read, approved as a correct record and signed by the Chairman.

### **7108 QUESTIONS FROM THE MEMBERS OF THE PUBLIC**

There was a question raised from one of the five members of the public regarding the Post Office in Cowes. It was confirmed that the Town Council has been in correspondence with the Post Office, but at the moment, the porta cabin is due to be removed once the Marks and Spencer store opens with no new location confirmed. Councillor McNeill has spoken to a personal contact at Marks and Spencer to request an extension for the temporary location and the Town Council has been involved with an offer from Cowes Yacht Haven for a temporary location. Councillor Peacey-Wilcox is also talking to the Post Office about a possible location in St Mary's Road Car Park. One member

of the public also suggested the area known as The Cut. The Town Council will continue to engage with the Post Office to help find both a temporary and long term solution.

#### **7109 REPORTS FROM ISLE OF WIGHT COUNCILLORS**

Written reports were received and circulated to members from Councillors Fuller, Nicholson and Peacey-Wilcox and questions were invited.

Councillor Peacey –Wilcox mentioned in her report about a possible local group who may be interested in the Sport Facilities at the old Youth Cub site – she advised that the name is confidential at this stage.

Councillor Nicholson was asked about the Well Being strategy – as concerns are being raised regarding the amount of organisations who seem to be providing the same support. Councillor Nicholson advised that under the Vanguard Scheme, various agencies such as the Isle of Wight Council, Police, Health and Education will all be working together to provide support. The My Life a Full Life project will analyse where there are duplicating services and work with agencies to bring them together. Councillor Oliver also asked about the problems in Pallance Road with BT – he advised that the recent re-surfacing covered an inspection chamber which is being remedied. Councillor Fuller apologised for his lateness but he had been attending a public meeting regarding the new Range Store which will be opening in Place Road. The store should be open on 1 December 2015 employing 80 staff in the first instance – the vacancies will be advertised via Job Centre Plus. He was asked about the Planning Application for Dotten’s Farm – he advised that he needs to see the planning documentation which has not been released, and then the results of any public consultation before making a decision.

#### **7110 REPORT FROM THE SAFER NEIGHBOURHOOD OFFICER**

PC Gary Knight was unable to attend the meeting but sent a written report which was circulated to councillors after the meeting.

Councillor Hammond advised that she has joined the local PACT (Police and Communities Together) where she will be talking to the local community about Police Priorities. She also advised that with only two Police Officers based at Cowes, the resources were very stretched.

#### **7111 MATTERS ARISING FROM THE PREVIOUS MINUTES**

(a) **Public meeting with Island Roads (Min No 7097b refers)**

Following the presentation to Councillors from Island Roads on 23 June 2015, no public meeting will be called. Island Roads are arranging Roadshows for each town to discuss local issues with residents. The date for the Cowes Roadshow has not yet been released.

(b) **Informal Meeting with Northwood House Charitable Trust Company Limited (Min No 7097c refers)**

An informal meeting with members of Cowes Town Council and Directors of Northwood House Charitable Trust Company Limited has been arranged for 17 September at 6.15pm. All members have been invited.

(c) **Cowes Community Sports Facility (Min No 7071 refers)**

It has been confirmed that demolition of the old school buildings has now started. Once the work is complete the Winder Sports Hall will once again be available for community use. Councillor Spalding added that the Sport Hall on the new site will be available for hire during the summer and the Academy wishes to increase hiring’s of the premises to the local community.

(d) **Vacancy in the Cowes Medina Ward (Min No 7099 refers)**

The notice for co-option of a councillor to Cowes Medina Ward expired on 14 July 2015. No prospective candidates came forward. It was:

**RESOLVED: That the position is advertised again, including an article in the Mayor's Newsletter and in Village Talk.**

At this point Councillor Nicholson advised that all the Village Talk journalists had been given notices today. It was:

**RESOLVED: That the Town Council writes a letter supporting the Village Talk journalists.**

Councillors Peacey- Wilcox and Oliver left at 8.15 pm.

**7112 REPORT OF COMMITTEES AND MEETINGS**

(a) **Planning and Licencing Committee**

The minutes of the Planning and Licencing meetings held on 21 May, 11 June and 2 July 2015 were received and noted.

(b) **Projects Committee**

The minutes of the first meeting of the Projects Committee were received. It was:

**RESOLVED:**

- 1) **That Martin Hayles is engaged for phases 1 – 4 for The Cut, and that Financial Regulation 10.3 is suspended to allow this to occur.**
- 2) **That up to £15,000 is budgeted for the Festive Lights for the town for the next three years, but that Cowes Business Association will be asked to contribute to the project.**
- 3) **That the Assistant Town Clerk makes enquires regarding the original supplier of the decorative lights on Cowes Parade and requests a replacement for the one which is not working up to the value of £500.**
- 4) **That three new panels and one frame are commissioned for the Interpretation Panels in Northwood Park.**
- 5) **That the Town Council's insurers are contacted to ensure that if the Town Council does not accept ROSPA's recommendation of sealing the ends of the Skate park ramps, this will not have implications for the Public Liability Insurance.**
- 6) **That at this stage a replacement shelter for the Skate Park/MUGA is not considered.**

(c) **Finance, Acquisitions and Staffing Committee**

The minutes of the first meeting of the Finance, Acquisitions and Staffing Committee held on 7 July were received. Declarations of Interest were received from: Councillors Banks, Cowan, Ellis, Hammond, Spalding and Wardrop for the items regarding grant applications for the Cowes Carnival and the Isle of Wight Literary Festival and they all left for this item. On the question of the Rose Bed – Councillor Hammond offered to hand weed the area before Cowes Week.

It was:

**RESOLVED:**

- 1) **That Councillors Corby and McNeill are added to the list of cheque signatories for the Town Council bank accounts.**
- 2) **That the Town Council make an annual payment to Cowes Carnival Committee, the Fireworks Committee and the Isle of Wight Literary Festival.**

- 3) That for 2015/16 £10,000 be transferred from the Discretionary Services budget and placed in the Grants and Special Events budget.
  - 4) That grants are made to the following organisations:-
    - (a) Isle of Wight Literary Festival – Youth Zone Marquee - £2,000
    - (b) Isle of Wight Literary Festival – Lighting, stages, sound system and advertising - £6,300
    - (c) That the grant application for Cowes Amateur Operatic and Dramatic Society be put on hold until the Town Clerk has established existing locations of defibrillators in the area of the town and whether the theatre would be an appropriate location.
    - (d) That the Grant application for the Cowes Town Regatta Committee is not considered as the application form did not arrive in time for the meeting.
  - 5) (a) That the Town Clerk is authorised to spend up to a maximum of £1,000 for payment to an approved contractor to take care of the Rose bed.
  - 6) (a) That the Town Clerk continues to be paid for any additional hours worked, on a monthly basis, to be reviewed at the annual appraisal in January 2016.  
 (b) That the Town Clerk continues to be paid for any additional hours worked in obtaining the CiLCA qualification.  
 (c) That the Assistant Town Clerk continues to be paid an additional 2 hours per week on an informal basis, to be reviewed at the annual appraisal in February 2016.
- (d) **Gateway Cowes Meeting**  
 The minutes of the meeting held on 15 May 2015 were received. This item will be debated later on in the agenda.
- (e) **The Supporters of Cowes Library**  
 The minutes of the meetings held on 18 May and 15 June 2015 were received.
- (f) **Island Roads Asset Management Presentation**  
 The minutes of the Island Roads Asset Management Presentation held on 23 June 2015 were received.
- (g) **Informal meeting of the Town Mayor and officers from the IW Council**  
 The notes from the meeting of the Town Mayor and officers from the Isle of Wight Council concerning the future of Cowes Library held on 9 July were received. Concerns were raised about the possible condition of the building and potential future maintenance costs. It was: **RESOLVED: That a sub- committee is formed consisting of Councillors Jones, Fuller, McNeil and Wardrop to work with the Supporters of Cowes Library to see how the future of the service can be sustained.**

### 7113 DESTINATION COWES

Councillor McNeil presented a written report which was circulated to members. It was:

**RESOLVED:**

- 1) That Councillors McNeill and Corby represent the Town Council at future meetings.
- 2) That the Town Council supports the initiative with no financial commitment at this stage.

**7114 GATEWAY COWES**

Councillor Banks presented a written report which was circulated to members. Councillor Cowan abstained from voting on these resolutions. It was:

**RESOLVED:**

- 1) That Cowes Town Council takes the lead role in considerations for the development of this gateway**
- 2) That Councillor Banks represents the Town Council at future meetings**
- 3) That the Town Council provides secretarial resources for the stakeholders group and takes and distributes minutes of meetings.**

**7115 FACEBOOK PAGE FOR COWES TOWN COUNCIL**

Councillor Spalding presented a written report which was circulated to members. It was:

**RESOLVED:**

- 1) That a Facebook Page for Cowes Town Council is not considered at this stage.**
- 2) That the Town Clerk brings back information from the clerk's conference in October regarding the use of social media for Town and Parish Councils for councillors.**

Standing orders were suspended at 9.30pm to continue with agenda items.

**7116 SOLITAIRE DU FIGARO**

Councillor McNeil presented a written report which was circulated to members. It was:

**RESOLVED: Councillor McNeill will collate further information and arrange a separate meeting for this one item agenda.**

**7117 CHEQUE AND PETTY CASH PAYMENTS**

The quarterly cheque payments of £32,549.32 were presented, together with the quarterly Petty cash payments totalling £177.37. It was:

**RESOLVED: That the cheque payments and petty cash payments are approved.**

**7118 VACANCY ON THE PROJECTS COMMITTEE**

There was some confusion about Councillor's Spalding addition to the Project Committee It was:

**RESOLVED: That Councillor Spalding is a member of the Projects Committee.**

**7119 CORPORATE MEMBERSHIP OF NORTHWOOD HOUSE CHARITABLE TRUST COMPANY LIMITED**

The Town Council considered supporting Northwood House Charitable Trust Company Limited by paying for an annual corporate subscription.

It was:

**RESOLVED:**

- 1) That the Town Council does not subscribe to the Northwood House Charitable Trust Company Limited.**
- 2) That the Town Clerk advises Northwood House Charitable Trust Company Limited that they will not become corporate members as there may be a conflict of interest and that their support of the Trust will be outlined in the Memorandum of Understandings instead.**

**7120 APPOINTMENT OF A CHILD PROTECTION CHAMPION**

When reviewing the Child, Young Person and Vulnerable Adult Protection Policy, the appointment of a Child Protection Champion was omitted. No councillors volunteers their services. It was:

**RESOLVED: That the policy is amended to remove the requirement of a Child Protection Champion.**

**7121 AMENDED GRANT APPLICATION FORM**

The clerk was tasked with reviewing the Town Council's grant application form. Two minor amendments were advised. It was:

**RESOLVED: That the amended grant application form is adopted.**

**7122 COMMUNITY EMERGENCY PLAN**

The Isle of Wight Council forwarded information regarding funding available from the SSE for items included in a Community Emergency Plan. It was:

**RESOLVED: That as the Isle of Wight Council has a statutory duty to provide emergency assistance that Cowes Town Council does not construct its own plan.**

**7123 COWES FLOATING BRIDGE**

The introduction of payment for foot passengers on the West to East Cowes Floating Bridge has been announced from the Isle of Wight Council with effect from Monday 27<sup>th</sup> July 2015. It was:

**RESOLVED: That a letter stating the Town Council's previous objections, and strongly objecting to the financial implications of employing 10 new members of staff to collect the payment.**

**7124 MISCELLANEOUS CORRESPONDANCE**

A list of hard copy miscellaneous correspondence received was circulated by the clerk to all Town Councillors.

**7125 FUTURE AGENDA ITEMS**

**Standing Orders (Councillor Hammond)**

(The proceedings terminated at 9.50 pm)

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CHAIRMAN