

COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House on Thursday 5 November 2015 at 7pm.

Present: Councillor Jones (Town Mayor) (Chairman)
Councillors Banks, Bartrum, Brown, Corby, Cowan, Fuller, Hammond, McNeill, Nicholson (7.02pm), Peacey-Wilcox & Wardrop.

7168 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Robinson & Spalding.

7169 CO-OPTED MEMBER FOR COWES MEDINA WARD

Councillor Jones welcomed Councillor Jean Bartrum who has been co-opted to Cowes Town Council, Medina Ward, following an interview on 21 October 2015.

7170 DECLARATIONS OF INTEREST

There were no declarations of interest received.

7171 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER

A report had been received from the Local Safer Neighbourhood Officer, PC Adam Dollery and was subsequently circulated to all Town Councillors. PC Dollery was unable to attend the meeting on this occasion.

7172 MINUTES RESOLVED

That the Minutes of the Town Council Meeting held on 8 October 2015, with minor amendments to Min Nos 7154b & 7155b1, be taken as read, approved as a correct record and signed by the Chairman.

7173 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were two members of the public present as representatives of the IW Literary Festival. They thanked the Town Council for its financial support of the event. They acknowledged that they hadn't got everything right in terms of promoting the Town Council logo. They intend to engage professional paid support to undertake the arrangements for future events and not rely solely on volunteers. The Town Council congratulated the organisers of the Literary Festival for what is a prestigious event for Cowes.

7174 REPORTS FROM ISLE OF WIGHT COUNCILLORS

Written reports had been received from Councillors Bertie, Fuller, Nicholson & Peacey-Wilcox and were subsequently circulated to all Town Councillors.

Councillor Peacey-Wilcox confirmed that Councillor Paul Fuller would be representing the Isle of Wight Council at the Remembrance Sunday service at the War Memorial in Northwood Park. The proposed bike rack at Red Funnel would be outside of the red jet terminal. A solution to the problem of parking in the narrow part of Newport Road is being investigated, this may involve siting two disabled bays and some white line painting.

Councillor Nicholson made reference to the concerns regarding utilities digging up newly resurfaced roads; the poor workmanship when the road is reinstated and other safety issues. It was agreed that Island Roads should force the utility company concerned to repair the roads properly and at the recent meeting with Island Roads, Island Roads are requesting information from the Town Council when any areas of poor reinstatement occurs. Councillor Banks commented that the IW Council can restrict the licence to utilities and fine, if necessary. He agreed to send details through to Councillor Fuller for further investigation. It was also agreed to hold a formal debate on this matter at the next Town Council meeting. Councillor Nicholson also referred to some breaking news whereby Northwood School are hosting the 'Chimp Island Programme' which is a mind management programme to help achieve success, confidence and happiness and involves joined up working with the NHS and the Police etc.

Councillor Fuller was asked about the highway safety issues in Ward Avenue as noted in his report and why this area is only being monitored, there are now also weeds coming up through the footpath. Councillor Fuller had met with Island Roads at Ward Avenue and Island Roads acknowledge that there are problems and the work is not up to standard, engineers are continuing to monitor and it is hoped that works will take place soon. With regard to the Dottens Farm planning application the planning officer has not yet written a report and despite speculation no decision has yet been made.

Councillor Bertie's report was considered but he was not available for any questions. However the matter of the Cowes Week Trademark was raised and it was confirmed that a meeting with Cowes Week Ltd to discuss this matter had not yet taken place.

RESOLVED

That the Town Clerk writes to the Isle of Wight Council regarding utility companies' poor reinstatement of newly resurfaced roads and the possible restriction of licences or fines, if necessary.

7175 MATTERS ARISING FROM THE PREVIOUS MINUTES

a) Cowes Post Office Update (Min Nos 7137e & 7154d refers).

The Town Clerk had circulated a letter from the Post Office stating that there would be a break in service between the closing of the existing portacabin in the M & S Car Park on the 12 November 2015 and the opening of the new portacabin at Cowes Yacht Haven on 1 December 2015. It is important to note that entrance to the portacabin on the yacht Haven must be via Harbour Quay. Councillor McNeill verbally updated Councillors in that he is hopeful that negotiations with M & S will result in no break of service but allow for a seamless transition between the two portacabins. It was noted how helpful M & S in Cowes and the Head Office had been in this matter. Thanks are recorded for Councillor McNeill's efforts and perseverance to secure a continuation of Post Office services in Cowes. Councillor McNeill will email all Town Councillors when these further negotiations have been concluded.

b) Amended Standing Orders October 2015 (Min No 7153.2 refers).

The Town Clerk circulated amended Standing Orders (October 2015), following the decision at the October Town Council meeting to change the order of agenda items at future Town Council meetings.

RESOLVED

That Cowes Town Council approves and adopts Standing Orders October 2015.

c) Response from Cowes Harbour Commission regarding cowes.co.uk website. (Min No 7155h.2 refers).

The Town Clerk wrote to Cowes Harbour Commission regarding the out of date information on the cowes.co.uk website which is the first website on the list when you enter 'Cowes' on the Google search engine. It was noted that the Cowes Harbour Commission website is extremely user friendly and contains the latest information about Cowes. Cowes Harbour Commission gave the following reply which had been circulated to all Town Councillors:

"Thank you for your email regarding the Cowes.co.uk website.

For your information, Cowes Harbour Commission will shortly be issuing a press release to announce the appointment of a new publisher and editor for the Cowes Port Handbook. However, CHC's new publisher will not be taking on the management and running of the Cowes.co.uk website, the URL of which is owned by CHC.

CHC is therefore in the process of consulting the Harbour Advisory Committee and other stakeholders to decide the future of the Cowes website. At their recent September meeting, the Advisory Committee were advised of the current situation and agreed with the decision to offer "Destination Cowes" the use of Cowes.co.uk. We are currently awaiting a response from Destination Cowes on this and hope to reach a resolution for the website in the near future.

In the meantime, there is a message on the Cowes.co.uk homepage explaining the current situation, with a link to the CHC website. We would like to thank you very much for your positive comments with regard to cowesharbourcommission.co.uk.”

Councillor McNeill advised that there is a Destination Cowes meeting on 11 November 2015 and taking over this website is on the agenda for that meeting.

d) Casual Vacancy in Cowes North Ward (Min No 7163 refers).

The Town Clerk reported that the Co-Option Notice for Cowes North Ward was displayed on the Town Council notice board and website on 14 October 2015 with a deadline for replies of 4 November 2015. One letter of application for co-option has been received and an interview has been arranged for Thursday 12 November at 6.15pm at Northwood House.

RESOLVED

- 1. The Town Clerk will send copies of the letter of application and CV to all Town Councillors.**
- 2. The Town Clerk will invite all Town Councillors to attend the interview on 12 November 2015 at 6.15pm.**

7176 REPORTS OF COMMITTEES AND MEETINGS

a) Supporters of Cowes Library

The minutes of the meeting held on 5 October 2015 were received and noted.

b) Gateway Cowes

The minutes of the meeting held on 6 October 2015 were received and noted. Questions were raised as to whether there are any costs involved to Cowes Town Council on this project. Councillor Banks confirmed that the only costs involved are the Town Clerk’s time for providing secretarial support to this stakeholder group, as agreed at the July 2015 Town Council meeting. The purchase of the Nat West building in Cowes was raised and it was confirmed that there is no intention for Cowes Town Council to buy this building. The purpose of the stakeholder group is to look at the regeneration of Cowes and by taking the lead it allows the Town Council a certain element of control to look at what is best for the town.

c) Planning & Licensing Committee

The minutes of the Planning & Licensing Committee meeting held on 13 October 2015 were received and noted.

d) Meeting with IW Council Re: Cowes Library

The notes of the informal meeting held on 20 October 2015 were received and noted. A further meeting with IW Council officers has been arranged for 10 November 2015.

e) Projects Committee

The minutes of the Projects Committee held on 20 October 2015 were received and noted. Councillor Fuller abstained from the vote taken on Resolution No. 5, relating to the Playbuilder Park, as he is the IW Councillor with responsibility for Public Realm. It was:

RESOLVED

- 1. That Martin Hayles is contracted for the next phase of the Seafront Shelter project at a cost of £815.00.**
- 2. That legal advice is sought to the value of £500 before the licence is signed for the Seafront Shelter.**
- 3. That NDL are contracted to collect, install, dress then remove the Christmas tree situated outside the Vectis Tavern at a cost of £475.00.**
- 4. That Cowes Town Council buys a new finger post arm at a cost of £149.42 plus VAT, plus the cost of installation, to point to the Tourist Information Point at Aqua Marine Gifts, from the signpost outside the Vectis Tavern.**

5. That the Town Council pays the IW Council the sum of £261.00 to top up the bark at the Playbuilder Park, Northwood Recreation Ground.

f) Planning Training

Councillor Jones gave a verbal update following Planning Training he had undertaken on 22 October 2015. He explained that the training was split into three sessions – a planning refresher, planning compliance and section 106 agreements. All three sections proved to be very useful and informative and slides from the presentations had subsequently been circulated to all Town & Parish Councils.

RESOLVED

That the Town Clerk circulates copies of the slides, used at the planning training, to all Town Councillors.

g) Island Roads meeting

The notes of the meeting held on 28 October were received and noted. Written responses to some of the questions posed are still awaited from Island Roads. It was agreed to pursue the 20mph speed limit issue in Cowes via the IW Council's Network Integrity Register. There is £264,000 available to support requests but the list is very long; some requests may have already been resolved. The IW Council will look at the priority issues, based on safety issues and the effect on the numbers of people involved, and feedback to Town & Parish Councils in due course. It was agreed that Town Councillors will report any highway defects, via the Town Clerk or Assistant Town Clerk, who will report online and log the details on to a database. Other priority issues to pursue are full pedestrianisation of the High Street and bollards in the High Street. Cowes Town Council have written to Island Roads and the IW Council with regard to Cowes Town Council taking ownership of the bollards and responsibility for raising and lowering of the bollards and maintenance and replacement where necessary. To date no response has been received, only confirmation of receipt of the correspondence. It was suggested that Cowes Town Council could look at suitable replacement bollards in the High Street and put a proposal to the IW Council.

RESOLVED

- 1. That The Town Clerk writes again to Island Roads and the IW Council with regard to taking over responsibility for the bollards in the High Street.**
- 2. Send a copy of the correspondence to all four IW Councillors.**

h) Area Action Plan Update

The notes of the meeting held on 28 October were received and noted. The report stated the meeting was on 29 October, this is incorrect. The Island Plan Area Action Plan public consultation starts on 6 November 2015 through to 21 December 2015. Concerns were raised as to whether additional green spaces in Cowes had been identified.

RESOLVED

That Cowes Town Councillors email the Town Clerk with any green areas in Cowes that they would like included in the consultation process.

i) Amey Presentation

The notes of the presentation held on 28 October 2015 were received and noted. Councillors asked about the disposal of ash and green waste. Ash can be disposed of in black bags or black wheelie bins when they have been provided; due to much more kerbside separation there is now a separate lorry to collect green waste.

7177 SLCC ANNUAL CONFERENCE 15 – 17 OCTOBER 2015

The Town Clerk presented a report following attendance at the SLCC Annual Conference in October 2015, the contents of which were noted. The Town Clerk was asked if Cowes Town Council are compliant with regard to bullying and harassment in the workplace. The Town Clerk confirmed that we are compliant as we have a policy covering this matter.

7178 THE USE OF SOCIAL MEDIA FOR TOWN & PARISH COUNCILS

The Town Clerk presented a report following a presentation given at the SLCC Annual Conference on the use of social media for town and parish councils. The report was requested at the July Town Council meeting (Min No 7115 refers). Councillors discussed the content of the report and it was:

RESOLVED

That a working party be established to look into the areas of social media that Cowes Town Council could engage with. The working party will include Councillors Corby, Bartrum, Hammond & Spalding and the Town Clerk & Assistant Town Clerk.

7179 PROPOSAL TO CLOSE THE TOWN COUNCIL OFFICE OVER THE CHRISTMAS / NEW YEAR PERIOD

The Town Clerk presented a report proposing that the Town Council Office closes over the Christmas / New Year period as last year. The office would be closed from Tuesday 29 December 2015 – Friday 1 January 2016.

RESOLVED

- 1. That the Town Council Office is closed from Tuesday 29 December 2015 – Friday 1 January 2016.**
- 2. Measures, as detailed in the report, will be taken to inform residents accordingly.**

7180 MISCELLANEOUS PUBLICATIONS & CORRESPONDENCE

A list of hard copy miscellaneous publications and correspondence was circulated to all Town Councillors by the Town Clerk.

7181 FUTURE AGENDA ITEMS

- **Public utilities and their works on the highway.**
- **Road sweeping (Councillor Hammond).**
- **Solitaire Du Figaro (Councillor McNeill).**
- **Destination Cowes (Councillor McNeill).**
- **High Street traffic control (Councillor Banks)**
- **General planned training for Councillors (Councillor Banks).**

The proceedings terminated at 8.49pm.

CHAIRMAN