

## COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House, Cowes on Thursday 15 December 2016 at 7pm.

**Present:** Councillor Jones (Town Mayor) (Chairman)  
Councillors Banks, Brown, Corby, Fuller, Glendinning, McNeill, Nicholson,  
Peacey-Wilcox, Spalding, Taylor & Wardrop.

**In attendance:** Debbie Faulkner, Town Clerk; County Press reporter.

### **7397 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bartrum, Ellis, Hammond & Slade.

### **7398 DECLARATIONS OF INTEREST**

a) Councillor McNeill declared a pecuniary interest in Minute No. 7403g6 as Chairman of Destination Cowes.

Councillor McNeill declared a non-pecuniary interest in Minute No. 7413 as Deputy Chairman of Cowes Business Association.

Councillor Fuller declared a non-pecuniary interest in Minute Nos. 7411 & 7415 as the IW Council Executive member with responsibility for community safety.

Councillor Fuller is no longer the IW Council Executive member with responsibility for Waste and was therefore able to take part in the discussion regarding Minute No. 7403k.

b) Written requests for dispensation were received, and granted, from Councillors Banks, Brown, Corby, Glendinning, Jones, McNeill, Taylor & Wardrop in respect of the draft budget and precept setting for 2017/2018. Minute No. 7403g1 refers.

### **7399 REPORT FROM THE SAFER NEIGHBOURHOOD OFFICER**

The Safer Neighbourhood Officer was unable to attend the meeting but had provided a report which was circulated to all Town Councillors. The report showed that for the month of November 2016 there had been 16 assaults, 5 criminal damage, 7 thefts and 4 thefts from a motor vehicle. Concerns were raised over the number of assaults but it was clarified that an altercation between two people counts as two assaults so the number may not actually be representative of 16 individual assaults. The three community priorities are to reduce the number of bicycle thefts in Cowes, to reduce incidents of alcohol related public disorder within the night time economy in Cowes High Street and to assist in the prevention and detection of criminal damage in Cowes. Councillors discussed that monitoring of cycling through the High Street had dropped off the list of community priorities; the police use their crime statistics to set the community priorities.

### **7400 MINUTES RESOLVED**

**That the Minutes of the Town Council Meeting held on 3 November 2016 be taken as read, approved as a correct record and signed by the Chairman.**

### **7401 QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no members of the public present therefore no questions were raised.

## **7402 REPORTS FROM ISLE OF WIGHT COUNCILLORS**

Written reports were received from Councillors Fuller, Nicholson & Peacey-Wilcox and were circulated to all Town Councillors. Councillor Bertie did not send a report and was not present at the meeting.

Councillor Peacey-Wilcox referred to access of the Medina Yard site through the gate in Thetis Road. The Bridge Road gate has been locked due to criminal damage at the site. Large vehicles were having difficulty accessing the site through the Thetis Road gate; to resolve this problem a key is being made available for the Bridge Road gate when access to the site is required by large vehicles. Residents in Thetis Road, who are already experiencing problems with the removal of buildings at the site, are now experiencing problems relating to the additional traffic in the road. Councillor Peacey-Wilcox also referred to the national shortage of GPs and in particular at Cowes Medical Centre where there are only 3 full time equivalent doctors for over 15,000 patients. She advised that, where possible, it will be quicker to make an appointment with one of the three Advanced Nurse Practitioners who can deal with a wide range of medical problems.

Councillor Fuller referred to his recent meeting with Island Roads and IW Council officers regarding the Traffic Regulation order for Cowes High Street. This was due to be advertised during December but as this had not happened it will be chased up. Councillor Fuller, along with the other Cowes West Ward Councillors will arrange a meeting with residents in the Crossfield Avenue area to look at parking and traffic problems with a possible Traffic Regulation Order being sought in the future. It was reported that there was an accident in the Mountbatten Avenue area recently involving a person being hit by a car. The matter of bonfires was discussed and the problems that it causes for some residents. The Mayor agreed to add a section on the nuisance of bonfires in his next quarterly newsletter.

Councillor Nicholson, in regard to his item "Local Prosperity = Prosperity for the Island" was asked how an audit of sectors in our area could be undertaken so that Cowes Town Council can know the balance of wealth creators, sustainers and consumers in the town. Councillor Nicholson explained that there was a disconnection between education and businesses and for businesses to prosper they may need support to grow the economy in Cowes. It was agreed that until businesses have been identified it would be difficult to know how to encourage the growth of the economy in Cowes.

### **ACTION**

The Town Clerk will write to Cowes Business Association, the Federation of Small Businesses and the Chamber of Commerce requesting details of their members in Cowes to ensure that Cowes Town Council can do what they can to support, encourage and facilitate wealth creation for those businesses.

## **7403 REPORTS OF COMMITTEES AND MEETINGS**

### **a) IWALC & IW Council**

The Notes of the IWALC & IW Council Meeting held on 24 October 2016 were received and noted. Minute No. 6.3 regarding the 'Call Option' in clause 16 of the Public Toilet transfer document was discussed. Cowes Town Council's property solicitor is dealing with all matters relating to the transfer documents for all the public toilets in Cowes.

- b) Shoreside Committee  
The Report of the Shoreside Committee Meeting held on 10 November 2016 was received and noted.
- c) Cowes Business Association  
The Minutes of the Cowes Business Association Meeting held on 14 November 2016 were received and noted. In relation to the Minute 'Destination Cowes' it was confirmed that East Cowes businesses and the East Cowes Business Association are partners.
- d) Cowes Town Council & IW Council  
The Notes of the Cowes Town Council and IW Council Meeting regarding Cowes Week and The Parade Village, held on 15 November 2016, were received and noted. Councillors agreed that Cowes Week arrangements post 2017 should be driven by Cowes Town Council, with the possibility of engaging a professional events manager to oversee the process. It was agreed:  
ACTION  
The Town Clerk will arrange a further meeting in January 2017 with IW Council officers and the Executive Member for Tourism, Councillor Shirley Smart.
- e) Clerks' Training  
The Notes of the Clerks' Training day on 16 November 2016 were received and noted.
- f) IWALC Executive Committee  
The Minutes of the IWALC Executive Committee Meeting held on 17 November 2016 were received and noted. Minute 4, paragraph 2, referred to the lack of evidence from town and parish councils showing where the IW Council had not pursued planning enforcement action; Councillors referred to the Three Crowns site which is being discussed at their Planning & Licensing Committee meeting on 21 December 2016.
- g) Finance, Acquisitions & Staffing Committee  
The Minutes of the Finance, Acquisitions & Staffing Committee Meetings held on 24 November 2016 & 6 December 2016 were received and noted. Councillor Jones took the Chair for Minute No. 7403g6 and Councillor McNeill left the room while the vote took place on this item. It was:  
**RESOLVED**  
**1. That Cowes Town Council approves the draft budget (v2) for 2017 / 2018 which will require the precept, including grant, to be £244,700.**

<b>COWES TOWN COUNCIL APPROVED BUDGET 2017-2018</b>		
<b><u>I N C O M E</u></b>		
Precept + Grant	<b>£ 244,700</b>	
<b><u>E X P E N D I T U R E</u></b>	<b>2017 - 2018</b>	<b>Sub total</b>
<b>GENERAL ADMINISTRATION</b>		

Town Clerks' salaries/NIC/ Tax / Pension	£	30,000	
Office Rent	£	6,600	
Office Cleaner & Sundry Expenses	£	1,000	
Stationary & Office Supplies/Software	£	1,000	
Office Equipment / Photocopier	£	1,000	
Telephone/Broadband / Website	£	2,000	
Postage	£	500	
Travelling	£	400	
Conference fees	£	600	
Training	£	500	
Hire of Meeting Rooms	£	500	
Subscriptions	£	1,500	
Insurance	£	1,300	
Audit and Accountancy	£	1,500	
Mayor's Allowance	£	2,000	
Newsletter	£	4,000	
Elections / Admin Contingency	£	2,500	
			<b>£ 56,900</b>
<b>DISCRETIONARY SERVICES</b>			
Northwood Rec Grounds Maintenance	£	7,400	
Northwood Rec - Skate Park/MUGA Maintenance	£	5,000	
Northwood Rec Toilets - Cleaning, electricity + other costs	£	10,000	
Northwood Park Grounds Maintenance	£	10,000	
Northwood Park Toilets - Cleaning Only	£	4,000	
Northwood Park + Cowes area - Dog + Litter bins	£	5,000	
Other grounds maintenance in Cowes	£	4,900	
4 Public Toilets - Cleaning + other costs	£	48,000	
Cowes Library Proposed contribution	£	22,400	
Cowes In Bloom	£	4,000	
Environment Officer	£	2,600	
Community Bus Contribution	£	1,500	
Discretionary Services Contingency	£	12,000	
			<b>£ 136,800</b>
<b>TOWN IMPROVEMENTS / GRANTS / SPECIAL EVENTS</b>			
Street furniture maintenance	£	2,000	
Civic-Xmas trees/Festive lights	£	16,000	
New Projects	£	4,000	
Grants	£	20,000	
Destination Cowes marketing budget provision	£	5,000	
Remembrance Sunday & Charity Donations	£	1,500	
The Big Lunch	£	2,500	
			<b>£ 51,000</b>
<b>TOTAL EXPENDITURE</b>	<b>£</b>	<b>244,700</b>	<b>£ 244,700</b>

2. That a grant be made to Cowes Amateur Operatic Society in the sum of £500.
3. That a grant be made to Cowes Primary School in the sum of £1000.
4. That a grant be made to Isle of Wight Music, Dance & Drama Festival in the sum of £100.
5. That a grant IS NOT made to Storeroom 2010.
6. That, as all official partners / stakeholders have signed up to Destination Cowes, Cowes Town Council releases the funds held of £5000 for the marketing of Destination Cowes.
7. That Cowes Town Council enters into a 24 month contract with SSE, starting on 1 March 2017, for the toilet block at Northwood Recreation Ground.
8. That Cowes Town Council, following completion of a successful probationary period, confirms the appointment of the Assistant Town Clerk, Kate Gibbs.

- h) Planning & Licensing Committee  
The Minutes of the Planning & Licensing Committee Meeting held on 29 November 2016 were received and noted.
- i) Projects Committee  
The Minutes of the Projects Committee Meetings held on 15 November 2016 & 7 December 2016 were received and noted.
- j) Northwood Park Sub Committee  
The Notes of the Northwood Park Sub Committee Meeting held on 14 November 2016 were received and noted.
- k) Amey Community Waste Forum  
The Notes of the Amey Community Waste Forum held on 28 November 2016 were received and noted. The rationalisation of 'Bring Banks' i.e. bottle banks and can banks, was discussed. It is hoped that the existing recycling provision at St Mary's Road car park will not be removed.
- l) Cowes Town Council & IW Council  
The Notes of the Cowes Town Council & IW Council Meeting regarding Cowes Library held on 2 December 2016 were received and noted.

#### **7404 THE SCHOOL CROSSING PATROL AT GURNARD PRIMARY SCHOOL**

Councillor Banks presented a report on the continuing lack of provision of a 'lollipop' person at Gurnard Primary School. Cowes Town Council has agreed to part fund the service for one academic year but there is no provision as yet for funding after that. The previous employee has decided not to continue with the role and the IW Council have indicated that they will not advertise the post for a one year contract. Parents have set up a fundraising page for the second year but Councillor Banks asked if Cowes Town Council could underwrite the second year while funds are being raised. Councillors discussed whether PCSOs or Parking Enforcement Officers could cover the crossing in the interim period. It was agreed:

## ACTION

Councillor Fuller, along with the other three Cowes West Ward Councillors, will visit the site at the start and close of the school day and liaise with IW Council Officers to seek a solution to the problem. A report will be brought to the February 2017 meeting of the Town Council.

### **7405 LOCAL TREE PLANTING PROGRAMME**

Councillor Taylor presented a report regarding a local tree planting programme having received details from the National Association of Local Councils of the 'National Tree Week 2016' which ran from 26 November to 4 December 2016. Councillor Taylor explained how people can disregard trees and do not realise how ancient the evolution of trees is going back 400 million years ago. There may be an opportunity for some planting of trees in the Northwood Park 'Park Plan' or possibly at the Moorgreen Reservoir site. It was agreed that this matter should be passed to the Projects Committee for further discussion. There were also details received of the replacement tree at The Green which will be a Zelcova and will be planted in a safer place towards the middle of The Green. Portuguese Laurel shrubs, similar to the existing shrubbery, will also be planted in the area of the old umbrella tree.

Councillor Peacey-Wilcox left the meeting at 8.57pm.

### **7406 CHEQUE PAYMENTS AND PETTY CASH PAYMENTS FOR THE MONTH OF NOVEMBER 2016**

The Town Clerk presented Councillors with details of cheque payments and petty cash payments for the month of November 2016. Cheque payments totalled £27,163.35; petty cash payments totalled £2.50. It was:

#### **RESOLVED**

**That the cheque payments for November 2016 of £27,163.35 and petty cash payments for November 2016 of £2.50 be received, noted and approved.**

### **7407 TWO VACANCIES IN COWES WEST WARD**

The Town Clerk advised Councillors that following co-option interviews on 10 November 2016, Councillor Amanda Glendinning has been co-opted to one of the vacancies in the Cowes West Ward. Councillor Paul Taylor has filled the second vacancy in the Cowes West Ward following an election on 17 November 2016. Both Councillors were welcomed to the Town Council.

### **7408 APPOINTMENT TO PROJECTS COMMITTEE**

Councillor Paul Taylor has been appointed to fill the vacancy on the Projects Committee.

### **7409 APPOINTMENT TO FINANCE, ACQUISITIONS & STAFFING COMMITTEE**

Councillor Linda Brown stood down from the Finance, Acquisitions & Staffing Committee and Councillor Amanda Glendinning has been appointed to fill the vacancy.

**7410 POLICY FOR THE ERECTION OF PUBLIC USE BENCHES / SEATS**

A review of the Policy for the erection of public use benches /seats was carried out and a minor amendment to section A3d was agreed. It was:

**RESOLVED**

**That the Town Council approves the Policy for the erection of public use benches / seats with the minor amendment to A3d.**

**7411 UPDATE FROM THE ENVIRONMENT OFFICER**

The Town Clerk presented a spreadsheet outlining the recent activities undertaken by the Environment Officer in Cowes. There has been a rise in the number of dog fouling incidents and the Environment Officer has put in place additional signage in the affected areas and increased her patrols.

**7412 THE CLOSURE OF LLOYDS BANK IN COWES**

Councillors discussed the closure of the Cowes branch of Lloyds Bank which will take effect from 25 April 2017. The result will be that there are no banks left in Cowes other than the National Westminster Bank's mobile facility. A member of the public has written to the MP about the closure and has asked CTC to campaign for a pilot Multi-Bank scheme before the closure date. It was agreed:

**ACTION**

The Town Clerk will write to Lloyds Bank, HSBC Bank and National Westminster Bank requesting that at least one bank remains open in the Town for the benefit of residents and tourists visiting the town. The letters will be copied to the MP asking for his support to retain a bank in Cowes.

Councillor Wardrop left the meeting at 9.10pm.

**7413 COWES TOWN COUNCIL'S MEMBERSHIP OF COWES BUSINESS ASSOCIATION**

The Town Clerk informed Councillors that membership of Cowes Business Association expires on 31 December 2016 and advised that the membership fee for 2017 is £35.00. It was:

**RESOLVED**

**That Cowes Town Council renews its membership of Cowes Business Association for 2017 in the sum of £35.00.**

**7414 GOVERNMENT'S PROPOSALS TO EXTEND COUNCIL TAX REFERENDUM PRINCIPLES**

The Town Clerk presented Councillors with copies of letters that IWALC have written to Andrew Turner MP and Marcus Jones MP, Parliamentary Under Secretary of State (Minister for Local Government) in relation to the Government's proposal to extend council tax referendum principles to local parish and town councils whose precept is above £500,000. Councillors also received a copy of Andrew Turner MP's response. IWALC have provided all town and parish councils with a suggested letter template asking for each town and parish council to also write to both MPs. Subsequently the Government has confirmed that, for 2017/2018, they will not be extending the council tax referendum principals. As this decision is only for the next financial year, it was:

**RESOLVED**

**That Cowes Town Council write to Andrew Turner MP and Marcus Jones MP opposing the Government's proposals to extend council tax referendum principles to local parish and town councils in the future.**

**7415 ISLE OF WIGHT COUNCIL'S CONSULTATION ON REGULATORY AND COMMUNITY SAFETY SERVICES ENFORCEMENT POLICY 2016 – 2019**

The Town Clerk presented Councillors with the Isle of Wight Council's consultation on Regulatory and Community Safety Services Enforcement Policy 2016 – 2019 which opened on 28 November 2016 and closes on 2 January 2017. The policy applies to all legislation enforced by officers with delegated enforcement powers employed by Regulatory Services and is also adopted by the Environment Officers in the Economy and Environment Directorate. It was:

**RESOLVED**

**That Cowes Town Council makes no comment on the consultation.**

**7416 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE**

Details of miscellaneous publications and correspondence were circulated to all Town Councillors.

**7417 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

- The School Crossing Patrol at Gurnard Primary School – Councillor Fuller
- Review of Standing Orders and Committees' Terms of Reference

The proceedings terminated at 9.14pm.

**CHAIRMAN**