

## COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House, Cowes on Thursday 2 March 2017 at 7pm.

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

**In attendance:** Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; Isle of Wight Councillor Paul Bertie; PC Adam Dollery; 2 members of the public; County Press reporter.

### PRESENTATION

Representatives from the Isle of Wight Literary Festival, Maggie Ankers & Elspeth Giddens, gave a presentation to review the Literary Festival 2016 and to discuss moving forward in 2017.

2016 was the 5<sup>th</sup> year of this annual event, with a 4 day programme centred at Northwood House & Park which is the perfect venue. The 2016 programme promoted local authors, provided affordable access to well-known writers and speakers and sold over 3,500 tickets. It attracted people from the mainland and other parts of the Island as well as Cowes residents.

The Youth Zone, which had a 2 day programme featuring local talent, has two elements – the schools programme, which takes events into Island schools and the Youth Zone, which takes place at the Festival and is for 4 to 18 year olds. Many hundreds of children were involved in the event. The Youth Zone is an inspiring space for children and their families and is much more than just books, the aim being to increase aspiration in the creative arts. For the 2017 Festival they are hoping to build on their success and work on marketing the event with the help of Cowes Business Association and via social media. They expressed their gratitude for the financial support that Cowes Town Council granted last year and will be making a request for funding for the 2017 Festival.

Councillor Jones thanked Maggie & Elspeth for their presentation.

### 7439 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Ellis.

### 7440 DECLARATIONS OF INTEREST

a) Councillor Glendinning declared a non-pecuniary interest in Agenda Item 7k (Projects Committee Minute No 110n) as her husband works for the Home and Communities Agency.

Councillor Jones declared a pecuniary interest in Minute No. 7445h2 as Secretary of the Friends of Northwood Cemetery.

Councillors Banks, Fuller & Peacey-Wilcox declared a non-pecuniary interest in Minute No. 7445h2 as they are members of the Friends of Northwood Cemetery.

Councillor Jones & Councillor Fuller declared a non-pecuniary interest in Minute No. 7445h8 as Cowes Town Council's Representative and Deputy Representative on the ORP Blyskawica 75<sup>th</sup> Anniversary Steering Group.

b) Two written requests for dispensation were received and granted from Councillor Banks in respect of Minute No. 7445h8 as Chairman & Vice President of the ORP Blyskawica Society, and Minute Nos. 7445k1,k2,k3 as a Director of G.J. Banks (IW) Ltd, the contractor engaged in the construction of the seafront shelter.

**7441 REPORT FROM THE SAFER NEIGHBOURHOOD OFFICER**

The Safer Neighbourhood Officer, PC Adam Dollery, attended the meeting and presented a report which had been circulated to all Town Councillors. The crime statistics for the 31 days up to 24 February 2017 showed 8 assaults; 4 criminal damage; 4 theft; 1 theft from a motor vehicle; 1 theft of a motor vehicle. PC Dollery advised that the number of assaults indicates the number of people involved in an assault, not the number of incidences. It was agreed that it would be useful to know the actual number of incidences on future reports. During the Police & Community Together (PACT) meeting in February 2017 no community priorities were set. PC Dollery advised that January & February had been quiet in Cowes which had allowed time for the police to visit local schools and local parks that can attract some anti-social behaviour. Councillors agreed that some more information about anti-social behaviour in Cowes would be useful. Councillors acknowledged how hard the police work and the great support they are to local community.

**7442 MINUTES  
RESOLVED**

**That the Minutes of the Town Council Meeting held on 2 February 2017 be taken as read, approved as a correct record and signed by the Chairman.**

**7443 QUESTIONS FROM MEMBERS OF THE PUBLIC**

A member of the public asked on behalf of residents and businesses what the Town Council is doing regarding the move of the Post Office to Mill Hill Road and the loss of all the banks in Cowes. Concerns were raised that elderly residents will not be able to access the new Post Office as Mill Hill Road is not served by a regular bus route. The banks leaving Cowes is also making life very difficult for residents and businesses. The four Cowes Town Councillors who are also Isle of Wight Councillors, along with the MP, have written to the Post Office about the location of the Post Office move and are also trying to speak to Southern Vectis to ask them to resurrect the bus route previously in place in Mill Hill Road. There is also a possibility that once the Post Office has completed the move to Mill Hill Road the Post Office will consider a one window counter / sub post office at a shop in the High Street. There is already an interested trader for this service.

A Governor from Cowes Primary School raised the issue of a request from the school for Cowes Town Council to fund the Road Crossing Patrol in Park Road for a further three years; the current funding from Cowes Town Council expires on 31 July 2017. He was disappointed that the Town Council had found funds for other events and projects in Cowes but would not commit to further funding of the road crossing patrol in Park Road. He had also approached Cowes Business Association in December but this matter has not been added to any of their agendas. The Town Clerk explained that the Town Council cannot commit funds over a three year period and could only consider funding on a year by year basis. A suggestion was made by the Town Council to Cowes Primary School that match funding could take place on a year by year basis. Councillors also reminded the Governor that the problem arose when the Isle of Wight Council withdrew funding for the school crossing patrol

service. Councillors were advised that Cowes Primary School had approached some larger businesses for funding but they have been informed that if they set a precedent for one school they will probably have to fund them all. The PTA are looking into fund raising opportunities but if they only manage to raise a small amount, which is match funded by Cowes Town Council, there would not be enough funds to pay for the service. Councillors were offered a guided tour of the school and its facilities and an opportunity to discuss a long term solution to this problem.

#### **7444 REPORTS FROM ISLE OF WIGHT COUNCILLORS**

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

Councillor Bertie was asked about his reference to the 'Yachting Parade of Fame'. Councillor Bertie advised that this initiative to have paving slabs with names of sailors along The Parade was considered some 4 years ago but Island Roads said that they would not contribute and Cowes Town Council did not favour the scheme at that time. Councillors suggested that this could be an agenda item for a future Projects Committee meeting. Councillors commented on the problem of vibrations to properties in Mill Hill Road and were disappointed to read that Councillor Bertie has been waiting for a response from Isle of Wight Council officers for three months. Councillor Peacey-Wilcox gave a verbal update to Town Councillors. Following a meeting at Lanesend Primary School to discuss a road traffic accident involving a pupil, it was suggested that a parking area for parents could be provided at Bookers; this request has been denied. She advised that an alternative gravel route on Isle of Wight Council land was being investigated. A request for a crossing has been placed on the Network Integrity Register but there are currently 900 items on the list so it may take some time for this to be put in place. Councillor Peacey-Wilcox has raised serious concerns with Island Roads as to why Southern Water are being allowed to perform scheduled works, which will close Newport Road for up to 4 weeks, having been assured that no scheduled works would take place on the main roads in and out of Cowes while the Floating Bridge is not running. The Floating Bridge has been delayed due to the necessary groundworks which are taking time due to the tides. A proposed scheme to make Bellevue Road one way from the Mill Hill Road to Victoria Road junction was well received, as was the proposal to consider parking permits for York Street residents.

Councillor Fuller commented that he is working to resolve problems of access for emergency vehicles following an urgent call out in Bath Road and the High Street. He also advised Town Councillors to try and attend the Marine Conservation Zone consultation events on 8 & 22 March in Newport. Reference was made to the survey by Pro-Link who want to find out whether people support an independent study into the feasibility of a fixed link. However, Councillor Fuller advised that the Isle of Wight Council have no funds to support a feasibility study.

Councillor Nicholson was available for questions but none were raised.

#### **7445 REPORTS OF COMMITTEES AND MEETINGS**

a) IWALC with IW Council

The Notes of the IWALC meeting with IW Council held on 9 January 2017 were received and noted.

- b) IWALC Executive  
The Minutes of the IWALC Executive Committee meeting held on 19 January 2017 were received and noted.
- c) Cowes Harbour Commission Advisory Committee  
The Notes of the Cowes Harbour Commission Advisory Committee meeting held on 31 January 2017 were received and noted. The Committee now meet three times a year; monthly updates will be provided by email.
- d) Planning & Licensing Committee  
The Minutes of the Planning & Licensing Committee meetings held on 1 February 2017 & 23 February 2017 were received and noted.
- e) Northwood Park Sub Committee  
The Notes of the Northwood Park Sub Committee meeting held on 6 February 2017 were received and noted.
- f) Cowes Town Council & IW Council (Minute No 7403d refers)  
The Notes of the Cowes Town Council & IW Council meeting regarding Cowes Week post 2017, held on 9 February 2017 were received and noted. In the minutes reference was made to 'should The Parade be used as a venue for Cowes Week as it can attract heavy drinking and a rock festival atmosphere' and 'sailors are not looking for that type of entertainment' was raised and not well received by Councillors. It was stated that The Parade is an area where local people feel comfortable and welcome.
- g) Cowes Business Association  
The Minutes of the Cowes Business Association Committee meeting held on 13 February 2017 were received and noted.

Prior to considering the recommendations in the Finance, Acquisitions & Staffing Committee Minutes of 14 February 2017, the Town Clerk read out a statement from a member of the public who raised the issue of Cowes Week Ltd not providing the Cowes Week fireworks for 2017 and stating he understood that Cowes Town Council have been asked to pick up the mantle. The member of the public stated that as a rate payer he would object to his town rates paying for fireworks, however as a business person he would not object to paying a fair share towards the cost of the event providing all other businesses contributed their share. Perhaps Cowes Business Association could canvas businesses in Cowes for their views on a solution to the problem.

Councillors Jones and Peacey-Wilcox left the meeting while the recommendation to make a grant to the Friends of Northwood Cemetery was discussed and agreed. (Minute No. 7445h2 refers).

h) Finance, Acquisitions & Staffing Committee

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 14 February 2017 were received and noted. It was:

**RESOLVED**

- 1. That the sum of £7,286 earmarked for New Projects is transferred into the 'New Projects' budget heading for 2016/2017.**
- 2. That a grant be made to Friends of Northwood Cemetery in the sum of £2,000.**
- 3. That Cowes Town Council extends the toilet cleaning contract with All Round Cleaners from 1/4/17 – 31/3/18 for the sum of £28,878.24.**
- 4. That Cowes Town Council signs the agreement with the Isle of Wight Council for the provision of Environment Officer support for the annual sum of £2,600, and Grounds Maintenance work in Cowes for the annual sum of £12,317 for 2016 – 2019.**
- 5. That Cowes Town Council signs the agreement with the Isle of Wight Council for financial support for Cowes Library for the sum of £22,400 for 2017 – 2018.**
- 6. That Cowes Town Council extends the contract with Andy Butler Sports Ground Specialist for grounds maintenance work at Northwood Park from 1/4/17 – 31/3/18 for the sum of £9,810.**
- 7. That Cowes Town Council do not take over the management of the Cowes Week fireworks for 2017 as they have neither the staff nor resources to manage this.**
- 8. That Cowes Town Council underwrites up to £8,000 from the 'New Event Support Budget – Shoreside' budget heading to financially support the 75<sup>th</sup> Anniversary of ORP Blyskawica event.**

i) IW Branch of the Society of Local Council Clerks

The Minutes of the IW Branch of the Society of Local Council Clerks AGM held on 15 February 2017 were received and noted.

Councillor Hammond left the meeting at 8.47pm.

j) IW Council Re: Principal Parks

The Notes of the IW Council meeting regarding Principal Parks held on 16 February 2017 were received and noted.

k) Projects Committee

The Minutes of the Projects Committee meeting held on 21 February 2017 were received and noted. It was:

**RESOLVED**

- 1. That Cowes Town Council agrees to pay for the additional stainless steel leg for the shelter at a cost of £164.10 plus VAT.**
- 2. That Cowes Town Council agrees to pay for marine grade stainless steel roof straps for the shelter at an additional cost of £436.80 plus VAT.**
- 3. That painting of the shelter is deferred for two years to allow the oak to settle.**
- 4. That the dedicated bench situated at the eastern groyne on the Esplanade is removed by Island Roads at a cost of £101.96 plus VAT.**

5. That Cowes Town Council places an advertisement in the local press to ask the family of the dedicated bench currently sited on the eastern groyne to contact the Town Council.
6. That a plaque is installed on the shelter which references that it replaces the dedicated bench previous sited on the eastern groyne.
7. That Island Roads' costs to change the Traffic Regulation Order in the High Street for the sum of £2,936.18 be agreed in principle, subject to Cowes Town Council's satisfaction regarding locations and signs being proposed.
8. That the Mayor and Town Clerk be authorised to appoint a contractor to provide two replacement backing boards for the Francki Place plaques at a cost of up to £500.
9. That Peter Groves be asked to fit the new plaque to the crane.
10. That Contractor C, being G. Filer Engineering Ltd, be appointed to replace the corroded sections of the Information Board columns on the Parade for the sum of £810 plus VAT.

**7446 MISSION STATEMENT AND KEY SERVICE OBJECTIVES**

Councillor Banks presented a report to consider the adoption of a 'Mission Statement' including corporate objectives and a 'Key Service Objectives' document for Cowes Town Council. The National Association of Local Councils (NALC) promotes that Parish & Town Councils adopt such agreed corporate policy documents which should be tailored to meet local objectives. These policy documents provide part of the framework for accreditation to the Local Council Awards scheme, which Cowes Town Council may consider joining in the future. It was:

**RESOLVED**

**That Cowes Town Council adopts the 'Mission Statement and Corporate Objectives' document and the 'Key Service Objectives' document, as presented.**

**7447 CHEQUE PAYMENTS AND PETTY CASH PAYMENTS FOR THE MONTH OF FEBRUARY 2017**

The Town Clerk presented Councillors with details of cheque payments for the month of February 2017 which totalled £41,728.42. There were no petty cash payments made for the month of February 2017. It was:

**RESOLVED**

**That the cheque payments for the month of February 2017 of £41,728.42 be received, noted and approved.**

**7448 SUBSCRIPTION TO IWALC (ISLE OF WIGHT ASSOCIATION OF LOCAL COUNCILS)**

The Town Clerk advised Councillors that Cowes Town Council's subscription to IWALC was due in the sum of £1,000. Councillors discussed the merits of remaining a member of IWALC especially as they are expected to provide Councillor training post the May 2017 local election. It was:

**RESOLVED**

**That Cowes Town Council renews its subscription to IWALC in the sum of £1,000.**

**7449 WEST & CENTRAL LOCALITY HEALTH AND WELL-BEING GROUP**

Councillors were asked to consider making an appointment and a deputy appointment to the West & Central Locality Health and Well-Being Group as part of the 'My Life a Full Life' initiative. It was:

**RESOLVED**

- 1. That Councillor Nicholson is appointed as Cowes Town Council's representative on the West & Central Locality Health and Well-Being Group.**
- 2. That Councillor Peacey-Wilcox is appointed as Cowes Town Council's deputy representative on the West & Central Locality Health and Well-Being Group.**

**7450 PARISH AND TOWN COUNCIL WORKSHOP ON 2 FEBRUARY 2017**

Councillors received details of the Parish and Town Council Workshop which took place on 2 February 2017. Councillor Banks and the Town Clerk attended the workshop which was informative and an opportunity to network. However, as Cowes Town Council does not own any land, some parts of the workshop were not relevant.

**7451 POLICY FOR THE AUDIO RECORDING OF TOWN COUNCIL AND COMMITTEE MEETINGS**

The Policy for the Audio Recording of Town Council and Committee meetings was approved in March 2016 and was therefore due for its annual review. Councillors reviewed the Policy and agreed that no amendments were necessary. It was:

**RESOLVED**

**That Cowes Town Council approves the Policy for the Audio Recording of Town Council and Committee meetings.**

**7452 UPDATE FROM THE ENVIRONMENT OFFICER**

The Town Clerk presented a spreadsheet outlining the recent activities undertaken by the Environment Officer in Cowes. Issues raised and resolved included picking up stray dogs and returning them to their owners; erecting 'No Fouling' signs; reporting incidences of fly tipping; advising owners of dogs off leads near roads; weekly play park inspections and regular public toilet inspections.

**7453 IWALC'S LETTER TO THE POLICE AND CRIME COMMISSIONER (MINUTE NO 7436 REFERS)**

At the Cowes Town Council meeting on 2 February 2017 Councillors discussed the Police & Crime Commissioner's plan to drop the inclusion of 'Isle of Wight' in the Hampshire Constabulary name. Councillors opposed the shelving of this plan and resolved to ask IWALC to respond on behalf of Cowes Town Council. IWALC had already written to the Police and Crime Commissioner on 10 January 2017 opposing the plan; to date no acknowledgement or response has been received. It was agreed:

**ACTION**

The Town Clerk will write to Isle of Wight Councillor Dave Stewart, Chairman of Hampshire Police & Crime Panel, asking him to take up this matter on behalf of Cowes Town Council.

**7454 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE**

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

**7455 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

- Community Hub – Councillor Glendinning

The proceedings terminated at 9.15pm

**CHAIRMAN**