



Minutes of the Meeting of the COWES TOWN COUNCIL held in St. Mary's Church Hall, Cowes on Thursday, 7<sup>th</sup> March 2013 at 7.00 p.m.

Present: Councillor Walters (Town Mayor) (Chairman)  
Councillors Banks, Brown, Cowan, Ellis, Flury, Fuller, Hall, Jones, Matthews, Mazillius, Robinson, Sanderson and Wells.

The Town Mayor introduced and welcomed Councillor Hall to her first meeting of the Town Council.

Councillor Banks referred to the sad news of the death of Colin Windsor; he stated that Colin had been a recipient of a Town Council Community Award following the much good work he did for the town and the Town Council over very many years. He would be sorely missed.

#### **6724 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Hammond and Peacey-Wilcox; Councillors Fuller and Mazillius had apologised that they would be late for the meeting.

#### **6725 QUESTIONS FROM MEMBERS OF THE PUBLIC**

A member of the Cowes Hammerhead Crane Trust referred to an item on the agenda regarding the crane; he stated that the Trust had discussed the £1million cost of restoring the 1912 Grade II\* listed crane with the Medina Yard developer. The Trust would seek grant funding for half the amount as match funding with the developer. He stated that the crane would not merely be an iconic landmark for the town; it would be used to educate youngsters on local maritime heritage, stimulating them into engineering and art careers.

It was agreed that agenda item 8a be brought forward and discussed at this point.

Questions were asked regarding ongoing costs for the crane and regarding ownership.

The member from the Cowes Hammerhead Crane Trust stated that a detailed business case would be forwarded to the Harrison Trust which would show that ongoing costs could be met. A legal mechanism for the Trust to have ownership of the crane would also form part of the business case.

The Town Mayor stated that in respect of future of the crane, he had received a view of the developer and of the Hammerhead Crane Trust; he had not heard what members of the general public thought.

It was agreed that feedback be sought however possible, but primarily through the Town Mayors column in the Beacon magazine.

#### **6726 REPORTS FROM ISLE OF WIGHT COUNCILLORS**

**Councillor Brown had apologised for his absence.**

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

- a). That he had attended a meeting with the Director and Cabinet Member responsible for overseeing progress on the new Cowes Enterprise College; he was advised:
  - A Danish project manager was appointed by contractor Pihl who is based locally. This has made a significant difference.
  - Consultants have been asked to assess the roof following concerns raised.

- Concerns raised regarding the internal layout. Discussions continue with the College over toilets and balconies.
- Internal works are due to be completed later this spring.
- Complaints have been made concerning outstanding planning matters (i.e wall to west of site and roof cooling system).
- IW Council's priority is to ensure the college is handed over to the Trust at the earliest opportunity, and are very anxious of the need to work alongside and support the Contractor completing outstanding work.

His feedback from parents and staff was that the Interim Head was having a very positive effect in what were difficult times for the College.

b). That the Children & Young People Scrutiny Committee would be meeting to monitor progress following the local authority being deemed as inadequate for the protection of children according to OFSTED.

c). That at the last Scrutiny Committee he suggested that Town & Parish Councils and local businesses were actively involved in work on the coming years parking strategies.

d). That he had sat on the Regulatory Committee considering the Local Authority Pollution, Prevention and Control Permit for the asphalt plant in Arctic Road; the Committee had deferred a final decision on whether to support granting a licence until background air quality levels could be assessed.

e). That he was consulting with residents regarding highway safety adjacent to Gurnard School in Baring Road. A request for a zebra crossing had been supported with work indicatively due to be undertaken 2014/15 and a footpath link east of Gurnard School remained within the Capital Programme.

f). That about sixty residents attended the exhibition at the I.W. Community Club regarding a proposal to open a 'Range' store on the former Reader's site in Place Road. Feedback was mainly positive although there were concerns regarding accessibility issues and the effect it could have on other retailers. A formal planning application would be submitted in the next few weeks.

g). That Gurnard Parish Council had requested that the Settlement Boundary (formerly the development envelope within the UDP) which includes Gurnard in the Cowes urban area be removed from the Island Plan.

Following advice from an independent planning consultant, which was upheld by Planning Officers this would offer greater protection from settlement coalescence, whilst protecting the green gap of the Jordan Valley to residents of Gurnard, Baring Road and Place Road.

h). That he had dealt with other miscellaneous incidents in the last month.

**Councillor Mazillius had submitted a written report referring to the following;**

a). That he had attended the hearing of the asphalt plant permit application where he expressed concerns as to air pollution from the hot asphalt making process. Six members of the public also spoke as objectors while the applicants agent presented the case for the permit.

Councillor Mazillius did comment that he regretted the applicants were not present to hear at first hand the nature and extent of local feeling, relying instead on the agent. He also suggested that the application be adjourned for further evidence of existing air quality on or around the proposed site as the measurements relied upon were not from the site or even Cowes/East Cowes specific. After several other members also made that point the Head of Planning conceded that such a requirement could be of sufficient importance to over-ride the statutory provisions limiting grounds for refusal of the permit. Thus, the application was adjourned for three months to allow for this further air quality measuring; if the results showed a higher level than that previously found there would be a further three months of measuring.

The application for the permit and the planning application are dealt with separately; even if the permit was granted, planning permission could still be refused rendering the permit inoperable as it is site specific. He considered it doubtful the planning application would be dealt with before June

b). That during the core investment period of the 'fence to fence' Highways PFI contract (the 1<sup>st</sup> 7 years) virtually the whole of the Island network, including street lights would be upgraded to a high standard; he wished to highlight some of the additional benefits of the contract as follows:

- Island Roads taking over from town and parish councils the maintenance of street furniture, bins, finger-post signs which are currently maintained by those councils.
- Festive decorations - town and parish councils will only pay for the electricity and the maintenance and renewal will be the responsibility of Island Roads. (This does not apply to Newport as the Parish Council wished to make its own arrangements).
- New depot and offices at Daish Way which will pass to IWC free of charge at the end of the contract.
- Stag Lane depot (IWC owned) being completely rebuilt.
- Accommodation for 15 IWC staff in Island Roads offices.
- Rain water harvesting in Island Roads' depots and offices.
- Member portal for members' questions on services.
- Use of eco friendly vehicles by Island Roads and provision of an electric car for IWC contract management team.
- Mobile visitor centre that will visit schools to promote careers in civil engineering, construction and environmental studies.
- A graduate bursary scheme for students going to university to study civil engineering and allied subjects.
- Volunteer days whereby each member of the staff of Island Roads will give up a day or two a year to do community service.
- Support of community projects.

**Councillor Peacey-Wilcox had submitted a written report referring to:**

- a). That despite over 100 objections to the Newport Road portion of the Cowes Traffic Order, it had been signed off at the end of February.
- b). That she continued to speak with concerned residents in Pelham, Thetis and Bridge Roads regarding the Medina Yard scheme.
- c). That she had raised a number of points regarding the draft Cowes Youth Club scheme in an attempt to ensure that the scheme is fair for all.
- d) That as the local member, she had agreed a decision to allow solar panels to the roof of UKSA's pool building.
- e). That she had not been contacted by any residents regarding a consultation regarding whether or not Lanesend Primary School should become an Academy.
- f). That Hampshire Police were undertaking a local consultation regarding police use of body cameras; they had requested a link to their survey be added to the Town Council website.
- g). that she had responded to the I.W. Council consultation regarding the Local Transport Capital Programme.
- h). That she had questioned a decision that a 'one way' restriction into Newport should coincide with the floating bridge annual re-fit.
- i). That a planning application had been lodged for a pair of semi-detached houses on land adjacent to Ward Cottages, Market Hill.
- j). That due to staffing pressures and the volume of applications, the Planning Department had 'outsourced' 37 applications to a company in Salford, Manchester; the company had been chosen following a procurement exercise.

## 6727 REPORT FROM SAFER NEIGHBOURHOOD OFFICER

### **Sergeant Mike Sizer reported as follows:**

- a). That three arrests had been made following the damage caused by a vehicle in Northwood Park.
- b). That statistics for crime on the Island continued to show a fall; total crimes were down by 10.7% for the period April 2012 to March 2013.
- c). That the police were supporting a new local initiative 'Strengthening Families' – the aim was to turn around the lives of 315 problem families on the Island. The police had been involved in identifying some of the families to be helped.
- d). That there had been fly tipping at the 'Park and Ride' and in Arctic Road which had been reported; the community payback scheme had been utilised to clean up these areas.
- e). That a report on the dog fouling campaign would go to the next Local Action Group meeting.

## 6728 MINUTES

### **RESOLVED**

That the Minutes of the Meeting held on 7<sup>th</sup> February 2013 be taken as read, approved as a correct record and signed by the Chairman.

## 6729 MATTERS ARISING

### **a). Highways PFI (Min. No. 6720b refers)**

The Town Clerk reported that he had received a letter from the I.W. Council requesting that a Town Council condition for offering the system to them stating that the CCTV cameras be retained in their present locations in Cowes for the duration of the Highways PFI contract be amended; although it was not intended at the moment that the CCTV cameras be moved, operationally it may be necessary to move cameras within Cowes during the course of the 25 year Highways PFI contract. In some locations the cameras were fixed to third party land and subject to wayleave agreements; if an agreement ended during the term of the contract, a new wayleave agreement would need to be agreed with the third party or an alternative location sought. It may also be considered that in the course of time there is a need to move a camera within the town for better operational effect. They considered the key issue was that the Cowes cameras remained in Cowes and suggested that the condition be altered:

'That the CCTV cameras be retained at locations in Cowes for the duration of the Highways PFI contract'.

The Town Clerk also stated that he had received two versions of a draft 'Memorandum of Understanding' (one contemplates the CCTV equipment being maintained and managed within the contract and the second version has the management being retained by the Town Council) which would assist in formalising arrangements between the I.W. Council and the Town Council regarding maintenance responsibilities for assets. It was proposed that for the duration of the 25 year Highway PFI contract, Island Roads would maintain nearly all the assets which were situated on the 'project network'; the exceptions were planters, hanging baskets, notice/map boards and Christmas trees. This would in no way affect ownership of the asset which would remain as at present.

### **RESOLVED**

- 1). That the proposed amendment stating 'that the CCTV cameras be retained at locations in Cowes for the duration of the Highways PFI contract' be accepted; and
- 2). That the Town Mayor be authorised on behalf of the Town Council to sign and return the Memorandum of Understanding which includes the Cowes CCTV system.

### **b). Nunnery Steps (Min. No. 6719d refers)**

The Town Clerk submitted a letter from the I.W. Council confirming that the Town Council request to extend the time for the EIF grant for the project to improve the Nunnery Steps entrance to Northwood Park into the 2013/14 financial year had been approved.

A letter from the Chairman of the NHCT Co. Ltd. regarding the current position in respect of works to Nunnery Steps was also submitted; a copy of this letter had been circulated to all Members.

It stated that their intention had always been to merely improve the appearance of the Steps, not conduct a full scale refurbishment; the Board did not consider further Charity resources should be committed to the structure beyond their original £6,312 'match funding'.

However, additional funding totalling approximately £4,600 was required for areas needing attention beyond the original quotation; stringent conservation requirements had been applied to these works. The Charity would have to finance the additional work by transferring funding from other projects unless they received an additional grant from the Town Council.

The NHCT CO. Ltd. also asked a question in respect of VAT which could enable them to free up additional funding. The Town Clerk made it clear that it was not possible to help in respect of this request.

Following much discussion it was

**RESOLVED**

1). That the Town Council's original offer to the NHCT Co. Ltd. of £6,312 EIF grant for refurbishment work to the Nunnery Steps remains available until the end of 2013 and would be released when work to the Steps was completed to the required specifications; and

2). That the Town Council is unable to make any additional funding available towards the project.

**c). Toilet cleaning contract (Min. No. 6707c refers)**

The Town Clerk submitted a letter from the Principal Waste Contract Officer which stated that the I.W. Council tender process for the cleaning of public conveniences had now been completed and Top Mops had been awarded the contract for a three year period commencing 26<sup>th</sup> March with the option to renew for a further two years. A Framework Agreement had been reached that would allow Town and Parish Councils to set up their own arrangements with Top Mops.

The Town Clerk also submitted a quotation from Top Mops for cleaning the Northwood Recreation Ground toilets as follows:

Summer – 2 cleans a day plus locking and ancillary benefits and in Winter I clean a day disabled only **£3,456.66**

All year round – as above plus 1 clean a day and locking all toilets **£3,851.60.**

While the minimal additional cost to have the toilets kept open all year round looked attractive, many members were concerned that much of the vandalism that occurred at the toilets took place in Winter months.

**RESOLVED**

That the Town Council accepts the quotation from Top Mops in the sum of £3,456.66 to have the toilets cleaned twice a day and locked each evening from Easter to the end of September plus one clean per day to the disabled toilet for the remainder of the year.

**d). Surplus Town Council computers (Min. No. 6720a refers)**

The Town Clerk reported that three local Charity or Charitable organisations had submitted requests for the Town Council's 3 surplus computers as follows:

- Northwood House Charitable Trust Co. Ltd.
- Cowes Carnival Committee
- Changing Lanes Charity operating out of Lanesend Primary School (requested all three)

**RESOLVED**

That the Town Council offers all three of their surplus computers to the Changing Lanes Charity.

(Councillor Hall declared a personal interest in this item as she was an Associate Governor at Lanesend Primary School)

(Councillor Ellis declared a personal and prejudicial interest in the item as he was involved with the Cowes Carnival Committee)

(Councillors Fuller and Mazillius entered the meeting at 8.25pm)

## 6730 REPORTS OF COMMITTEES AND MEETINGS

### a). Cowes Week Ltd.

The Minutes of the Meeting of the Cowes Week Ltd. Board held on 25<sup>th</sup> January 2013 were received.

### b). Cowes/Deauville Twinning Association

Notes of a Meeting of the Cowes/Deauville Twinning Association held on 9<sup>th</sup> February 2013 were received.

### c). Finance Committee

The Minutes of the Meeting of the Finance Committee held on 20<sup>th</sup> February 2013 were received.

#### i). **Preparation of accounts.**

#### **RESOLVED**

That Bright Brown, Chartered Accountants be appointed to undertake the preparation of the Town Council's accounts for the financial year 2012/13.

#### ii). **ORP Blyskawica Commemoration.**

(Councillor Banks declared a personal and prejudicial interest in the item on the ORP Blyskawica commemoration as he was the Co Vice President of the organisation and Councillor Walters declared a personal interest as he was the organisations auditor.)

#### **RESOLVED**

That the Town Clerk be authorised to pay £3,000 to the Friends of the ORP Blyskawica Society.

#### iii). **Applications for grant.**

a) **Cowes Week Ltd.** – towards the cost of staging the traditional end of AAM Cowes Week firework display.

b) **Cowes Week Ltd.** – towards a 2013 AAM Cowes Week Red Arrows display.

(Councillor Banks declared a personal interest in the grant applications from Cowes Week Ltd. as he was the Town Council representative to their Shoreside Committee.)

c) **Jubilee Sailing Trust** – towards the ongoing running costs of the organisation.

d) **Cowes Carnival Committee** – towards costs associated with the 2013 season of carnival events. (A letter had subsequently been received from the Cowes Carnival Committee withdrawing their application for grant with immediate effect).

#### **RESOLVED**

1). That a sum of £500 from the 2013/14 budget be gifted to the AAM Cowes Week Fireworks Committee;

2). That no grant be made in respect of funding towards the 2013 AAM Cowes Week Red Arrows display; and

3). That no grant be made to the Jubilee Sailing Trust; and

#### d). Medina Yard Exhibition and Community Forum

The Town Mayor reported that he had attended an exhibition and Community Forum regarding Medina Yard held on 5<sup>th</sup> March 2013; it was a follow up from the first meeting and was aimed at getting local support for the proposals.

Concerns were raised that there was a requirement for reasonable and cheap industrial accommodation; a point that had been clearly relayed to the consultants.

It had been evident that much more consultation was required surrounding the scheme and that it had a long time to run before reaching any fruition.

#### e). 'My Life a Full Life' awareness event

The Town Mayor reported that he had attended an awareness raising event 'My Life a Full Life' held on 13<sup>th</sup> February 2013; it was attended by the Island's Clinical Commissioning Group, I.W. NHS Trust and the I.W. Council who were working together on developing and delivering an integration programme for Health and Social Care called 'My Life a Full Life'.

The Vision for this programme was to work together with local people, the voluntary sector and private organisations, embracing innovation and change, introducing the concept of integrated care and support for older people and those with long term conditions.

## **6731 MEMBERSHIP OF THE NORTHWOOD HOUSE CHARITABLE TRUST**

The Town Mayor stated that membership of the Northwood House Charitable Trust Company Ltd. was welcome from individuals and organisations; the cost of membership to the Town Council would be £30 per annum or £25 if the member agreed to receive communications electronically.

### **RESOLVED**

That the Town Council does not apply for membership of the Northwood House Charitable Trust Company Ltd; those Councillors wishing membership should make their own individual applications. (Councillor Wells left the meeting at 8.45pm)

## **6732 REFUSE PROBLEMS**

The Town Mayor referred to the ongoing problem of refuse being deposited around the town and questioned how best the problem could be addressed.

Councillor Brown stated that there no litter bin on The Green, Crossfield Avenue where there was a particular problem of general litter.

Following general discussion it was agreed that the following actions be taken:

- Continue to request a change of collection day from Thursday to Monday
- Request an additional litter bin for The Green, Crossfield Avenue
- Utilise the Community Payback scheme for general litter picks
- The Town Mayor to highlight the problem through his article in the local Beacon magazine
- The Town Clerk circulates a general letter to local publicans and takeaway owners outlining their responsibilities

(Councillor Cowan left the meeting at 8.55pm)

## **6733 MATTERS SUBMITTED BY THE TOWN CLERK**

- a). Arrangements for contract cleaning the Town Council office.
- b). \*Consultation regarding the possibility of Lanesend Primary converting to academy status.
- c). Payment of the Assistant Town Clerk's membership fee to the National Society of Local Council Clerks.
- d). Payment of the Town and Assistant Town Clerk's membership of the local branch of the SLCC.
- e). To consider future storage facilities for the Town Council's spare decorative lighting motifs and the storage of other assets.
- f). To consider offering two framed watercolour prints of 'The Ark' and 'The Dove' to the local library.
- g). A proposal to have the town clock re-painted.
- h). \*Details of miscellaneous correspondence.
- i). Information regarding Town & Parish Council elections in May.  
(\* Copies circulated to all members)

### **RESOLVED**

- 1). That the Town Clerk be authorised to make the most suitable arrangements for Town Council office cleaning;
- 2). That the Town Council pass no comment at this stage in respect of the possibility of Lanesend primary converting to academy status;
- 3). That the Town Clerk be authorised to renew the Assistant Town Clerks membership of the Society of Local Council Clerks in the sum of £100;
- 4). That the Town Council pays the Town and Assistant Town Clerks branch membership of the SLC in the sum of £10 each;
- 5). That the Town Clerk be authorised to obtain quotations for additional storage facilities for Town Council assets and to accept the most suitable;
- 6). That watercolour prints of The Ark and The Dove and other Town Council artefacts be offered to the local library as display items for the general public; and

7). That the Town Clerk be authorised to arrange the re-painting of the town clock.

(The proceedings terminated at 9.12pm)

**CHAIRMAN**