



Minutes of the meeting of the PROJECTS COMMITTEE held in the Town Council office, Northwood House, on Tuesday 15 September 2015 at 6.15pm.

**Present:** Councillors Nicholson (Chair), Brown, Corby, Jones, McNeill and Spalding

**13 APOLOGIES FOR ABSENCE**

Councillor Banks gave apologies for absence.

**14 DECLARATIONS OF INTEREST**

There were no Declarations of Interest received at this stage.

**15 MINUTES OF PREVIOUS MEETINGS**

The minutes of the previous meeting of 28 July 2015 were taken as read, approved as a correct record and signed by the chairman.

**16 UPDATE ON EXISTING PROJECTS**

**a) The Cut**

Martin Hayles provided two copies of his scale drawing of the new design for The Cut. Concerns were raised about there only being one loading bay and queried if it was sufficient to accommodate the large delivery lorries. It was agreed:

**ACTION:**

- 1) That Councillor Nicholson shares the plan with local shopkeepers and members of the public and brings their opinions back to the next meeting.
- 2) That the Assistant Town Clerk to contact Martin Hayles to confirm the position of the loading bay.

**b) Festive Street Lighting**

Quotations have now been received for both the hire and to buy the lights from Shooters Hill to Bath Road. Two quotations have also been received for the installation. As the council agreed a budget of £15,000 for the next three years, a contribution towards the project from the CBA has been agreed of £12,000, but they are going to pay this over the first three years. It was:

**RECOMMENDED:**

- 1) **That as agreed, the Town Council pays the total cost of lights and installation with an annual contribution of £4,000 from the CBA for the next three years.**
- 2) **That FW Marsh are awarded the installation contract.**

**c) The Shelter on the Seafront**

Councillor McNeill declared a non-pecuniary interest in that his wife looked at the legal agreement.

The legal agreement has been shared and several problems with the wording have been highlighted. The Assistant Town Clerk advised that Bembridge Parish Council is now employing a solicitor to draw up leases and provide them to the IW Council rather than waiting for their legal department. It was agreed:

**ACTION:**

- 1) That the IW Council are advised of all the issues with the lease wording and suggest that the Town Council employs a solicitor to draw up a lease.
- 2) If they are agreeable, the Assistant Town Clerk will obtain three quotations.
- 3) That the IW Council are asked for their costs of the legal agreements as detailed in the lease.

**d) Repairs and Refurbishment of the crane and benches outside of the Harbour Office**

John Groves Builders were asked to halt the work for the summer, which will be resumed next week. Pledges of financial support have now been received from Red Funnel and Cowes Waterfront Trust. Cowes Harbour Commission is still considering their position. The project should soon be completed.

**e) Repairs to the Town Clock**

The Radio Controlled movement has been purchased and tested but found to be insufficient for the task. A replacement motor has been priced which will cost approximately £160.00 plus the cost of taking out the clock face and replacing it (John Groves IW Ltd). The “keeper of the clock” is suggesting that instead of repairing the clock face, it is removed and keeping only the one facing down Shooters Hill is retained. Councillors decided that rather than repair the existing clock, it needs replacing. It was agreed:

**ACTION:** That three quotations are obtained for a replacement clock which is of the same design but radio controlled and solar powered.

**RECOMMENDED:** That the existing clock is not repaired any further.

**f) Repairs to Benzie’s clock**

Although the Town Council has no responsibility for the clock, councillors feel that it should be repaired.

**ACTION:** Councillor McNeill to speak to the owners to try and resolve the situation.

**g) Replacement art work for the Interpretations Panels at Northwood Park**

The final art work has been signed off by the Assistant Town Clerk and Northwood House Charitable Trust. Once the panels are received, they will be installed in the Park and the new frame (for the stolen one) constructed by DMR Engineering.

**h) Litter outside Cowes Primary School**

Quotations have now been received – the cost of an additional litter bin will be £100, with £50 for the installation, and £2.30 per empty. Councillors were advised that Cowes Enterprise College employs a member of staff to clear up litter behind the students which is not teaching them responsibility. In view of this, it was agreed

**ACTION:**

- 1) That a letter is written to Cowes Enterprise College expressing councillors concerns at the lack of responsibility of the students.
- 2) That it is suggested to Cowes Primary School that their students also write to CEC with their concerns.
- 3) That Councillor Fuller liaises with Cowes Primary regarding the signs.

**RECOMMENDED:**

**That as Cowes Town Council paid for the installation and emptying of the litter bin at the bottom of Blackberry Lane, that no additional bin is supported at this time.**

**i) Assisting NHCTCL in the return of Fowles paintings from the IW Council.**

The council has agreed to consider funding the restoration of the Fowles paintings which has now been relayed to the Isle of Wight Council. They have advised that the restoration was priced in 2011 at £6,500. The restoration does not have to be completed before the paintings are displayed, but the IW Council are currently carrying out an environmental survey at the house and have raised issues with security, having agreed to loan some of the non-sensitive items which have significance to the house. It was agreed:

**ACTION:** That Northwood House Charitable Trust continues to deal with the IW Council and this issue is raised at the informal meeting of the Town Council and Northwood House Charitable Trust Company Limited on 17/09/15.

**j) Updating the Mayoral Board**

NHCTCL have been approached to display the Mayoral Board in the Drawing Room where the council hold their monthly meetings. The Directors do not wish the Mayoral board to be placed within the Drawing Room of Northwood House as the room is used for many other events, but have offered space in the St Mary's entrance hall. Previously St Mary's Church was approached but at the time they did not have a vicar in place, so it was not taken any further. It was:

**RECOMMENDED:** That the offer of hanging the Mayoral Board in the St Mary's entrance of the house is accepted.

**j) World War 1 and 2 Commemoration Seats.**

NHCTCL have been approached to allow both benches to be located either side of War Memorial. The Directors do not wish this design of WW1 and WW2 commemoration benches to be sited either side of the war memorial, but would consider a project to update the area including benches, footpaths, drainage, flagpole etc. which can be discussed at the informal meeting with the NHCTCL on 17/09/15.

**17 NEW PROJECTS**

**a) Remembrance Service**

Minutes from the informal meeting held with Reverend Poppe, Councillor Banks and Ken Sinnicks (RBL) held on Thursday 10 September to discuss the town council involvement at this years' service on Sunday 8 November 2015 were circulated to members. Several recommendations were received from this working party, which councillors supported. Therefore it was:

**RECOMMENDED:**

- 1. That Cowes Town Council pays for the hire of a PA system for the event, which cost £215.00 in 2014**
- 2. That Cowes Town Council, subject to the permission of NHCTCL, pay for the hire of a flagpole for the event, which cost £244.00 last year.**
- 3. That Cowes Town Council makes a donation of £100 to St Mary's Church for the production of the Remembrance Service programmes, as last year.**
- 4. That Cowes Town Council makes a £50 donation to the RBL Poppy Appeal for the wreath, as last year.**
- 5. That Cowes Town Council makes a donation of £200 to the Cowes Combined Club for refreshments after the event, as last year.**

**b) Christmas Trees**

There are currently four sleeves for Christmas Trees in the town – outside the Vectis Tavern, outside the Painters Arms, in The Cut and at the bottom of Market Hill.

The costs last year were:

4 x 18 foot Christmas trees is £170.00 per tree = £680.00

Cost of collection, installation and dressing was £1900. As a large amount of funds are being used to support the Festive lights projects for the next three years, it was agreed:

**ACTION:**

That the Assistant Town Clerk obtains three quotations for the collection, dressing and disposal of one Christmas tree.

**RECOMMENDED:**

**That only one 18 foot tree is purchased, installed and dressed, this year and sited outside The Vectis Tavern.**

**18 MAINTENANCE AT EXISTING PROJECTS**

**a) Skate Park**

Councillor Banks has provided technical drawings to infill the ramps. Unfortunately at this stage, no quotations have been received.

**b) Review of Toilet Cleaner/Litter picker contract**

The contract has been reviewed and is proving very successful, with no major problems.

**c) Consider the Toilet Cleaner/Litter picker contract from 01/04/16**

A one year contract was offered to start in April 2015, due to the possibility that further toilet blocks may have to be taken over by the Town Council. The IW Council public toilet consultation was held during April and May 2015, but the results are not being published until 27/10/15. The existing contractor has advised that if just the one toilet block was considered for contract next year, the price would remain the same, but if there were additional toilets to be cleaned a reduced price contract would be offered. It was:

**RECOMMENDED:**

**That the contract is extended for another financial year awaiting the results of the IW Council Community Toilet Consultation, when the Town Council may have to consider taking on the responsibility for additional toilet blocks within the town.**

Meeting closed at 7.15 pm.

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Chairman