



Minutes of the meeting of the PROJECTS COMMITTEE held in the Town Council Office, Northwood House on Tuesday 16 June 2015 at 6.15pm.

Present: Councillors Banks, Brown, Corby, McNeill, Nicholson and Wardrop

Councillor Spalding was also in attendance but non-voting and wishes to be added to the committee at the next Town Council meeting.

1 ELECTION OF CHAIRMAN

As this is the first meeting of the new Projects Committee, nominations were requested for a Chairman. Councillor Nicholson was nominated, seconded and duly voted into the position.

2 APOLOGIES FOR ABSENCE

Councillor Jones gave apologies for absence.

3 DECLARATIONS OF INTEREST

There were no Declarations of Interest received.

4 MINUTES OF PREVIOUS MEETINGS

The minutes of the previous Town Improvement Committee meeting of 23 March 2015, the Northwood Recreation Committee meeting of 22 January 2015 and the WW1 Working Group meeting of 27 August 2014 (which have been merged to the Projects Committee) were taken as read, approved as a correct record and signed by the chairman.

5 UPDATE ON EXISTING PROJECTS

a) The Cut

A simpler design has been agreed by a small working party. Martin Hayles has been instructed to provide new plans incorporating this now that the IW Council have raised no objections to the Town Council applying for amended planning permission. Martin has produced a "Terms of Service" broken down into four phases which was presented to councillors. It was:

RECOMMENDED: That phase one is accepted at £525.00 plus VAT, that phases 2 – 4 are also accepted even though the total amounts to above £1,000, that Financial Regulation number 10.3 is suspended to accommodate this decision as this is a competitive quotation and to ensure that the continuity of the project is sustained and not to cause further delays.

b) Festive Street Lighting

Following the previous meeting, Piggott's decided not to quote as the suggested budget of £10,000 was too small. Further quotations were sought from Blanchere and MK Illuminations. Blanchere were the only ones to respond and agreed to meet on Thursday 14 May 2015, to walk through the High Street to enable them to prepare a quotation. Three quotations have been received for councillors to consider which range from £13,611.50 to £15,028.88. Councillors were not happy with the quotation as it only covered part of the High Street, and they feel that the whole High Street should be treated equally.

ACTION: That Cllr McNeill and the Assistant Town Clerk work together to obtain further quotations from local companies.

RECOMMENDATION: That up to £15,000 is budgeted each year for the next three years for Festive Lighting for the entire High Street.

One of the decorative lighting panels on the Parade is no longer working. Island Roads have looked at it, and advised that it is beyond economical repair, and that the Town Council is liable for the cost of the replacement. It was:

RECOMMENDED: That the Assistant Town Clerk makes enquiries to find out the original suppliers of the decorative lighting and requests a replacement up to the value of £500.

c) The Shelter on the Seafront

Planning permission has been given. Martin Hayles has provided his Terms of Service to continue with the project which total £815 plus VAT. A legal agreement has been received from the IW Council for the project which requires agreeing and signing. This will be discussed further at the next meeting. It was:

RECOMMENDED: That Martin Hayles is contracted for the next phase of the project at a cost of £815.00 plus VAT.

d) The Town Maps

Codair have provided a price of £600 for 2,000 Isle of Wight maps which feature Cowes. It was agreed by councillors to purchase £500 worth and Councillor Banks offered to pay the balance of £100. These have been ordered and received. In the meantime, a Tourist Information Point has been set up in Aquamarine and they were given the remainder of last year's maps by Cllr Wardrop. It has been advised that they have now requested some more.

ACTION: That to start with one box of maps is delivered to Aquamarine and 2 boxes to Red Funnel and that the Assistant Town Clerk monitors their use and arranges replacements as required.

e) Repairs and Refurbishment of the crane and benches outside of the Harbour Office

John Groves (IW) Limited had been contracted to carry out the work by the end of May 2015. Unfortunately, the IW Council were unable to locate the handle which moves the crane back over the land. A new one has been fabricated and the IW Council approached to pay towards the cost. Red Funnel has offered £1,000 towards the cost of the refurbishment, nothing yet has been offered from the Harbour Commission or Cowes Town Waterfront Trust.

ACTION: That Cllr Corby speaks to the Harbour Commission and the Assistant Town Clerk contacts the Cowes Town Waterfront Trust regarding their contributions to the project.

f) Repairs to the Town Clock

John Groves (IW) Limited have removed the clock face and taken from the top of Shooters Hill to John Palmer (the Keeper of the Clock). Once serviced and working again, they will replace. Some discussion took place about replacing this with a mains operated clock, and it was decided that this will be discussed as an agenda item at the next meeting once potential costs have been established.

The fact that the Benzie's clock is still not working was also discussed. Councillor McNeill will contact them again.

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

One of the Interpretation Panels was stolen. A crime number from the Police was received but the replacement was not claimed from the Insurers due to the level of excess. At the same time, the wording on the other plaques was checked with members of the Northwood House

Charitable Trust. Two other panels required updating. A quotation has been sought for all three: £49.50 each plus VAT, plus the cost of the replacement metal frame, which cannot be confirmed until in situ.

RECOMMENDED: That three new panels are purchased plus the additional new frame.

h) Outstanding items from the WW1 Working Group

There were outstanding resolutions (from the August 2014 meeting) from the WW1 Working Group:

- 1) That the Town Council holds an evening of discourse of war poetry in Northwood House which could include prints of paintings and photographs by war artists and photographers from the time possibly incorporating it as part of the Cowes Literary Festival
- 2) That the Town Council plants trees together with dedicated commemoration plaques, in Northwood Park, Northwood Recreation Ground, Mornington Road and Princes Green to mark each year of the Great War. It was agreed that:

ACTION:

- 1) **Councillor Banks continues to press Northwood House Charitable Trust for a further meeting to involve the Town Council with the Literary Festival and that further volunteers from the council support him on the project.**
- 2) **That as the IW Council has refused permission for further memorial trees to be planted on Mornington Green, that the Town Council works with Northwood House Charitable Trust to support planting of memorial trees at Northwood Park.**

6 MAINTENANCE ISSUES AT NORTHWOOD RECREATION GROUND

a) Skate Park

The ROSPA Safety Inspection was carried out on Thursday 21 May 2015. The Skate Park is inspected daily by the litter picker and any concerns are reported to the Assistant Town Clerk. The report highlighted that the ramps require re-painting and it was suggested that the ramp ends are sealed. A quotation was requested from the Litter Picker/Toilet Cleaner to repaint the ramps with the paint obtained by the Town Council. It was agreed that:

ACTION: That the Litter picker/toilet cleaner is engaged to complete the painting of the Skate Ramps to the sum of £50.00 and the Town Council supplies the necessary paint.

RECOMMENDATION: that the end of the ramps are not sealed as recommended by the ROSPA inspection for reasons of keeping them clear of rubbish and making them difficult to clean.

b) MUGA

The ROSPA Safety Inspection was carried out on Thursday 21 May 2015 and no issues were highlighted. The MUGA is inspected daily by the litter picker and any concerns are reported to the Assistant Town Clerk.

c) Playbuilder Park

This facility is managed by the IW Council for which an annual fee is paid of £1,500 which includes weekly safety checks and repairs. The Playbuilder Park is inspected daily by the litter picker and any concerns are reported to the Assistant Town Clerk.

d) Outdoor Gym

The Outdoor Gym is inspected daily by the litter picker and any concerns are reported to the Assistant Town Clerk.

e) Toilets

The new contractor took over on 01/04/15 and no problems have been reported. Monthly inspections by the Assistant Town Clerk is included in the contract wording.

f) Shelter between the MUGA and Skatepark

The Shelter was demolished by vandals overnight on Friday 5 June 2015. The Police have been informed and a crime number obtained. Cllr Banks has provided a report with some options. The cost of the original shelter was £2600 plus £380 for the installation and £818 for the transport making a total of £3798 plus VAT. It was:

RECOMMENDED: That at this stage the shelter is not replaced.

ACTION: That Councillors Spalding and Oliver speak to the users for their suggestions for suitable seating for the area.

7 NEW PROJECTS

a) Additional litter bin outside Cowes County Primary School

Cowes County Primary School have sent letters to the outgoing Mayor regarding litter in Blackberry Lane. They are requesting additional litter bins, or signs or posters. It was agreed that:

ACTION: That a letter is written to the school, and each child that has written, requesting a meeting with Councillors Brown and Fuller to discuss this issue further.

b) Return of paintings to Northwood House

The pictures from Northwood House are currently in the store of IW Council. Previous attempts to retrieve them have been unsuccessful due to lack of appropriate security and insurance. Tim from the NHCT has advised that these issues have been resolved. It was agreed that:

ACTION: The Assistant Town Clerk contacts the Town and Parish Council liaison officer at the IW Council requesting that the paintings are loaned to Northwood House for display to the public rather than being kept in the IW Council store.

Meeting closed at 8.10 pm.

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Chairman