



Minutes of the **PROJECTS COMMITTEE** held in the Town Council office, Northwood House, on Tuesday 16 August 2016 at 6.15pm

**Present:** Councillors Nicholson (Chair), Banks, Bartrum, Jones, McNeill.

**In attendance:** Sue Waters (Assistant Town Clerk), Councillor Brown (non-voting) and one member of the public.

68 **APOLOGIES FOR ABSENCE**

There were apologies for absence received from Councillors Spalding and Wardrop.

69 **DECLARATIONS OF INTEREST**

Councillor Banks declared a pecuniary interest in Minute Number 71 (j), as he is Chairman of the ORP Blyskawica Society, however, he had been granted dispensation by the Town Clerk to speak on this item.

Councillor Jones declared a non-pecuniary interest in Minute Number 71 (j) as he is the Cowes Town Council representative on the ORP Blyskawica 75th Anniversary Steering Group.

70 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 12 July 2016 were taken as read, subject to an amendment in Minute Number 66 (a) where it reads "... the Society *will* be disbanded ..." be amended to read "... the Society *may* be disbanded ...", then approved as a correct record and signed by the Chairman.

71 **UPDATE ON EXISTING PROJECTS**

a) **The Cut**

Councillors viewed the plans for the pedestrianisation of The Cut before them, which were as previously discussed. It was:

**RECOMMENDED: That Cowes Town Council accept the drawings to be issued for tender.**

b) **Repair to Benzie's Clock**

A total quote of £4,124.24 (including road closures required) had been received to refurbish the clock. Councillor McNeill had spoken with the owner who did not want the Town Council to take over the ownership, and confirmed he would undertake the necessary repairs.

**RECOMMENDED: That Cowes Town Council writes to the owner, saying that they are very happy that he will repair the clock and that Cowes Town Council looks forward to seeing it repaired.**

- c) **Defibrillators in the Town**  
Posters had been distributed throughout the town showing the location of public use defibrillators. The Assistant Town Clerk confirmed that Councillor Corby had been sent a copy of the letter to Shepard's Wharf, which was to be discussed at the Cowes Harbour Commission Advisory Board meeting on 29 July. No response had been received from the Fire Station or the New Holmwood Hotel regarding the installation of public access defibrillators. It was noted that the Fire Station was undergoing a refurbishment which would incorporate the police station. Councillors were of the opinion that, once the refurbishment was completed, this would be a central place for an outdoor mounted defibrillator unit.  
ACTION: The Assistant Town Clerk chases responses from Shepard's Wharf, the Fire Brigade and the New Holmwood Hotel.
- d) **Bollards in the High Street**  
No response had been provided from the IW Council or Island Roads following the emails sent after the face to face meeting regarding Cowes Town Council taking over the ownership and operation of the bollards which protect the pedestrianised zone of Cowes High Street.  
ACTION: The Assistant Town Clerk sends another letter chasing a response to Island Roads and the Isle of Wight Council copied to PC Dollery at the Police Station, and the IW Councillor for the ward – Councillor Paul Bertie.
- e) **Drainage for the area around the War Memorial in Northwood Park**  
The Town Council had passed a resolution to authorise the Assistant Town Clerk, in conjunction with the Chairman of the Projects Committee, to proceed with the project at a cost of up to £1,000.  
ACTION: Two quotations had been received and, as no further quotations had been received, Cowes Town Council will award the contract to Contractor B at a cost of £966.00 plus VAT.
- f) **Sensors for the litter bins along the Esplanade in the winter**  
No response had been received from Island Roads regarding the trial of sensors for the litter bins.  
  
**Councillor Nicholson declared a pecuniary interest in the following agenda item as he is Chairman of the Isle of Wight Branch of the Campaign for Real Ale, but did not withdraw as there is no financial implication to the Town Council.**
- g) **Beer and Bus Festival**  
Councillor Nicholson provided both a written and a verbal update and outlined the bus route for the Beer and Bus Festival on the weekend of 15/16 October 2016. Councillors were asked to be available during the weekend to support the event.  
ACTION: Councillor McNeill to ask Visit Isle of Wight to provide a Travel Ambassador during the Festival.
- h) **Extension to the Festive Lighting**  
Following on-site discussions with the electrical contractor, regarding extending the lights down to Bath Road as originally intended, Councillor McNeill felt some of the lights could be relocated without the expense of buying additional lights. He tabled details of the revised locations. Councillors felt the changes proposed would sufficiently improve the visual impact. The Chairman thanked Councillor McNeill for his excellent work.

ACTION: Councillor McNeill to proceed with the updates to the locations of the lights, including the Cowes Business Association writing to any property owners for authorisation to erect the fixings on their property.

i) **Expanding the Outdoor Gym**

As agreed at the previous meeting, Councillor Banks and the Assistant Town Clerk had compiled a draft survey and flyer for users of Northwood Recreation Ground. Councillors felt that any further equipment needed to be suitable for all ages and a moveable gym may be more attractive and could attract sponsorship or funding. The Assistant Town Clerk advised that a survey of users would form the basis for grant funding.

ACTIONS:

- 1) That the Assistant Town Clerk adds the word “static” to the survey to precede the words “outdoor gym”, to clarify the facilities on offer.
- 2) That the Mayor includes details of the survey in the next Town Council Newsletter.
- 3) That the survey be sent out to local schools and Gurnard and Northwood Parish Councils, as well as being advertised on the Town Council’s website, Notice Board and by a notice at the Recreation Ground.

j) **Plaques in Francki Place**

Councillor Banks advised that his research showed that Cowes Town Council owns the 2004 Francki Place plaque, a £250 contribution towards the purchase was provided by the family of Captain Francki. This plaque as with the Blitz plaque is in a very poor state and needs to be replaced and thereafter maintained by the Town Council.

Councillor Banks left the room while the vote took place.

It was:

**RECOMMENDED: That Cowes Town Council replaces the Francki Place plaque at an expected cost of £600, but up to £750, and that both plaques be added to the Asset Register and maintained thereafter by Cowes Town Council.**

k) **Maintenance of the piece of land at the top of Upper Moorgreen Road**

Following complaints from a resident a quote of £200 for one cut of the hedge and grass had been received from the grounds maintenance contractor. Councillors felt that ownership of the land needed to be ascertained.

ACTIONS:

- 1) That Councillor McNeill writes to HM Land Registry requesting details of the ownership of the land.
- 2) That the Assistant Town Clerk write to the resident, advising that the Town Council was looking into ownership, but had no issue with residents maintaining the land in the interim.

72 **NEW PROJECTS**

a) **Survey of empty flats above shops in the High Street**

The Chairman felt that the Town Council should be aware of any empty properties above premises in the High Street. Councillor Banks outlined a study undertaken by Newport Parish Council on retail properties in Newport where upper floors had been altered to residential units or start-up businesses.

ACTION: The Assistant Town Clerk contact Newport Parish Council to find out the cost of the survey and what the outcomes were.

b) **Disability Assessment of the Town**

Councillor Bartrum had been contacted by a disabled resident who had outlined access problems he encountered in Cowes and had provided photographs showing various locations. Problems included the disabled toilet being padlocked, pavements which were too narrow for wheelchair access and disabled parking bays located on steep gradients. The Isle of Wight Council, as highway authority, would need to apply for grants to make any alterations to the highway and the Gateway Cowes project also aimed to improve access around the Red Jet terminal including the bus route.

**ACTIONS:**

- 1) The Assistant Town Clerk writes to the resident, explaining that the Gateway Cowes project is in the early stages which would hopefully address many of his issues, but advising that the Town Council will forward his concerns to the Isle of Wight Council, whilst pursuing this as a future agenda item of the Town Council.
- 2) The Assistant Town Clerk contacts the toilet maintenance contractor regarding the disabled toilet being padlocked, which was preventing access with a radar key and advise the resident accordingly.
- 3) The "Isle Access" auditor be asked to provide the cost of undertaking a disabled access survey of Cowes town centre.

Items for future agendas:

- 1) Rose bed at Northwood Park (Councillor Banks)
- 2) Land between Trinity Church Lane and Castle Hill (Councillor Banks)

Meeting closed at 7.40 pm.

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Chairman