

COWES TOWN COUNCIL

Minutes of the Projects Committee held in the Town Council Office, Northwood House, Cowes on Tuesday 15 November 2016 at 6.15pm

Present: Councillors Nicholson (Chair), Bartrum, Brown, Jones, McNeill and Spalding (6.18pm).

In attendance: Kate Gibbs (Assistant Town Clerk), Debbie Faulkner (Town Clerk)

85. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Banks.

86. DECLARATIONS OF INTEREST

No declarations of interest were received.

87. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 18 October 2016 were taken as read, approved as a correct record and signed by the Chairman.

88. UPDATE ON EXISTING PROJECTS

a) The Cut

Martin Hayles has advised that the return date for tenders has been put back due to lengthy negotiations with Island Roads. The closing date for tenders is now Thursday 17 November, although contractors may request an extension to obtain prices and prepare their tenders. An extra Projects Committee meeting will need to be scheduled to consider the tenders and make a recommendation to the Full Council meeting scheduled for Thursday 15 December. ACTION: The Assistant Town Clerk schedules an additional meeting of the Projects Committee once the tender return date has been finalised.

b) Defibrillators

No response has been received from the New Holmwood regarding the Town Council's offer to purchase a defibrillator, subject to it being sited on their front wall.

Red Funnel are happy for their defibrillator to be included on the list for community use, but do not wish to relocate it outside of the terminal building. The building's opening hours are: Mon – Thurs 05:30 – 23:30, Fri 05:30 – 00:30, Sat 06:00 – 00:00, Sun 06:00 – 23:00 Cowes Harbour Commission have not yet confirmed if they are going to purchase a defibrillator to be sited at Shepard's Wharf.

The Assistant Town Clerk advised that additional funding had been made available through the British Heart Foundation to provide defibrillators for community use and an application had been made by the Town Council for three units.

ACTIONS:

- 1) The Assistant Town Clerk compiles a detailed list of the defibrillators throughout the town, to include their accessible hours and location, and to mark these locations on a map of the town.
- 2) The Assistant Town Clerk obtains a supply of leaflets from the Ambulance Service which explain the importance of having a defibrillator close by for use in an emergency.

- 3) Councillor McNeill will approach the local businesses above, stressing the importance of having defibrillators placed conveniently throughout the town which are available for use by the community.
- c) **High Street Pedestrianisation and Bollards**
The Isle of Wight Council has requested that Island Roads change the Traffic Regulation Order in the High Street to accommodate the extended times of operation (10am to Midnight – Midnight to 7am). Changes to the Traffic Regulation Order are progressing.
- d) **Festive Lighting**
- 1) **Switching on Ceremony**
The switching on ceremony will take place at 5pm outside Sainsbury's in Cowes High Street. Travel arrangements have been made with Lady Grylls. A poster publicising the event has been circulated to Cowes Business Association and all town councillors. The event is advertised on the Town Council's website and Facebook page.
- 2) **Installation Update**
Installation of the festive lighting from Birmingham Road to the Parade is nearly complete.
- e) **Expanding the Outdoor Gym**
The results of the survey of Recreation Ground users which the Town Council ran throughout the month of October had been circulated to Councillors prior to the meeting. The results had raised a number of issues at the Recreation Ground, along with suggestions for improvements that could be considered. One area that had received a large number of complaints was the amount of dog fouling.
ACTIONS:
- 1) The Assistant Town Clerk asks the Environment Officer to make regular checks for dog fouling as part of their inspections at the Rec.
- 2) The Assistant Town Clerk contacts the Isle of Wight Council to raise the issue of dog fouling with the Dog Warden.
- 3) The Mayor will include an article in the next Newsletter to remind dog owners to clear up after their dogs.
- 4) The Assistant Town Clerk finds additional signage which can be put up to encourage dog owners to clear up after their dogs.
- 5) The Assistant Town Clerk and Councillor Brown identify suitable additional gym equipment which could be considered by the Committee.
- 6) The Assistant Town Clerk asks the Isle of Wight Council to assess the condition of the footpaths at the Recreation Ground following comments received from members of the public.
- 7) Councillors will look at the survey results in more detail ahead of further discussions at the January meeting of the Committee.
- f) **Plaques in Francki Place**
The plaques in Francki Place have been ordered. Councillor Banks had provided a report for consideration by the Committee regarding the siting of the 'Francki Place' nameplate. The boarding which will hold the new plaques is in need of refurbishment before the plaques are mounted.

ACTION: The Assistant Town Clerk obtains a quotation for the refurbishment of the backing board, the mounting of the plaques and resiting of the 'Francki Place' nameplate.

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

The grounds maintenance contractor for the Recreation Ground had tidied the piece of land at the top of Upper Moorgreen Road at the request of the Town Council. The nearby residents had been provided with Green Bags to assist with keeping the land in a reasonable condition. Ownership of the piece of land is still unknown. There being no further action required, this item will be removed from the agenda.

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

This item was deferred until the January meeting of the Projects Committee.

i) **Disability Assessment of the Town**

Isle Access have been contracted to undertake an Access Audit through Cowes High Street from the Floating Bridge to the Esplanade on behalf of the Town Council. The Audit would be completed by the end of January 2017.

The Isle of Wight Council have advised that there is currently no Section 106 money available to fund any further highway or access improvements in Cowes.

ACTION: The Assistant Town Clerk researches grant funding available for disability access improvements.

j) **Road Crossing Patrol in Park Road**

Cowes Primary School and Cowes Enterprise College have been written to requesting they work together to seek alternative funding for the provision of a road crossing patrol in Park Road from September 2017. Councillors felt that it would assist the schools if a Town Councillor could act as a point of contact between the schools and the Town Council.

ACTIONS:

- 1) Councillor Spalding offered to liaise with the schools regarding the road crossing patrol in Park Road.
- 2) The Assistant Town Clerk sends Councillors Paul Bertie and Paul Fuller copies of the letters previously sent to the two schools, as Isle of Wight Council ward councillors.

k) **WW1 War Memorial in the Rose Bed**

Cowes Enterprise College Art Department have been approached to see if Art students would be interested in creating a suitable design for a memorial to be sited in the rose bed, for the Projects Committee to consider. Initial enquires made with Martin Hayles have indicated that planning permission would be needed to site a memorial in the rose bed. Discussions are continuing between the Northwood House Charitable Trust Company Limited and the Isle of Wight Council regarding the transfer of the lease for the rose bed. Councillors also discussed that instead of a new memorial that some enhancement work could be undertaken at the existing war memorial in commemoration of the hundredth anniversary of the end of the first World War in November 2018.

l) **Land between Trinity Church Lane and Castle Hill**

The banked land on the south side of Trinity Church Lane, at the junction with Castle Hill, has been confirmed as being in the ownership of the Portsmouth Diocesan Board of Finance. The triangular piece of land at the same junction is registered to Thornhill Flats.

The perimeter of the triangular land and part of the bank on the south side of Trinity Church Lane are being maintained by Island Roads as adopted footway under the PFI network. Councillors expressed their concerns about the appearance of the triangular land which is not part of the adopted footway.

ACTION: Councillor McNeill contacts one of the owners of Thornhill Flats regarding the condition of the triangular piece of land.

89. NEW PROJECTS

1) Review of traffic signage

Councillors will review the traffic signage in conjunction with the change to the Traffic Regulation Order and when the results of the Access Audit are known.

2) Plaques on the crane

Councillor Banks had provided a report and photographs regarding the condition of the plaques on the recently refurbished crane on Cowes Town Quay. Councillors felt that the plaques would benefit from being refurbished and the lettering repainted before they deteriorated further.

ACTION: The Assistant Town Clerk obtains three quotes for the refurbishment and re-lettering of the plaques.

3) Defibrillator at Cowes Yacht Haven

Councillor Banks had provided a report to be tabled in his absence. Cowes Town Waterfront Trust have been giving consideration to the siting of one or more defibrillators at the Yacht Haven for public use and wished to liaise with the Town Council regarding taking this matter forward. Councillors wished to thank Councillor Banks for bringing this to the Committee's attention.

ACTION: Councillor McNeill will liaise with Cowes Yacht Haven, who are acting on behalf of the Cowes Town Waterfront Trust, regarding the suitable siting of any defibrillators.

90. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) Street Furniture

The plaque has been fitted to the bench at Egypt Point. The broken bench in the High Street, opposite Sun Hill, has been repaired and returned. The Isle of Wight Council will replace the dead tree in Francki Place over the next few months and also paint the two circular benches. Thanks were expressed to Cllr Banks for providing historical information for Francki Place. The replacement litter bin in Northwood Park, by the children's play area, has been installed. The missing street sign on Castle Hill, opposite Queens Road has been logged.

Councillors Jones and Brown provided an update on the umbrella tree, following a meeting with the Isle of Wight Council. A suitable replacement tree was being sourced, and would be planted in a new position on the Green, located away from the wall.

ACTION: Councillor Brown offered to place the Town Council's stickers on the replacement bin by the children's play area in Northwood Park.

91. ITEMS FOR FUTURE AGENDAS

Councillor Banks had provided some background information for the formation of a mosaic roundel in the paved area on Cowes Parade for the committee to consider. Councillors gave consideration to the idea but felt that it was not something they wished to pursue at this time.

The proceedings terminated at 7.45pm.

CHAIRMAN