



Minutes of the **PROJECTS COMMITTEE** held in the Town Council office, Northwood House, on Tuesday 31 May 2016 at 6.15pm

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

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

**54 ELECTION OF A CHAIRMAN**

As this was the first meeting in the new municipal year, a new chairman was required. Councillor Nicholson was elected chairman to serve until the end of the municipal year in 2017.

**55 APOLOGIES FOR ABSENCE**

There were apologies for absence received from Councillors Doyle, McNeill and Spalding.

**56 DECLARATIONS OF INTEREST**

Councillor Banks declared a pecuniary interest in Minute Number 58, as his company has the contract for the shelter, which was included in the budget details

**57 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 19 April 2016 were taken as read, approved as a correct record and signed by the chairman.

**58 BUDGET FOR THE YEAR**

The Assistant Town Clerk presented a breakdown of the budget and projects already committed to. The work on the crane and benches outside the Cowes Harbour Commission office was not included in the list provided, so needs to be added, although joint funding from other agencies has been agreed. Councillor Banks added that a memorial to those who fell in World War One is to be considered in the Rose Bed in Park Road. This area is owned by the IW Council and Northwood House Charitable Trust Company Limited.

**ACTION:** The Assistant Town Clerk to confirm that the transfer of ownership to the NHCTCL has been completed, and when this has to investigate potential funding from the War Memorial Trust for the project.

**59 UPDATE ON EXISTING PROJECTS**

a) **The Cut**

Planning permission was granted on 29/04/16. Martin Hayles (Project Manager) has been asked to proceed with the Working Drawings and Schedule of Works to enable tenders to be invited from suitable contractors.

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

A letter was sent to the owner (27/04/16) but a response is still awaited. The quote to replace the workings is: £1530.00. A quote to close the road whilst the work is being completed has been obtained - £761.45 plus another £761.45 to revoke the one-way system. All these prices are exclusive of VAT. Councillor Banks has contacted a potential

contractor to provide a quotation to refurbish the exterior of the clock and this should happen next week. Councillor Jones advised that the building is grade 2 listed and this may include the clock, which would involve the conservation department of the IW Council being involved if this project is to proceed. Councillor Banks was thanked for all his hard work on this project.

c) **Defibrillators**

Louise from the NHS Trust (Ambulance Service) has been sent a copy of a map plotting the locations of existing defibrillators and has advised of the best location for new defibrillators. They have suggested that one is placed in the area between Cowes Police Station and the floating bridge, and that the Gurnard/Cowes seafront should be considered. Advice was also sought about the benefits of an outside wall cabinet meaning 24/7 access to a lifesaving piece of equipment. The UK national average survival rate from an out of hospital cardiac arrest is around 5%; with CPR this can go up to 7-9%, with a defibrillator the patients chance of survival has been seen to increase to as much as 74% (where the defibrillator was used within 3 minutes of the patient collapsing). Every minute we delay defibrillation in the patient that requires 'shocking' their chance of survival decreases by 10%. These facts are evidence based and are sourced from the Resuscitation Council UK (RCUK). The ambulance service was also asked about misuse of the unit and any statistics on vandalism. The defibrillator itself can't not be used incorrectly; as it analyses the patient's heart rhythm and makes the decision to shock or not. The only danger to the user is if they were in direct or indirect contact with a patient who receives a defibrillator shock. However the defibrillator clearly tells the user to stand clear and the defibrillator operator presses the shock button when everyone is stood back. You can buy fully automatic defibrillators that shock after a countdown but they are not recommended. Vandalism, thankfully, is not something we have had an issue with so far and other Ambulance services have not reported any problems either. The BHF and the RCUK recommend that all outside wall boxes are unlocked unless the area in which they are placed has a high incidence of vandalism. The key code lock is a deterrent, the choice ultimately lies with the Town Council. The code for the lock would need to be given to people who work in the building where the box is placed and also our 999 Ambulance call takers so they can give it to a rescuer during out of hours.

50 posters advising where the nearest defibrillator is, have been printed.

**ACTION:**

- 1) Councillor Nicholson will arrange for the posters to be installed throughout the businesses in Cowes High Street.
- 2) The Assistant Town Clerk will contact the Harbour Commissioners office at Shepherds Wharf advising them of the project and asking whether they would consider a defibrillator unit outside the building.
- 3) The Assistant Town Clerk will contact the IW Council requesting that a defibrillator unit is placed on the Floating Bridge.
- 4) Once the shelter on the Seafront is constructed, an outside unit will be purchased by the Town Council for installation.

d) **Bollards in the High Street**

Three reminders have now been sent to set up a meeting with Kevin Burton and Bill Murphy, some councillors and the CBA, without success. Councillor Nicholson has spoken to Kevin Burton at Island Roads who is available at most times, he has not been successful in contacting Bill Murphy of the Isle of Wight Council. Much discussion took place about the

length of time this project has been discussed (some 6 years) and that if the IW Council and Island Roads do not want to meet with the Town Council, councillors will consider a compulsory purchase order for the bollards.

**ACTION:**

- 1) Councillor Nicholson will email both Bill Murphy and Kevin Burton requesting an urgent meeting, to enable the Town Council to take over the full responsibility for the bollards and their operation.
- 2) If this is not successful, that Councillor Jones (Town Mayor) will write a letter to the Isle of Wight County Press explaining why the bollards are not in operation.

e) **Drainage for the area around the War Memorial in Northwood Park**

Councillor Jones has met with Contractor A and obtained a quotation for £2,219.00 plus VAT. This is considerably more than the £500.00 agreed by resolution for the project.

Councillor Banks has provided three other contacts.

**ACTION:** The Assistant Town Clerk will request alternative quotations.

f) **The Patron's Lunch**

The minutes of the meeting held on 20/04/16 were circulated to members. As Councillors McNeill and Spalding were unable to attend, no further updates were available.

g) **Big Belly Bins for the High Street**

The Assistant Town Clerk is still awaiting comments from Island Roads regarding the trial at Carisbrooke last year and their willingness to consider a trial on Cowes parade.

St Ives Town Council advised that it was Cornwall County Council who carried out their trial which was thought to have not been successful. The Assistant Town Clerk has emailed the contact at Cornwall CC, but no response has been received. Brixham Town Council have not responded to the enquiry. The Assistant Town Clerk advised of some sensors which could be attached to existing litter bins on a trial basis. Councillor Banks advised that on a recent trip to Bournemouth, he had seen bins sponsored by Marks and Spencer. This could be considered for the High Street.

**ACTION:** The Assistant Town Clerk to meet with Dave Wallis from Island Roads to discuss a possible trial, and to include Councillor Paul Bertie (Isle of Wight Councillor for Cowes North) in any correspondence.

## 60 **NEW PROJECTS**

a) **Beer and Bus Festival**

Councillor Nicholson advised that the Annual Beer and Bus Festival will be held on the weekend of 15/16 October 2016. In 2015, this attracted 5,000 people, and it is forecast that this year's event is expected to attract 8,000 to 10,000 people. Most Cowes pubs have signed up for the event to showcase the town. Discussion centred on how the town could benefit from such an event, and many ideas were forthcoming.

**ACTION:** That Councillor Nicholson will contact the Cowes Yacht Haven as a possible venue for a Cowes Heritage exhibition during the event, and that he also contacts Cowes Business Association for their input.

b) **Extension to the Festive Lights**

Last year the Festive Lights were a great success, but, they did not extend right down to Bath Road as originally requested. The problem was lack of electrical points and permissions from property owners.

ACTION: The Assistant Town Clerk to contact the Chairman of Cowes Business Association explaining how successful the joint project has been, and requesting that the CBA gain the necessary permissions and electrical points to extend the lights down Bath Road.

**c) Christmas Trees in the Town**

The Town Council was criticized last year for only providing one Christmas tree (outside the Vectis Tavern) and the way the lights on it were installed. The Vectis Tavern was chosen as the most suitable site as it is in the centre of the High Street and is very visible when entering or leaving the Red Funnel terminal.

ACTION:-

- 1) The Assistant Town Clerk contacts Red Funnel requesting that they consider sponsoring the Christmas tree outside the Vectis Tavern.
- 2) That if this is successful, the Town Council provide the Christmas tree in Francki Place.
- 3) That the Painters Arms are asked to make a donation towards the tree in Francki Place.

**d) Gold Bus Stop**

There is a project in Shanklin, regarding painting a Bus Stop (next to the Rowing Club) Gold in recognition of the Olympic success of Louis Attrill. A Councillor in Shanklin has met with Southern Vectis, who are supportive of this, and he has asked if consideration is given to a similar idea in Cowes, in recognition of Shirley Robertson's double success.

He has contacted Louis and Shirley about the idea. He is suggesting an 'unveiling' later in the year (probably in July) and before this year's Olympics.

ACTION: That the Assistant Town Clerk contacts the Shanklin Councillor advising that Cowes Town Council agrees in principle to the proposal, and requests further details.

Councillor Wardrop left the meeting at 7.25pm, requesting that she joins the committee.

**e) Expanding the Outdoor Gym**

An email has been received from a resident, requesting an extension to the existing Outdoor Gym in Northwood Recreation Ground.

ACTION:

- 1) That the Assistant Town Clerk contacts the resident requesting a full list of additional static equipment that would be useful.
- 2) That quotations are sought for any potential new equipment.

**61 MAINTENANCE ISSUES WITH EXISTING PROJECTS**

**Street Furniture**

Councillor Jones has started a survey of all street furniture in Cowes, and provided a written report of his work to date. Most items are in a good state of repair. He will meet with Councillor Banks to complete the work ahead of the next meeting.

In view of the next meeting clashing with the IW Council's Planning Committee meeting, Councillor Nicholson requested that it is moved from 05/07/16 to 12/07/16 at 6.15pm.

**RECOMMENDED: That the next meeting of the Projects Committee is held on 12 July 2016.**

Meeting closed at 7.45 pm.

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Chairman