



Minutes of the meeting of the PROJECTS COMMITTEE held in the Town Council office, Northwood House, on Wednesday 13 January 2016 at 6.15pm.

Present: Councillors Nicholson (Chair), Banks, Brown, Corby, McNeill and Spalding.

Mrs J Allan from the Northwood House Charitable Trust Company Limited attended the start of the meeting to discuss the item regarding the drainage around the War Memorial and the Patron's lunch.

31 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bartrum and Jones.

32 DECLARATIONS OF INTEREST

Councillor Banks declared a Pecuniary Interest in Minute No. 34b as his company has tendered for the work, and he left the room for this item.

Councillor Corby declared a non-pecuniary interest in Minute No. 35a in that he does not wish a bollard to be situated restricting access to his property within the High Street.

33 MINUTES OF PREVIOUS MEETINGS

The minutes of the previous meeting of 17 November 2015 were taken as read, Councillor Jones' name to be added to those who attended, then approved as a correct record and signed by the Chairman.

34 UPDATE ON EXISTING PROJECTS

a) The Cut

Martin Hayles has provided amended plans incorporating the changes advised by councillors at the previous meeting. He has also approached Island Roads for some pre-application advice. The project is now ready to apply for Planning Permission. Some discussion took place regarding the removal of the planted area to the north of the toilets – this had been agreed to accommodate additional seating but removable planters are incorporated into the plan. Electrical points also need to be identified within the plan. It was:

RECOMMENDED: That subject to the inclusion of the electrical points, that Planning Permission is now sought.

Councillor Banks left the room for this item.

b) The Shelter on the Seafront

Sealed tender documents have been received from Martin Hayles, which were opened and discussed. Four tenders were sought by Martin Hayles, but only three received. These were: Company A £52,015, Company B £25,481.80, Company C £39,499.90. Only £15,000 was originally ring-fenced for this project, of which some funds have been used to pay for the professional services of Martin Hayles and gaining planning permission. It was:

RECOMMENDED:

- 1) That Company B is given to the contract providing they are able to deliver the project by this summer.**
- 2) That funds are “transferred” from either the Medina Trust Development Fund or the Outdoor Gym to complete the project.**

Councillor Banks re-entered the room for the continuation of the agenda.

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

No action has yet taken place, but the company employed are hoping to complete the moving of the crane by the end of the month.

d) Repairs to Benzie's Clock

Following the previous meeting, the Assistant Town Clerk contacted Rolex requesting that they sponsor a new clock for outside Benzie's. An email has been received from Rolex advising that their association with Benzie's has ceased so they were unable to assist. ACTION: Councillor McNeill will request a meeting with the owner of Benzie's to discuss alternative proposals.

e) Repairs of the Town Clock

Good Directions have advised that they are manufacturing new clock hands and electric workings for both faces of the clock. For the installation the Town Council will need to provide a step ladder for them to work from.

ACTION: That once the installation date has been received, the Assistant Town Clerk contacts Councillors Banks, Corby and Nicholson, who all have their own businesses to see who is able to provide the ladders on the day.

f) Additional Town Map

Councillor Corby provided a "mock up" of a tubular map on a pillar in the Arcade, as a possible location.

ACTION: Councillor McNeill will contact Red Funnel to discuss a possible location.

g) New Sign for the Skate Park

A price has been obtained for a new Skate Park sign incorporating the location of the Defibrillator at the IW Community Club. The price is £95.00 for manufacture and installation plus £23.50 for the backing sheet. It was:

RECOMMENDED: That the new sign and backing sheet are purchased at a total cost of £118.50 plus VAT.

h) Defibrillator Leaflet

So far, out of the nine locations in Cowes known to have a defibrillator on-site, 6 have agreed to allow their equipment to be used for Community use and have supplied contact details and opening hours. The Assistant Town Clerk presented a draft leaflet for Councillors to consider. Councillors wished some wording to be amended from the draft and then this used as an article in the next Town Council Newsletter.

ACTION:

- i) Councillor McNeill will contact both the Royal London Yacht Club and Red Funnel as they have not yet responded to the enquiry from the Assistant Town Clerk.
- ii) That the Assistant Town Clerk obtains quotations for signs showing "your nearest defibrillator is located at" for distribution to businesses within the town.

RECOMENDEDED: That Cowes Town Council obtains a defibrillator to be located at Northwood House for Community use.

POSSIBLE NEW PROJECTS

a) Bollards

Councillor Banks presented a paper which provided both the history and the current position of the Bollards in the High Street. Regarding the bollard at Sun Hill it was decided that it was not required, but an additional one by Henry Lloyds should be considered.

ACTION: That the Assistant Town Clerk obtains two further quotations for 6 new bollards.

RECOMMENDED:

- 1. That CTC first determines whether it wishes to take on the full responsibility of the bollards by way of ownership, maintenance and operation.**
- 2. That CTC, subject to agreement to item 1, determines:**
 - a) Whether 5 of the existing bollards should be replaced and a further bollard installed outside of Henry Lloyd.**
 - b) What type of bollard, if full replacement, is to be installed.**
- 3. That CTC, subject to deciding on items 2(a) and 2(b), formally writes to the Isle of Wight Council, Highways Department, to request the following:**
 - a) That CTC takes over the ownership of the present bollards and their daily operation.**
 - b) That CTC is willing to enter into a licence for such.**
 - c) That CTC states their intention to replace 5 of the original bollards and provide an additional bollard and provides full specification and siting details on same.**

b) Drainage around the War Memorial site in Northwood Park

Northwood House Charitable Trust have pledged support to the Town Council for providing drainage for the area around the War Memorial. It was agreed:

ACTION: That Councillor Banks and Councillor Nicholson work together to provide a sketch of a suitable French drainage scheme for the area by the path and costings which will be shared with the Northwood House Charitable Company Trust Limited.

c) The Patron's Lunch

To celebrate the 90th Birthday of Her Majesty the Queen, a lunch is being organised by local businesses on Sunday June 12th 2016. Councillor McNeill has attended two meetings and the minutes of those meetings were circulated to members. It is hoped to have bands marching from the High Street through to the Parade for a Church Service at 11am, followed by a large community picnic at Northwood Park. Local businesses and charitable organisations will be offered stalls to raise funds for both themselves and the Patrons Charity Fund. Three local yacht clubs have offered to provide chairs for the parade church service and Northwood House Charitable Trust Company Limited has agreed to host the picnic. It was:

RECOMMENDED: That Councillors McNeill and Spalding are the appointed representatives of Cowes Town Council for any future meetings.

ACTION: That Cowes Town Council offers support to the event by:

- 1) Arranging any road closures with Island Roads and requesting support from Cowes Carnival to steward the event.
- 2) That the event is advertised in the next two editions of the Town Council Newsletter.

Meeting closed at 7.55 pm.

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Chairman