



Minutes of the **PROJECTS COMMITTEE** held in the Town Council office, Northwood House, on Tuesday 19 April 2016 at 6.15pm

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

In attendance: Sue Waters (Assistant Town Clerk)

48 APOLOGIES FOR ABSENCE

There were no apologies for absence as everyone was in attendance.

49 DECLARATIONS OF INTEREST

Councillor Banks declared a pecuniary interest in item 51b (in that his company has been awarded the contract) and a non-pecuniary interest in item 51i (in that he is member of the CDTA)

50 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 15 March 2016 were taken as read, approved as a correct record and signed by the chairman.

51 UPDATE ON EXISTING PROJECTS

a) **The Cut**

The Planning application has been processed, but no decision has been published.

b) **Shelter on the seafront**

G. J. Banks Limited have been advised of the removal of the time clause in the contract and have notified that they hope to start work on the shelter in late summer with completion in the autumn. Councillors were happy that the shelter should be available for use before the winter.

c) **Repair and refurbishment to the crane and benches outside the Cowes Harbour office.**

The crane is now over the land and will be painted in May.

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

The contractor employed to repair the Town Clock has provided a quotation to convert the clock from mechanical to mains electric at a cost of £1,530.00 plus VAT plus the cost of any road closures which would be necessary while they are working. Although Benzie's have verbally agreed to donate the clock to the Town Council, there is no written agreement.

There was also discussion about refurbishing the clock, which would entail additional cost.

ACTION:

- 1) The Assistant Town Clerk to write to Benzie's asking them to confirm in writing the agreement to donate the clock to the Town Council, permission for the clock to be attached to their property, permission for access if required for repairs and to supply the electricity for the workings.
- 2) That quotations are sought for the refurbishment of the clock.
- 3) That the cost of a road closure is obtained.

e) **Defibrillators**

The cost of posters for the High Street which will detail the location of the nearest community use defibrillator was discussed. It was:

RECOMMENDED: That 50 posters are purchased via the NHS Trust at a cost of £50.00 plus VAT.

The installation of a unit at Northwood House was also discussed, but deferred at this stage as the NHCTCL have requested an internal unit and not an external one.

Further discussion took place about the siting of units in the town and the possible purchase of external boxes for some of them. It was agreed:

ACTION: That before any further units are purchased, all existing locations of defibrillators are marked onto a map of Cowes and the NHS Trust are asked about the best location for future units.

f) **Bollards in the High Street**

After three reminders, no date has been forthcoming from IW Council and Island Roads for a meeting. It was considered vital that both parties are involved. It was agreed:

ACTION: That Councillor Nicholson will arrange the date of the meeting by personal contact.

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

NHCTCL have granted permission for the drainage work around the War Memorial to go ahead. Unfortunately, Councillor Nicholson is unable to carry out the work due to his work commitments, so quotations will have to be sought. It was agreed:

ACTION:

- 1) That quotations to carry out the CAT scans, the work to drill bore holes and back fill with gravel be sought and presented at the next meeting.
- 2) That Councillor Nicholson will provide the necessary Risk Assessment and Method Statement for the works.

h) **The Patron's Lunch**

Councillor McNeill advised of the meeting held on Friday 1 April 2016. The event is being co-ordinated by ESQ Events, and Red Funnel have now offered £500.00 towards costs. The Town Council has agreed for the clerk to receive all the donations on behalf of the organisations and then pay out the relevant invoices. Minutes of the meeting will be circulated.

ACTION: Councillor McNeill will ensure that the pledges are paid to the Town Council as soon as possible.

i) **The installation of the Cowes Deauville Twinning Association 50th Anniversary Plaque**

The Cowes Deauville Twinning Association have agreed that Councillor Banks can design the necessary mounting block for the 50th Anniversary plaque. It was agreed:

ACTION:

- 1) That Councillor Banks will obtain a quotation for the mounting block of the CDTA plaque up to £750.00 which has been agreed by the Town Council.
- 2) That Councillor Banks will obtain the necessary permissions from IW Council for the mounting of the plaques for the CDTA, the Merchant Navy and the Royal Yacht Squadron, after deciding the best locations within the bandstand.

j) **Town Maps for the summer season**

A re-print of the 2015/16 map was authorised by the Town Council and so a purchase order has been made for another 2,000 maps at a cost of £635.00, which will be delivered in June at the same time as the 10,000 for the IW Chamber of Commerce. The Red Funnel maps have not yet progressed. It was agreed:

ACTION: That the clerk requests an actual delivery date.

52 TO CONSIDER ANY NEW PROJECTS

a) Big Belly Bins

Councillor Banks presented a report about the use of “Big Belly” solar litter bins in the High Street of towns such as Brixham and St Ives. Island Roads had previously carried out an unsuccessful trial in Carisbrooke. It was agreed:

ACTION:

- 1) That the Assistant Town Clerk contacts the Town Councils of Brixham and St Ives requesting the results of their trials of the Big Belly bins.
- 2) That the Assistant Town Clerk asks Island Roads for the results for their trial.
- 3) That the Assistant Town Clerk requests that Island Roads trial a Big Belly bin on the Parade in Cowes.

53 MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) Street Furniture

Councillors Banks and Jones apologised that they have not yet been able to carry out a survey of street furniture in Cowes and will endeavour to carry it out later this month. Councillor Bartrum raised the issue of the Finger Post outside the Harbour Commission - this will be included in the survey.

Meeting closed at 7.25pm.

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Chairman