

## COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 15 August 2017 at 6.15pm

**Present:** Councillors Taylor (Chair), J Bartrum, Brown, Jones, Nicholson and Peacey-Wilcox

**In attendance:** Councillor R Bartrum (non-voting), Kate Gibbs (Assistant Town Clerk), Debbie Faulkner (Town Clerk), Martin Hayles (Architect for The Cut Project)

### 139. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Fuller.

### 140. DECLARATIONS OF INTEREST

- a) No declarations of interest were received.
- b) No written requests for dispensation were received.

### 141. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Projects Committee meeting held on 11 July 2017 were taken as read, approved as a correct record and signed by the Chairman.

### 142. UPDATE ON EXISTING PROJECTS

#### a) The Cut

Martin Hayles advised that Island Roads are prepared to accept The Cut project as an 'Enhanced Standards Project' meaning that they will set against the final cost of the project the allowance in their budget for resurfacing the footpath and the road. Therefore, Cowes Town Council's contribution will be the difference between the final project cost and the allowances set by Island Roads within their programme. Councillors agreed the final scheme which will consist of brick pavers to create a level area from the seating area to the pharmacy wall, relocation of the loading bays to outside of the public conveniences, and the inclusion of dropped kerbs and tactile paving where appropriate. Martin will prepare drawings and a detailed Specification of the works to be submitted to Island Roads, who will cost the project and advise the Town Council of their contribution. Subject to approval of the above, the Town Council will submit the necessary changes to the Traffic Regulation Orders, however, with the works being undertaken by Island Roads there is no requirement for a Bond to be placed with them. Works are likely to commence in Spring 2018, to tie in with Island Roads' funding for works in this area.

Actions:

- 1) Martin Hayles will confirm with Island Roads that their suggested way forward is acceptable.
- 2) Martin Hayles will prepare drawings and a detailed specification to be submitted to Island Roads for costing.

Martin Hayles left the meeting at 6.28pm.

#### b) The Shelter

Councillors considered the cost for the installation of a foot rail under each seat at the Shelter and looked at the options for foot rails in oak timber and Kee Klamp galvanised metal tubing. They felt that galvanised tubular metal would be the most suitable option, as the oak could split and twist as it dried.

Action: The Assistant Town Clerk obtains a revised cost for galvanised foot rails to be left unpainted.

**RECOMMENDED: That the Town Council approves the cost of up to £585.40 plus VAT to supply and fit 4 No. Kee Klamp galvanised metal tube foot rails under the seating at the Shelter, with the cost to be met from the balance of the outdoor gym budget.**

c) **Defibrillators in the Town**

Councillors were advised that external defibrillator cabinets have details on the front instructing users to call 999 in the first instance. There are additional information sheets inside the three units provided through the Town Council's application to the British Heart Foundation. There being no further action required with this item, this will be removed from the agenda.

d) **High Street Pedestrianisation and Bollards**

The Isle of Wight Council have advertised the changes to the prohibition of driving order, with comments due to be received by 4 August.

Action: The Assistant Town Clerk will request an update from the Isle of Wight Council.

e) **Northwood Recreation Ground – expanding the Outdoor Gym and Skate Park**

The outdoor gym was officially opened by the Mayor, supported by a number of Town Councillors, on the 8<sup>th</sup> of August. Discussions have been held with skate park experts, resulting in a recommendation to install concrete ramps aimed at children aged up to the age of ten. Councillor Nicholson offered to attend any future meetings, as Ward Councillor.

Actions:

- 1) Councillor Brown will contact John Cattle, skate park trainer, for his advice on the installation of a skate park aimed at children up to the age of 10.
- 2) The Assistant Town Clerk will contact Newport Parish Council regarding their skate park facilities and costs involved.

f) **Access Audit of the Town**

Representatives from the Town Council, Island Roads, the Isle of Wight Council and Isle Access undertook a walk through the town centre on Friday, 11<sup>th</sup> August to identify areas which would benefit from modifications to improve accessibility. The parties involved will prepare reports on their findings, which will be updated at the next meeting.

Action: Councillor J Bartrum will prepare a report following the walk through for the next Projects Committee meeting.

g) **WW1 Centenary Memorial in the Rose Bed**

There being no update on this item, Councillors felt it could not be pursued at this time and would be removed from the agenda.

h) **Westbury Estate Residents' Association**

The Homes and Communities Agency are holding discussions with the Isle of Wight Council regarding the area of the Westbury estate in their ownership, to try and reach an agreement as to the works needed to bring the road up to an adoptable standard.

Councillor Nicholson thanked the Town Council for its assistance with this project. This will be removed from the agenda.

- i) **Tree Planting and appreciation**  
The first tree order will be placed at the end of August with delivery required at the end of September.
- j) **Christmas Trees in the Town**  
Councillors were provided with details of two quotations received for new Christmas tree lights, with a third awaited.  
Action: The Assistant Town Clerk obtains a third quotation for consideration by Councillors.
- k) **High Street Banners**  
Councillors discussed the cost of purchasing two 'Welcome to Cowes' banners which could be displayed in the High Street throughout the period April to October each year. Councillors felt the cost to display the banners was higher than they had expected. An alternative suggestion was made to create a 'Welcome to Cowes' mural at The Cut.  
Action: The Assistant Town Clerk liaises with the mural designer to incorporate the wording 'Welcome to Cowes' in to the design.

Councillor Jones left the meeting at 7.04pm.

#### **143. NEW PROJECTS**

- a) **Wishing Well**  
Councillor R Bartrum had prepared a report on the state of the Wishing Well at Shooters Hill following concerns raised by a local trader. Councillors considered that the report was very detailed and agreed that the area would benefit from a working party to clean up the Wishing Well.  
Actions:
  - 1) Councillors J and R Bartrum will set a date and time for the working party, once access to the inside of the Wishing Well has been achieved.
  - 2) The Assistant Town Clerk writes to all Town Councillors to request their attendance at the working party to clean up the Wishing Well.

#### **144. MAINTENANCE ISSUES WITH EXISTING PROJECTS**

- a) **Street Furniture**  
The Chairman advised that all six metal picnic benches have been installed on the grassed area at Mornington Road.  
Councillors discussed the benefits to visitors for installing an additional 'Tourist Information Centre' finger on the finger post outside the Day Lewis Pharmacy, in addition to the one already located at the exit from the Red Funnel terminal.  
Actions:
  - 1) The Assistant Town Clerk takes a photograph of the new picnic benches for inclusion in the Mayor's newsletter.
  - 2) The Assistant Town Clerk obtains the cost of a new directional finger for the Tourist Information Centre.

#### **145. ITEMS FOR INCLUSION ON FUTURE AGENDAS**

No items were raised for inclusion on a future agenda.

The proceedings terminated at 7.15pm.

**CHAIRMAN**