

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 6 June 2017 at 6.15pm

Present: Councillors Taylor (Chair), J Bartrum, Bertie, Brown, Fuller and Jones

In attendance: Kate Gibbs (Assistant Town Clerk), Debbie Faulkner (Town Clerk), Councillor Wardrop (non-voting) (6.17pm)

125. ELECTION OF CHAIRMAN

Councillor Taylor was proposed as Chairman by Councillor Brown, the proposal was seconded by Councillor Bertie, followed by a unanimous show of hands. It was

RESOLVED

That Councillor Taylor be appointed as Chairman of the Projects Committee for the Municipal Year 2017 / 2018.

Councillor Taylor thanked those Councillors present for their support and also thanked Councillor Nicholson, the previous Chairman of the Projects Committee.

126. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Nicholson and Peacey-Wilcox.

127. DECLARATIONS OF INTEREST

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

128. MINUTES OF THE PREVIOUS MEETING

The minutes of the Projects Committee meeting held on 18 April 2017 were taken as read, approved as a correct record and signed by the Chairman.

129. UPDATE ON EXISTING PROJECTS

a) **The Cut**

Councillors are awaiting the results of Island Roads' borehole test at The Cut to identify the construction of the roadway. This will confirm whether the road is suitable to receive overtopping.

The Mayor has been approached by a local art student to ask if Councillors will consider the installation of a mural on the wall next to the seating area at The Cut.

Actions:

1. The Assistant Town Clerk to respond to the request, thanking her for her interest, and suggesting a meeting with the Town Clerk and Chairman of the Projects Committee.
2. The Assistant Town Clerk ascertains what permissions would be needed to install a mural at The Cut.

b) **The Shelter**

The dedication plaque has been installed on the Shelter on Egypt Esplanade. Councillors expressed their concern about the height of the seating and felt that the addition of a foot rail should be explored.

Actions:

1. The Assistant Town Clerk contacts the Shelter's contractor, G J Banks Ltd, to request that the installation of a foot rail be investigated.

2. The Assistant Town Clerk contacts the Isle of Wight Council regarding the issuing of a press release to coincide with the official opening of the Shelter.
- c) **Defibrillators in the town**
Known establishments in Cowes that have a defibrillator for community use have been asked to register their unit with Heartsafe. Councillors felt that local training was needed in the use of the units.
Action: The Assistant Town Clerk identifies appropriate training facilitated by the Isle of Wight Ambulance Service.
- d) **High Street Pedestrianisation and Bollards**
Despite expressing their concerns that the inclusion of 'No cyclists' or 'Cyclists Dismount' had been rejected by Island Roads, Councillors approved the sign schedule which will extend the current prohibition of driving through the High Street from 10am – Midnight, Midnight – 7am.
Action: The Assistant Town Clerk writes to Island Roads to request that they proceed with the changes as detailed to the prohibition of driving order.
- e) **Northwood Recreation Ground survey results and expanding the Outdoor Gym**
Councillor Brown updated the Committee on progress with this project. Three skate park providers had been approached to suggest layouts for a skate park for younger children. A query had been received from one of the companies regarding the size of the suggested area, which the company felt needed to be widened to take into account the minimal permitted distance between the fencing and equipment. Councillors agreed that the width of the proposed extension could be extended by 2 metres.
Action: Cllr Brown provides the company with the revised sizing.
- f) **Access Audit of the Town**
Councillors felt that it would be beneficial to include a representative from Isle Access, who undertook the access audit of the town on behalf of the Town Council, in any meeting on site with representatives from the Town Council, Isle of Wight Council and Island Roads to ensure accessibility issues are considered when works are planned. Isle Access have offered a 2 hour walk through the Town with representatives from all parties concerned, at a cost of £25 per hour.
RECOMMENDED: That the Finance, Acquisitions and Staffing Committee consider the cost of £50 for Isle Access to attend a walk through the Town with representatives from Cowes Town Council, Isle of Wight Council and Island Roads to discuss accessibility issues.
- g) **Road Crossing Patrol in Park Road**
At the Annual Meeting of the Town Council on 18 May 2017 Councillors agreed to 'match fund' the monies raised through the Cowes Primary School 'Crowdfunding' page up to a maximum of £5,000. The Crowdfunding page closed on 31 May 2017.
Action: The Assistant Town Clerk contacts Cowes Primary School to request the final amount raised by the Crowdfunding initiative.
- h) **WW1 Centenary Memorial in the Rose Bed**
Transfer of the Rose Bed cannot proceed until the land has been registered under the ownership of the Isle of Wight Council.
Action: The Assistant Town Clerk writes to Ashley Curzon of the Isle of Wight Council to expedite ownership transfers to the Northwood House Charitable Trust Company Limited.

- i) **Plaque on the crane**
Installation of the new plaque on the crane is underway. This item will be removed from the agenda.
- j) **Westbury Estate Residents' Association**
The Homes and Community Agency have completed their repair to the trench in Seaview Road. Discussions are continuing between Persimmon and Island Roads regarding the adoption of the Westbury Estate.
- k) **Benzie's Clock**
The condition of the clock remains unaltered.
- l) **Yachting Parade of Fame**
Island Roads have been approached regarding the possible installation of engraved paving slabs to create a yachting parade of fame on The Parade. Councillor Bertie advised Councillors that there are plans to establish a steering committee under the umbrella of Destination Cowes to further this idea. A representative and deputy will be required to be appointed at the next Full Council meeting.

Councillor Wardrop left the meeting at 7.15pm.

130. NEW PROJECTS

- a) **NALC National Tree Charter**
Councillors agreed to rename this item as 'National Tree Charter'.
Councillor Taylor outlined the Charter, which will be launched on 6 November 2017 on the 800th Anniversary of the Charter of the Forest. For every person signing the Charter, a tree will be planted in the UK. Local councils have been invited to be charter branches, which will mean a tree will be planted locally. There is no cost involved to the Town Council, but councils must agree with the Charter's principles.
RECOMMENDED: That Cowes Town Council sign up to be a charter branch of the National Tree Charter.
- b) **Local Tree Planting Programme**
Councillors agreed to rename this item as 'Tree planting and appreciation'.
Councillor Taylor advised that he had met with a representative from the Northwood House Charitable Trust Company Limited to discuss the location of new trees, which will replace some of those lost in recent years, in the grounds of Northwood Park. Councillor Taylor has also been looking at trees sited in green areas throughout the Town. He advised that to take advantage of free delivery to the Island, that a budget of £1,250 to fund two major plantings was required.
RECOMMENDED: That the Finance, Acquisitions and Staffing Committee consider funding 2 major plantings at a cost of £1,250 from the new projects budget, to include full details of the proposed trees, their planting positions and detailed costings.
- c) **Christmas Trees in the Town**
In 2016 the Town Council provided two Christmas Trees, one outside the Vectis Tavern, sponsored wholly by Red Funnel, and one by the Painters Arms, who donated of £50 towards the cost. Councillors discussed the possible number and location of trees for 2017 and felt that one tree would be a suitable way forward at this time, with the location to be discussed further. It was agreed that the lights were not giving a very effective display.
Action: The Assistant Town Clerk is to obtain prices for new lighting for a Christmas tree.

d) **Festive lights**

Councillors agreed that the lights were a great success in 2016 and that no changes are necessary for the 2017 season.

131. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) **Street Furniture**

At the Annual Meeting of the Town Council on 18 May 2017 Councillors agreed to fund 50% of the cost to replace the six plastic picnic benches at Mornington Road with metal replacements, with the Town Council taking on the future maintenance of the new benches. The Town Clock requires maintenance and refurbishment. Tenders are being sought from three local companies for the works identified.

Action: The Assistant Town Clerk contacts the Isle of Wight Council to order the six metal picnic benches to be installed at Mornington Road.

b) **Northwood Recreation Ground**

The Assistant Town Clerk provided details of the quarterly inspection of the facilities at the Recreation Ground. Councillors were concerned that the window in the Ladies' toilet had been vandalised again. Repair works are programmed. A new litter bin has been installed by the MUGA, and a new dog bin will be installed shortly at the rear of the Cricket Club, on the footpath to the Westbury Estate, both of which were funded by the Town Council. Minor issues have been reported to the Isle of Wight Council for their attention. The static outdoor gym is looking a bit untidy and would benefit from being repainted. The new mobile gym equipment is due to be installed towards the end of June 2017. The annual safety inspection for the MUGA and Skate park have been undertaken by RoSPA.

Actions:

1. The Assistant Town Clerk will arrange for repainting of the static outdoor gym, either by those undertaking community service or by a local contractor.
2. The Assistant Town Clerk will arrange an official opening for the mobile gym equipment.
3. The Assistant Town Clerk will contact RoSPA to clarify the findings of their inspection report.

c) **Maintenance of the Public Conveniences**

Transfer to the Town Council of the freehold title of the four public conveniences at Medina Road, The Cut, The Parade and Mornington Road has completed. Councillors feel that there were several issues that need addressing urgently, with doors and flushes being the priority.

RECOMMENDED: That the Finance, Acquisitions and Staffing Committee consider authorising £1,000 from the allocated budget to enable immediate repair works to the public conveniences in Cowes.

Actions:

1. The Assistant Town Clerk arranges for two flushes in The Parade toilets to be replaced.
2. The Assistant Town Clerk obtains prices for replacement doors at The Cut.
3. The Assistant Town Clerk identifies three local contractors to undertake remedial works, at an agreed hourly rate, when required by the Town Council.

The proceedings terminated at 8.17.pm.

CHAIRMAN