

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Wednesday 22 March 2017 at 6.15pm

Present: Councillors Nicholson (Chair), Banks, Brown, Jones, McNeill and Taylor

In attendance: Kate Gibbs (Assistant Town Clerk), Debbie Faulkner (Town Clerk), Councillor Wardrop (non-voting) (6.20pm)

119. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Spalding.

120. DECLARATIONS OF INTEREST

- a) No declarations of interest were received.
- b) A written request for dispensation was received from Councillor Banks and granted in respect of an additional ORP Blyskawica Plaque on the Bandstand. Minute No. 123(d) refers.

121. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 9 March 2017 were taken as read, approved as a correct record and signed by the Chairman.

122. UPDATE ON EXISTING PROJECTS

- a) **The Cut**

Councillors Banks and Nicholson updated the Committee following a meeting at Island Roads' offices with Brett Lindsay, Mark Boyle (Island Roads) and Martin Hayles (Cowes Town Council's Architect). Island Roads are interested in working with the Town Council and will provide advice on cost effective surfacing. They will undertake a borehole on site to see what the make-up of the carriageway is. Island Roads will be undertaking maintenance resurfacing in the future and it is hoped that by working with them on the enhancement of The Cut that the expenditure for the Town Council will be kept to a minimum. It was noted that the current seating area was in the ownership of the Isle of Wight Council and this would need the necessary permissions if this area was included in the enhancement works.
- b) **The Shelter**

The Shelter is nearing completion off-site and will be installed on the seafront in early April. The road is currently closed for resurfacing works, which has overrun its anticipated schedule.
Action: The Assistant Town Clerk will contact Island Roads regarding the resurfacing works.
- c) **Defibrillators in the town**

Shepards Wharf and Cowes Yacht Haven have advised that installation of their defibrillator units is scheduled for this week. Councillors felt it would be extremely beneficial to the public if the location of the nearest defibrillator unit was shown when using the Google search engine.
Action: Councillor McNeill offered to seek IT advice in relation to accessing the Heartsafe register when performing a Google search.

d) **High Street Pedestrianisation and Bollards**

Councillors had been provided with a schedule of the new signs to be installed when the changes to the Traffic Regulation Order in the High Street comes into effect. Councillors were happy with the majority of the signs, however, felt that the signs should ask cyclists to dismount. This follows reports of persistent abuse by cyclists failing to dismount in the High Street.

Action: The Assistant Town Clerk will contact Island Roads regarding the proposed signs and will request the inclusion of 'No cyclists' or 'Cyclists dismount'.

e) **Northwood Recreation Ground survey results and expanding the Outdoor Gym**

Councillor Brown had inspected the dog waste bins at the Recreation Ground, following which Island Roads had been asked to repair or replace the bin located at the Place Road entrance.

Councillor Brown and the Assistant Town Clerk had met with Lee Matthews, Recreation and Public Spaces Manager from the Isle of Wight Council, at the Recreation Ground to discuss expanding the outdoor gym. Lee had requested visual representation of the Town Council's suggested equipment and location. Three quotations have been sought for mobile gym equipment and were considered by Councillors.

The Isle of Wight Council have been asked to consider offering a licence to site a mobile refreshment unit at the Recreation Ground.

The Assistant Town Clerk advised Councillors that the company that installed the current skatepark had since been dissolved.

Actions:

1. The Assistant Town Clerk provides Lee Matthews with visual representations of the proposed outdoor gym equipment.
2. The Assistant Town Clerk and Councillor Brown research expanding the skatepark or providing a separate area for younger children.

RECOMMENDED: That Company B be appointed to install mobile gym equipment at the Recreation Ground for the sum of £9,386.50 plus VAT, subject to the Isle of Wight Council's agreement of the equipment and proposed location.

f) **Plaques in Francki Place**

The two new backboards are ready for varnishing. Once mounted, the new plaques will be installed in Francki Place.

Action: Councillor McNeill will offer the original plaques to the Classic Boat Museum.

g) **Disability Assessment of the Town**

Councillors agreed to rename this agenda item to 'Access Audit of the Town'. This item was deferred until the next meeting.

h) **Road Crossing Patrol in Park Road**

A Councillor has met with a governor of Cowes Primary School informally to discuss ways to fund the school crossing patrol. The Town Council has offered to match-fund any money the School is able to raise for the school crossing patrol in Park Road on a year by year basis. The Isle of Wight Council have advised that the Town Council's request for a puffin or zebra crossing at Park Road has been added to the Network Integrity Register and will be formally considered for future funding in due course.

Actions:

1. The Assistant Town Clerk contacts the Isle of Wight Council to stress the importance of installing a zebra/puffin crossing at Park Road.
2. The Assistant Town Clerk liaises with Councillor Fuller who has statistics to support the installation of a crossing at Park Road.

i) **WW1 War Memorial in the Rose Bed**

Councillors agreed to rename this item to 'WW1 Centenary Memorial in the Rose Bed'. Councillor Banks had prepared a report which had been circulated to Councillors prior to the meeting. It contained photos of an engraved WW1 shell which could be incorporated into the centrepiece of the proposed memorial. Ownership of the rose bed is still undetermined. Action: The Assistant Town Clerk writes to the Isle of Wight Council regarding ownership. **RECOMMENDED: That the outline design of the garden be approved, with the memorial to be subject to further consideration before being recommended for approval.**

j) **Review of traffic signage**

Councillors felt traffic signage did not require further consideration at this time. This item will be removed from the agenda.

k) **Plaque on the crane**

The plaque is in the process of being engraved. The contractor has raised an issue with including the Town Council's logo. Councillors agreed to remove the logo from the design.

l) **Local Tree Planting Programme**

Councillor Taylor had prepared a report which had been circulated to Councillors prior to the meeting. Councillor Taylor had met with the Isle of Wight Council's Countryside, Parks and Open Spaces Manager in the Town Council office. The Isle of Wight Council agreed in principle to the Town Council planting trees on Isle of Wight Council-owned parks and open spaces, subject to their approval of the tree and its position. Councillor Taylor advised that tree planting could go ahead if a budget of £1,250 could be set aside for tree planting. Councillor noted the report and will consider funding at a future date.

m) **Westbury Estate Residents' Association**

The Chairman advised that the Homes and Communities Agency are going to repair the defect in the surface at Seaview Road. No responses to the Town Council's letters had been received from the Home and Communities Agency or Persimmon Homes regarding the condition of the Westbury Estate roads.

Actions:

1. The Assistant Town Clerk will write to the Homes and Communities Agency saying that the Town Council is pleased that they are going to repair the defect in Seaview Road, and asking when the road will be put into a condition to be able to be adopted.
2. Councillor Nicholson will obtain a report on the condition of all roads on the Estate from Island Roads.
3. The Assistant Town Clerk will follow up the adoption of all roads on the Estate with the Isle of Wight Council.

n) **Benzie's Clock**

This item was deferred to the next meeting.

123. NEW PROJECTS

a) Toilet refurbishment/upgrading

The toilets will be looked at in detail when the freehold of the buildings has transferred to the Town Council.

b) Lanesend Primary School

Councillor Taylor and Councillor Brown had attended a meeting with the School's Headteacher and governors, Isle of Wight Councillors and the Police to discuss the safety of the children getting to and from school. Councillor Peacey-Wilcox had volunteered to pursue this issue. Councillors were advised that there will be a press article in this week's newspaper which will highlight the problems encountered.

Action: The Assistant Town Clerk requests Councillor Peacey-Wilcox reports progress at the next meeting of the Town Council on 6 April 2017.

c) Installation of bunting in Cowes High Street

Councillors considered installing bunting through the High Street from the end of April/beginning of May until the end of the summer. The cost of installation and removal will be the same as last year.

RECOMMENDED: That the bunting be installed in the High Street at a cost of £1,000.

Councillor Wardrop left the meeting at 7.45pm.

d) Additional ORP Blyskawica Plaque at the Bandstand

Councillor Banks advised that the Polish Ambassador and the Island's Lord Lieutenant would be unveiling the new plaque at the Bandstand on 7 May 2017. The cost for the plaque, backboard and delivery is £447.60 plus VAT.

RECOMMENDED: That Cowes Town Council adopts ownership of the ORP Blyskawica Plaque at the Bandstand and adds it to its insurance policy and asset register.

Councillor Jones left the meeting at 7.47pm.

124. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) Street Furniture

The Isle of Wight Council will be carrying out maintenance to the 10 metal benches on Princes Green. Discussions are ongoing between the Town Council and the Isle of Wight Council regarding the picnic benches at Mornington Road. Several of the benches are in poor condition and replacements are being investigated. Councillors felt that metal picnic benches may last longer than the current plastic ones.

Action: The Assistant Town Clerk obtains prices for metal picnic benches from the Isle of Wight Council.

b) Information Boards

Graham Filer is due to commence repair works to the Information Board at The Parade next week.

c) Northwood Recreation Ground

The litter bin by the MUGA is in need of replacement due to a broken lock and missing inner receptacle.

RECOMMENDED: To purchase a replacement bin at a cost of £100 plus installation cost of £50.

125. ITEMS FOR FUTURE AGENDAS

- a) Yachting Parade of Fame

The proceedings terminated at 8.02pm.

CHAIRMAN