

## COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 27 June 2017 at 6.15pm.

**Present:** Councillors Glendinning (Chairman), J. Bartrum, Fuller & Jones.

**In attendance:** Councillors Taylor & Wardrop (non-voting); Debbie Faulkner, Town Clerk.

**179 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Oliver & Peacey-Wilcox.

**180 DECLARATIONS OF INTEREST**

Councillor Jones declared a pecuniary interest in Minute No. 189 as he is Treasurer of Cowes Heritage.

**181 MINUTES**

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 30 May 2017 be taken as read, approved as a correct record and signed by the Chairman.

**182 RECOMMENDATION FROM PROJECTS COMMITTEE – ISLE ACCESS WALK THROUGH 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. It was:

**RECOMMENDED**

**That Cowes Town Council approves the cost of £50 from the new projects budget 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.**

**183 RECOMMENDATION FROM PROJECTS COMMITTEE – LOCAL TREE PLANTING PROGRAMME**

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. It was:

**RECOMMENDED**

**That Cowes Town Council approves 2 major plantings at a cost of £1,250 from the new projects budget.**

**184 RECOMMENDATION FROM PROJECTS COMMITTEE – MAINTENANCE OF 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 been completed. Councillors feel that there are several issues that need addressing urgently, with doors and flushes being the priority. It was:

**RECOMMENDED**

**That Cowes Town Council approves the sum of £1,500, from the set aside funds for maintenance and upgrading of the four public toilets in Cowes, to enable immediate repair works to be undertaken.**

**185 THE BIG LUNCH 2017 – FUNDS HELD BY COWES TOWN COUNCIL**

The Town Clerk wrote to Northwood House Charitable Trust Company Limited to seek written advice as to how Cowes Town Council should treat the funds of £1,000 being held in the Town Council bank account for The Big Lunch 2017; those funds being £500 from the Island Sailing Club and £500 from the Royal Yacht Squadron. The Town Clerk has seen a copy of the Cowes Big Lunch Meeting notes dated 24 March 2017 where it stated *'The meeting discussed what to do about the 3 x £500 donations for this year and it was decided to keep these to help with next year's event.'* Councillors agreed that further clarification was required. It was agreed:

**ACTION**

The Town Clerk will write to Mark Wynter, Commodore of the Island Sailing Club & Chair of the Cowes Big Lunch, firstly to advise that only 2 x £500 donations had been received and secondly to ask for written confirmation in regard to who should hold the funds of £1,000 until the Big Lunch 2018.

**186 NATIONWIDE BUSINESS 1 YEAR SAVER FIXED RATE ACCOUNT**

The Town Clerk advised Councillors that Cowes Town Council's Nationwide Business 1 Year Saver Fixed Rate account matures on 12 July 2017. Several options, post maturity, have been offered by Nationwide which include re-investing the funds into a Business 1 Year Saver account, a Business 6 Month Saver account, Business Instant Saver account, Business 95 day Saver account or withdrawal and closure of the account. It was:

**RECOMMENDED**

**That Cowes Town Council transfers the funds held in the Business 1 Year Saver Fixed Rate account to a Business 1 Year Saver account with a gross interest rate per annum of 0.75%.**

**187 COWES TOWN COUNCIL FLAGS**

The Town Clerk presented Councillors with the details and cost for two replacement Town Council flags of a higher specification than those currently in use. The specification includes a rope and toggle, it was agreed to investigate whether an alternative means of fitting could be applied to the flag for ease of use. It was:

**RECOMMENDED**

**That Cowes Town Council purchases two replacement flags at a cost of £183.57.**

#### **188 COWES WEEK FIREWORKS**

In the absence of a written report, Councillor Glendinning was able to give an informal, verbal update regarding Cowes Week fireworks. Having spoken with Mr Phil Hagen, Cowes Week Ltd, Councillor Glendinning advised that the Cowes Week sponsor, Lendy, are making a contribution towards the cost of the Cowes Week fireworks. However the contribution does not cover the total cost of the fireworks and therefore Cowes Week Ltd are intending to ask for support from other stakeholders including Cowes Town Council. It was agreed:

##### **ACTION**

1. The Town Clerk will write to Cowes Week Ltd to advise that should they wish to seek support from Cowes Town Council they will need to make an application for a grant.
2. An additional Finance, Acquisitions & Staffing Committee meeting will be scheduled for Tuesday 18 July 2017 specifically to consider a grant application from Cowes Week Ltd and this will be the only agenda item. This will enable any recommendation to be considered at the full Town Council meeting on 20 July 2017.
3. The deadline for receiving the grant application form, and last three years' independently signed accounts, in the Town Council office is Monday 10 July 2017.
4. If the grant application form and last three years' independently signed accounts are not received by the deadline of 10 July 2017, the meeting scheduled for 18 July 2017 will be cancelled and any request for funding will not be considered.

Councillor Jones left the meeting for the following agenda item.

#### **189 COWES HERITAGE QUARTERLY NEWSLETTER**

A request has been received from Cowes Heritage to fund the cost of their quarterly newsletter to be produced in the Cowes Town Council office using the photocopier. The cost being for 200 colour copies £20.00 and £2.00 for mono copies. It was:

##### **RECOMMENDED**

**That Cowes Town Council funds the cost of the Cowes Heritage quarterly newsletter, in colour, up to a maximum of £80 per year from the budget heading 'Newsletter'.**

#### **190 STAFFING**

There were no staffing matters raised by Councillors or Clerks.

#### **191 HEALTH AND SAFETY**

There were no health and safety issues raised by Councillors or Clerks.

#### **192 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

- Update on business rates for public toilets.

The proceedings terminated at 7.07pm.

**CHAIRMAN**