

## COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House, Cowes on Thursday 7 June 2018 at 7pm.

**Present:** Councillor Peacey-Wilcox (Deputy Town Mayor) (Chairman)  
Councillors Adams, J. Bartrum, R. Bartrum, Brown, Bustin, Ellis (7.12pm),  
Glendinning, Hammond, Jones, Nicholson (7.10pm), Oliver, Taylor &  
Wardrop.

**In attendance:** Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; 3 members of the public.

### **PRESENTATION FROM CYCLEWIGHT**

Tim Thorne, Chairman of CycleWight and Martin Gibson, Director of Creative Interpretation made a presentation to the Town Council. Central Government have said that all areas must have a Cycling and Walking Infrastructure Plan, and for Cowes and the Island as a whole this will assist in trying to improve / benefit the residents and tourists. CycleWight are working on a Cycling Strategy for the Isle of Wight and they are producing a Strategic Cycle Network for the Isle of Wight, looking at how cyclists could move more easily through the town. Martin Gibson has undertaken a Newport feasibility study looking at how easy it is to get around Newport. They have surveyed all the streets in the Newport Parish, by bicycle, and scored each street on how suitable it is for the various types of bicycle users with a colour coding system – green / yellow easy routes; orange / red – more difficult streets to use. They have mapped the protected cycle ways and this shows a lot of gaps in the network. The data gathered is being used to update the Island Plan, the Local Cycling & Walking Strategy and the Isle of Wight Regeneration Plan. It was agreed that Tim & Martin should attend the Cowes Access Forum to work with the Forum members to look at making Cowes more accessible for all. It was also agreed that Cowes Town Council would share the ‘Cowes Accessibility Report’ recently commissioned to inform any future cycling / walking strategies for Cowes.

The Deputy Mayor thanked Tim and Martin for their attendance.

### **7731 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Fuller.

### **7732 DECLARATIONS OF INTEREST**

Councillor J. Bartrum declared a non-pecuniary interest in Minute No. 7737g as Cowes Town Council’s representative on Cowes Business Association.

Councillor Glendinning declared a non-pecuniary interest in Minute No. 7737c as Cowes Town Council’s representative on the Supporters of Cowes Library.

Councillor Glendinning declared a non-pecuniary interest in Minute No. 7737e as Cowes Town Council’s representative on The Big Lunch.

Councillor Glendinning declared a non-pecuniary interest in Minute No. 7740 as Cowes Town Council’s representative on the Shoreside Committee, Cowes Week Ltd.

Councillor Glendinning declared a non-pecuniary interest in Minute No. 7751 as the person who may carry out the proposed business survey is a former work colleague.

Councillor Peacey-Wilcox declared a non-pecuniary interest in Minute No. 7751 as she knows the person who may carry out the proposed business survey.

Councillor Taylor declared a non-pecuniary interest in Minute No. 7737d as Cowes Town Council's representative on the Northwood Park Sub-Committee.

Councillor Wardrop declared a non-pecuniary interest in Minute No. 7737f as Cowes Town Council's representative on the Cowes Deauville Twinning Association.

**7733 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER**

The Local Safer Neighbourhood Officer sent his apologies for the meeting but he had sent a report which was circulated to all Town Councillors. The crime statistics for the last 31 days up to 1 June 2018 showed 12 assaults; 4 criminal damage; 6 theft; 1 theft from a motor vehicle. In respect of anti-social behaviour the report showed 3 environmental; 5 personal; 7 community. Their priorities remain as the night time economy; safeguarding / prevention / domestic violence; youth anti-social behaviour and vulnerability.

**7734 MINUTES**

**RESOLVED**

**That the Minutes of the Annual Meeting of Cowes Town Council held on 17 May 2018 be taken as read, approved as a correct record and signed by the Chairman.**

**7735 QUESTIONS FROM MEMBERS OF THE PUBLIC**

A member of the public asked whether the Town Council could have any influence to restore Hamlet Court in Cowes which is falling into a state of disrepair. The member of the public was advised to contact the local member, Councillor Paul Bertie, to discuss this issue.

**7736 REPORTS FROM ISLE OF WIGHT COUNCILLORS**

Written reports focussing on local matters were received from Councillors Fuller, Nicholson & Peacey-Wilcox.

Councillor Nicholson commented that only Isle of Wight Council care homes are checked by the Isle of Wight Council; therefore we should all be aware and report any issues arising from private nursing homes. Councillors were advised that there is a Clinical Commissioning Group (CCG) meeting on Monday 11 June at Cowes Enterprise College to discuss the Acute Redesign project.

Councillor Fuller was not in attendance for questions but the redevelopment of Gurnard Primary School was discussed. Councillors were advised to raise any concerns regarding this matter with Councillor Fuller direct.

Councillor Peacey-Wilcox was available for questions but none were raised.

**7737 REPORTS OF COMMITTEES AND MEETINGS**

a) Planning & Licensing Committee

The Minutes of the Planning & Licensing Committee meeting held on 24 May 2018 were received and noted.

b) IWALC Executive Committee

The Minutes of the IWALC Executive Committee meeting held on 17 May 2018 were received and noted.

- c) Supporters of Cowes Library  
The Minutes of the Supporters of Cowes Library meeting held on 14 May 2018 were received and noted.
- d) Northwood Park Sub-Committee  
The Notes of the Northwood Park Sub-Committee meeting held on 22 May 2018 were received and noted.
- e) The Big Lunch  
The Notes of The Big Lunch meeting held on 18 May 2018 were received and noted.
- f) Cowes Deauville Twinning Association Weekend  
The Notes of the Cowes Deauville Twinning Association Weekend on 18 – 21 May 2018 were received and noted.
- g) Cowes Business Association AGM  
The Report of the Cowes Business Association AGM held on 23 May 2018 was received and noted.

**7738 'CALL IN' REGARDING DECISIONS MADE ON 17 MAY 2018 – MINUTES NOS. 7710c5 AND 7712**

Councillors discussed whether to reverse two decisions which were made at the Annual Town Council meeting on 17 May 2018. Those decisions being Minute No. 7710c5 to make a grant to Destination Cowes in the sum of £2,000 and Minute No. 7712 to supply, install and maintain 50 filled hanging baskets through the High Street from Birmingham Road to the junction with Bath Road and The Parade and to set aside the sum of £3,000 from the 'High Street Environment' budget heading. These decisions were called in following some abhorrent comments made by the Chairman of the Cowes Business Association at their AGM on 23 May 2018. Those comments were not helpful and did not represent the views of the general public. There was also a lack of procedure in that items on the agenda were not discussed. Councillors considered whether to distance themselves from Cowes Business Association as a result of these comments but decided that the Town Council should distance themselves from the comments made rather than the organisation as a whole. Councillor Hammond withdrew the 'Call In' and Councillors agreed:

ACTION

1. The Town Clerk will write to the Secretary of Cowes Business Association to advise of the concerns of the Town Council in relation to the inappropriate comments made by the Chairman of Cowes Business Association at their AGM on 23 May 2018. This letter is requested to be discussed at the next Committee meeting of Cowes Business Association.
2. The letter will also ask why the Election of Chairman and Committee, which was itemised on the agenda, did not take place.
3. The Town Clerk will request a copy of Cowes Business Association's Constitution.

**7739 HIGH STREET FLY TIPPING**

In the absence of Councillor Fuller it was agreed to carry this item over to a future Town Council meeting.

**7740 COWES WEEK SPONSORSHIP OPTIONS**

Cowes Town Council's Shoreside Committee representatives have been investigating sponsorship opportunities for family-themed events during Cowes Week to be held at Northwood Park. A number of proposals were considered including a craft and activity zone, tennis coaching sessions and dance and movement classes. It was:  
**RESOLVED**

- 1. That Cowes Town Council funds three mornings of Tennis Coaching Sessions – 20 to 30 places per morning for 5 – 12 year olds for the sum of £360.00.**
- 2. That Cowes Town Council does not contribute towards any marketing costs.**

**7741 THE FLOATING BRIDGE**

Councillors discussed their concerns over the Floating Bridge which is still experiencing problems with service and when operating does not continue very late into the evening whereby, on occasions, people are becoming stranded on the wrong side of the River. When the Bridge is not in operation the Jenny Boat is not fit for purpose as it cannot accommodate users with restricted mobility. At the IW Council's Scrutiny Committee meeting on 12 April 2018 a resolution was passed to establish, within six weeks, a 'Users Group for Cowes Floating Bridge'. Six weeks expired on 24 May 2018 and this group has still not been established. It was noted that members of the Floating Bridge Stakeholders Group are meeting with the Solent Local Enterprise Partnership's (Solent LEP) Funding, Finance and Performance Management Group on 22 June 2018 and it was felt crucial that Cowes Town Council is represented at this meeting. This issue is an Island issue and not just Cowes. It was:

**RESOLVED**

- 1. That Cowes Town Councillors Fuller & Peacey-Wilcox attend the Solent LEP meeting on 22 June 2018.**
- 2. That the Town Clerk will write to IW Councillor Ian Ward to ask why the 'User's Group for Cowes Floating Bridge' has not been established as agreed at the IW Council's Scrutiny Committee meeting on 12 April 2018.**

**7742 CHEQUE PAYMENTS AND PETTY CASH PAYMENTS FOR THE MONTH OF MAY 2018**

The Town Clerk presented Councillors with details of cheque and petty cash payments for the month of May 2018. Cheque payments totalled £51,071.12; petty cash payments totalled £12.11. It was:

**RESOLVED**

**That the cheque payments of £51,071.12 and petty cash payments of £12.11 be received, noted and approved.**

**7743 WATERING CONTRACT IN COWES**

As the former watering contractor for Cowes Town Council has ceased trading it became necessary to obtain three quotes from alternative contractors. Following a discussion about the quotes received it was:

**RESOLVED**

**That Cowes Town Council enters into a two year watering contract with JW Autoshine Detailing Ltd for the sum of £4,888.60 per annum, based on two waterings per week for the summer season.**

**7744 PRESENTATION TO THE MAYOR FROM COWES DEAUVILLE TWINNING ASSOCIATION**

In the absence of the Town Mayor, Councillor Wardrop, as Cowes Town Council's representative on the Cowes Deauville Twinning Association, presented the Deputy Mayor with the gift of a ceramic dish.

**7745 APPOINTMENT TO GATEWAY COWES STAKEHOLDER GROUP (MINUTE NO. 7709 REFERS)**

Councillors have been invited to make an appointment to the Gateway Cowes Stakeholder Group. It was:

**RESOLVED**

- 1. That Councillor Nicholson be appointed as Cowes Town Council's representative on the Gateway Cowes Stakeholder Group.**
- 2. That Councillor Nicholson will provide Councillors with the last two sets of notes from the Gateway Cowes Stakeholders meetings which he had informally attended.**

**7746 RISK MANAGEMENT POLICY**

Councillors were asked to review the Risk Management Policy following a change to the new insurance policy starting on 1 June 2018. The Fidelity Guarantee now stands at £500,000. It was:

**RESOLVED**

**That Cowes Town Council approves the amended Risk Management Policy.**

**7747 TERMS OF REFERENCE FOR THE PUBLIC CONVENIENCES WORKING GROUP**

At the Annual Meeting of Cowes Town Council held on 17 May 2018 Councillors asked for the Terms of Reference for the Public Conveniences Working Group to be reviewed with a view to increasing membership from four Councillors to six Councillors. This was agreed resulting in a further two appointments needing to be made to the Public Conveniences Working Group. It was:

**RESOLVED**

- 1. That the membership of the Public Conveniences Working Group be increased to six Councillors.**
- 2. That Councillors Bustin & Wardrop be appointed to the Public Conveniences Working Group.**

**7748 COWES TOWN COUNCIL'S MISSION STATEMENT**

A review of Cowes Town Council's Mission Statement was carried out and it was proposed that the 'Mission Statement' should be renamed 'Statement of Purpose'. It was:

**RESOLVED**

- 1. That Cowes Town Council's Mission Statement be re-named 'Statement of Purpose'.**
- 2. That no other amendments are necessary.**

**7749 COWES TOWN COUNCIL'S KEY SERVICE OBJECTIVES**

A review of Cowes Town Council's Key Service Objectives was carried out and no amendments were required. It was:

**RESOLVED**

**That Cowes Town Council approves the Key Service Objectives.**

**7750 COWES TOWN COUNCIL'S POLICY FOR THE AUDIO RECORDING OF TOWN COUNCIL AND COMMITTEE MEETINGS**

A review of Cowes Town Council's Policy for the Audio Recording of Town Council and Committee meetings was carried out and no amendments were required. It was:

**RESOLVED**

**That Cowes Town Council approves the Policy for the Audio Recording of Town Council and Committee meetings.**

**7751 COWES BUSINESS SURVEY (MINUTE NO. 7684 REFERS)**

Mr Chris Ashman from the Regeneration Team at the IW Council has made a formal request for Cowes Town Council to part fund a Cowes Business Survey in the sum of £3,000. The survey is designed to get a better understanding of the businesses in Cowes, not just in the High Street. Councillors raised a number of issues, including how the 50% of businesses on the list would be selected for interview and to have sight of a copy of the results of a survey that Mr Ashman had already undertaken for a similar size town to Cowes. Also to request, as a result of the survey, what were the outcomes, did the survey evoke any investment, how did the survey help to regenerate the area involved? Mr Ashman advised that in terms of the selection of businesses for interview, a representative cross-section of companies would be identified – retail, production, services etc. as well as a cross-section of sizes – sole traders, under 20 employees, over 20 employees and over 100 employees. The best example of a former survey that Mr Ashman could give was Bridgend where 1000 businesses were surveyed on behalf of the county council, which involved a mix of businesses. Face to face interviews were the most effective and the businesses appreciated the personal contact and they were able to signpost companies to those who might help with their operations or growth. The main result of the survey, which was intended to help inform the Bridgend Council's economic development strategy, was the introduction of area business support officers who visited companies on a regular basis and acted as a single point of contact for any issues. It was:

**RESOLVED**

**That Cowes Town Council will await the results and outcomes of Northwood Parish Council's business survey before they agree to a business survey for Cowes.**

**7752 UPDATE FROM THE ENVIRONMENT OFFICER**

A spreadsheet outlining the activities of the Environment Officer in Cowes was circulated to all Town Councillors. Issues raised included minor graffiti; mis-aligned access doors in the pavement at Francki Place; fly-tipping at the slipway next to the former HSBC building and at Cross Street Car Park.

**7753 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE**

Details of miscellaneous publications and correspondence were circulated to all Town Councillors.

**7754 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

No items were raised for inclusion on future agendas.

The proceedings terminated at 8.49pm.

**CHAIRMAN**