

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 11 September 2018 at 6.15pm

Present: Councillors Taylor (Chair), Adams, Brown, Bustin and Fuller

In attendance: Councillors J Bartrum, Wardrop (6.16pm) (non-voting); Kate Gibbs (Assistant Town Clerk); Martin Hayles (Architect for The Cut Project)

216. APOLOGIES FOR ABSENCE

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

217. DECLARATIONS OF INTEREST

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

218. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Projects Committee meeting held on 14 August 2018 be taken as read, approved as a correct record and signed by the Chairman.

219. UPDATE ON EXISTING PROJECTS

a) **The Cut**

A meeting was held with Island Roads on 2 August 2018 to discuss The Cut enhancements. Island Roads were asked to provide the Town Council with a budget figure for the proposed enhancements. A budget figure of approximately £72,000 has been provided by Island Roads, which includes an accrual amount for ongoing maintenance until the end of the PFI contract in 2038. Two options have been budgeted for: option one allows for the pavement alongside the Day Lewis Pharmacy to remain as tarmacadam with the existing granite edging remaining; option two allows for the pavement to be block paved with replacement edging. Further discussions will be needed with Island Roads to look at the fine details, including drainage, if the Town Council goes ahead with this project. Councillors discussed the benefits of the project to the town and felt that option 2 was their preference. If the project goes ahead there will be additional costs of £1,800 plus VAT for employing the services of Martin Hayles to undertake further work in relation to the project, including changes to the drawings and the existing planning permission, and completion of Health and Safety documentation as required under CDM Regulations.

Martin Hayles left the meeting at the conclusion of discussions regarding The Cut enhancement project.

Two local artists met with the Mayor and Chairman of the Projects Committee to discuss designs for a new mural at The Cut. Both artists have agreed to submit their first draft designs by the end of September 2018. Artist A has submitted costings for a first draft design in the sum of £80, which includes the initial design and two lots of changes. Artist B will also be submitting costings for their design. It was

RECOMMENDED:

1. **Subject to agreeing final costings, that the Finance, Acquisitions and Staffing Committee considers agreeing in principle to Island Roads' budget figure of approximately £72,000 for enhancements at The Cut, with the cost to be met from the money set aside for The Cut project.**

2. **Subject to the approval of 1. above, that the Finance, Acquisitions and Staffing Committee considers approving Martin Hayles' additional costs of £1,800 plus VAT, with the cost to be met from the money set aside for The Cut project.**
3. **That Cowes Town Council agrees the cost of £80 for Artist A to produce a draft design for a new mural at The Cut, with the cost to be met from the 'New Projects' budget heading.**

ACTION: The Assistant Town Clerk will update Martin Hayles with the Town Council's decision on The Cut project following the Town Council meeting on 4 October 2018.

b) **Accessibility in Cowes**

Councillor J Bartrum advised that Cowes Mobility Forum are looking at dates for their next meeting but are awaiting confirmation of availability from a guest speaker. Wendy Perera from the IW Council has been invited to attend the Forum meeting to answer questions regarding building regulations and Planning issues relating to accessibility.

ACTION: Councillor J Bartrum will include the Mayor in correspondence with Ms Perera.

c) **Tree Planting and appreciation / Community Orchard**

There was no update on the Community Orchard. Councillors were advised that National Tree Week will run from Monday 26th November 2018. Further details will be provided nearer the time, but are likely to include tree dressing in Northwood Park, Cowes.

d) **Activities to promote Cowes Town Council**

Initial discussions have been had with Emma from Helly Hansen, who is supportive of holding two late night shopping events in Cowes, coinciding with Cowes Christmas Fair at Cowes Yacht Haven over the weekend of 17 and 18 November 2018. Small Business Saturday was raised, with Councillor Bustin offering to find out further details.

ACTION: Councillor Bustin will report back to the next meeting with details of Small Business Saturday.

e) **Opportunities to promote the town**

There was no update on this item.

f) **Resident and Visitor Parking Matters**

The results of the IW Council's consultation on residents' parking zones will be considered by the IW Council's Cabinet on 13 September 2018. Town Councillors will look at the implications for Cowes after the Cabinet meeting. Councillor Brown has written to Northwood House Charitable Trust Company Ltd. to enquire about commuter parking in their car parks.

g) **Drinking Water Stations**

Local businesses that have signed up to the Refill scheme are displaying stickers in their windows advising of free water refills. More stickers are on order and will be distributed once received.

ACTION: Councillor J Bartum will produce an article for the Newsletter on Plastic-Free Cowes and the Refill scheme.

h) **Cowes as a pesticide free town**

Details of the IW Council's use of Glyphosate-based products and a list of herbicides, insecticides and fungicides used by their contractors in Cowes have been requested. The Chairman tabled an alternative method of weed control and suggested the IW Council be asked if they have considered alternative methods.

ACTIONS:

1. The Assistant Town Clerk will write to Lee Matthews to request a response to our initial enquiry, and to ask if the IW Council have considered alternative methods of weed control.
2. The Assistant Town Clerk will write to Island Roads requesting details of their use of Glyphosate-based products and a list of herbicides, insecticides and fungicides used by their contractors in Cowes.

i) **Mornington Woods Management Plan / Mornington Road Car Park**

Initial discussions have been had with IW Council officers regarding the ongoing management of Mornington Woods. A management plan for the Woods will need to be developed to enable the Town Council to work in partnership with the IW Council.

ACTION: The Assistant Town Clerk will arrange a meeting between IW Council officers and the Mayor and Chairman of the Projects Committee to progress a management plan.

j) **Promoting the Outdoor Gym**

In order to promote the outdoor gym, Age Friendly Island (AFI) have been asked if their staff can demonstrate the gym equipment at Northwood Recreation Ground to their followers. AFI advised that they have been unable to obtain the necessary insurance for their staff to be able to demonstrate the equipment to users. The IW Council have been asked if their Leisure staff would be able to assist in demonstrating the gym equipment. Councillors have seen an increase in the number of users of the outdoor gym. Councillor Brown has produced information on each piece of outdoor gym equipment, details of which will be included on the Town Council's website.

ACTION: The Assistant Town Clerk will update the website with information on the outdoor gym equipment.

220. NEW PROJECTS

a) **Updating the Town Maps**

The current town maps need updating and a list of changes/updates is being compiled. The map's original graphic designer is no longer in business and an alternative will need to be identified, along with a suitable company able to print the updated maps. Several local companies were suggested and initial enquiries will be made with them.

ACTIONS:

1. The Assistant Town Clerk will seek quotations for an updated town map design and subsequent printing.
2. The Assistant Town Clerk will check the accuracy of the East Cowes section of the town map with East Cowes Town Council.

b) **High Street Bollards**

There remains concern at the lack of compliance with the traffic order in relation to the pedestrianised area of the High Street. Vehicles continue to drive through the High Street during the pedestrian only times, or drive the wrong way along the High Street to Fountain Yard due to confusing road signs. The original bollards in the High Street did not transfer to the ownership of Island Roads under the PFI Contract and it is assumed that they remain under the ownership of the IW Council. The reinstatement of rising bollards would stop those without authorisation from driving through the pedestrian zone during the prohibition. Further discussions are needed with Island Roads and the IW Council to find a solution to the problems.

ACTION: The Assistant Town Clerk will arrange a meeting with representatives from Cowes Town Council, Island Roads and the IW Council to discuss bollards in the High Street.

221. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) **Street Furniture**

The IW Council were asked to provide their painting regime schedule for the seafront railings between Cowes and Gurnard. They have advised that they can only carry out essential repairs due to a reduction in their budget for coastal fencing. They will be submitting a capital bid to continue with works to the railings, the outcome of which will not be known until the next financial year. Councillors are concerned about the current state of the railings and wish to discuss their condition with the IW Council and Gurnard Parish Council.

ACTION: The Assistant Town Clerk will arrange a meeting with a representative from the IW Council and Gurnard Parish Council to discuss the condition of the seafront railings.

b) **Northwood Recreation Ground**

Minor fencing maintenance issues have been identified at the MUGA and one restraining bolt is missing.

The newly laid tarmac in front of the ramps in the Skate Park has compressed, leaving a dipped run-off. It will require a fine top layer of tarmac to be added once it gets to a minimum depth of ¼ inch. The depth is being monitored. Following the unplanned removal of a length of railing in the Skate Park, an urgent repair was carried out and the railing has been reattached to the structure. Councillors were advised of the high level of support for the Summer Skate Club which had been held on every Wednesday of the school summer holiday. The organisers reported that the sessions at Cowes were extremely popular and had the highest turnout of all the locations. They thanked the Councillors for their support.

222. ITEMS FOR INCLUSION ON FUTURE AGENDAS

Visiting coaches / cruise ships to Cowes.

The proceedings terminated at 8.10pm.

CHAIRMAN