

COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House, Cowes on Thursday 4 October 2018 at 7pm.

Present: Councillor Fuller (Town Mayor) (Chairman)
Councillors Adams, J. Bartrum, R. Bartrum, Bertie, Brown, Bustin, Ellis, Jones, Nicholson, Oliver, Taylor & Wardrop.

In attendance: Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; Mark McNeill; County Press reporter.

PRESENTATION FROM MARK McNEILL ON THE CLASSIC BOAT MUSEUM DEVELOPMENT PLAN

Mark reminded Councillors that he had been Deputy Mayor of Cowes Town Council for the last two years of his four year term as a councillor, he did not stand at the last election as he had a bigger project to undertake which was to save the Classic Boat Museum (CBM). At the year end 30th September 2015 the CBM made a loss of £14,800 with only £12,400 left in the bank. The CBM was given notice to vacate the boats from the Albany building in East Cowes in January 2016; however the Harrison Trust offered the CBM the use of some dilapidated old sheds in the Medina Village, Cowes. The team set about restoring the sheds to make a suitable museum for the boats. In January 2016 the IOW Historic Lifeboat Trust announced, via the County Press, that they desperately needed a home for two of their four lifeboats, the vision was borne: the "Classic Boat and Historic Lifeboat Museum". This would have much better appeal to the general public than just CBM. In July 2016 the first Lifeboat arrived at the Museum. By the year ending September 2016 the deficit had been reduced to £2,800, largely due to some severe cost cutting and proactive fundraising initiatives. 2017 was a better year and at the year end the results were encouraging with a £24,400 surplus being achieved. This was largely due to the recovery of over-charging by the utility companies and some suppliers, and more fundraising. During the year the vision grew to a full new Maritime Museum for Cowes and the Island, a £25 - £30 million project. The Medina Village Boat Museum opened in July 2018 and within two weeks it was hosting the Red Funnel Cowes Classic Week prize giving and reception for 280 people. The results at the year ending 2018 are encouraging and the plans for the new Maritime Museum are moving forward. The lead partner is the CBM, with the other main partners being the IOW Council, Cowes Maritime Museum, IOW Historic Lifeboat Trust, The Maritime Archeology Trust and the Shipwreck Centre. A marketing feasibility study has been completed showing that the project is viable and has a long term future. Funding has been secured for the next phase of the project development, a commercial sponsor is close to being secured, and they are in the process of applying for a £150,000 Heritage Lottery Funding grant for the final phase of project planning and development where consultants and architects will need to be engaged.

This is a big project that will significantly benefit Cowes and the Island. The museum is always looking for volunteers and you can become a member for £10 which gives you unlimited free entry for a full year, or sign up to the website mailing list. The CBM would like some help from the Town Council with appropriate signage to direct visitors to the new Boat Museum in Cowes. A special exhibition to commemorate the World War 1 Centenary and the innovation and the engineering excellence on the Island during the war opens open Saturday 20th October 2018 at the Classic Boat Museum East Cowes Gallery.

The Town Mayor thanked Mark for his interesting presentation.

7791 APOLOGIES FOR ABSENCE

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

7792 DECLARATIONS OF INTEREST

No declarations of interest were received.

7793 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER

The Local Safer Neighbourhood Officer did not attend the meeting and no written report was available.

7794 MINUTES

RESOLVED

That the Minutes of the Town Council meeting held on 6 September 2018 be taken as read, approved as a correct record and signed by the Chairman.

7795 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no members of the public present, therefore no questions were raised.

7796 REPORTS FROM ISLE OF WIGHT COUNCILLORS

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

Councillor Bertie presented Councillors with a copy of 'The Boat Trail' which could be used to encourage visitors to stay in Cowes; this could be considered by the Projects Committee. Councillor Bertie is dealing with two local planning matters on behalf of residents regarding proposed extensions. There was no update on the planning application for the old Nat West Bank building.

Councillor Nicholson had no update on the planning application for 66 new houses in Northwood. He did refer to the disruption of roads by utility companies, especially Southern Water, ruining newly resurfaced roads.

Councillor Fuller recommended that a meeting is arranged within the next 6 weeks between the four Isle of Wight Councillors on the Town Council, Island Roads and the IW Council to discuss a number of issues: Utilities, the road crossing patrol at Park Road, bollards, cycling in the High Street, a contraflow cycle lane in Birmingham Road; a clerk will also be in attendance. It was agreed:

ACTIONS

1. Councillors to send any additional matters for discussion to the Town Clerk, asap.
2. The Town Clerk will arrange a meeting between the four Isle of Wight Councillors on the Town Council, Island Roads and the IW Council within 6 weeks.

Councillor Fuller's report included details of his request for road resurfacing at Crossfield Avenue and lower Park Road to be given a higher priority. Councillors commented that the effect of this would be to reduce the priority in other areas. Councillor Fuller is in discussion with Southern Vectis about providing bigger buses during peak times to improve seating capacity especially for the elderly. The Old Gaffers Festival in Yarmouth was referred to; it was confirmed that the Festival will continue but the shore side activities are stopping. Councillor Fuller also referred to the resignation of Amanda Glendinning and he praised her for the hard work that she has given to the Town Council. A meeting with the IW Council has been arranged to discuss the poor condition of the railings along the seafront between Cowes and Gurnard.

No questions were raised in regard to Councillor Peacey-Wilcox's report.

7797 REPORTS OF COMMITTEES AND MEETINGS

- a) Planning & Licensing Committee
The Minutes of the Planning & Licensing Committee meetings held on 5 September 2018 and 19 September 2018 were received and noted. It was agreed:
ACTION
Councillors will advise the Town Clerk, before the next Planning & Licensing Committee meeting on 11 October 2018, if they have any questions that they would like raised with the IW Council in relation to the Medina Yard planning application.
- b) Finance, Acquisitions & Staffing Committee
The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 25 September 2018 were received and noted. It was:
RESOLVED
1. That Cowes Town Council agrees in principle, subject to agreeing final costings, to Island Roads' budget figure of approximately £72,000 for enhancement at The Cut using the S106 monies of £62,338 with the balance to be met from the money set aside by Cowes Town Council for The Cut project.
2. The Cowes Town Council approves Martin Hayles' additional architect's fees of £1,800 plus VAT, with the cost to be met from the money set aside by Cowes Town Council for The Cut project.
- c) Projects Committee
The Minutes of the Projects Committee meeting held on 11 September 2018 were received and noted. It was:
RESOLVED
That Cowes Town Council agrees the cost of £80 for Adam Gaterell to produce a draft design for a new mural at The Cut, with the cost to be met from the 'New Projects' budget heading.
- d) Cowes Business Association
The Report of the Cowes Business Association meeting held on 3 September 2018 were received and noted. Councillor Bertie, having stood down from the Cowes Business Association, commented that he had not received any recognition for his many years of service. It was agreed:
ACTION
Councillor Bustin will feed back Councillor Bertie's comments at the next Cowes Business Association meeting.
- e) Isle of Wight Council / Town & Parish Councils Seminar
The Notes of the Isle of Wight Council / Town & Parish Councils Seminar held on 10 September 2018 were received and noted.
- f) Age Friendly Island Project
The Report of the Age Friendly Island meeting held on 26 September 2018 was received and noted.

g) Community Waste Forum

The Notes of the Community Waste Forum meeting held on 10 September 2018 were received and noted.

7798 MEMBER REVIEW OF FINANCIAL RECORDS – QUARTER 1

Councillors Adams and Taylor, as Cowes Town Council's Member Internal Financial Reviewers, undertook a review of the Town Council's financial records on 7 September 2018. The quarterly review covered the period 1 April 2018 to 30 June 2018. The purpose of the review was to take a random sample of financial transactions during the period and review for accuracy and compliance with financial regulations. Documents reviewed included the Cash book; invoices; bank records; petty cash records; reporting & approval by members: agendas / minutes – list of cheque and petty cash payments; VAT return spreadsheet for the period 1/4/18 – 30/6/18. The review showed from the sample taken during the period that the standard of book-keeping continues to be very good. It was:

RESOLVED

That the next Member Review of Financial Records for July 2018 – September 2018 will be undertaken in November 2018.

7799 CHEQUE AND PETTY CASH PAYMENTS FOR THE MONTH OF SEPTEMBER 2018

The Town Clerk presented Councillors with details of cheque and petty cash payments for the month of September 2018. Cheque payments totalled £25,856.65; petty cash payments totalled £10.00. It was:

RESOLVED

That the cheque payments of £25,856.65 and petty cash payments of £10.00 be received, noted and approved.

7800 CASUAL VACANCY IN COWES WEST WARD

The Town Clerk reported that following the resignation of Amanda Glendinning there is a casual vacancy in the Cowes West Ward. The vacancy is advertised on the Town Council website and noticeboard. If ten local electors in the Cowes West Ward give notice in writing on or before Thursday 11 October 2018 to the Proper Officer at the IW Council that they wish an election to be held to fill the vacancy, then a by-election will be held. Otherwise the Town Council will proceed to fill the vacancy by co-option. Councillors thanked Amanda for her hard work and the time that she had given over the years; they wish her well.

7801 APPOINTMENT TO THE PROJECTS COMMITTEE

The Town Clerk reported that following the resignation of Councillor J. Bartrum from the Projects Committee there is a vacancy on this Committee. It was:

RESOLVED

That there remains one vacancy on the Projects Committee.

7802 APPOINTMENT TO THE FINANCE, ACQUISITIONS & STAFFING COMMITTEE

The Town Clerk reported that following the resignation of Amanda Glendinning from the Town Council there is a vacancy on the Finance, Acquisitions & Staffing Committee. It was:

RESOLVED

That Councillor Wardrop be appointed to the Finance, Acquisitions & Staffing Committee.

7803 APPOINTMENTS TO OTHER BODIES

The Town Clerk reported that following the resignation of Amanda Glendinning from the Town Council there is one vacancy on the Shoreside Committee, Cowes Week Ltd; Supporters of Cowes Library; and The Big Lunch. It was:

RESOLVED

- 1. That Councillor Bertie be appointed as Cowes Town Council's representative on the Shoreside Committee, Cowes Week Ltd and Councillor Adams be appointed as the deputy representative.**
- 2. That Councillor R. Bartrum be appointed as Cowes Town Council's representative on the Supporters of Cowes Library.**
- 3. That Councillor Bustin be appointed as Cowes Town Council's representative on The Big Lunch and Councillor J. Bartrum be appointed as the deputy representative.**

7804 COWES TOWN COUNCIL / COWES BUSINESS ASSOCIATION / COWES WEEK LTD - JOINT MEETINGS

The Town Clerk reported that following receipt of the Contract between the IW Council and Cowes Week Ltd, section 1.3 states "To hold up to three joint meetings per year with Cowes Business Association and Cowes Town Council to discuss activities on Cowes Parade. These meetings to take place in October and April and another at a mutually convenient time if required." It was:

RESOLVED

- 1. That Councillors J. Bartrum, Ellis & Fuller represent Cowes Town Council at these joint meetings.**
- 2. That Councillor Peacey-Wilcox will attend these meetings if Councillor Fuller is unable to attend.**

ACTION

The Town Clerk will contact Cowes Week Ltd and Cowes Business Association to identify a suitable date in October for a meeting.

7805 PROPOSAL TO AMEND TO STANDING ORDERS

The Town Clerk reported that following the agreed amendment to Standing Orders (Minute No. 7779 refers) Councillors may wish to also amend Standing Orders to state that the office of Deputy Mayor shall not be held by the same Councillor for more than two consecutive municipal years. It was:

RESOLVED

That the office of Deputy Mayor shall not be held by the same Councillor for more than two consecutive municipal years.

7806 BLUE FLAG STATUS FOR COWES (MINUTE NO. 7776.1 REFERS)

At the Cowes Town Council meeting on 6 September 2018 the Town Clerk was actioned to write to the IW Council to enquire what the cost would be to reinstate the Blue Flag status in Cowes. The IW Council have advised that because of the high level of management required for the Blue Flag they do not think Cowes would be able to apply. One of the reasons being that we would need to provide Beach Lifeguards, however, they have suggested that Cowes could apply for a 'Seaside Award'. There is a large number of criteria that must be met to obtain this award and it would cost between £550 - £600 every year. It was:

RESOLVED

That Cowes Town Council does not apply for the 'Seaside Award'.

7807 RESPONSE FROM DESTINATION COWES (MINUTE NO. 7781.2 REFERS)

At the Cowes Town Council meeting on 6 September 2018 the Town Clerk was actioned to write to Destination Cowes to ask why cruise ship visitors are not staying in Cowes and why Cowes is not being promoted as a destination. Destination Cowes responded that the campaign to attract cruise ships only began earlier this year and it will take a partnership approach and time to reap the full rewards for Cowes, and the rest of the Island, as cruise operators typically plan their itineraries 2 – 3 years in advance. Destination Cowes was established in 2016 to promote Cowes and has been promoting the Town as far as its limited resources have allowed. The partner organisations have also been actively promoting Cowes as a destination e.g. Cowes Harbour Commissioners have been marketing Cowes directly to top cruise industry professionals. Councillors also discussed what are Cowes Town Council and the Cowes Business Association doing to keep visitors in Cowes. It was agreed:

ACTION

This matter is on the agenda for the next Projects Committee meeting where some joined up thinking can be agreed; Councillor Bertie has been asked to attend as Cowes Town Council's representative on Destination Cowes.

7808 LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND'S ELECTORAL REVIEW OF THE ISLE OF WIGHT

Councillors considered the draft recommendations from the Local Government Boundary Commission for England's electoral review of the Isle of Wight. Councillors noted that in regard to Cowes Town Council the number of Town Councillors remains the same (16) but the number representing each of the wards has changed: Cowes Medina & Cowes North have increased from 5 to 6 Councillors; Cowes South & Cowes West have decreased from 3 to 2 Councillors. These changes taking place when the next elections are held in 2021. With regard to the future electoral arrangements for the Isle of Wight Council it was:

RESOLVED

Cowes Town Council does not support the draft recommendations of the Local Government Boundary Commission for England, but supports the draft recommendations of the Isle of Wight Council.

7809 HIRE OF PA SYSTEM AND FLAG POLE FOR REMEMBRANCE SUNDAY

The Town Clerk asked Councillors to consider the hire of a PA system in the sum of £205 and flag pole in the sum of £215 for the Remembrance Sunday event at Northwood Park on Sunday 11 November 2018. It was:

RESOLVED

That Cowes Town Council hires a PA system in the sum of £205 and flag pole in the sum of £215 for the Remembrance Sunday event at Northwood Park on 11 November 2018.

7810 DONATION TO ST MARY'S CHURCH

The Town Clerk asked Councillors to consider making a donation of £100 to St Mary's Church for the production of the Remembrance Sunday programmes. It was:

RESOLVED

That Cowes Town Council make a donation of £100 to St Mary's Church for the production of the Remembrance Sunday programmes.

7811 DONATION TO ROYAL BRITISH LEGION POPPY APPEAL

The Town Clerk asked Councillors to consider making a donation of £50 to the Royal British Legion Poppy Appeal for the Remembrance Sunday wreath. It was:

RESOLVED

That Cowes Town Council make a donation of £50 to the Royal British Legion Poppy Appeal for the Remembrance Sunday wreath.

7812 DONATION TO COWES BRANCH OF THE ROYAL BRITISH LEGION

The Town Clerk asked Councillors to consider making a donation of £250 to the Cowes Branch of the Royal British Legion for refreshments after the Remembrance Sunday event on 11 November 2018. It was:

RESOLVED

That Cowes Town Council make a donation of £250 to the Cowes Branch of the Royal British Legion for refreshments after the Remembrance Sunday event on 11 November 2018.

7813 LIGHTS OF LOVE CAROL CONCERT

The Town Clerk reported that the Lights of Love Carol Concert will take place at 6.30pm on Thursday 6 December 2018 at Cowes Methodist Church, Birmingham Road. Consideration was given as to whether to make a donation of £400 to the Earl Mountbatten Hospice at this event, as in other years. It was:

RESOLVED

- 1. That the date of the Lights of Love Carol Concert be noted.**
- 2. That a donation of £400 is made to the Earl Mountbatten Hospice at this event.**

7814 NEW ROAD NAME FOR DEVELOPMENT OF THE LAND AT AND REAR OF 86 VICTORIA ROAD

Councillors were asked to consider a further two suggestions for the name of the development of land at and rear of 86 Victoria Road. The suggestions being 'Church View Close' and 'Hill Rise Close'. Councillors took a vote, 10 voted for Church View Close; 3 voted for Hill Rise Close. It was:

RESOLVED

That the new road name for the development of the land at and rear of 86 Victoria Road should be named Church View Close.

7815 POLICY ON DEBATE AND VOTING AT MEETINGS

A review of the Policy for Debate and Voting at Meetings was carried out and no amendments were required. It was:

RESOLVED

That Cowes Town Council approves the Policy on Debate and Voting at Meetings.

7816 DIGNITY AT WORK – BULLYING AND HARASSMENT POLICY

A review of the Dignity at Work – Bullying and Harassment Policy was carried out and no amendments were required. It was:

RESOLVED

That Cowes Town Council approves the Dignity at Work – Bullying and Harassment Policy.

7817 CHILD, YOUNG PERSON AND VULNERABLE ADULT PROTECTION POLICY

A review of the Child, Young Person and Vulnerable Adult Policy was carried out and no amendments were required. It was:

RESOLVED

That Cowes Town Council approves the Child, Young Person and Vulnerable Adult Policy.

Councillor Wardrop left the meeting at 8.52pm.

7818 GRIEVANCE PROCEDURE FOR EMPLOYEES

A review of the Grievance Procedure for Employees was carried out and no amendments were required. It was:

RESOLVED

That Cowes Town Council approves the Grievance Procedure for Employees.

7819 DISCIPLINARY PROCEDURE FOR EMPLOYEES

A review of the Disciplinary Procedure for Employees was carried out and no amendments were required. It was:

RESOLVED

That Cowes Town Council approves the Disciplinary Procedure for Employees.

7820 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 beach inspections; collecting and returning stray dogs; playground inspections; patrolling the cemetery for dogs off leads and dog fouling; domestic and commercial waste issues.

7821 RESPONSE FROM THE LOCAL NEIGHBOURHOOD OFFICER (MINUTE NO. 7773 REFERS).

At the Town Council meeting on 6 September 2018 the Town Clerk was actioned to write to the Local Safer Neighbourhood Officer on two matters:

Q. Why do the Police.uk email crime statistics not match up with the monthly crime statistics provided in the Neighbourhood Policing team newsletter?

A. The Police.uk statistics are roughly a month behind on the website. The statistics provided to Cowes Town Council are direct from the Police Resource Management System and they are reported up to the day that they are compiled and for the previous 31 days.

Q. Are local police aware of the risk to young people and vulnerable adults delivering drugs and what are they doing about this problem?

A. There is no drug problem in Cowes. There are drug related issues and these are graded and then managed according to the threat of drug related harm and any vulnerabilities that are then identified. Any information regarding individuals delivering drugs should be forwarded via the normal channels and the Cowes team will respond according to the specific merits and the risks involved. It was agreed:

ACTION

The Town Clerk will respond to the Local Safer Neighbourhood Officer to advise that there is a perception from Councillors, residents and schools that there is a drug problem in Cowes. Also to request details of the grading and management system which is used in relation to drug related issues.

7822 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE

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

7823 ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Model Offshore Powerboat Association – Councillor Ellis
- Isle of Wight Literary Festival Youth Zone – Councillor Oliver
- Birmingham Road Cycle Lane – Councillor Adams

The proceedings terminated at 8.56pm.

CHAIRMAN