

COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House, Cowes on Thursday 13 December 2018 at 7pm.

Present: Councillor Fuller (Town Mayor) (Chairman)
Councillors Adams, J. Bartrum, R. Bartrum, Bertie, Bustin, Jones, Oliver, Peacey-Wilcox, Reynolds, Taylor & Wardrop.

In attendance: Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; County Press Reporter; Tina Maretic and colleague.

PRESENTATION FROM JIGSAW FAMILY SUPPORT REGARDING THE SERVICES THAT THEY OFFER TO FAMILIES ISLAND WIDE

Tina Maretic, Centre Co-ordinator and Manager, gave a presentation on Jigsaw Family Support which are a child focussed charity working with children that have been involved in their parents going through a relationship breakdown, resulting in children having no contact with the non-resident parent and other family members. Some parents involved have mental health issues, Post-Traumatic Stress Disorder, alcohol or substance abuse problems. Children of parents going through separation or divorce can be exposed to parental alienation, hostility, conflict and negative interactions between their parents. Early intervention can reduce possible detrimental effects, bringing better outcomes for the children. Families are able to receive free vouchers to spend in Jigsaw's charity shop for clothes, shoes, household items and furniture.

The team are made up of committed local volunteers and professionals with experience in mental health, family counselling, family law, psychotherapy and qualified social workers. Jigsaw are the only centre on the Island accredited by the National Association of Child Contact Centres (<https://naccc.org.uk/>). They are funded by grants and fundraising efforts and have received grants from the Big Lottery Fund, the Co-op and Tesco. Further information on Jigsaw can be found on their website

<https://www.jigsawfamilysupport.com/> Leaflets and information packs were provided to Councillors.

The Mayor thanked Tina for her presentation and offered to put an article about their work in the next Town Council newsletter.

7846 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Brown, Ellis, Hammond & Nicholson.

7847 DECLARATIONS OF INTEREST

- a) Councillor Fuller declared a pecuniary interest in Minute No. 7852b3 as Chairman of The Footprint Trust Ltd.
Councillor Taylor declared a non-pecuniary interest in Minute No. 7852h as a member of Northwood House Charitable Trust Co. Ltd.
- b) Written requests for dispensation were received, and granted, from Councillors Adams, J. Bartrum, R. Bartrum, Bertie, Jones, Oliver, Reynolds, Taylor & Wardrop in respect of the draft budget and precept setting for 2019 / 2020. Minute No. 7852b1 refers.

7848 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER

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

7849 MINUTES

RESOLVED

That the Minutes of the Town Council meeting held on 1 November 2018 and the Minutes of the Extraordinary Town Council meeting held on 26 November 2018 be taken as read, approved as a correct record and signed by the Chairman.

7850 QUESTIONS FROM MEMBERS OF THE PUBLIC

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

7851 REPORTS FROM ISLE OF WIGHT COUNCILLORS

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

Councillor Peacey-Wilcox referred to forthcoming Floating Bridge 6 repairs which will be discussed fully under a separate agenda item.

Councillor Fuller was asked for any update on repairs to the seafront railings. He advised that a request from the IW Council for joint funding for the project had been received and this will be discussed at the next Finance, Acquisitions & Staffing Committee meeting on 29 January 2019.

7852 REPORTS OF COMMITTEES AND MEETINGS

a) Planning & Licensing Committee

The Minutes of the Planning & Licensing Committee meeting held on 21 November 2018 were received and noted. The Chairman of the Planning & Licensing Committee referred to a meeting that he had attended on 5 December 2018 regarding the IW Council's Draft Island Plan Strategy Consultation. This matter is on the Agenda for the next Planning & Licensing Committee meeting on 20 December 2018 to discuss how to move this forward to include input from all Town Councillors. Councillors are advised to read the consultation document as this will probably require an Extraordinary Meeting of Cowes Town Council in January 2019.

Councillor Fuller left the meeting while Minute No. 7852b3 was discussed.

b) Finance, Acquisitions & Staffing Committee

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 20 November 2018 were received and noted. It was:

RESOLVED

1. That Cowes Town Council approves the Draft Budget (V1) for 2019 / 2020 which will require the precept, including grant, to be £299,800.

COWES TOWN COUNCIL APPROVED BUDGET 2019-2020	
EXPENDITURE	2019 - 2020
GENERAL ADMINISTRATION	
Town Clerks' salaries / NIC/ Tax / Pension	£48,500
Office Rent	£8,100
Sundry Office Expenses	£200

Stationery & Office Supplies/Software	£500
Office Equipment / Photocopier	£1,000
Telephone/Broadband / Website	£1,500
Postage	£300
Travelling	£200
Conference fees	£500
Training	£500
Hire of Meeting Rooms	£200
Subscriptions	£1,900
Insurance	£2,200
Audit and Accountancy	£1,700
Mayor's Allowance	£2,000
Newsletter / Publicity	£4,000
Elections / Admin Contingency	£2,500
General Administration Sub Total	£75,800
DISCRETIONARY SERVICES	
Northwood Rec Grounds Maintenance	£8,100
Northwood Rec - Skate Park /MUGA / Outdoor Gym Maintenance	£6,000
Northwood Rec Toilets - Cleaning, electricity + other costs	£11,000
Northwood Park Grounds Maintenance	£10,200
Northwood Park Toilets - Cleaning Only	£3,000
Dog + Litter bin emptying	£5,500
Other grounds maintenance in Cowes	£5,500
4 Public Toilets - Cleaning + other costs	£45,500
Cowes Library	£22,400
Cowes In Bloom	£5,000
Environment Officer	£2,600
Warmer Cowes	£2,700
Discretionary Services Contingency	£8,000
Discretionary Services Sub Total	£135,500
TOWN IMPROVEMENTS / GRANTS / SPECIAL EVENTS	
Street furniture maintenance	£2,000
Civic-Xmas trees/Festive lights/Bunting	£17,000
New Projects	£4,000
Grants	£22,000
The Big Lunch	£2,000
Remembrance Sunday & Charity Donations	£1,500
Public Toilet refurbishment	£40,000
Town Improvements / Grants / Special Events Sub Total	£88,500
TOTAL EXPENDITURE	£299,800

2. That Cowes Town Council enters into a Grounds Maintenance Contract at Northwood Park for 2019 / 2020 with Andy Butler Specialist Ground Services for the sum of £10,165.00.

3. That Cowes Town Council continues to support the 'Warmer Cowes' scheme until further notice.
4. That a grant be made to the Isle of Wight Music, Dance & Drama Festival in the sum of £100.
5. That Cowes Town Council funds the difference in the cost of repairing the shelter against the cost of removal of the shelter, up to a maximum of £1,740, to be funded from the 'Discretionary Services Contingency' budget heading.
6. That Cowes Town Council does not purchase three original cast lion statues for the sum of £350 each plus carriage.
7. That the Town Clerk receives a two scale point increase from 1 April 2019 with a further additional one scale point increase, annually, until the top of Pay Scale LC2 is achieved.
8. That the Town Clerk continues to be paid for any additional hours worked over and above the 18 hour per week contract.
9. That, as from 1 April 2020, the Assistant Town Clerk will annually receive an additional one scale point increase until the top of Pay Scale LC2 is achieved.

c) Projects Committee

The Minutes of the Projects Committee meeting held on 6 November 2018 were received and noted. After a full discussion it was:

RESOLVED

That Cowes Town Council approves the artists Maddy & Chris Dobson as the new mural designers at The Cut.

ACTION

The Assistant Town Clerk will contact Red Funnel to request a donation for this project.

d) Public Conveniences Working Group

The Minutes of the Public Conveniences Working Group meeting held on 4 December 2018 were received and noted. Reference was made to the recent vandalism / arson at The Cut and this will be discussed more fully at the next Public Conveniences Working Group meeting on 22 January 2019.

e) Access Forum

The Notes of the Access Forum held on 30 October 2018 were received and noted.

f) Cowes Town Council & Police

The Notes of the Cowes Town Council & Police meeting held on 1 November 2018 were received and noted.

g) Cowes Town Council / Cowes Week Ltd / Cowes Business Association

The Notes of the Cowes Town Council / Cowes Week Ltd / Cowes Business Association meeting held on 14 November 2018 were received and noted.

- h) Cowes Town Council & Northwood House Charitable Trust Co. Ltd
The Notes of the Informal meeting between Cowes Town Council & Northwood House Charitable Trust Co. Ltd held on 20 November 2018 were received and noted.
- i) Cowes Town Council / Island Roads / IW Council
The Notes of the Informal meeting between Cowes Town Council / Island Roads / IW Council held on 20 November 2018 were received and noted.
- j) Shanklin Town Council Presentation
The Notes of the presentation from Shanklin Town Council held on 28 November 2018 were received and noted.
- k) Supporters of Cowes Library
The Minutes of the AGM of the Supporters of Cowes Library held on 12 November 2018 were received and noted. Councillors acknowledged the hard work of the supporters group.
- l) IWALC Executive Committee
The draft Minutes of the IWALC Executive Committee meeting held on 15 November 2018 were received and noted.
- m) SLCC – IW Branch
The Notes of the SLCC – IW Branch meeting held on 29 November 2018 were received and noted.

7853 ISLE OF WIGHT LITERARY FESTIVAL YOUTH ZONE

Councillor Oliver presented a report / feedback on the Isle of Wight Literary Festival Youth Zone held in October 2018. The Town Council gave a grant of £5,000 to the Youth Zone which supported bringing 8 nationally recognised authors and 5 local authors into schools. There were 29 schools involved and 5,243 children in total received direct input from authors / spoken word performers. Of these around 1,100 were from the Cowes area schools i.e. Cowes Enterprise College, Gurnard Primary, Cowes Primary, Lanesend and Northwood. The feedback received from schools was very positive. The Youth Zone weekend had over 70 events including talks and workshops by 7 national authors and 14 local authors.

7854 FLOATING BRIDGE 6

Councillor Oliver reported that there was a 'Floating Bridge User Group' meeting in September where the Terms of Reference for the group were established and the 'Users' seem to have been picked from saver card holders. This was not felt to be a representative group of users. At the December meeting of the 'User Group' day to day issues were discussed which included routine maintenance to replace the chains and repair works to the drive wheels / cogs / bearings. Noise level measurements are ongoing. Concerns from Cowes Town Council about the LEP Consultation on the revised business plan are shared by East Cowes Town Council who have requested a joint meeting with Cowes Town Council to discuss this matter. It was agreed:

ACTION

The Town Clerk will liaise with the Town Clerk at East Cowes Town Council to identify a suitable date for this joint meeting.

7855 MEMBER REVIEW OF FINANCIAL RECORDS – QUARTER 2

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 December 2018. The quarterly review covered the period 1 July 2018 to 30 September 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. 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 October 2018 – December 2018 will be undertaken in February 2019.

7856 CHEQUE AND PETTY CASH PAYMENTS FOR THE MONTH OF NOVEMBER 2018

The Town Clerk presented Councillors with details of cheque and petty cash payments for the month of November 2018. Cheque payments totalled £21,610.33; petty cash payments totalled £181.35. It was:

RESOLVED

That the cheque payments of £21,610.33 and petty cash payments of £181.35 be received, noted and approved.

7857 CASUAL VACANCY IN COWES WEST WARD

The Town Clerk advised that following co-option interviews on 11 December 2018, Stephen Charles Reynolds was co-opted to the Cowes West Ward.

7858 APPOINTMENT TO THE PROJECTS COMMITTEE

The Town Clerk advised that one vacancy remains on the Projects Committee. Councillors were asked to make an appointment to the Projects Committee. It was:

RESOLVED

That Councillor Reynolds be appointed to the Projects Committee.

7859 APPOINTMENTS TO THE VISITOR COWES WORKING GROUP

The Town Clerk advised that there remains two vacancies on the Visitor Cowes Working Group following the resignation of Councillor Wardrop. It was:

RESOLVED

That Councillor Reynolds be appointed to the Visitor Cowes Working Group.

ACTION

1. The Town Clerk will approach Councillor Ellis to ask whether he will accept an appointment to the Visitor Cowes Working Group.
2. Should Councillor Ellis decline the appointment, Councillor Adams will be appointed to the Visitor Cowes Working Group.

7860 IW COUNCIL'S PROPOSED PUBLIC SPACE PROTECTION ORDERS (PSPO) 2019

Councillors discussed the IW Council's proposals to make a number of amendments to their Public Space Protection Orders. It was:

RESOLVED

That Cowes Town Council makes the following comments:

1. Councillors feel that all dogs should be allowed in cemeteries providing that they are kept on leads.

2. Alcohol control - Councillors support the proposed order to cover all public places on the Isle of Wight including beaches to the mean low water mark.

7861 POLICY FOR THE ERECTION OF PUBLIC USE BENCHES / SEATS

A review of the Policy for the Erection of Public Use Benches / Seats was carried out and no amendments were required. It was:

RESOLVED

That Cowes Town Council approves the Policy for the Erection of Public Use Benches / Seats.

7862 IWALC'S FINANCE TRAINING HELD ON 6 NOVEMBER 2018

The Town Clerk circulated details of Finance Training on 6 November 2018 which was attended by the Clerks and Councillors J & R Bartrum. It was agreed that this was very useful and timely training at budget setting time.

7863 UPDATE FROM THE ENVIRONMENT OFFICER

A spreadsheet outlining the activities of the Environment Officer in Cowes was circulated to all Town Councillors. Actions taken included beach inspections; collecting and returning stray dogs; playground inspections; patrolling the cemetery for dogs off leads and dog fouling in Cowes; domestic and commercial waste issues; toilet inspections. Councillors agreed that paying for this service is money well spent.

7864 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE

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

7865 ITEMS FOR INCLUSION ON FUTURE AGENDAS

No items were raised for inclusion on future agendas.

The proceedings terminated at 8.30pm.

CHAIRMAN