

## COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House, Cowes on Thursday 4 April 2019 at 7pm.

**Present:** Councillor Fuller (Chairman) (Town Mayor)  
Councillors Adams, Bertie, Brown, Bustin, Ellis, Jones, Nicholson,  
Reynolds (7.04pm), Taylor & Wardrop.

**In attendance:** Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; Councillor Paler, East Cowes Town Council; two members of the public.

### **7902 APOLOGIES FOR ABSENCE**

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

### **7903 DECLARATIONS OF INTEREST**

Councillor Fuller declared a non-pecuniary interest in Minute No. 7908b1 as he is a former school friend of the proposed contractor.

### **7904 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER**

The Local Safer Neighbourhood Officer did not attend the meeting and no written report was available. Councillors were advised that a group of youths exhibiting boisterous behaviour and carrying a bottle of alcohol were in Crossfield Avenue on 2 April 2019 around 2pm. One of the youths deliberately smashed the bottle on to the ground. When trying to report the incident on the 101 system there was no answer for a prolonged amount of time other than a recorded message stating that they were experiencing a high amount of calls at that time; no return call was received by the 101 caller. It was agreed:

#### ACTION

1. The Town Clerk will report this incident and the lack of Police response to the Local Safer Neighbourhood Officer.
2. The Town Clerk will arrange a meeting between the Police and Town Councillors in the near future to discuss local policing matters.

### **7905 MINUTES**

#### **RESOLVED**

**That the Minutes of the Town Council meeting held on 7 March 2019 be taken as read, approved as a correct record and signed by the Chairman.**

### **7906 QUESTIONS FROM MEMBERS OF THE PUBLIC**

A member of the public reported that there had been a government announcement on 4 April 2019 regarding funding to regenerate seaside towns. The Town Council have been asked to lobby the Island's MP to access this funding to regenerate Cowes. It is the season where coaches are returning to Cowes and it is time to reinvent Cowes and to be at the forefront of a brighter future. Councillors responded by advising that the Town Council have established a Visitor Cowes Working Group whose aim is to develop ideas for what is on offer to visitors to the town. The Town Council had made to bid to the government's 'Future High Street Fund' but had been unsuccessful. This exercise has enabled a better understating of the bidding process

and will assist when applying for any future government funding that is made available. Cowes Harbour Commission, on behalf of Destination Cowes, are working hard to bring cruise ships to Cowes. It was agreed that Cowes Town Council, working together with Cowes Business Association, will investigate the reasons for the apathy within the town's businesses and look for ways to improve the visitor experience to Cowes.

The member of the public also thanked the Town Council for not increasing the precept for 2019 / 2020 and commented that the Town Council should blow its own trumpet a little louder. It was agreed:

**ACTION**

That Cowes Town Council will apply for any regeneration money that is available.

**7907 REPORTS FROM ISLE OF WIGHT COUNCILLORS**

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

Councillor Nicholson requested that Councillors, and other interested parties, add their support to the MP's survey and petition on new housing on the Isle of Wight. It was noted that the trees alongside the BAE site had become overgrown and would obstruct the testing of radars for their new defence contract. BAE will manage the trees that obstruct radar visibility of the sea and, should they need to be removed, this will be done after the nesting season and replaced on a 1 for 1 basis

Councillor Bertie advised that Destination Cowes is being dissolved in the next 10 days. The balance of funds will be used to produce 10,000 'Welcome to Cowes' leaflets. Councillor Bertie will request that any remaining funds are passed to Cowes Town Council to be used for the future promotion of Cowes. Councillors questioned what would happen to the Destination Cowes website. It was agreed that Cowes Town Council will take the lead on 'Visit Cowes' in the future through the Visitor Cowes Working Group, jointly with Cowes Business Association'. It was noted that Red Funnel are putting a lot of money into promoting Cowes.

Councillor Bertie asked for suggestions for a suitable product to be used for the Bollard cover that he is proposing to create regarding 'Cycling in the High Street'. No questions were raised regarding Councillor Fuller's or Councillor Peacey-Wilcox's reports.

It was agreed:

**ACTION**

1. The Town Council's Tree Wardens will make a visit to the BAE site to ascertain which types of trees may be affected.
2. That Councillor Bertie be invited to attend the next Visitor Cowes Working Group meeting on Tuesday 9 April 2019 at 6.15pm.
3. That Destination Cowes / Visitor Cowes Working Group be added to the Agenda for the Annual Town Council meeting on Thursday 9 May 2019 at 7pm.

**7908 REPORTS OF COMMITTEES AND MEETINGS**

- a) Planning & Licensing Committee  
The Minutes of the Planning & Licensing Committee meeting held on 20 March 2019 were received and noted.

b) Finance, Acquisitions & Staffing Committee

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 26 March 2019 were received and noted. Councillor Fuller abstained from voting on Resolution 7908b1. It was:

**RESOLVED**

1. That Cowes Town Council sets aside a further £3,300 from the 2018 / 2019 'Discretionary Services Contingency' budget heading, to add to the £1,740 already set aside, for the repairs to the Watch House Shelter. This total amount being to cover any potential additional costs involved in the repairs or subsequent demolition, if required.
2. That Cowes Town Council sets aside £2,500 from the 2019 / 2020 'Discretionary Services Contingency' budget heading to fund the Road Crossing Patrol in Park Road from 1 April 2020 – 30 September 2020.
3. The Town Clerk will include the full annual cost of the Road Crossing Patrol in Park Road in the 2020 / 2021 draft budget for consideration by Councillors in December 2019.
4. That Care In The Garden be contracted to supply and plant the flower bed at The Bandstand, the Town Council's troughs, 3-tier planters and wooden tubs throughout Cowes for the 2019 summer season for the sum of £700.20.
5. That Care In The Garden be contracted to maintain the flower bed at The Bandstand, the Town Council's troughs, 3-tier planters and wooden tubs throughout Cowes for the period of June 2019 to the end of September 2019 for the sum of £1,024.00.
6. That Cowes Town Council extends the service contract for the 5 Wallgate units at The Cut public conveniences from 1 April 2019 to 31 March 2020 for the sum of £710.
7. That Cowes Town Council extends the contract with I.E.H. Ltd for the provision and emptying of the 32 sanitary bins in Cowes, for the annual sum of £965.12, from 1 April 2019 until further notice.

c) Projects Committee

The Minutes of the Projects Committee meeting held on 12 March 2019 were received and noted. It was:

**RESOLVED**

1. That Cowes Town Council agrees the cost of £450.00 for Potting Shed Cartoons to design a new town map, with the cost to be met from the 'New Projects' budget heading.
2. That Cowes Town Council agrees the cost of £102.50 for Context Design to print six maps on polypropylene paper and one map on normal poster paper, with the cost to be met from the 'New Projects' budget heading.
3. That Cowes Town Council agrees to support, in principle, the proposal of a recreational path at Northwood Recreation Ground.

d) Parking Strategy Working Group

The Minutes of the Parking Strategy Working Group meeting held on 19 March 2019 were received and noted.

- e) Public Conveniences Working Group  
The Minutes of the Public Conveniences Working Group meeting held on 2 April 2019 were received and noted. It was:  
**RESOLVED**
- 1. That Cowes Town Council include the repainting of the Bandstand roof supports for the sum of £1,871.35, subject to the cost being met from the agreed contract sum.**
  - 2. That Cowes Town Council approves the cost of £1,129.50 plus VAT for Lifeline Alarm Systems Ltd to supply and install a CCTV security system at The Cut public conveniences, with the cost to be met from the 'Public Toilet Refurbishment' budget heading.**
  - 3. That Cowes Town Council approves the cost of £85.00 plus VAT per annum for Lifeline Alarm Systems Ltd to undertake an annual maintenance inspection of the CCTV security system at The Cut public conveniences, with the cost to be met from the 'Public Toilet Refurbishment' budget heading.**
- f) Supporters of Cowes Library  
The Minutes of the Supporters of Cowes Library meeting held on 18 March 2019 were received and noted.
- g) IWALC Topic Meeting  
The Notes of the IWALC Topic meeting held on 21 February 2019 were received and noted.
- h) IWALC Executive Committee  
The draft Minutes of the IWALC Executive Committee meeting held on 21 March 2019 were received and noted.
- i) IW Council Community Plastic Forum  
The Minutes of the IW Council Community Plastic Forum held on 28 February 2019 were received and noted.
- j) PACT  
The Notes of the PACT meeting held on 8 March 2019 were received and noted.
- k) Floating Bridge User Group  
The Minutes of the Floating Bridge User Group meeting held on 11 March 2019 were received and noted.

#### **7909 MEMBER REVIEW OF FINANCIAL RECORDS – QUARTER 3**

Councillors Adams and Taylor, as Cowes Town Council's Member Internal Financial Reviewers, undertook a review of the Town Council's financial records on 6 March 2019. The quarterly review covered the period 1 October 2018 to 31 December 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 annual internal and external audit is due at the end of the next quarter; this will be done by auditors and not Councillors.**

**7910 CHEQUE AND PETTY CASH PAYMENTS FOR THE MONTH OF MARCH 2019**

The Town Clerk presented Councillors with details of cheque and petty cash payments for the month of March 2019. Cheque payments totalled £26,998.62; petty cash payments totalled £36.28. It was:

**RESOLVED**

**That the cheque payments of £26,998.62 and petty cash payments of £36.28 be received, noted and approved.**

**7911 TWO CASUAL VACANCIES IN COWES MEDINA WARD**

The Town Clerk advised that as of midnight on 20 March 2019 the Proper Officer at the IW Council had not received the required number of requests from registered electors in the Cowes Medina Ward for a by-election to be held to fill the two casual vacancies. As such, the vacancies must be filled by the Town Council by means of co-option. The Notice of Co-option has been advertised on the Town Council's noticeboard, website and Facebook page with a close date of Monday 15 April 2019. Interviews for any interested parties will follow in due course and all Town Councillors will be invited to take part.

**7912 HAMPSHIRE POLICE & CRIME PANEL'S FORTHCOMING PROACTIVE SCRUTINY SESSION**

The Town Council have been asked to consider making a response to the Hampshire Police & Crime Panel's forthcoming proactive scrutiny session with a deadline for responses of 22 April 2019. The written evidence is requested in the form of an online questionnaire which was circulated to Town Councillors in advance of the Town Council meeting. It was:

**RESOLVED**

**That Cowes Town Councillors make individual responses to the online questionnaire.**

**7913 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 playground inspections; toilet inspections; patrolling for dogs off leads and dog fouling in Cowes. Councillors thanked the Environment Officer for her hard work in Cowes.

**7914 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE**

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

**7915 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

- To consider increasing the number of Members on the Town Council's Committees and Working Groups – Councillor Brown

The proceedings terminated at 7.52pm.