

## COWES TOWN COUNCIL

Minutes of the Meeting of the COWES TOWN COUNCIL held at Northwood House, Cowes on Wednesday, 12<sup>th</sup> January, 2010 at 7.00 p.m.

Present: Councillor McGregor (Deputy Town Mayor) (Chairman)  
Councillors Banks, Deacon, Hammond, Jones, Matthews, Mazillius, Sanderson, Slade and Walters.

### 6284 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Birch, Peacey-Wilcox, Thwaites, Wells and Wilcox.

Councillor Giffard was absent.

### 6285 QUESTIONS FROM MEMBERS OF THE PUBLIC

An opportunity was given for members of the public to ask questions but none were asked.

### 6286 REPORTS BY ISLE OF WIGHT COUNCILLORS

An apology for his absence had been received from Councillors Brown and Fuller.

#### **Councillor Mazillius referred to the following:**

a). That local residents had alerted him to a number of road name changes that had been introduced by I.W. Council Highways (almost by stealth); he gave several examples including St. Marys Road which now extended to the junction of Victoria Road to encompass the stretch of road formerly known as Binney Hill. He agreed with local residents that it was important that historical street names should not be lost.

#### **RESOLVED**

That the Town Clerk writes to the Head of Highways stressing the importance of recognising the history of an area, if only by name and questioning why road name changes were considered necessary and why local Town and Parish Councils have not been consulted or officially informed.

b). That he wished to acknowledge the hard work and dedication of both the Highway staff and their contractors during the recent bout of extreme winter weather. The I.W. Council had already incurred additional costs of £174k for the gritting works and would have to incur significant additional costs for road repairs following the thaw. However, he had also been concerned that owners of many commercial premises had not cleared pavements outside of their shops.

#### **Councillor Fuller had circulated a detailed written report referring to the following:**

a). That despite many objections the revised planning application for Plot 3 The Brambles, Egypt Hill had been approved by the Planning Committee.

b). The recent adverse weather and the I.W. Council decision to focus their efforts on the primary links between the main town centres.

c). That he had received complaints about bad parental parking in roads around the Cowes Primary School.

d) That he had received complaints from local residents regarding junk mail and telesales; he supplied the information for enrolling with the Mailing Preference Service and the Telephone Preference Service which would prevent a great deal of this unsolicited mail and telesales.

e). That he was investigating the practicalities of providing street lighting for Blackberry Lane.

f). That several anomalies had arisen during his investigations regarding the fence that had been erected on the 'open plan' Crossfield Estate; he was awaiting a view from Planners.

g). That he had assumed the role of Co-ordinator of the 10 strong Group of Independents on the I.W. Council; a position that rotated between members of a 6 monthly basis.

## **6287 REPORT FROM THE SAFER NEIGHBOURHOOD TEAM**

### **PCSO Steve Oatley reported as follows:**

- a). That the police had undertaken 'high visibility' patrols in Cowes during the run up to Christmas primarily to deter shoplifters; he was pleased to confirm that no thefts had been reported in Cowes during that period.
- b). That the police had had a very busy New Years Eve; the revellers had been good natured and there had been very little trouble. The main problem that the police had had to deal with was the exodus at the end of the night; there had been insufficient buses to get the revellers home so the police had to marshal the queues to prevent any possible disorder. Supt. Mellors and Sgt. Julie Cocks would be contacting Southern Vectis regarding the problem in an attempt to prevent a repetition in the future. All in all it had been a very quiet Christmas period for the police.

## **6288 REPORT FROM THE LOCAL ENVIRONMENT & NEIGHBOURHOOD OFFICER**

### **Jacqui Darby had apologised for her absence but had submitted a written quarterly report for the period ending December referring to the following, a copy of which had been circulated to each member:**

- a). That 136 separate incidents had been reported during the last quarter in respect of:
  - graffiti
  - dog fouling
  - domestic refuse being put out too early
  - litter dropped by school children
  - anti social behaviour
- b). In respect of specific items of interest:
  - street name signs would continue to be replaced
  - CCTV had now been removed from the Cemetery area
  - agreement had been reached that 'A' boards could remain in the town
  - signs would be changed and improved at the bottom of Terminus Road
  - a 2 hour parking restriction had been implemented for Birmingham Road
- c). In respect of activities planned for the next quarter she would:
  - continue regular foot patrols
  - continue the joint working with police and the Council
  - continue to work with Medina Housing on land issues
  - continue to work with the dog wardens
  - endeavour to get local businesses to sign up on the ENCAMS website for the Keep Britain Tidy campaign. The I.W. was one of 11 areas championing the campaign which aims to send a clear message that Cowes would like to be litter free.
  - continue to work with Parking Enforcement Officers regarding parking around schools.
  - continue enforcement patrols in hot spots for litter, waste and dog fouling.

## **6289 MINUTES**

### **RESOLVED**

- i). That the Minutes of the Meetings held on 2<sup>nd</sup> December, 2009 be taken as read, approved as a correct record and signed by the Chairman.
- ii). That subject to an addition under minute no. 6283 that as a Northwood House Trustee, Councillor Thwaites had declared of a personal and prejudicial interest and had left the meeting at 7.05p.m., the Minutes of the Meetings held on 15<sup>th</sup> December, 2009 be taken as read, approved as a correct record and signed by the Chairman

## 6290 MATTERS ARISING

### a). Web site (Min. No. 6278b refers)

Councillor Matthews stated that the Town Council web site was now live; at present the information was fairly limited but the site would build over time. The web site consisted of the Home Page and four other main tabs

- Heritage – information about the town and its heritage
- Town Councillors – links to a map to identify individual Councillors ward boundaries
- Minutes – all minutes, schedule of dates for meetings
- Town Improvements – information on each of the Town Councils projects

At the moment there were no links to other local organisations although that facility did exist; he would produce a list of organisations he considered should be linked to the Town Council web site. The Deputy Town Mayor thanked Councillor Matthews for his time and effort regarding the web site.

### b). Adventure play area, Northwood Recreation Ground (Min. No.6278c refers)

Councillor McGregor reminded members that the Town Council had secured £50k PlayBuilder funding and £10k Youth Opportunities funding for the adventure play equipment for Northwood Recreation Ground. Groundwork Solent had sought tenders from four companies for the provision and installation of equipment based on the final design that had been approved by the Town Council; only three tenders had been returned as follows:

Southampton City Council	£103,003.56
Scandor Ltd.	£ 99,065.50
Caroway	£ 78,969.75

Councillor McGregor stated that although over budget, Caroway had submitted the lowest tender; by removing from their tender the cost of Parabolic Reflectors and Speaker Tubes (£10,770) which were an addition and not an essential element of the play area and by sourcing alternative play equipment (£4,000) whilst not compromising on quality the Caroway tender would be reduced to £64,199.75. Councillor McGregor also submitted a draft Town Council Child Protection Policy; the Policy required the Town Council to name an individual to act as their Child Protection Champion. Finally, the Town Clerk issued Criminal Record Bureau (CRB) Disclosure Application forms to all Councillors willing to undergo the CRB checks.

### **RESOLVED**

- 1). That the Town Council accepts the tender from Caroway for the supply and installation of play equipment in the sum of £64,199.75;
- 2). That the Town Council funds the works utilising the PlayBuilder grant of £50k, the Youth Opportunities grant of £10k and the balance of £4,199.75 from the Town Improvements budget for New Projects; and
- 3). That the Town Council adopts the Child, Young Person and Vulnerable Adult Protection Policy as submitted and names Councillors McGregor and Slade as Child Protection Champions.

## 6291 REPORTS OF COMMITTEES AND MEETINGS

### a). Environment Agency 'IW Community Flood Planning Workshop'

Councillor Matthews had represented the Town Council at the Environment Agency 'IW Community Flood Planning Workshop' held on 11<sup>th</sup> December 2009 and his written report of the event was received.

The objective of the Workshop had been to raise awareness of the risk of flooding in areas on the Island including Cowes and to encourage attendees to develop Flood Plans where these did not exist. As there was no documented Flood Plan for Cowes, Councillor Matthews recommended that a Working Party be established to address this deficiency.

### **RESOLVED**

That a Working Party comprising Councillors Deacon, Matthews and Walters be established with a view to completing a Cowes Flood Plan by Easter 2010.

### **b). Project Manager Working Group**

The Minutes of the Meeting of the Project Manager Working Group held on 15<sup>th</sup> December 2009 were received.

#### **RESOLVED**

- 1). That the Town Council appoints a part time Assistant Town Clerk based on 10 hours per week at the current NJC salary point 21; and
- 2). That the Town Council budget for 2010/11 for the Salary of Town Clerk/Assistant and for General Administration be increased in line with the recommendation of the Working Group.

## **6292 BUDGET AND PRECEPT 2010/11**

The Town Clerk submitted a draft budget and precept for the financial year 2010/11, a copy of which had been circulated to all members.

Subject to minor revisions to reflect the costs associated with the appointment of an Assistant Town Clerk, the setting up of a new office and the Town Council decision to withdraw from membership of IWALC the budget and precept was in line with that recommended by the Finance Committee.

It was proposed by Councillor Mazillius and seconded by Councillor Sanderson that the Town Council should only raise the precept by just over 3% to £83,700 by utilising £3,000 from balances. However, following much discussion and on a vote being taken that proposal was defeated and it was

#### **RESOLVED**

- 1). That the Town Council approves the following budget in the sum of £89,300 for the financial year 2010/11:

#### **TOWN CLERK**

Salary of Town Clerk/Assistant Town Clerk/ Employer NI	22,000	
Town Clerks Gratuity Fund	1,000	
Town Clerks attendance at National Conference	500	<b>23,500</b>

#### **GENERAL ADMINISTRATION**

Telephone (Line rental/calls/broadband)	400	
Postages	150	
Travelling	250	
Training (including councillor training)	300	
Stationery and Office equipment including set up costs for new office	3,500	<b>4,600</b>

#### **SUBSCRIPTIONS**

General subscriptions	250	
Affiliation fee I.W.A.P.&T.C's	0	<b>250</b>

#### **HIRE OF HALLS**

1,000 **1,000**

#### **INSURANCE**

1,800 **1,800**

#### **AUDIT AND ACCOUNTANCY FEES**

1,200 **1,200**

#### **TOWN MAYORS ALLOWANCE**

1,200 **1,200**

#### **COWES IN BLOOM**

Plants and equipment	1,500	
Watering	1,900	
Competition prizes/engraving of trophies	300	<b>3,700</b>

#### **SKATE PARK**

Cost of cleaner	2,600	
Annual Safety Inspection	100	
Floodlight electricity costs	150	
Maintenance and repair	1,000	<b>3,850</b>

#### **GRANTS TO LOCAL ORGANISATIONS**

5,000 **5,000**

#### **SPECIAL EVENTS**

5,000 **5,000**

#### **TOWN IMPROVEMENTS**

Christmas trees	1,750	
Clock maintenance	200	
Seat and benches maintenance	(	
Cowes signs, information boards and fingerposts maintenance	( 2,500	
Decorative lighting maintenance/electricity	800	
The Cut	10,000	
New projects	10,000	<b>25,250</b>

#### **NEWSLETTER AND WEB SITE**

1,500 **1,500**

<b>CCTV</b>		
New equipment	5,050	
Licence Fee	4,400	<b>9,450</b>
<b>ELECTION EXPENSES</b>	1,000	<b>1,000</b>
<b>GENERAL CONTINGENCIES</b>	1,000	<b>1,000</b>
<b>TOTAL EXPENDITURE ON TOWN AFFAIRS</b>		<b>89,300</b>
<b>LESS</b>		
<b>VAT Recoverable</b>		<b>2,500</b>
<b>Bank Interest receivable</b>		<b><u>100</u></b>
<b>TOTAL PRECEPT</b>		<b><u>86,700</u></b>

2). That the Town Council make a precept on the Isle of Wight Council in the sum of £86,700.

## **6293 MATTERS SUBMITTED BY THE TOWN CLERK**

- a). \*To consider whether or not to submit a nomination for an I.W. Society Conservation Award.
- b). Details of the OFT nationwide ‘Scamnesty’ campaign – a scheme to encourage consumers to help crackdown on scammers.
- c). Details of a change in the Audit Commissions appointment of the external auditor for the audit of the Town Councils accounts.
- d). To consider a request from The Friends of the ORP Blyskawica Society for approval in principle of their plan to invite the Polish Naval Band to the town in May 2012 to celebrate the 70<sup>th</sup> Anniversary of the defence of Cowes by the ORP Blyskawica and to consider nominating a member of the Council onto the organising group for the event.
- e). To consider appointing a representative to attend a Special Meeting of the dormant IW Playing Fields Association at the RCC Offices on 13<sup>th</sup> January, 2010.
- f). Payment of the Town Clerks subscriptions to the Society of Local Council Clerks and the Institute of Local Council Management.
- g). Renewal of the Town Councils subscription to the Cowes Deauville Twinning Association.
- h). Renewal of the Town Councils subscription to the Cowes Business Association.
- i). \*Details of future training events.
- j). +Copies of the Local Council Review – Winter 2009.
- k). \*Details of miscellaneous correspondence.

(Councillor Banks as a Vice president and Councillor Walters as Auditor of the Friends of the ORP Blyskawica Society declared personal interests in d) above)

(Councillor Banks declared a personal interest in g) above as he was a member of the Twinning Association)

(Councillors Banks, Jones and McGregor declared personal interests in h) above as they were all members of the Cowes Business Association)

(\* copies circulated to all members)

(+ copies available for members)

### **RESOLVED**

- 1). That any Councillor wishing to submit a nomination for an I.W. Society Conservation award should contact the Town Clerk;
- 2). That the Town Council nominates the Co-op stores in Carvel Lane and Mill Hill Road as suitable contact points for residents partaking in the Scamnesty campaign;
- 3). That Councillors Banks and Walters be nominated by the Town Council to participate in the organising group for the 70<sup>th</sup> Anniversary event in 2012 of the ORP Blyskawica defence of Cowes;
- 4). That Councillor Walters represent the Town Council at the special meeting of the IW Playing Fields Association;

- 5). That the Town Clerk's membership subscription to the Society of Local Council Clerks in the sum of £135 and his membership subscription to the Institute of Local Council Management in the sum of £66 be paid by the Town Council;
- 6). That the Town Council renews its membership of the Cowes/Deauville Twinning Association in the sum of £10; and
- 7). That the Town Council renews their associate membership of the Cowes Business Association in the sum of £7.50.

**6294 ITEMS FOR FUTURE AGENDAS**

It was agreed that the following item be included on a future agenda:

- a). Declaration of Interest – Northwood House Trustee.

(The proceedings terminated at 8.47pm)

**CHAIRMAN**