



Minutes of the meeting held of the **TOWN IMPROVEMENTS COMMITTEE** held in the Town Council Office, 13 Denmark Road, Cowes on Monday 8 July 2013 at 6.15pm.

Present: - Councillor Brown (Chairman)
Councillors Banks, Cowan, Jones and Robinson

504 APOLOGIES FOR ABSENCE

Councillors Matthews and Wardrop.

**505 MINUTES
RESOLVED**

That the minutes of the meeting held on 30 May 2013 may be taken as read, approved as a correct record and signed by the chairman.

506 DECLARATIONS OF INTEREST

There were no Declarations of Interest

507 PARADE PLAQUE

Councillor Banks has chased the suppliers for quotations for the base plate as the sign has now been ordered. The most competitive quotation was received from DMR Engineering to supply and fit at a cost of £1,009.40 plus VAT. Councillor Banks has offered to oversee the project as once the plaque is received there may be a need to alter the design slightly.

RECOMMENDATION

That the quotation from DMR Engineering in the sum of £1,009.40 to supply and fit the plaque on the Parade is accepted.

508 TOWN GUIDE/RESIDENTS HAND BOOK

Councillor Brown provided four quotations that she has received from various printers to provide the artwork, layout and print 6,000 copies of a guide. The most competitive quotation for the project was Island Printers at a cost of £2,025. Much discussion took place regarding the content of the guide and collating the information. It was agreed that Councillor Brown will contact the printers and gain further quotations to include collating all the information for the guide. She had also been given quotations for delivery of the guide which was approximately £24 per thousand.

RECOMMENDATION

That councillors consider the production of a Town Guide in principle awaiting full costs including collation.

509 NEWSLETTER

The idea of a quarterly Newsletter to inform residents about Council business to replace the monthly Beacon article was discussed last month. The Assistant Town Clerk had contacted Sandown

Council Town Clerk and prepared a report on the findings. Their Town Clerk produces a newsletter quarterly and some examples were shown to councillors. Several quotations have been obtained by Councillor Brown for the printing of a newsletter and the most competitive was Island Printers. Councillor Banks is happy to take on the writing of the newsletter (as he currently completes the Beacon article) and will not require any assistance from the Town Clerks. It was agreed that:-

RECOMMENDATION

That the first quarterly newsletter is produced in December to replace the Beacon article for free distribution at the most economic cost.

510 DOG FOULING AND LITTER BINS

Unfortunately Mike Rowlands from IW Council was unable to attend the meeting following a family bereavement.

Councillor Brown had prepared a report which had been circulated. She has achieved success with the relocation of a bin from the corner of Crossfield Avenue to the Green near to the zebra crossing to the new college. She also reminded councillors about the Island Roads number to report any incidents of dog fouling – 01983 822440. All agreed that Mike Rowlands would be invited to the next Town Improvement meeting in September.

511 PUBLIC TOILETS ON THE PARADE

A letter has been received from Aberdeen Asset Management Cowes Week limited requesting some support from the Town Council regarding the toilets on the Parade. They have requested that if the toilets were under the control of the Town Council that more competitive cleaning rates could be negotiated and possible access to grants for refurbishment. After much discussion it was decided that:-

ACTION: Unfortunately it is too late for any action for this year's event, so the Assistant Town Clerk is to write to AAM Cowes Week Limited and advise them of this.

512 SIGNAGE TO BATH ROAD SHOPS

An email has been received from a shopkeeper in Bath Road which was circulated to all councillors. The letter is requesting permission to add signage to the Bath Road shops on the bottom of the Town Map board. The question of planning permission was discussed and that below the map would be too low for most people to read. It was also discussed that a Finger Post arm outside Lancasters already points the way to the shops. After some discussion it was agreed that:-

ACTION

That the Assistant Town Clerk responds to the email advising that hanging signage below the Town Map is not permitted.

513 TOWN NOTICE BOARD

The Assistant Town Clerk reported that the Town Notice Board on the wall outside Hurst's is in need of some refurbishment. A quotation has been obtained from AJ Wells for a replacement of the felt inside the notice board with a magnetic board at a cost of £100. New perspex is also required, along with painting the outside of the frame. Discussion was held about the cost of a replacement notice board with a magnetic board inside. It was agreed that:-

ACTION: The Assistant Town Clerk contacts Leaner Architectural to obtain a price for a replacement.

514 REPAIRS TO THE SKATE PARK FENCE

Vandalism has occurred at the Skate Park where holes have been made in the fence by the shelter. A quotation of £300 has been received from the contractor who replaced the whole of the fence last year. It was agreed that:-

RECOMMENDATION

The Skate Park fence is repaired at a cost of £300.

515 CHRISTMAS

Councillor Jones reported that lights for the town will be discussed at the meeting of the Cowes Business Association September. It has been suggested that an additional sleeve is considered for a Christmas Tree outside the Co-op, and also to consider the one in the Bandstand which was costed but not installed last year. After much discussion it was agreed that for this year:-

RECOMMENDATIONS

- 1) That four 15 foot trees are purchased from Shide Trees for the existing sleeves.**
- 2) That any additional sleeves are considered at a later date in time for Christmas 2014**
- 3) That the £2,000 already agreed to donate to Cowes Business Association is provided to extend the decorative lighting in the town.**

Meeting ended at 8.15 pm.

CHAIRMAN