

## COWES TOWN COUNCIL

Minutes of the Meeting of the COWES TOWN COUNCIL held in St. Mary's Church Hall, Cowes on Thursday, 5<sup>th</sup> June 2014 at 7.00 p.m.

Present: Councillor Banks (Town Mayor) (Chairman)  
Councillors Brown, Corby, Cowan, Ellis, Fuller, Hammond, Jones, Matthews, McNeill, Nicholson, Peacey-Wilcox, Robinson, Walters and Wardrop.

### **PRESENTATION: AAM COWES WEEK PARADE VILLAGE**

The Town Mayor introduced and welcomed Beth Taylor (Taylor Events) who had attended the meeting to outline the arrangements for The Parade Village during AAM Cowes Week 2014. Beth commenced by stating that this was her ninth year of management for this event having previously worked for Mainsail and it would be the second year of a three year contract that Taylor Events won in 2013 in their own right. It was her aim to provide bar and food facilities with good views of the racing and live entertainment to benefit the event and that was free to enjoy by the general public; she was sensitive to the wishes of local businesses and was careful not to replicate in the retail outlets what was available in shops in the town. Beth then outlined the improvements she planned for 2014 and moving forward including:

- A more open plan Village with additional space between the retail units
- To reduce the build/breakdown time by a further two days to assist local businesses and reduce disruption to residents
- Some benches (6 or 7) had to be removed for access to the units; she would reduce the time they were removed (removed Thursday 31<sup>st</sup> July and replaced on Monday 11<sup>th</sup> August)
- Put additional seating on The Parade equivalent to that removed
- Retain an access walkway behind the stage area on the bandstand for the general public
- Security personnel were now employed directly; they were all SIA registered and she would ensure that their SIA badges were visible on their sleeves at all times. Four of her key security personnel would also wear body cameras
- To reduce noise levels she would install a directional base system this year
- An action plan for the toilets – the I.W. Council would undertake essential repairs before the event and she would provide equipment to make the toilets more user friendly (e.g. unbreakable mirrors, tables, baby changing, pot plants, better signage).

Taylor Events would also organise and manage a cleaning programme to keep the toilets to a reasonable standard. She would employ a dedicated cleaner from midday until midnight from 2<sup>nd</sup> to 9<sup>th</sup> August who would be responsible for cleaning, flushing, maintaining, replenishing and tidying the toilet facilities during the event. The cost of the cleaner from 7pm until midnight would be borne by Taylor Events; the cost for the remainder of hours would be split three ways (£265 plus VAT each) between the Town Council, I.W. Council and Cowes Week Ltd.

- Improve residents communication to a wider geographical area and ensure that all Parking Permit Holders receive newsletters detailing key dates

Beth concluded by stating that she was keen to work closely with the Town Council and she was open to all suggestions. She would like to extend her contract for a further two years in order to make it more financially viable to purchase additional seating, make toilet improvements and have a more open plan Village and she would welcome Town Council support for this.

Following questions, the Deputy Town Mayor thanked Beth for attending and stated that it was gratifying that she had addressed all of the issues that the Town Council had raised.

## **6912 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

## **6913 DECLARATIONS OF INTEREST**

Councillor Hammond declared a non-prejudicial interest in the grant application for Cowes Armed Forces Day on the grounds that her son-in-law and granddaughter take part in the event.

Councillor Peacey-Wilcox declared a non-prejudicial interest in the grant application for Cowes Armed Forces Day on the grounds that she was Chairman of TS Osborne who take part in the event.

Councillor Jones declared a non-prejudicial interest in the grant application for Cowes Armed Forces Day on the grounds that he was Treasurer of Cowes Heritage who would have a presence at the event.

Councillors Banks and Walters declared non-pecuniary interests in respect of the item regarding plaques on the bandstand as some of the plaques related to the Blyskawica Society and they were both members.

Councillor Walters declared a non-pecuniary interest in the possible office relocation to Northwood House on the grounds that he was a member of the Friends of Northwood House.

Councillors Ellis and Hammond declared pecuniary interests in the possible office relocation to Northwood House on the grounds that they were members of the Cowes Carnival Committee who had just been awarded a contract to operate the Northwood Park car park for AAM Cowes Week.

Councillor Fuller declared a pecuniary interest in the possible office relocation to Northwood House on the grounds that his wife cleaned the existing office in Denmark Road.

## **6914 MINUTES**

### **RESOLVED**

That the Minutes of the Meeting held on 1<sup>st</sup> May 2014 be taken as read, approved as a correct record and signed by the Chairman.

## **6915 QUESTIONS FROM MEMBERS OF THE PUBLIC**

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

## **6916 REPORTS FROM ISLE OF WIGHT COUNCILLORS**

### **Cllr Fuller had submitted a written report referring to the following:**

a). That Planning Officers should produce a recommendation in respect of the planning application for 90 dwellings between Place Road and Tuttons Hill on 8<sup>th</sup> July for an anticipated Planning Hearing on 22<sup>nd</sup> July.

b). That proposals to develop on land at 2 Cliff Road continued ‘under negotiation’ with Planning Officers; they consider the proposal for 3 dwellings on the site to be overdevelopment.

c). That the consultation regarding the I.W. Council (Parking Places) Order No. 1 2014 ran until mid-day on 6<sup>th</sup> June.

d). That he was awaiting a response from Island Roads regarding improving the street lighting in a number of areas; of priority was Park Road and Mountbatten Avenue. He had also requested that they maintain I.W. Council owned ground in King James Close. This had been managed by residents for a number of years and consideration may be given to sell the land.

e). That potholes in Ward Avenue had been filled and he was awaiting confirmation on whether it would be resurfaced before AAM Cowes Week. The resurfacing of the footway in Crossfield Avenue had been delayed as residents had been given less than 24 hours notice to trim their frontages to enable this.

f). That the Medina valley Area Action Plan consultation continues until 7<sup>th</sup> July.

- g). That he was supporting residents within the Crossfield Estate regarding their combined sewage outfall.
- h). That he had received complaints regarding the collection of organic and recycling waste being mixed with normal household rubbish; he was assured by Island waste that refuse was segregated.
- i). That he had received complaints within the Crossfield Estate regarding flytipping and remnants of litter left behind after collection; he would continue to monitor the situation.
- j). That he had dealt with other miscellaneous incidents in the last month.

**Councillor Nicholson's written report referred to the following:**

- a). That over-engineering and procrastination had so far thwarted the agreed action to resolve the flooding in Northwood Recreation Ground!!! That also seemed to be the situation regarding the obstruction and neglect of the fire hydrant at the top of Upper Moorgreen Road,
- b). That with the approach of the summer season, concerns are being expressed that road works are not scheduled for the busiest and most important months for the town's economy.
- c). That although the initial problem of untaxed and uninsured vehicles around Place Side had been resolved, a few more untaxed vehicles have mysteriously appeared.
- d). That residents in Place Side are frustrated by the unexpected appearance, lack of consultation and the extent of double yellow lines at the western end of the road.
- e). That concern remained regarding the apparent lack of care shown by Persimmon regarding the safe condition of some of their footways around the old Ronson Field estate; the standard of the highways in that area still did not meet that necessary for adoption.

**Councillor Peacey-Wilcox referred to the following:**

- a). That following the latest chain ferry refit, the I.W. Council had had to make several adjustments to a new rubber strip attached to the ramp.
- b). That Island Roads had reacted quickly to complaints of contamination in a bus shelter.
- c). That she had advised the proprietor of the chain ferry shop regarding Government assistance for those affected by flooding.
- d). That new EU legislation meant that Cowes and Gurnard bathing waters had to be checked for contamination following severe rainfall.
- e). That she had received complaints regarding anti social behaviour in the Pelham Road area; the police, Trading Standards, ENO's and the Education Department were all involved in finding a solution.
- f). That a consultation regarding the police wearing body cameras had been added to the Town Council website.
- g). That a group of students from the Cowes Enterprise College had attended Sussex University to take part in a national maths competition; after winning the Island heats, they competed against nine mainland schools (all private) and eventually finished third.
- h). That she had loaned a number of outfits to students organising a Fashion Show at the Cowes Enterprise College.
- i). That she attended the launch of Hampton Trust IW during which the help available to rape victims and those suffering every type of abuse was highlighted; it was pleasing to learn of the successes for people they had been working with.

**Councillor Bertie submitted a written report referring to the following:**

- a). That the problem of fly tipping in St. Mary's Road car park did not appear to have worsened; however, it was just the start of the summer season so he would continue to monitor the situation.
- b). That the gratings outside the entrance to Fountain Quay had again collapsed and broken; the problems were probably caused by the buses making the tight turn into the Red Funnel terminal.
- c). That works were now moving on apace at both the former Chapel site in Union Road and at the Waterside development; the eyesore that is the Three Crown Public House continues to cause concern.

- d). That the CBA Committee had been very upbeat at their recent meeting; points discussed included:
- A new Cowes flag that had been designed for the High Street and based on nautical code flags; they had hoped there would be matching bunting
  - To further develop the Artisan markets which had to date, been well received
  - Work to refurbish the flag and banner fixing points was about to start using an Island company
  - Sainsbury's of Cowes was helping to source hanging baskets for the High Street
  - The popularity of their monthly networking events; Councillors were reminded that they were welcome to attend
- e). That Island Roads had issued notices to residents in Crossfield Avenue that works were about to begin. He also understood that work in Denmark Road should commence in June.
- f). That representatives were awaiting a response from Cowes Week Ltd. regarding the latest proposals for the 'Cowes Week' trademark.
- g). That he was aware that back in December 2013 a local shop owner had offered part of their premises to Visit Isle of Wight for use as a Tourist Information Point; they had just received a response about meeting up!!!! He was concerned that Cowes did not receive a fair share of attention from Visit Isle of Wight who needed to realise the huge financial importance that visitors to Cowes bring to the island.
- g). That little progress had been made for the 'Brand Cowes' initiative; the CBA have decided that they probably need to 'go it alone'.

#### **6917 REPORT FROM SAFER NEIGHBOURHOOD OFFICER**

There was no police presence at the meeting and no written report had been submitted.

#### **6918 MATTERS ARISING**

##### **a). Vacancy – Cowes South (Min. No. 6890 refers)**

The Town Clerk reported that no request had been made from the required ten signatories from the Cowes South Ward for an election to be held to fill the Councillor vacancy; the Town Council was now required to fill the vacancy by co-option.

The Town Clerk would advertise in the Village Talk section of the I.W. County Press for persons interested in filling the vacancy in the Cowes South Ward and report back at the next meeting.

(Councillor Peacey-Wilcox left the meeting at 7.45pm)

##### **b). Town Council Insurance (Min. No. 6908 refers)**

The Town Clerk reported that he had added the finger posts and arms and the Playbuilder playpark to the Property Damage section of the Town Council's insurance policy at a combined additional cost of £194.83. However, he had negotiated with AON Insurance a 5% premium discount on the strength of a three year agreement with them and a further 5% for Cowes being a Quality Council. The total renewal premium would therefore be £1,427.77 (including the additions) rather than the £1,447.79 that he had previously quoted.

He then questioned whether the MUGA should also be added to the policy at an additional cost of £406.46

#### **RESOLVED**

That the Town Council does not add the MUGA onto the Town Council's insurance policy at this stage.

**c). Appointments to Committees etc. (Min Nos. 6891,6893,6895 and 6896 refer)**

Councillor Walters, who had been away for the Annual Town Council Meeting, requested that he be appointed to the Finance, Town Improvements and Acquisition Committees.

Councillor Cowan had found it necessary to resign her position as Town Council representative to the Island Waste Services Advisory Group.

**RESOLVED**

1). That Councillor Walters be appointed to serve on the Finance Committee, Town Improvements Committee and Acquisitions Committee until the Annual Meeting in 2015; and

2). That Councillor Brown be appointed as the Town Council representative to the Island waste Services Advisory Group until the Annual Meeting in 2015.

**d). Town Council artefacts (Min. No. 6775b refers)**

The Town Clerk reported Town Council artefacts loaned to Cowes maritime Museum had still not been displayed as they had an area of damp in the Museum which had to be rectified and then the area redecorated. As soon as the problem had been resolved they would endeavour to get the display in place for the summer. In the meantime, all items were securely held within their environmentally controlled museum store.

**e). The Parade Village (Min. No. 6905a refers)**

The Town Clerk submitted a response from the I.W. Council Head of Economy which stated that the Town Council's position regarding an extension of the contract for the operation of The Parade Village had been noted; he questioned under what conditions the Town Council might consider an extension as he was very happy with the performance of the contractor.

The Head of Economy also referred to the possible granting of full governance of The Parade Village to the Town Council at an appropriate time or at the end of the current contract and stated that this would be entirely consistent with the I.W. Council's policy of supporting local initiatives and communities. He did make it clear however, that with The Parade Village must also come the responsibility for making all arrangements for the fireworks event and the traffic management planning for that evening as without income from the Village, the I.W. Council would not have the resource available to undertake these other functions.

Members questioned what exactly the implications would be in assuming full governance of The Parade Village and suggested a meeting with the Head of Economy for further detailed discussions.

**RESOLVED**

1). That the Town Clerk obtains a copy of the existing contract and full financial details for the operation of The Parade Village; and

2). That the Town Council delegation to meet the Head of Economy comprises the Town Mayor, the Deputy Town Mayor and Councillors Corby, Ellis, McNeill and Walters.

**6919 REPORTS OF COMMITTEES AND MEETINGS**

**a). Supporters of Cowes Library Group**

The Minutes of the Meeting of the Supporters of Cowes Library Group held on 28<sup>th</sup> April 2014 were received.

**b). Planning & Licensing Committee**

The Minutes of Meetings of the Planning & Licensing Committee held on 6<sup>th</sup> May 2014 and 29<sup>th</sup> May 2014 were received.

**c). I.W. Association of Local Councils Executive Committee**

The Minutes of Meeting of the I.W. Association of Local Councils Executive Committee held on 15<sup>th</sup> May 2014 were received.

**d). Finance Committee**

The Minutes of the Meeting of the Finance Committee held on 29<sup>th</sup> May 2014 were received.

**i). Annual audit and final accounts 2013/14**

**RESOLVED**

- 1). That the Internal Auditors report for the year ended 31<sup>st</sup> March 2014 be received and noted;
- 2). That the Statement of Accounts for the year ended 31<sup>st</sup> March 2014 be approved and signed by the Town Mayor; and
- 3). That the Annual Governance Statement section of the Annual Return for the year ended 31<sup>st</sup> March 2014 be approved and signed by the Town Mayor.

**ii). Applications for grant.**

**Angel Radio IW Ltd.** – towards the costs of setting up a second recording studio at their premises.

**Cowes Armed Forces Day** – towards the cost of organising armed forces day 2014 celebrations.

**Cowes Open Bowls Tournament** – towards the cost of the 60<sup>th</sup> Cowes Open Bowls tournament

**Cowes Firework Committee** – towards the cost of the 2014 AAM Cowes Week firework display.

**RESOLVED**

- 1). That grants be made to the following organisations in accordance with the amounts shown:
  - a). Angel Radio £250
  - b). Cowes Armed Forces Day £200
  - c). Cowes Open Bowls Tournament £400
- 2). That the Town Council is unable to consider the application from the Cowes Firework Committee as it did not include independently signed annual accounts;
- 3). That the balance in the budget of £11,150 be kept in reserve pending further applications which may be received; and
- 4). That the Finance Committee considers reviewing the grant application form at their next meeting.

**e). Town Improvements Committee**

The Minutes of the Meeting of the Town Improvements Committee held on 2<sup>nd</sup> June 2014 were received.

**i). Outdoor gym equipment**

**RESOLVED**

That until the Town Council determines which services they may take over from the I.W. Council, the provision of outdoor gym equipment be kept on hold with the ‘ring fenced’ money remaining in balances.

**ii). Wishing Well**

**RESOLVED**

That the Town Council attach a laminated notice to the Wishing Well and place an advertisement in the I.W. County Press advising the public that unless anyone could provide proof of legal ownership of the Well within a thirty day period then the Town Council intend to assume ownership.

**iii). Town Council assets**

**RESOLVED**

- 1). That Moss Hayman be engaged to repair/repaint a further six benches in Northwood Park at a fixed cost of £450; and
- 2). That Moss Hayman be engaged to repaint the base of the town clock for a fixed cost of £70.

**iv). Wood from the Umbrella Tree**

**RESOLVED**

- 1). That the Town Council obtains a quotation from The Mulberry Tree Woodturnery for producing an inscribed platter from wood from the Umbrella Tree; and
- 2). That the same company provides a quotation for producing coasters from any remaining wood that the Town Council could sell to members of the public for a small fee.

**v). Horizon plaque**

**RESOLVED**

That no formal unveiling ceremony be held for the horizon plaque but once installed photographs be taken for an article in the newsletter and on the website.

**vi). Plaques on the bandstand**

**RESOLVED**

- 1). That the Town Council notifies the I.W. Council that they wish to assume responsibility for the annual cleaning of all the plaques on the bandstand and then advertise to source a contractor to undertake the work; and
- 2). That the Assistant Town Clerk obtains quotations for the production of an enamelled or similar material Croix de Lorraine for fixing to the Free French plaque and submits these to the next meeting of the Town Improvements Committee.

**vii). Rosetta Stone plaque**

**RESOLVED**

That the Assistant Town Clerk writes to Island Roads advising them of the existence and damage that has been caused to the Rosetta Stone plaque by heavy machinery and requesting that they notify their operatives and contractors to be aware of the stone and to be more careful when working in that area.

**viii). Yachting classes and racing**

**RESOLVED**

That the Town Council takes no further action in respect of the production of a leaflet advising the public of the various yachting classes and races.

**6920 POSSIBLE RELOCATION OF OFFICE**

Councillor Banks submitted a paper regarding the possible relocation of the Town Council office to Northwood House; it stated that a room with circa the same floor area, natural light and well equipped with power points, telephone supply and IT cabling was available at a cost of £550 per month. There would be the use of refurbished toilet facilities and a shared kitchen.

Additionally, there was the offer of the use of the Drawing Room (former Medina Room where the Town Council traditionally held their monthly meetings) at a cost of £7.50 per hour.

The Town Council could also utilise the Morning Room (where the Town Council held Committee Meetings) and Library (formerly known as the Red Cross Room) for £5 per hour for Committee Meetings. Two parking permits for the Town Clerks for the Rotunda car park would be available for the same £40 rate currently paid for the on-street zoned parking in Denmark Road. Access for evening meetings would be via the Rotunda entrance and parking for Councillors in that area was free after 6pm.

The main advantage would be that the payments would benefit the Northwood House Charitable Trust Co. Ltd. which maintains and develops the House and parkland.

**RESOLVED**

That the Town Council office be relocated to Northwood House at the earliest opportunity.

**6921 I.W. COUNCIL (PARKING PLACES) ORDER NO. 1 2014**

The Town Clerk had submitted details of the I.W. Council (Parking Places) Order No. 1 2014 to all Councillors; the main proposals that affected Cowes were:

- Increase in on-street and car parking charges
- Extend the chargeable hours from 6pm to 8pm in many car parks
- Extend the chargeable hours from 6pm to 8pm on The Parade and Cowes Esplanade
- Abolish free Monday afternoon parking in St. Mary's Road car park

**RESOLVED**

That the Town Council objects to all of the proposal contained in the I.W. Council (Parking Places) Order No. 1 2014 on the grounds that all of the measures will have a seriously detrimental effect on either local businesses or local organisations such as CAODS who are already finding it difficult to merely survive in the current economic climate.

## **6922 MATTERS SUBMITTED BY THE TOWN CLERK**

- a). Renewal of the Town Council's membership of The Conservation Volunteers.
  - b). \*To receive details of the I.W. Council draft Speed Limit Policy and to consider whether or not the Town Council should comment on the document.
  - c). Details of the Assistant Town Clerk's CiLCA submission and to approve the fee for the re-submission of four modules.
  - d). \*Details of miscellaneous correspondence
- \* Copies circulated to all members

### **RESOLVED**

- 1). That the Town Clerk be authorised to renew the Town Council membership of The Conservation Volunteers at a cost of £38;
- 2). That the Town Clerk obtains all the documentation in respect of the draft Speed limit Policy for further consideration at the next meeting; and
- 3). That the Town Council pays 50% of the £80 Assistant Town Clerk's CiLCA resubmission fee with the remaining 50% to be paid by Gurnard parish Council.

(The proceedings terminated at 8.49pm)

**CHAIRMAN**