

## **COWES TOWN COUNCIL**

Minutes of the Annual Meeting of the Cowes Town Council held in the Parish Hall at St. Mary's Church, Cowes, on Thursday, 1<sup>st</sup> May, 2014 at 7.00 p.m.

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

### **6888 ELECTION OF TOWN MAYOR**

Proposed by Councillor Hammond and seconded by Councillor Fuller that Councillor Banks be elected Town Mayor until the Annual Meeting in 2015.

There being no further nominations, it was

#### **RESOLVED**

That Councillor Banks be elected Town Mayor until the Annual Meeting in 2015.

Councillor Banks thereupon made a Declaration of Acceptance of Office; he thanked the Town Council for his election and pledged to work in the best interests of the Town Council and the local community.

### **6889 ELECTION OF DEPUTY MAYOR**

Proposed by Councillor Nicholson and seconded by Councillor Peacey-Wilcox that Councillor Jones be elected Deputy Town Mayor.

There being no further nominations, it was

#### **RESOLVED**

That Councillor Jones be elected Deputy Town Mayor to serve until the Annual Meeting in 2015.

### **6890 APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor Walters.  
Councillor Banks reported that Councillor Hall had resigned from the Town Council for personal reasons; her input since her election had been invaluable and would be sorely missed.  
The Town Clerk would be advertising the vacancy in the Cowes South ward at the earliest opportunity.

### **6891 FINANCE COMMITTEE**

#### **RESOLVED**

That the following members be appointed to serve on the Finance Committee until the Annual Meeting in 2015:

The Town Mayor, the Deputy Town Mayor and Councillors Brown, Corby, Ellis, Hammond, and Peacey-Wilcox.

**6892 PLANNING AND LICENSING COMMITTEE**

**RESOLVED**

That the following members be appointed to serve on the Planning and Licensing Committee until the Annual Meeting in 2015 with delegated authority to make decisions regarding planning and licencing issues on behalf of the Town Council:

The Town Mayor, the Deputy Town Mayor and Councillors Brown, Cowan, McNeill, Nicholson, Robinson and Wardrop.

**6893 TOWN IMPROVEMENTS COMMITTEE**

**RESOLVED**

That the following members be appointed to serve on the Town Improvements Committee until the Annual Meeting in 2015:

The Town Mayor, the Deputy Town Mayor and Councillors Brown, Nicholson, Peacey-Wilcox and Robinson.

**6894 NORTHWOOD RECREATION GROUND COMMITTEE**

**RESOLVED**

That the following members be appointed to serve on the Northwood Recreation Ground Committee until the Annual Meeting in 2015:

The Town Mayor, the Deputy Town Mayor and Councillors Brown, Ellis, Fuller and Nicholson.

**6895 ACQUISITIONS COMMITTEE**

**RESOLVED**

That the following members be appointed to serve on the Acquisitions Committee until the Annual Meeting in 2015:

The Town Mayor, the Deputy Town Mayor and Councillors Brown, Corby, Ellis, Hammond, McNeill, Nicholson and Wardrop.

**6896 APPOINTMENT OF REPRESENTATIVES ON OTHER BODIES**

**RESOLVED**

1). That the following representatives, having been duly proposed and seconded, be appointed to serve on the following Bodies until the Annual Meeting in 2015:

**Cowes Business Association**

Councillor D. Jones

Deputy – Councillor M. McNeill

**Cowes/Deauville Twinning Association**

Councillor L. Brown

Deputy - Councillor R.E. Robinson

**Cowes Harbour Commission Advisory Group**

Councillor J. Corby

Deputy – Councillor M. McNeill

**Cowes Good Neighbour Volunteer Group**

Councillor J. Matthews

Deputy – Councillor L. Hammond

## **District 1 Highways PFI Group**

The Town Mayor (Councillors G.J. Banks) and Deputy Town Mayor (Councillor D. Jones)

## **Island Waste Services Community Advisory Group**

Councillor V. Cowan Deputy – Councillor D. Jones

## **Isle of Wight Association of Local Councils Executive Committee**

Councillor P. Fuller Deputy – Councillor V. Cowan

## **Member Auditor – Town Council Accounts**

Councillor Matthews

## **Shoreside Committee, Cowes Week Ltd.**

Councillor M. McNeill Deputy – Councillor S. Ellis

## **Tree Wardens**

Councillors L. Brown and L. Hammond

## **Wight in Bloom – Steering Group**

Councillors D. Jones and R.E. Robinson

## **6897 STANDING ORDERS AND FINANCIAL REGULATIONS**

### **RESOLVED**

That the Town Council's Standing Orders and Financial Regulations be re-affirmed.

## **6898 ACCOUNTS 2013/2014**

The Town Clerk submitted details of Town Council Accounts for the year ended 31<sup>st</sup> March 2014

### **RESOLVED**

That the Statement of Accounts for 2013/2014 be received and noted.

## **6899 ATTENDANCES**

The Town Clerk reported that the attendances of Members at Council Meetings during 2013/2014 were as follows:

### **Town Council Meetings**

	<u>Possible</u>	<u>Attendances</u>	<u>%</u>
Councillor G. J. Banks	11	10	91
Councillor L. Brown	11	9	83
Councillor J. Corby	11	10	91
Councillor V. Cowan	11	8	73
Councillor S. Ellis	11	8	73
Councillor P. Fuller	11	10	91
Councillor W. Hall	11	7	64
Councillor L. Hammond	11	7	64

Councillor D. J. Jones	11	10	91
Councillor J.M. Matthews	11	8	73
Councillor M. McNeill	11	9	83
Councillor J. Nicholson	11	11	100
Councillor L. Peacey-Wilcox	11	9	83
Councillor R. Robinson	11	8	73
Councillor D. Walters	11	9	83
Councillor W. Wardrop	11	9	83

### **Planning Committee**

	<u>Possible</u>	<u>Attendances</u>	<u>%</u>
Councillor G. J. Banks	15	12	80
Councillor L. Brown	15	13	87
Councillor Cowan	15	8	53
Councillor D. J. Jones	15	15	100
Councillor M. McNeill	15	9	60
Councillor J. Nicholson	9	6	67
Councillor R. Robinson	15	9	60
Councillor W. Wardrop	15	8	53

### **Finance Committee**

	<u>Possible</u>	<u>Attendances</u>	<u>%</u>
Councillor G. J. Banks	9	8	89
Councillor L. Brown	9	8	89
Councillor J. Corby	9	8	89
Councillor S.E.J. Ellis	9	5	56
Councillor W.M. Hall	9	8	89
Councillor L. Hammond	9	3	33
Councillor D. J. Jones	9	7	78
Councillor J.M. Matthews	2	2	100
Councillor L.J. Peacey-Wilcox	9	3	33
Councillor D. Walters	9	4	44

### **Town Improvements Committee**

	<u>Possible</u>	<u>Attendances</u>	<u>%</u>
Councillor G. J. Banks	8	7	88
Councillor L. Brown	8	8	100
Councillor V. Cowan	7	4	57
Councillor W. Hall	8	3	37
Councillor L. Hammond	4	1	25
Councillor D. J. Jones	8	7	88
Councillor L. Peacey-Wilcox	8	3	38
Councillor R. Robinson	8	5	63
Councillor W. Wardrop	3	2	67

### **Northwood Recreation Ground Committee**

	<u>Possible</u>	<u>Attendances</u>	<u>%</u>
Councillor G.J. Banks	5	5	100
Councillor L. Brown	5	3	60
Councillor S. Ellis	5	1	20
Councillor P. Fuller	5	1	20

Councillor W. Hall	5	4	80
Councillor D.J. Jones	5	5	100
Councillor J. Nicholson	5	4	80

## 6900 DATES OF MEETINGS 2014/2015

### RESOLVED

That the Town Council meetings be held on the following dates in 2014/2015 commencing at 7.00 p.m.

<u>2014</u>	<u>2015</u>
5 <sup>th</sup> June	8 <sup>th</sup> January
3 <sup>rd</sup> July	5 <sup>th</sup> February
31 <sup>st</sup> July	5 <sup>th</sup> March
4 <sup>th</sup> September	9 <sup>th</sup> April
2 <sup>nd</sup> October	23 <sup>rd</sup> April (Annual Town Meeting)
6 <sup>th</sup> November	7 <sup>th</sup> May (Annual Council)
4 <sup>th</sup> December	

## 6901 QUESTIONS FROM MEMBERS OF THE PUBLIC

A member of the public requested an update regarding cyclists in the pedestrianised High Street. The Town Clerk reported that the police had apologised for their absence; in the written report he had received they had stated that they continued to actively patrol the High Street to prevent cycling incidents re-occurring. They had not seen any cyclists while on patrol during March. Those they had stopped previously had had their details taken, been given a verbal warning and an educational letter; if the same persons re-offended then formal action would be taken. It was agreed that the Town Clerk write to the police requesting the updated position.

## 6902 REPORTS BY ISLE OF WIGHT COUNCILLORS

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

- That almost 500 comments had been received regarding the planning application for 90 dwellings off Place Road; the application may be considered by the May or June Planning Committee and until then, officers will continue to receive comments.
- That a special meeting was to be held in the summer to consider three applications for edge of town retail units; one of the applications to be determined was the use of the former Reader's site in Place Road.
- That the I.W. Council was considering improving the lighting in sections of Mountbatten Avenue. The street lights in Park Road have remained on during daylight hours while Island Roads repair faulty lanterns and then while they reconnect these to the central control system.
- That the Government had agreed to support the northern half of the Island for Assisted Area Status; if the European Parliament support the recommendation the Assisted Area Status map would be altered to include the northern section of the Island from 1<sup>st</sup> July. This would enable Island businesses to apply for grants to expand and create more jobs. Locally, the I.W. Council Leader was seeking opportunities to create a Local Enterprise Zone for the Medina Valley.
- That he has received complaints from residents unable to claim seats on Southern Vectis buses due to use by students during the summer months. Despite passenger levels continuing to grow, Southern Vectis had still not provided larger buses or extra services between Cowes and Newport. He would also continue to lobby the I.W. Bus Forum for a drop off for passengers on service 32 adjacent to the Aldi Store.
- That the Cowes Enterprise College remained in the limelight following a student protest held last term and the recent public meeting. The estimated cost of demolishing, clearing and

redeveloping of the old school site and rectifying the shortcomings within the new building was between £5m and £9m; the I.W. Council was seeking agencies to fund this.

g). That the I.W. Council was to undertake a public consultation from 2<sup>nd</sup> to 30<sup>th</sup> May regarding car parking issues.

h). That both Cowes and Gurnard beaches had been recommended as good beaches by the Marine Conservation Society.

i). That he had dealt with a variety of other miscellaneous incidents in the last month.

**Councillor Peacey-Wilcox submitted a written report:**

a). That the future of the Youth Club site was due to be considered on 10<sup>th</sup> June; the preferred bidder was agreed in March as UKSA.

b). That in respect of the PFI roads contract, she attended a briefing with the new interim I.W. Council Contract Manager Tony Toynton.

c). That difficulties had arisen for dealing with abandoned vehicles; it was taking a very long time to have them removed.

d). That complaints had been received regarding street lights being on during daylight hours; this had been due to a fault that would be resolved when they were reconnected to the central system.

e). That St. Faiths Road was soon to be resurfaced.

f). That sandbags had now been removed from the High Street following the recent flooding.

g). That she had arranged to have the Newport Road bus shelter cleaned and a faulty drain cover in Place Road attended to.

h). That she was endeavouring to have the hedge cut lower in Newport Road adjacent to Lanesend following a serious incident in the area.

i). That she had attended the opening ceremony of Little Love Lane, a much needed facility that had been completely revamped.

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

a). That he had attended the public meeting regarding the new Cowes Enterprise College (CEC); he had been disappointed with the outcome from the meeting as many questions regarding the whole affair remained unanswered. It had also been noticeable that the major players involved in the project had failed to attend!!! The purpose of the meeting was intended to centre on the CEC build; however, much time was spent discussing the education system.

Many parents expressed strong views that they were not given the opportunity to discuss their concerns in an open forum with school governors bearing in mind that the consultation period regarding the proposed reconstruction taking place within the CEC was soon to close. It appeared that the whole issue had been poorly handled; he would continue to monitor the situation.

b). That the development at the former Waterside Public House was now underway; all the concerns expressed by local residents appeared to have been addressed by the developers.

c). That fly tipping remains a problem in St. Mary's Road car park and at the bottom of Market Hill; although members would be aware that this had been a problem for some time, he would endeavour to find a workable solution to the problem.

d). That work had also started at the former Chapel site in Union Road, albeit at a very slow pace.

e). That he continued to attend CBA meetings; the committee was moving forward with many positive ideas for the benefit of Cowes.

On 30<sup>th</sup> April the CBA organised a 'cruise' aboard the newly refurbished Red Falcon ferry with invitations to the Town Council and Cowes Yachting members.

f). That potholes in Denmark Road had now been addressed; the road was due to be resurfaced during June. The resurfacing works in Park Road appeared to be very satisfactory.

g). 'Cowes Week' trademark was an ongoing subject; the Town Council was being well represented on the issue by its appointed representatives.

h). That there was little progress regarding the 'Brand Cowes' initiative; the various representative bodies must pull together if Cowes was to be marketed to its full potential.

**Councillor Nicholson submitted a copy of his annual report which outlined issues he had dealt with during the past year which included:**

a). The nuisance parking of untaxed and uninsured vehicles around Place side.

- b). The sensible use of the former.
- c). Issues surrounding AAM Cowes Week 2013 including the behaviour of security staff, the lack of availability of public seating and the toilet facilities.
- d). Issues surrounding the new Cowes Enterprise College including the lack of I.W. Council supervision or management during the build, the demise of the contractors and defects following 'hand over' that still have to be addressed.
- e). Yellow lines in Place Side that most residents objected to remains a problem.
- f). A resident legally parked in a road had received abuse and intimidation for parking in that road; their complaint had now been acknowledged and supported by the local police.
- g). The New Year flooding in Northwood Recreation Ground and the problems this had caused to neighbouring residents.
- h). The unfinished and un-adopted roads and pavements in the Persimmon estate (Seaview Road and spurs); one resident suffered a fall due to the incomplete surfacing work. This has been taken up with Persimmon by the I.W. Council and Island Roads.
- i). Following many months of campaigning, a new deal between Eurovia and Bardon Vectis resulted in a merger for the purpose of supplying materials, including asphalt from the Bardon Plant. The controversial planning application for a proposed asphalt plant on the banks of the River Medina in Cowes was subsequently withdrawn.

### 6903 REPORT FROM THE SAFER NEIGHBOURHOOD TEAM

**Sgt. Knight had apologised for his absence; he had submitted a written report as follows:**

- a). That in relation to the year to date for the Cowes Safer Neighbourhood area, crime figures were down by 13.5%; there were 523 reported crimes in 2012/13 and 452 in 2013/14.
- b). That the number 1 priority identified by the Local Action Group was cycling and cars using the High Street during times of prohibition. Although the police continued to actively patrol the High Street they had not seen any abuses by cyclists during March. Those cyclists previously stopped had had their details taken, they had been given a verbal warning and an educational letter. If they re-offended then formal action would be taken.
- c). That beat surgeries continued to be held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of each month at the Cowes Police Station between 1800hrs and 2000hrs.
- d). That there were no crimes of note to bring to the attention of the Town Council during the last month.

### 6904 MINUTES

#### **RESOLVED**

That the Minutes of the Meeting held on 3<sup>rd</sup> April 2014 be taken as read, approved as a correct record and signed by the Chairman.

### 6905 MATTERS ARISING

#### **a). Seating on The Parade during AAM Cowes Week (Min. No. 6884a refers)**

The Town Clerk reported that a response to questions raised by the Town Council had been received from the I.W. Council Head of Economy; it failed to address the issues.

While the Town Council's comments were duly noted, the letter stated that leaving fixed furniture on The Parade, particularly on firework night, can become dangerous as it formed a trip hazard. It also stated that the Town Council had not been involved in negotiations for the Parade Village in the past.

The Town Clerk reported that the I.W. Council contract with Taylor Events to arrange the Parade Village ran until 2015. He also stated that Beth Taylor, Managing Director of Taylor Events had offered to attend either the June or July meeting of the Town Council to discuss the activities to take place on The Parade during AAM Cowes Week 2014.

Members expressed the following views:

- That the Town Council should have more input regarding the type of entertainment and events that are held on The Parade during the week
- That the contract with Taylor Events should not be automatically extended beyond 2015 without reference to the Town Council
- That the I.W. Council should consider the possibility of allowing the Town Council governance for the Parade Village in the future

**RESOLVED**

- 1). That the Town Clerk writes to the I.W. Council Head of Economy expressing the above views and also sends copies of the letter to Councillor Shirley Smart (Cabinet Member for Tourism), Councillor John Gilbey (Cabinet Member for Resources and Assets) and Councillor Steve Stubbings (Deputy Leader); and
- 2). That the Town Clerk invites the Managing Director of Taylor Events to either the June or July meeting of the Town Council.

**6906 REPORTS OF COMMITTEES AND MEETINGS**

**a). Planning & Licensing Committee**

The Minutes of the Planning & Licensing Committee held on 15<sup>th</sup> April 2014 were received.

**b). Annual Town Meeting**

The Minutes of the Annual Town Meeting held on 17<sup>th</sup> April 2014 were received.

**6907 THE PARADE TOILETS DURING AAM COWES WEEK**

Councillor McNeill submitted a paper regarding toilet facilities on The Parade during AAM Cowes Week 2014; a copy of which had been circulated to all members. It outlined background information including the suggestion that the Town Council contribute £2,000 being a quarter share for the provision of ten additional portable toilets; the Town Council had rejected that proposal.

At a further Cowes Week Ltd. Shoreside Committee meeting on 3<sup>rd</sup> April, the I.W. Council representative suggested that the problem was not a lack of toilet facilities but rather the cleanliness of the existing toilets. A proposal to employ a dedicated toilet cleaner for extended hours for The Parade toilets during AAM Cowes Week 2014 with the costs shared four ways had been agreed by Cowes Week Ltd., Taylor Events and the I.W. Council. Councillor McNeill was recommending that the Town Council accept the proposal and also contribute one quarter share. The cost had not been confirmed but he estimated that for labour and all materials it should not exceed £2,000 in total.

**RESOLVED**

That the Town Council agrees for 2014 only, to contribute a one quarter share of the cost of providing a dedicated cleaner over extended hours for AAM Cowes Week to a maximum sum of £500.

**6908 TOWN COUNCIL INSURANCE**

The Town Clerk reminded members that in 2013 the Town Council had sought quotations for their insurance cover; Aon UK Ltd. had submitted the best offer. The insurance was due for renewal on 1<sup>st</sup> June and the price quoted by Aon UK Ltd. was very much in line with the charge in 2013.

The Town Clerk had undertaken a risk assessment of the insurance cover the policy provided and a copy of this assessment had been circulated to all members; he reported that various Town Council assets had not been added to the policy.

**RESOLVED**

- 1). That the Town Clerk be authorised to renew the Town Council's insurance with Aon UK Ltd.; and
- 2). That the Town Clerk be authorised to add any of the Town Council's assets to the insurance policy that he considers necessary to a maximum additional cost of £500.



## **6909 MISCELLANEOUS ITEMS SUBMITTED BY THE TOWN CLERK**

a). \*To consider amending the Town Council's Code of Conduct to bring it in line with that adopted by the I.W. Council; the amendment relates to the inclusion of paragraph 11 – Personal Interests.

b). \*Draft consultation paper regarding The Future for the Island's Music Education Hub.

c). \*To consider a I.W. Council draft resolution to designate all streets etc. as consent streets for the purpose of regulating street trading and also a draft Street Trading Policy.

\* Copies circulated to all members

### **RESOLVED**

1). That the Town Council amends its Code of Conduct in line with that adopted by the I.W. Council;

2). That Councillor Hammond responds on behalf of the Town Council to the consultation regarding the Future of the Island's Music Education Hub; and

3). That the Town Council has no comment to make in respect of the I.W. Council draft resolution to designate all streets etc. as consent streets for the purpose of regulating street trading and also a draft Street Trading Policy.

(Councillor Fuller abstained from voting on c) above as his wife was a street trader)

## **6910 RETIREMENT OF TOWN CLERK**

The Town Clerk reported that it was his intention to retire on 30<sup>th</sup> September; the Town Council should consider how best to seek his replacement.

The Town Mayor recommended that the Council form a Staffing & Development Committee to deal with this and other staffing issues including training, staff appraisals etc.

### **RESOLVED**

That the Town Council forms a Staffing & Development Committee with the following members appointed to serve until the Annual Meeting in 2015:

The Town Mayor, the Deputy Town Mayor and Councillors Corby, Ellis, Hammond and McNeill.

## **6911 ITEMS FOR FUTURE AGENDAS**

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

Prohibition of traffic in the High Street (Councillor McNeill)

(The proceedings terminated at 8.25p.m.)

**CHAIRMAN**