

COWES TOWN COUNCIL

Minutes of the Meeting of the COWES TOWN COUNCIL held in St. Mary's Church Hall, Cowes on Thursday, 3rd July 2014 at 7.00 p.m.

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

6923 APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Peacey-Wilcox.

6924 DECLARATIONS OF INTEREST

Councillor Wardrop declared a prejudicial interest in respect of the grant application from the Cowes Carnival Committee on the grounds that she was a volunteer fundraiser assisting with the Cowes Week car parking.

Councillor Ellis declared a prejudicial interest in respect of the grant application from the Cowes Carnival Committee on the grounds that he was the Fundraising Officer for the Carnival.

Councillor Banks declared a prejudicial interest in respect of the grant application from the Cowes Carnival Committee on the grounds that he financially supported the Carnival.

Councillor Banks declared a non-prejudicial interest in respect of the grant application from the Cowes Deauville Twinning Association on the grounds that he was a member of the organisation.

6925 MINUTES

RESOLVED

That the Minutes of the Meeting held on 5th June 2014 be taken as read, approved as a correct record and signed by the Chairman.

6926 QUESTIONS FROM MEMBERS OF THE PUBLIC

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

6927 REPORTS FROM ISLE OF WIGHT COUNCILLORS

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

a). That the planning application for dwellings between Place Road and Tuttons Hill would be considered at a Planning Hearing on 22nd July; there had been a minor amendment to the layout for the application resulting in the number of dwellings reducing from 90 to 87.

b). That four landslips had occurred within the last two months; the I.W. Council would not commence remedial works until the land had dried out and stabilised.

To date there was no news from DEFRA regarding the inclusion of the Islands Coastal path within the Coastal Access and Maritime Act.

c). That he would continue discussions with Island Roads regarding the resurfacing of Ward Avenue; it had been scheduled for the end of July although residents considered it more appropriate to leave until September. The main concerns were that work could disrupt coach parking during the summer holidays and also over-run and conflict with AAM Cowes Week.

d). That he would be submitting his response to the Medina Valley Area Action Plan Informal Discussion Document.

e). That following complaints last month concerning litter being left behind by contractors on collection day there had been an improvement.

He had also met with residents who have requested a rubbish bin be located in Blackberry lane – the route for schoolchildren between Rashley’s Store and the Cowes Enterprise College!!!

f). That he had recently been appointed to three of the I.W. Council’s four Executive Advisory Committees; this followed his resignation from the Scrutiny Committee as their meetings coincided with the Town Council meetings.

g). That Visit Isle of Wight Ltd. had given a presentation to members of the Economy & Tourism Executive Advisory Committee regarding the Isle of Wight’s Destination Management Plan. It was reported at that meeting that the 2.8million visitors to the Island was worth £260million to the local economy directly and £520million indirectly.

h). That he had asked the Environment & Public Protection Executive Advisory Committee to investigate a better method for addressing cross-over issues between agencies relating to flood defence. Members had been advised that there was a need to implement a Community Highways Fund to progress over 500 requests for outstanding minor capital schemes.

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

Councillor Nicholson’s written report referred to the following;

a). That finally the footways on the Persimmon estate had been finished; he believed that this had been largely due to pressure from the I.W. Council and Island Roads following his pursuit of the matter.

b). That resolution to the flooding problem in Northwood Recreation Ground had taken a leap forward following constructive dialogue with the I.W. Council Parks Department; the indication was that measures would be take to address the risk by the autumn.

c). That the nuisance parking of untaxed and uninsured vehicles around Place Side had minimised in the last month.

d). That the Head of Island Roads had offered to assist residents in Place Side in dealing with their dispute over the extent of double yellow lines at the western end of the road; however, he had warned that following due process, it may be determined that the extent of the markings was not unreasonable and that they were required for road safety reasons.

e). That the new road surfacing from the bend at Fourcross towards Cowes had been completed to a good standard and with consideration to the local community.

Councillor Peacey-Wilcox referred to the following:

a). That she had received numerous complaints about overgrown hedgerows particularly at the Aldi roundabout and the footpath near the model railway; the hedges have been cut back but the I.W. Council can only undertake this work after the birds nesting season.

b). That she was contacted on a daily basis by residents struggling to manage following the governments benefits reforms.

c). That she had attended the I.W. Armed Forces Day event at Ryde.

d). That she had travelled to Southsea to support and take part in very moving D-Day commemorations.

e). That she had attended Veterans day in Cowes; thanks had to go to the Cowes Carnival Committee for stewarding the event.

f). That a constituent had complained about the overgrown building plot at the bottom of Market hill; she had forwarded the complaint to the I.W. Council Enforcement Officer to achieve a satisfactory outcome.

g). That following cross party support she had been appointed Chairman of the I.W. Council Adult Health and Community Wellbeing Executive advisory Committee.

h). That she had attended a meeting at County Hall regarding way in which the I.W. Council could progress self-sustainability for the Island.

i). That the Cowes Sea Cadets were now making good progress; the cadets had recently attended Gurnard Primary School with a trainer from the Sea cadets Head Office to give a presentation to the pupils.

- j). That she had attended a Spectrum Housing Meeting at Lanesend Primary School; residents problems had now to be referred to a mainland call centre making it very difficult for them to get the necessary help they require.
- k). That she had attended the I.W. County Show as a volunteer on the Cowes Rotary stand.
- l). That the government wished to have no gas boiler run heating systems by 2050; the I.W. Council had been shortlisted to 'pilot' alternative schemes with large grants available should they be chosen.
- m). That as the Chairman of the Strategic Housing Partnership on the Island she continued to try to strengthen local ability to force developers not to 'land bank' sites. A paper to support the local criteria for social housing had also been published.

Councillor Bertie submitted a written report referring to the following:

- a). That he hoped to meet with Shirley Smart (Tourism) to see if Cowes could benefit in any way from the new Ben Ainsley Americas Cup initiative in Portsmouth.
- b). That fly tipping did not get any worse in June; the extra rubbish bins positioned in the town for Round the Island Race had been a great help.
- c). That the Three Crown Public House eyesore had now been demolished and a new hoarding erected to shield the area; we must wait to see what happens to the site!!!.
- d). That the CBA were hosting an open meeting at the Royal Corinthian Yacht Club at 6pm on 9th July; members of the Town Council were invited to attend.
- e). That Island Roads had indicated that the whole grating system in the High street would be appraised and replaced with a new upgraded system; the work would be undertaken at the end of the summer season.
- f). That the four I.W. Councillors for Cowes were meeting Island Roads regarding local issues on 8th July.
- g). That new Cowes flags had now been received and should be flying in the town when the Round Island Race sponsors flags were removed.
- h). That the combined Red Funnel Food Market and the CBA's Artisan market had attracted a great deal of visitors during the Round Island Race weekend.

6928 REPORT FROM SAFER NEIGHBOURHOOD OFFICER

There was no police presence at the meeting although a written report had been submitted which referred to the following:

- a). That year to date crime figures were down by 16%; from 121 crimes in 2013/14 down to 102 crimes in 2014/15.
- b). That the no. 1 priority identified by the Local Action group remained cycling and cars using the High Street during times of prohibition. The police continued to actively patrol the area and had caught 4 cyclists during June; these have all had their details taken, been given a verbal warning and an educational letter. If the same persons were seen cycling in the High Street again during prohibited times then formal action would be taken.
- c). That the frequency and day of the month for Beat Surgeries had changed; the Beat Surgery would now be held on the 2nd Thursday of each month at Cowes Police Station between 1800hrs and 2000hrs. The next Surgery would be on 10th July.
- d). That there were no crimes of note to bring to the attention of the Town Council.

6929 MATTERS ARISING

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

The Town Clerk reported that four applications had been received to fill the Councillor vacancy in the Cowes South Ward and questioned how Members wished to proceed.

It was agreed that the Town Clerk would arrange a suitable date for interviews to be held; all Members would be notified of the date and could attend the interviews if they wished.

b). **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 Parade Village contract with Taylor Events was a commercial contract and as such would require the approval of Taylor Events for its release. However, he would provide the specification that the company was required to work to in delivering the event; this had subsequently been provided and a copy had been circulated to all members.

Further correspondence confirmed that he had discussed with Beth Taylor the matter of disclosure of the commercially confidential information and she had indicated that she would be prepared to jointly meet with representatives of the Town Council and Cowes Week Ltd. to share the information provided that those attending were prepared to sign a none disclosure agreement (NDA) for the information. If this was acceptable to the Town Council he suggested two representatives from each organisation meet with Beth Taylor before the 2014 event. Whilst the representatives could not share the full data with their respective organisations, they could confirm whether or not it was the 'cash cow' that many people believe it to be!!!

Members stated that the Town Council could not become more actively involved with the arrangements for the Parade Village including the possibility of full governance for it without full details of the current financial implications for the I.W. Council; however, Members did not consider they should have to sign a NDA and were not prepared to do so.

RESOLVED

- 1). That the Town Clerk writes to the Head of Economy submitting a formal request under the Freedom of Information Act for details of the financial implications for the I.W. Council to include a breakdown of the income and expenditure in organising the Parade Village for AAM Cowes Week; and
- 2). That should the I.W. Council fail to comply with the request, the Town Clerk seeks legal advice through IWALC as to whether commercially sensitive information could be obtained without the need for NDA's.

c). **Relocation of office (Min. No. 6920 refers)**

The Town Clerk reported that the Northwood House Charitable Trust Company Ltd. had offered a choice of two upstairs rooms to the rear of Northwood House for Town Council storage; although both rooms were in poor condition, they were large rooms and he had been assured that both were watertight. He had chosen the larger room which would be more than adequate for storage purposes. DN Associates had been advised that the Town Council would be vacating their office by 31st August 2014.

The Town Council would need to engage a removal company to undertake the move.

RESOLVED

That the Town Clerk be authorised to engage a suitable removal company to undertake the Town Council move from Denmark Road to Northwood House.

d). **Devolution of services (Min. No. 6839h refers)**

The Town Clerk referred to the Devolution of Services workshop which the Assistant Town Clerk attended; at that workshop it was agreed that the County Training Partnership would arrange focus groups to look at the Beach Cleaning, Grounds Maintenance and Public Convenience Contracts. Alex Minns, who was the lead I.W. Council Officer for Beach Cleaning and Grounds Maintenance had now offered the following dates for the meetings in County Hall:

- Beach Cleaning Tuesday, 15th July 1500hrs to 1630hrs
- Grounds Maintenance Wednesday, 23rd July 0900hrs to 1030hrs

RESOLVED

That Councillors Jones and Walters represent the Town Council at the Beach Cleaning Focus Group Meeting on 15th July and Councillors Banks and Jones at the Grounds Maintenance Focus Group Meeting on 23rd July.

6930 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 28th April 2014 were received.

b). Planning & Licensing Committee

The Minutes of Meetings of the Planning & Licensing Committee held on 19th June 2014 and 2nd July 2014 were received.

c). Staffing & Development Committee

The Minutes of Meeting of the Staffing & Development Committee held on 2nd July 2014 were received.

i). Appointment of a new Town Clerk.

RESOLVED

- 1). That the forms to be used in connection with the vacancy for a Town Clerk and Responsible Financial Officer be noted and accepted;
- 2). That the vacancy for the Town Clerk be advertised in the I.W. County Press to be published on 11th July 2014 with a closing date for applications of 25th July;
- 3). That the remuneration offered for the post of Town Clerk and Responsible Financial Officer be salary scale SC2 within the range SCP 26 to 29; and
- 4). That the Staffing & Development Committee be given delegated authority to select a shortlist of candidates they wish to interview for the post and to make the final appointment following interviews.

d). I. W. Association of Local Councils AGM

The Minutes of the Meeting of the I.W. Association of Local Councils AGM held on 19th June 2014 were received.

e). Northwood Recreation Ground Committee

The Minutes of the Meeting of the Northwood Recreation Ground Committee held on 23rd June 2014 were received.

Skatepark

RESOLVED

- 1). That the skatepark ramps be re-painted as soon as possible;
- 2). That the Playsafety inspection report be noted although the Town Council does not infill the ends of the ramps as recommended in the report;
- 3). That the Town Council monitors the state of the rust on the underside of the ramps and treats when necessary;
- 4). That the Town Council reviews and updates the skatepark cleaners contract of employment;
- 5). That JRR Fencing be requested to inspect the skatepark fence tensioning wires, replacing as necessary;
- 6). That the skatepark ramp safety rails be repaired as necessary; and
- 7). That the skatepark cleaner receive a 'one off' payment of £32 for cleaning the small skatepark shelter.

MUGA

RESOLVED

- 1). That the Council's insurance company be notified regarding the erection of the new shelter at the MUGA; and
- 2). That the Town Council monitors the situation regarding dogs inside the MUGA but does not erect dog signs at this stage.

Toilets

RESOLVED

That the toilet cleaner's rate of pay for cleaning the toilets be increased from £56 to £62.50 per week.

f). Finance Committee

The Minutes of the Meeting of the Finance Committee held on 2nd July 2014 were received.

i). Applications for grant.

Cowes Amateur Operatic & Dramatic Society (CAODS) – towards the costs of upgrading the sound system at the Trinity Theatre.

Cowes Carnival Committee – towards the operating cost of the carnivals.

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

Cowes Deauville Twinning Association – towards the cost of a French visit to celebrate the 50th anniversary of the Twinning.

Victim Support – towards the cost of recruiting volunteers to support local residents.

(Councillor Jones in the Chair when dealing with the application from the Cowes carnival Committee)

RESOLVED

- 1). That as there were no audited accounts to support the application from CAODS, the application be deferred until the next meeting;
- 2). That grants be made to the following organisations in accordance with the amounts shown:

a). Cowes Carnival Committee	£2,500
b). Cowes Deauville Twinning Association	£1,500
c). Victim Support	£ 150
- 3). That a grant of £1,000 be made to the Cowes Firework Committee for 2014 but a letter be sent informing them that the grant is for this year only and that Town Council expect them to make a more concerted and robust fundraising effort in future years; and
- 4). That the balance in the budget of £6,000 be kept in reserve pending further applications which may be received.

g). Mornington Woods Report

A report regarding Mornington Woods as at 30th June 2014 was received.

h). Cowes Harbour Public Meeting

The notes of a Cowes harbour Public Meeting held on 19th June 2014 were received.

6931 MATTERS SUBMITTED BY THE TOWN CLERK

- a). *Details of the I.W. Council draft Speed Limit Policy and to consider whether or not the Town Council should comment on the document.
- b). *Details of accounts and petty cash payments for the period April to June 2014.
- c). *Details of miscellaneous correspondence

* Copies circulated to all members

RESOLVED

- 1). That the I.W. Council draft Speed Limit Policy be noted but that the Town Council makes no comment on it; and
- 2). That the following accounts and petty cash payments be noted and approved:

		£
R. Hendey	Petty cash	300.00
I.W. Council	Annual cost for playpark maintenance	1,500.00
BetaPak	Northwood Rec. toilet cleaning materials	79.39
BT	Telephone	40.88
BetaPak	Northwood Rec. toilet cleaning materials	9.01
Brunel Engraving	Nameplates for new benches	96.70
IWALC	Affiliation fee (Min. No. 6886a)	1,000.00
Berry Electrical	Safety check – Northwood Rec. toilets	33.00
R Williams	Skatepark and toilet cleaner (Min Nos. 6630e and 6864c)	418.00
DN Associates	Office Rent (Min no 6397b)	585.00
Top Mops	Office cleaning (Min. No. 6733)	60.00

Top Mops	Cleaning – Northwood Rec. toilets (Min. No. 6729c)	320.97
Royal Mail	Return postage charges	7.82
Broxap	Teenage shelter and cycle hoops Northwood Rec (Min. Nos. 6864c and 6875e)	2,705.00
Sign Company	Skatepark sign (Min. No. 6875e)	75.00
Northwood House	Hire of room	30.00
Island Roads	Installation and removal etc. of Christmas trees	2,389.06
S. Porter Transport	Carriage of new teenage shelter (Min. No. 6864c)	681.63
Cowes Methodist Church	Hire of hall	45.00
R. Hendey	Salary	912.33
S Waters	Salary	380.87
HMRC	Tax/NI	384.11
Southern Electric	Electricity charges – Northwood Rec.	104.96
R Williams	Skatepark and toilet cleaner (Min Nos. 6630e and 6864c)	410.00
A.H. Cross	Payroll charges	240.00
DMR Engineering	Backing plate for horizon plaque (Min. No. 6787e)	1,184.40
DN Associates	Office rent (Min No 6397b)	585.00
BT	Telephone	39.93
John Groves (IW) Ltd	New door, Northwood Rec. toilets (Min. no. 6854c)	310.00
Bright Brown	Accountancy and internal audit charge (Min. No. 6875d)	735.00
Berry Electrical	Check toilet and skatepark lights	55.43
BetaPak	Northwood Rec. toilet cleaning materials	25.46
Bay Tree Florist	Wreath – Blyskawica Commemoration	16.67
R. Hendey	Salary	912.33
S. Waters	Salary	504.86
HMRC	Tax/NI	419.87
AON Insurance	Insurance (Min. No. 6908)	1,427.77
Top Mops	Office cleaning (Min. No. 6733)	60.00
WBS	Stationery	19.93
J.A. Dempsey	Tarmac repairs, skatepark (Min. No. 6875e)	495.00
Moss Hayman	Paint benches, Northwood park	450.00
Berry Electrical	Replace skatepark floodlight	251.30
Top Mops	Office cleaning (Min. No. 6733)	60.00
R Williams	Skatepark and toilet cleaner (Min Nos. 6630e and 6864c)	474.00
R. Hendey	Salary	912.33
S. Waters	Salary	347.88
HMRC	Tax/NI	381.07
John Groves (IW) Ltd.	Replace window etc., Northwood Rec. toilets	367.06
DN Associates	Office rent (Min No 6397b)	585.00
BT	Telephone	40.29
BetaPak	Northwood Rec. toilet cleaning materials	35.33
Angel Radio	Grant (Min. No. 6919d)	250.00
Cowes Armed Forces Day	Grant (Min. No. 6919d)	200.00
Cowes Open Bowls	Grant (Min. No. 6919d)	400.00
DMR Engineering	Fit toilet roll holder, Northwood Rec. toilets	140.00
Jubilee Garden centre	Summer bedding plants	235.66
The Conservation Volunteers	Membership fee (Min. No. 6922a)	38.00
Playsafety	Annual inspections, skatepark and MUGA	136.00
I.W. County press	Advert re. wishing well	49.50
R Williams	Skatepark and toilet cleaner (Min Nos. 6630e and 6864c)	474.00
R. Hendey	Petty cash	300.00

Petty Cash Payments January to March 2014

B & Q	Bedding plants	20.00
Post Office	postage charges	2.03
W. Hurst	Kettle (toilet cleaner)	14.16
AVG	Computer internet security	58.33
W. Hurst	Cleaning materials (Northwood Rec. toilets)	4.57
Post Office	Postage charges	8.45
B & Q	Compost	9.00
Post Office	Stamps	27.60
Honor & Jeffery	2 No. Planters	49.98
Aldi	Toilet blocks (Northwood Rec. toilets)	3.30
Post Office	Postage	.66
Post office	Postage	1.10
Post office	Stamps	14.88
W. Hurst	Cable ties	1.00
R. Hendey	Travelling – April to June	39.11

6932 ITEMS FOR FUTURE AGENDA

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

a). A Tourist Information Centre in the town (Councillor Wardrop)

(The proceedings terminated at 8.22pm)

CHAIRMAN