



Minutes of the meeting of the PROJECTS COMMITTEE held in the Town Council office, Northwood House, on Tuesday 17 November 2015 at 6.15pm.

**Present:** Councillors Nicholson (Chair), Brown, Corby, McNeill and Spalding

**25 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Banks.

**26 DECLARATIONS OF INTEREST**

Councillor McNeill declared and Interest in item 28b in that his wife is the solicitor employed to check the terms of the licence.

**27 MINUTES OF PREVIOUS MEETINGS**

The minutes of the previous meeting of 20 October 2015 were taken as read, approved as a correct record and signed by the chairman.

**28 UPDATE ON EXISTING PROJECTS**

**a) The Cut**

Following the success of the Feasibility Study Scheme, the Architect has produced a Sketch Design drawing based on the Feasibility Study, including the additional rise/fall bollard suggested by councillors. Discussion was held regarding the position and size of the loading bay. The current arrangements provide a space for two lorries behind each other, the new arrangements will provide a space for two lorries next to each other. It was:

**RECOMMENDED: That Section 1 of the contract is now completed and that permissions from the Isle of Wight Council, Island Roads and planning permission is sought.**

**b) The Shelter on the Seafront**

The Architect has produced a Schedule of Works and Working Drawings for the second section of the scheme. Unfortunately, the licence wording is still being worked on by the Solicitor. As councillors are happy with the work produced:

**ACTION:** That section three of the scheme to prepare documents for Cowes Town Council to obtain tenders from suitable contractors is commenced.

**c) Repairs and Refurbishment of the crane and benches outside of the Harbour Office**

Although the clerk had contacted Cowes Yacht Haven about moving the crane by email, no reply had been received.

Councillor Corby has asked a local company to look at the crane and try to get it to move back over the land. It was:

**RECOMMENDED: That Seatech are engaged to try to move the crane back over the land.**

**ACTION:** That John Groves (IW) Limited are advised of the position.

**d) Repairs to Benzie's Clock**

The Assistant Town Clerk wrote to Benzie's on 28 October with the suggestion of asking Rolex to sponsor a new clock outside their shop asking for a response within 28 days should they object to this course of action. No response has been received.

ACTION: If no objections are received by 25 November 2015, the Assistant Town Clerk will write to Rolex asking them to sponsor a new clock.

**e) Skate Park Ramp infills.**

Councillor Banks has chased potential contractors for quotations and received one further quotation, so now there are two received ranging from £6,780 plus paint to £15,531.00. It was:

**RECOMMENDED: Not to proceed with this project.**

**f) Repairs of the Town Clock**

The Assistant Town Clerk contacted Good Directions as tasked and received a quotation to provide new battery mechanisms, clock hands and installation totalling £1,021. The installation could be carried out locally. Discussion took place about employing a local contractor, but this could cause problems with the guarantee, therefore it was:

**RECOMMENDED; That Good Directions supply two new battery operated mechanisms, two new set of clock hands and carry out the installation at a total cost of £1021.00 plus VAT.**

**g) Additional Town Map**

The Assistant Town Clerk provided quotations for an additional Town Map board outside the Red Funnel Red Jet terminal – free standing £1950.00 plus delivery and VAT or wall mounted £760.00 plus delivery and VAT. The original map makers are no longer in business so an alternative needs to be sought. A suitable location needs to be discussed with property owners at the Red Jet terminal. Councillor Corby offered to prepare the art work for a suitable map of the High Street.

ACTION: That Councillor Nicholson identifies a suitable location for a map and obtains the relevant permissions.

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**POSSIBLE NEW PROJECTS**

**a) War Memorial**

Councillor Jones advised that although a project to upgrade the whole War Memorial area has been passed to the Northwood Park Committee, the directors of the House and Park are happy for the Town Council to install drainage in the area but not a path. Cowes Town Council are already considering supporting the Northwood House Charitable Trust Company Limited by paying for the Grounds Maintenance contract and cleaning the toilet block, so any further financial assistance needs to be considered very carefully. A master plan for the Park is being considered and will include all areas within the Park. Councillors were advised that Alan Titchmarsh has offered his services as part of the plan and residents with properties backing onto the park will also be involved. It was:

**RECOMMENDED: That no further action is taken with this project until the Master Plan for the Park has been completed.**

**b) New Sign for the Skatepark**

The existing signs directs users of the Skate Park to the IW Community Club across the road for First Aid. The club now has two defibrillators which are available for community use. This sparked much discussion about the location of defibrillators in the town, where they are located, if they are available for community use and when their premises are open. It was:

**RECOMMENDED: That a new sign is purchased for the skatepark advising of the availability of defibrillators at the IW Community Club.**

**ACTION:** That the Assistant Town Clerk Town writes to all the known holder of defibrillators in the town asking them if they are prepared to let them be used for the community, and if so their contact details and opening hours so that a leaflet could be produced.

**30 MAINTENANCE OF EXISTING PROJECTS**

**Repairs to the Disabled Toilet**

The door to the disabled toilet has swollen due to all the rain and due to the door not closing properly, the lock has broken. As a result of the door being open, vandalism has occurred on the plasterboard covering for the RSJ which spans the middle of the ceiling. The contractor employed to clean and litter pick the Town Council facilities at Northwood Recreation Ground has offered to complete repairs. It was agreed that:

**ACTION:**

That repairs to the door and lock are undertaken as an urgent repair to ensure that no further vandalism occurs.

**RECOMMENDED:**

- 1) That the plasterboard covering the RSJ is removed and the RSJ painted white.**
- 2) That the contractor who is already employed for cleaning and litter picking the Town Council facilities at the Recreation Ground is given authority to carry out any emergency repairs to the facilities, immediately, to the value of £200.00 without reference to the office.**

Meeting closed at 7.15 pm.

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Chairman