



Minutes of the **PROJECTS COMMITTEE** held in the Town Council office, Northwood House, on Tuesday 20 September 2016 at 6.15pm

Present: Councillors Nicholson (Chair), Bartrum, Brown, Jones, McNeill, Spalding and Wardrop.

In attendance: Kate Gibbs (Assistant Town Clerk), Debbie Faulkner (Town Clerk), Sue Waters (Assistant Town Clerk)

73. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Banks.

74. DECLARATIONS OF INTEREST

Councillor Nicholson declared a non-pecuniary interest in Minute Number 76 (e) as he is the Chairman of the Campaign for Real Ale (CAMRA).

75. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 16 August 2016 were taken as read, approved as a correct record and signed by the Chairman.

76. UPDATE ON EXISTING PROJECTS

a) **The Cut**

Following the resolution at the Town Council meeting, Martin Hayles has been contacted, the drawings have been agreed and he has been instructed to issue tenders for the work.

b) **Defibrillators**

A response has been received from Shepards Wharf suggesting the Town Council order the unit, in order to access the British Heart Foundation funding, with Cowes Harbour Commission paying the additional £400. A second letter has been sent to the Fire Brigade but no response has been received. The New Holmwood Hotel have responded saying they will look at the costs involved before they consider purchasing a unit.

RECOMMENDED: That Cowes Town Council order the defibrillator for Shepards Wharf in order to access the British Heart Foundation funding, with Cowes Harbour Commission paying the additional £400.

ACTIONS:

- 1) The Assistant Town Clerk contacts the new Fire Chief, welcoming him to his position and raising the matter of a defibrillator at Cowes Fire Station with him.
- 2) The Assistant Town Clerk follows up contact with the New Holmwood Hotel by 3 October 2016 before the next meeting of the Projects Committee.

c) **Bollards in the High Street**

A response had been received from Island Roads. The Prohibition of Driving Order could be advertised to accommodate the extended times of operation (10am to Midnight – Midnight to 7am) retaining the same exemptions that currently exist.

ACTION: The Assistant Town Clerk contacts Island Roads to action the above changes to the Prohibition of Driving Order.

d) **Sensors for the litter bins along the Esplanade in the winter**

A response from Island Roads had been received. The trial of a solar bin had been unsuccessful both operationally and financially therefore no solar bins had been purchased. They assured the Town Council that the emptying of the bins is done as efficiently as possible – daily in the summer months, and whenever their resources are in the area undertaking street cleansing during winter months. Therefore, no further action would be taken and the item removed from the agenda.

e) **Beer and Bus Festival**

The Festival will take place on 15 and 16 October 2016, with most of the pubs and clubs in Cowes taking part. Councillor McNeill will contact “Visit Isle of Wight” to see if any Travel Ambassadors could help from the Red Jet and through the town.

f) **Festive Lighting**

1) Councillors were happy with the suggested changes to the position of the lighting and agreed to 24 points to enable the lights to be spread throughout the town; this will mean that there will be 2 in Birmingham Road as well as all the way down to The Parade. This will require 6 new lighting points and permission from 12 owners. A new galvanised support pole would need to be fixed to The Parade toilet block to allow the building to hold lights from Regatta House. All the additional works had been included in the quotation of £13,845.47 plus VAT (within the £15,000 agreed budget).

ACTIONS:

- 1) That the Assistant Town Clerk contacts the Isle of Wight Council for permission to fix a galvanised support pole on the toilet block at The Parade.
- 2) That Councillor McNeill contacts Cowes Business Association regarding obtaining the permissions from the owners of the affected properties as they manage the banner points, these light fixing points can then be used for banners in the summer.

2) The switching on ceremony will take place on Saturday, 19th November at 5pm. Councillors discussed who could be approached to be invited to switch the lights on. ACTION: That Councillor Bartrum contacts a representative of Bear Grylls to see if he is available.

g) **Expanding the Outdoor Gym**

The word “static” has been added to the survey, which will be available on the Town Council’s website from 1 – 31 October. The Mayor has included the survey details in the latest newsletter. The survey has been sent to local schools and councils. The Noticeboard,

notice at Recreation Ground and website would be uploaded the last week in September. Councillors wished to ensure that all age groups had access to the survey.

ACTION: That the Assistant Town Clerk send the survey to all demographics to ensure a full spread of users.

h) Plaques in Francki Place

As per the resolution, two plaques have been ordered at a cost of £1,051.14 plus VAT.

i) Maintenance of the piece of land at the top of Upper Moorgreen Road

HM Land Registry had advised that the land is unregistered. The resident had been contacted, advising the Town Council is looking into ownership of the land, but is happy for residents to maintain the land in the interim. A reply was received from the resident requesting assistance with the removal of the cuttings.

RECOMMENDED:

- 1) That Cowes Town Council instruct the grounds maintenance contractor for Northwood Recreation Ground to cut the hedge and grass, once, at a cost of £200.**
- 2) That the residents be provided with 10 bags (£1.30 each) at a cost of £13 to assist with the removal of future cuttings.**

ACTION: That the Assistant Town Clerk contacts Glanville's to enquire if they are still representing the Ward Estate, and can assist in identifying ownership of the land.

j) Survey of empty flats above shops in the High Street

The Chairman felt that the Town Council should be aware of any empty properties above premises in the High Street as potential for additional housing in the area. A study had been undertaken by Newport Parish Council and other stakeholders on retail properties in Newport where upper floors had been altered to residential units or start-up businesses. Newport Parish Council had provided information regarding their survey however Councillors felt that there was unlikely to be many empty properties in the High Street in Cowes and did not wish to pay out for a survey at this time.

ACTION: The Chairman offered to undertake an informal survey in the High Street as a starting point.

k) Disability Assessment of the Town

The resident had been contacted advising that the Town Council was looking into the cost of a disabled access audit and apprising him of the Gateway Cowes project. The Toilet Maintenance Contractor had confirmed that the padlocks were locked in the open position therefore there is no problem with access to the disabled toilets. The resident had been advised of this also. A response has been received from the Isle Access auditor advising that the cost for the survey would be £1,000. Councillors felt funding streams should be sought.

ACTIONS:

- 1) That Councillor Jones undertakes an informal survey with a wheelchair user.**
- 2) That the Assistant Town Clerk looks into the availability of any S.106 or grant monies available to pay for a formal survey or to improve disabled access.**

77. NEW PROJECTS

a) Remembrance Service

The Town Clerk had requested that Councillors consider expenditure on equipment for the Remembrance Service as per the previous year. Councillors expressed concerns about the PA system previously used. They were assured that a technician would be on site to assist with the use of the PA system during the service.

RECOMMENDED:

- That Cowes Town Council pays for the hire of a PA system for the event up to a cost of £250.
- That Cowes Town Council, subject to the permission of NHCTCL, pay for the hire of a flagpole for the event, which cost £244.00 last year.
- That Cowes Town Council makes a donation of £100 to St Mary's Church for the production of the Remembrance Service programmes, as last year.
- That Cowes Town Council makes a £50 donation to the RBL Poppy Appeal for the wreath, as last year.
- That Cowes Town Council makes a donation of £200 to the Cowes Combined Services and Social Club for refreshments after the event, as last year.

b) Road Crossing Patrol in Park Road

In July 2016 Councillors voted to fund the school crossing patrol in Park Road for one academic year. A service level agreement has been signed with the Isle of Wight Council. From September 2017 a new funding stream needs to be sought for the Town Council to consider. Councillors discussed the installation of a crossing.

ACTION: That the Assistant Town Clerk asks Island Roads what type of crossings are available and the costs involved.

78. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) Street Furniture

The Cowes sign had been painted at a cost of £250. Island Roads are refurbishing the bench at Egypt Point. The dedication plaque has been ordered at a cost of £175, including VAT. Island Roads will install the plaque once they have completed the refurbishment of the bench. Inspecting and correcting the finger posts had cost £135.

Councillor Wardrop raised the issue that the bench at the bottom of Sun Hill had been removed and not yet returned. The circular seating at Francki Place is in need of repainting, along with removal of the dead tree and replanting of a tree.

ACTIONS:

- 1) That the Assistant Town Clerk contacts Island Roads about the missing bench in the High Street.
- 2) That the Assistant Town Clerk asks Island Roads to repaint the seating in Francki Place.
- 3) That the Assistant Town Clerk informs the Isle of Wight Council that the tree in Francki Place is dead and ask them to replace it.

Councillor Wardrop left the meeting at 7.30pm

Items for future agendas:

- 1) WW1 War Memorial, in the Rose bed (Councillor Banks)

- 2) Land between Trinity Church Lane and Castle Hill (Councillor Banks)
- 3) Results of survey at Northwood Recreation Ground (November agenda)

Meeting closed at 7.35 pm.

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Chairman