



Minutes of the **PROJECTS COMMITTEE** held in the Town Council office, Northwood House, on Tuesday 12 July 2016 at 6.15pm

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

In attendance: Sue Waters (Assistant Town Clerk) and one member of the public.

62 APOLOGIES FOR ABSENCE

There were no apologies for absence received from Councillors.

63 DECLARATIONS OF INTEREST

There were no declarations of interest declared at this time.

64 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 31 May 2016 were taken as read, approved as a correct record and signed by the chairman.

65 UPDATE ON EXISTING PROJECTS

a) The Cut

Work is progressing, but no update has been received.

b) Repair to Benzie's clock

A letter was sent to the owner (27/04/16) but a response is still awaited. A quote has now been requested but not received for the external refurbishment of the clock. Councillors discussed that without ownership of the clock, no repairs or refurbishment could take place. An alternative location was also offered for a working town clock in the middle of the High Street.

ACTION: Councillor McNeill will talk to the owner personally on Wednesday 27 July 2016 when he has received a copy of the letter sent to the owner from the Assistant Town Clerk.

c) Defibrillators

Both Shepherds Wharf and IW Council (Floating Bridge) have been contacted. Councillor McNeill is suggesting that one should be installed outside the New Holmwood Hotel rather than on the Shelter. The IW Council have advised that the new Floating Bridge will have a defibrillator unit on board. The map of the town showing where community use defibrillators are located was studied again, and there is a gap around the Victoria Road/Fellows Road location, so it was suggested that outside the Fire Station would be suitable. It was agreed:

ACTIONS:

- 1) That Councillor Corby is sent a copy of the letter which was sent to Sheppard's Wharf so that he can gain an answer from them in his capacity as Chairman of the Cowes Harbour Commission Advisory Board.

- 2) That the Assistant Town Clerk writes to both the New Holmwood Hotel and the Fire Station inviting them to provide outdoor mounted defibrillator units for community use. The Assistant Town Clerk has found a funding stream which will assist in the purchase of community use defibrillators.
- d) **Bollards in the High Street**
Councillor Fuller arranged a meeting on 23/06/16, to which Councillors Banks, Jones and McNeill attended. Councillor Jones took notes. This proved to be a productive and helpful meeting to all concerned. It was suggested that the pedestrian zone is extended to 24 hours with a small window in the early morning for deliveries. Another suggestion was that the bollards are re-introduced slowly and that the CCTV camera footage is used to identify persistent offenders using their vehicles within the pedestrianised zone, although Cowes Town Council cannot view the footage, only IW Council, Island Roads and the Police can. Cowes Town Council re-affirmed their commitment to take over the bollards and their operation under licence from the IW Council. It was agreed:
ACTION: That a response to the "wish list" presented by Cowes Town Council is chased by the Assistant Town Clerk to all those present and copied to Bill Murphy who did not attend, as nothing can happen until the costs and licence have been established.
- e) **Drainage for the area around the War Memorial in Northwood Park**
Further quotations have now been sourced:-
Contractor A £2,219.00 plus VAT
Contractor B £966.00 plus VAT
Contractor C no quotation received
Contractor D no quotation received
As one quotation received is just under £1,000 has been received, it was agreed to try and obtain another two quotations. It was:
RECOMMENDED: That up to £1,000 is pledged for the project and that the Assistant Town Clerk in conjunction with the Chairman can award the contract over the summer to avoid a time delay.
- f) **Big Belly Bins for the High Street**
Island Roads have advised that the sensor on the bin that they trialled in Carisbrooke (Whitcombe View Car Park), got stuck when people did not place the rubbish in properly and then the unit kept telling the contractor that it needed emptying. We were also advised that the backup system is very expensive.
Island Roads are happy to support a trial using sensors on existing bins but suggested that they would be most useful on bins which are not seen regularly – such as along the seafront in winter. The High Street has a full time road sweeper who monitors and empties the bins in the High Street. Discussion centred on the cost of such a project with no savings to the Town Council, it was agreed:
ACTION: That Island Roads are asked to provide a trial of using sensors in the winter for the bins along the seafront which should save them time and money in reducing the number of empties required.

g) Beer and Bus Festival

Councillor Nicholson provided a verbal update – the Festival will take place on 15 and 16 October 2016, most of the pubs and clubs in Cowes are taking part. The programme will be printed next month and will be available for sale. Marshalls are required in Cowes on both days to meet and greet visitors, sell programmes and generally help – Councillor McNeill offered to contact “Visit Isle of Wight” to see if any Travel Ambassadors could help. Councillors Nicholson sent emails to those suggested at the last meeting and will be following these up.

h) Extension to the Festive Lights

The chairman of Cowes Business Association has been contacted to discuss with the Committee how to take this forward. It was agreed:

ACTION; That Councillor McNeill meets the electrical contractor on site on 28 or 29 July 2016 to discuss the requirements, which can be passed back to Cowes Business Association to gain the relevant permissions.

i) Christmas Trees

Red Funnel has agreed to sponsor the Christmas tree outside the Vectis Tavern. In view of this it was:

RECOMMENDED: That the Town Council provides one Christmas tree in either Francki Place or The Cut.

Councillor McNeill left the meeting at 7pm.

j) Gold Bus Stops

Councillor Priest (Shanklin Town Council) has already gained the relevant permissions for the painting of two bus stops in Cowes – one to commemorate the success of Shirley Robertson and another for Andy Cassell. He also has the agreement from both of them. He confirmed that there is no expense to Cowes Town Council for the project, and he also has involved Councillor Bertie (as Ward Councillor) in the discussions. He will be inviting Councillors to an “opening” event – hopefully just before the start of the Olympics.

k) Expanding the Outdoor Gym

The clerk has contacted the resident about additional equipment but received no response. She has also contacted the IW Council for their permission and Kompan for some prices. The Isle of Wight Council wish to know the equipment being considered and the quotation was received from Kompan for £9540.00 plus VAT. Councillors agreed that this was too large an expense to consider at this time, when the Town Council is trying to provide services previously supported by the Isle of Wight Council. It was agreed:


ACTION: Councillor Banks will work with the Assistant Town Clerk to produce a simple survey for Recreation Ground users to complete over the summer to provide feedback on the facilities at the location. This will provide public consultation for any future funding applications.

Councillor Banks declared a non-pecuniary interest in the following agenda item as he is the Chairman of the ORP Blyskawica Society and Councillor Jones declared a non-pecuniary interest as he is the Cowes Town Council representative on the ORP Blyskawica Society.

66 NEW PROJECTS

a) Plaques in Francki Place

Councillor Banks provided a verbal report advising that both the plaques in Francki Place require refurbishment or replacing ahead of the 75th Anniversary commemorations next year. One of the plaques was provided by the Society and the family of Captain Francki – the other was possibly provided via a grant from the Town Council for the 65th Anniversary.

 Councillor Banks advised that once the 75th commemoration has taken place, the Society will be disbanded and the Town Council asked to take on all their artefacts. It was:
RECOMMENDED: That the Town Council replaces the plaque to commemorate the night of the blitz at a cost of £600.00 including fitting plus VAT.

b) Isle of Wight Day

The new High Sheriff of the Isle of Wight wishes everyone to celebrate on Saturday 24 September 2016. As a first step, having made enquiries to see if Northwood House is available – we have been advised that there is a wedding from 4pm to 6pm in the Drawing Room, so an afternoon event is not possible. Two suggestions were made using the Ballroom and the lawn (towards the tennis courts):-

Giant Coffee Morning from 10 am to 12 noon – Northwood House staff and volunteers to provide, tea, coffee and cakes.

Street Party style lunch – 11 am to 2 pm – Northwood House staff and volunteers to provide a cold lunch.

The hire rate for the room would be reduced if Northwood House could raise funds on the refreshments.

We are advised by the Sherriff's office that bunting for the day will be provided which will be free of charge, and that activities such as face painting, children's games, storytelling, cake competition etc. should be part of the day. The High Sheriff is organising a large event in Newport at 3pm to which all local marching bands and carnivals have been invited to attend.

After much discussion it was decided that it was too short notice to organise a significant event in Cowes, but to pass on the information to Red Funnel and the CBA to see if they are organising anything which the Town Council could promote.

c) Land at the top of Upper Moorgreen Road

Councillor Nicholson advised that he has been contacted by residents from Upper Moor Green Road about the lack of maintenance with a piece of land, where their road enters the Recreation Ground. The land was missed off the Asset register when work was passed to Island Roads and therefore they have no responsibility to maintain it. As a gesture of goodwill, Island Roads has cut the hedge and grass on a couple of occasions. Residents are willing to take on the responsibility of the maintenance, but would like the ground put in good order first. Isle of Wight Council has advised that they do not own the land – in fact Isle of Wight Council tell us that there is no owner listed the Land Registry. It was agreed:

ACTION: The Assistant Town Clerk to obtain a quotation from the ground's maintenance contractor for Northwood recreation Ground to cut the hedge and grass once.

67 MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) Street Furniture

Councillor Jones has completed some further research and found items that require work. All the Cowes Signs require re-painting, it was agreed:-

ACTION: For the Assistant Town Clerk to obtain a quotation to repaint the Cowes Signs once the hanging baskets have been removed.

There are various benches which require some repainting which are the responsibility of Island Roads and will be reported to them. There is a bench missing from the middle of the High Street – presumably taken away for repairs which the Assistant Town Clerk will contact Island Roads about. One of the benches by Egypt Point which requires maintenance also needs a new dedication plaque.

ACTION: That the Assistant Town Clerk obtains a new dedication plaque.

Two finger posts in the town are pointing in the wrong direction.

ACTION: That John Groves (IW) Limited are engaged to carry out the necessary repairs to the Finger Posts.

Councillor Banks declared a personal interest in that GJ Banks (IW) Limited holds the contract for the maintenance of the plaques and he is still involved although now retired.

b) Plaques on the Parade

The new plaque for the Cowes Deauville Twinning Association has now been installed, one for the Merchant Mariners will be installed in August and one for the Bi-centenary of the Royal Yacht Squadron will soon be ready for installation. It was agreed that once they are installed, the plaques need to be added to the Town Council insurance and maintenance contract.

c) ROSPA reports for the Annual Inspection of the MUGA and Skatepark

The annual inspections have been received and no action is required other than the continual monitoring of any stray cricket balls into the MUGA. On the Skatepark, the inspection identified a few rust patches under some of the ramps and some weeds growing through the perimeter fence.

ACTION: That the Assistant Town Clerk employs the Skatepark cleaner to carry out the maintenance required as identified by the report.

Items for the next agenda:

- 1) Survey of empty flats above shops in the High Street (Councillor Nicholson)
- 2) A Disability Assessment of the Town (Councillor Bartrum)

Meeting closed at 7.55 pm.