

## COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 26 September 2017 at 6.15pm

**Present:** Councillors Taylor (Chair), Adams, J Bartrum, Brown, Fuller (6.16pm) and Peacey-Wilcox

**In attendance:** Kate Gibbs (Assistant Town Clerk), Councillor Glendinning (non-voting), Martin Hayles (Architect for The Cut Project), 1 member of the public

### 146. APOLOGIES FOR ABSENCE

No apologies for absence were received.

### 147. DECLARATIONS OF INTEREST

a) No declarations of interest were received.

b) No written requests for dispensation were received.

### 148. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Projects Committee meeting held on 15 August 2017 were taken as read, approved as a correct record and signed by the Chairman.

### 149. UPDATE ON EXISTING PROJECTS

#### a) **The Cut**

Martin Hayles provided revised draft plans for approval. The drawings detailed alterations to the current loading bay by relocating it to outside of the public conveniences, resurfacing the pavement alongside the pharmacy wall while retaining the existing edging. Revisions to the seating area was discussed. The drawings showed new block pavers in the existing seating area, and new wooden seating on metal frames. Councillors felt that additional seating along the back wall and to the side nearest the High Street would benefit users. The planned additional litter bin was welcomed. Councillors thanked Martin for his hard work with this project.

Action: Martin Hayles will prepare final drawings and a detailed specification and submit to Island Roads for costing.

Action: The Mural to be discussed at the next meeting.

Martin Hayles left the meeting at 6.30pm.

#### b) **The Shelter**

The desired height of the foot rails under the Shelter seating has been established and will be passed to the contractor for the rails to be installed. There was some concern expressed about the amount of cracking which has occurred to the oak timber.

Action: The Assistant Town Clerk will ask the contractor, G J Banks Ltd, to fit the foot rails with a top height of 5.5 inches from ground level, and ask if the cracking to the oak timber is considered to be an acceptable amount since placement.

#### c) **High Street Pedestrianisation and Bollards**

Councillors felt that a considerable amount of time had elapsed since the closing date of 4 August 2017 for comments regarding the changes to the prohibition of driving order in Cowes High Street.

Action: The Assistant Town Clerk will write to the Isle of Wight Council's Executive Member, Councillor Ian Ward, to expedite the matter and request that the changes are implemented by Christmas 2017.

d) **Northwood Recreation Ground – expanding the Skate Park**

Councillors felt that expansion of the skate park should be put on hold until repairs have been made to the existing skate park. Costings for the repairs are currently awaited. Following a request from a member of the public, Councillors discussed the idea of installing running track lane markings around the edge of the playing field. They felt that a public consultation should be undertaken to see what facilities the public would like in Cowes. Action: Councillors Fuller and Taylor will include an article in the newsletter, requesting the public's views on what sport/recreation facilities they would like for Cowes.

e) **Access Audit of the Town**

Councillor Bartrum provided an update following a walk through the town with representatives from Island Roads, the Isle of Wight Council, Cowes Town Council and Isle Access, accompanied by a member of the public who experiences access problems. The walk through covered the area of the town from the Parade to the Floating Bridge, looking specifically at accessibility issues.

Action: The Assistant Town Clerk will set up a meeting with a representative from Island Roads, two representatives from Cowes Town Council, and a representative from Isle Access, Gurnard Parish Council and Northwood Parish Council to prioritise the actions regarding accessibility in the town and neighbouring areas.

f) **Tree Planting and appreciation**

The first order of trees has been placed, with delivery expected shortly. Councillor Taylor will be raising awareness by giving a talk to 50-60 students at Lanesend Primary School.

g) **Christmas Trees in the Town**

The Town Council will be providing one 18 foot Christmas Tree in the Town this year at Francki Place, and considered options for replacement lighting. It was

**RECOMMENDED:**

- 1) **That the Finance, Acquisitions and Staffing Committee consider providing one dressed Christmas Tree, to be located in Francki Place, with the cost to be met from the Civic – xmas trees/festive lights budget, for the approximate cost of £700.**
- 2) **That the Finance, Acquisitions and Staffing Committee consider the cost of £816 plus VAT from Company C for replacement blue and white flashing Christmas Tree lights, with the cost to be met from the Civic – xmas trees/festive lights budget.**

h) **Wishing Well**

Four Councillors attended a working party to carry out cleaning of the Wishing Well on Shooters Hill, Cowes. The inside and outside of the glass was cleaned, moss was removed from the outside of the Well, and litter was removed. The coins in the Well were removed and cleaned, and are being held by the Town Council until ownership is established.

## 150. NEW PROJECTS

### a) Festive Lights

Councillors felt that the layout of the Festive Lights for 2016 was very good and that no changes are required this year. It was

**RECOMMENDED: That the Finance, Acquisitions and Staffing Committee consider the cost of £12,930.55 plus VAT for installation and subsequent removal of the Festive Lights, to be met from the Civic – xmas trees/festive lights budget.**

### b) Brainstorming Future Ideas

#### i. Big Lunch 2018

To assist the Town Council to engage with the community, the possibility of having a stand at the Big Lunch 2018 held at Northwood House will be explored.

Action: The Assistant Town Clerk will contact the organisers of the Big Lunch to enquire about having a stand at next year's event, and any costings involved.

#### ii. Drop-in sessions

In addition to having a stand at the Big Lunch 2018, the Town Council will make enquiries for having a stand at the Christmas Fair held at Cowes Yacht Haven.

Action: Councillor Adams will make enquiries at the Yacht Haven regarding the Town Council having a stand at the Christmas Fair, and any costings involved.

#### iii. Newsletter

Councillors had been made aware that not every household in the Town was in receipt of a Newsletter and requested Councillors assist by delivering Newsletters to those properties in their area that are being missed on the delivery round.

#### iv. Questionnaire

Councillors are in favour of circulating a questionnaire to residents every 2 years to set policy and highlight issues, which can be circulated with the Newsletter, made available online and at the public engagement events mentioned in i. and ii. above.

#### v. New initiatives – Outdoor Gym

The new outdoor gym has been a welcome addition to the facilities at Northwood Recreation Ground. Further opportunities for encouraging the use of the equipment are to be explored.

Action: Councillor J Bartrum will raise opportunities for organised sessions with Age Friendly Island in the first instance.

#### vi. New initiatives – Free Parking Sunday

It was suggested that there could be one or two Sundays where parking is free in the Town in the run up to Christmas to encourage visitors.

Action: That Councillors Bertie and Wardrop be requested to approach Cowes Business Association on the Town Council's behalf to discuss this initiative.

#### vii. New initiatives - Cowes Fringe Event

Cowes Business Association are leading on this event. The Town Council will see how this develops.

c) **Cowes Webcam**

Councillors discussed the webcam in Ryde, which streams images globally. A similar initiative could be explored to promote Cowes.

Action: That Councillor Hammond be requested to identify possible locations for a webcam in Cowes, and to find out more information about Ryde's webcam.

Councillors Glendinning and Peacey-Wilcox left the meeting at 7.40pm.

d) **Cowes Day**

Councillors noted Councillor Slade's report which contained outline suggestions for a 'Cowes Day' to be linked to the Blyskawica Society commemorations which take place in May each year.

Action: That Councillor Slade be asked to bring further details back to the Projects Committee at a later date for Councillors' consideration.

**151. MAINTENANCE ISSUES WITH EXISTING PROJECTS**

a) **Street Furniture**

Repairs have been made to the Town Clock on Shooters Hill. Repainting will be undertaken shortly.

Costings for an additional cast iron finger with the words 'Tourist Information Point' were provided, to be sited on the finger post located outside Day Lewis Pharmacy on the corner of the High Street and the Cut. It was

**RECOMMENDED: That the Finance, Acquisitions and Staffing Committee consider the cost of £176.53 plus VAT, for an additional finger post directional finger to be met from the street furniture maintenance budget.**

b) **Northwood Recreation Ground**

A maintenance issue with the Cross Country Trainer at the Outdoor Gym has been raised with the equipment provider. The company will be carrying out an inspection and any repairs in the coming weeks.

Repairs to the existing Skate Park have been identified and costs are awaited.

**152. ITEMS FOR INCLUSION ON FUTURE AGENDAS**

- Empty Shops
- Railings on the steps at Northwood Park
- Themed Weekends

The proceedings terminated at 8.00pm.

**CHAIRMAN**