

COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 13 February 2018 at 6.15pm.

Present: Councillors Glendinning (Chairman), Bertie, Jones, Oliver & Peacey-Wilcox (6.55pm)

In attendance: Councillor Hammond (6.23pm) (non-voting), Stephen Brooks (for Minute No. 247) & Debbie Faulkner, Town Clerk.

236 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J. Bartrum, Ellis & Fuller.

237 DECLARATIONS OF INTEREST

Councillor Peacey-Wilcox declared a non-pecuniary interest in Minute No. 244 as she is working with the Royal British Legion to co-ordinate the event.

238 MINUTES

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 14 November 2017 be taken as read, approved as a correct record and signed by the Chairman.

239 FINANCIAL STATEMENT AS AT 31 DECEMBER 2017

The Town Clerk submitted a financial statement for the third quarter of the financial year giving details of income and expenditure. The balances in the Town Council's bank accounts and petty cash as at 31 December 2017 were £417,457.88 of which £173,724.07 is ring fenced / ear marked expenditure. The balance of the budget for 2017 / 2018 is £98,520.57; Reserves are £145,213.24. The Town Clerk advised Councillors that the Town Council will not exceed the total budget expenditure for 2017 / 2018 at the year end. It was:

RECOMMENDED

That the Financial Statement as at 31 December 2017 be noted and approved.

240 RECOMMENDATIONS FROM PROJECTS COMMITTEE

1. The Projects Committee recommend paying the additional cost of £1,478.40 for five larger diameter posts to hold the new signage for the Prohibition of Driving Order. It was:

RECOMMENDED

That Cowes Town Council approves the cost of five larger diameter posts to hold the new signage for the Prohibition of Driving Order in the sum of £1,478.40 with the cost to be met from the 'New Projects' budget.

2. The Projects Committee recommend the cost of up to £400 to repair the fencing at the Skate Park and the MUGA. It was:

RECOMMENDED

That Cowes Town Council approves the cost of up to £400 for repairs to the fencing at the Skate Park and the MUGA with the cost to be met from the 'Northwood Rec – Skate Park, MUGA and Outdoor Gym Maintenance' budget.

241 EXTENSION OF TOILET CLEANING CONTRACT FOR 1/4/18 – 31/3/19

The toilet cleaning contractor, All Round Cleaners, have confirmed a small price increase of 3.5% for the year 2018/2019 to take into account the increase in the minimum wage. The contract is for the four public conveniences in Cowes and the toilets at Northwood Recreation Ground and Northwood Park. The cost of £29888.98 has been built into the approved budget for 2018 / 2019. It was:

RECOMMENDED

That Cowes Town Council extends the contract with All Round Cleaners from 1/4/18 – 31/3/19 for the sum of £29888.98.

242 EXTENSION OF NORTHWOOD PARK GROUNDS MAINTENANCE CONTRACT FOR 1/4/18 – 31/3/19

The current grounds maintenance contractor for Northwood Park, Andy Butler Sports Ground Specialist, has confirmed that there will not be an increase in charges for the next financial year for grounds maintenance work at Northwood Park. The cost being £9,810.00 which has been built into the approved budget for 2018 / 2019. It was:

RECOMMENDED

That Cowes Town Council extends the contract with Andy Butler Sports Ground Specialist from 1/4/18 – 31/3/19 for the sum of £9,810.00.

243 APPLICATIONS FOR GRANT

The Town Clerk reported that £9,700 remained in the budget for 'Grants'. The Town Council has been asked to consider the following applications for grant:

- (i) Age UK – Isle of Wight – Cowes Memory Group - £2,316
- (ii) Cowes Amateur Operatic & Dramatic Society – Three make up mirrors - £1,860
- (iii) Cowes Deauville Twinning Association – Activities for French visitors - £1,000
- (iv) The Friends of St Mary's Church, Cowes – Mobile altar table & memorial service - £500

It was agreed:

ACTION

The Town Clerk will write to Age UK – Isle of Wight for more details about the Cowes Memory Group. How many people attend the Group? How long does the Group meet for? Is there a charge to attendees? Have they considered a cheaper venue for the Group to meet? On receipt of this information the application for grant will be re-considered by the Finance, Acquisitions & Staffing Committee.

It was:

RECOMMENDED

- 1. That a grant is not made to the Cowes Amateur Operatic & Dramatic Society.**
- 2. That a grant be made to the Cowes Deauville Twinning Association in the sum of £500.**
- 3. That a grant be made to the Friends of St Mary's Church, Cowes in the sum of £500.**

Councillor Jones left the meeting at 7.05pm.

244 ROYAL BRITISH LEGION ISLE OF WIGHT ARMED FORCES DAY 2018

Councillors have been asked to consider making a donation to the Royal British Legion Isle of Wight Armed Forces Day 2018 which is taking place on Saturday 16 June 2018 in Sandown. It was:

RECOMMENDED

That Cowes Town Council makes a donation of £250 for the Royal British Legion Isle of Wight Armed Forces Day 2018.

245 ISLE OF WIGHT COUNCIL'S NEW GROUNDS MAINTENANCE CONTRACT

Later this year the Isle of Wight Council will be retendering its grounds maintenance contract which will start in April 2019. They are currently drafting contract specifications and creating digital maps for each site on the new contract. To help with the development of their contract documentation they are seeking Cowes Town Council's views on Princes Green and community open spaces in Cowes. With regard to Princes Green Councillors agreed to option 1 in that Cowes Town Council would be prepared, in principle, to provide additional 'top up' funding to ensure the performance of the Green is maintained to the current level or better. With regard to the community open spaces, which includes Moorgreen Reservoir, Mornington Green, Park Road Recreation Ground, Arctic Park & St Mary's Park, Councillors agreed to option 1 in that Cowes Town Council would be prepared, in principle, to continue to fund the costs of maintaining the community open spaces subject to increases not exceeding 25% of current costs. It was agreed:

ACTION

The Town Clerk will advise the Isle of Wight Council of the agreed options and will await a full breakdown of site costs in advance of Cowes Town Council's budget meetings later this year.

246 FRIENDS OF ORP BLYSKAWICA'S SOCIETY'S 75TH ANNIVERSARY

Councillors received a report on the activities and financial summary of the events that took place to commemorate the 75th Anniversary of the ORP Blyskawica's defence of Cowes. Cowes Town Council had set aside a sum of £8,000 to help support the event. Cowes Town Council's final contribution to the event was £3,201.80 leaving an unspent balance of £4,798.20. Councillors discussed what this balance should be used for and agreed that it could be put towards cleaning and improving Cowes High Street. It was:

RECOMMENDED

That the unspent funds of £4,798.20 be set aside under the budget heading 'High Street Environment'.

247 DESTINATION COWES

Cowes Town Council had received a copy of Destination Cowes Annual Review 2017 and email update regarding new initiatives which includes a promotional video that has now been commissioned and is being prepared by the Red Funnel marketing team. A new Cowes Leaflet is also being prepared and Visit Isle of Wight is promoting Cowes as a wedding destination. Destination Cowes has brought together all the relevant stakeholders in Cowes and East Cowes. Mr Brooks stated that Destination Cowes has only really been in operation for one year and it takes time to bring any new initiatives to fruition. In the last financial year Cowes Town Council supported Destination Cowes to the sum of £5,000. Councillors discussed whether to make a contribution in this financial year and to what level. It was:

RECOMMENDED

That Cowes Town Council supports Destination Cowes in the sum of £3,000.

248 WARMER COWES INITIATIVE

At Cowes Town Council's meeting on 2 November 2017, Councillors agreed to support the Warmer Cowes Initiative. A report from The Footprint Trust (co-ordinators of the scheme) showed that in the months of November & December 2017 they had visited four homes, accommodating twelve people, and had advised them of energy savings they could make in the sum of £1,540.

249 STAFFING

The Town Clerk advised Councillors that the Assistant Town Clerk, Mrs Kate Gibbs, started her full time contract on 1 February 2018 and already there is a marked improvement in our ability to make progress on Town Council business.

250 HEALTH AND SAFETY

There were no health and safety issues to be discussed.

251 ITEMS FOR INCLUSION ON FUTURE AGENDAS

There were no items raised for inclusion on future agendas.

The proceedings terminated at 7.26pm.

CHAIRMAN