

COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House, Cowes on Thursday 1 February 2018 at 7pm.

Present: Councillor Fuller (Town Mayor) (Chairman)
Councillors Adams, J.Bartrum, R. Bartrum, Bertie, Brown, Glendinning, Hammond, Jones, Nicholson, Peacey-Wilcox & Taylor.

In attendance: Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; Samantha Kinnaird, Environment Officer, IW Council.

PRESENTATION FROM SAMANTHA KINNAIRD, ENVIRONMENT OFFICER, IW COUNCIL

Cowes Town Council currently pays for environment officer services. Samantha is the Environment Officer covering the Cowes area and she explained her role within the town. The services that Samantha provides are dog warden services, inspection of play areas, inspection of cemeteries, monitoring the Island Roads contract, public convenience inspections, fly tipping and litter, domestic and commercial waste issues, town and parish engagement and beach inspections.

Samantha has identified various small fly tips around Cowes, St Mary's Road car park being abused on a weekly basis and causing the area to be an eyesore. CCTV will shortly be installed which should help the problem, and the recycling bins are being removed on 16 February which will create less mess from broken glass being left in the area. Samantha also targets areas of dog fouling hotspots; these areas are patrolled and assorted signs are pinned up. Dogs off leads and stray dogs are regular occurrences and, if persistent, dog owners will be fined. Householders are requested to remove any black bags from the street if it is not rubbish collection day and letters are sent to persistent offenders. Samantha inspects and monitors playground equipment at Northwood Recreation Ground, reporting any faults found. She also inspects Northwood Cemetery and the life belts and slipways around Cowes. Samantha advised Councillors that she is happy to be contacted directly by email or mobile phone with any issues, details to be copied to the Town Clerk for information.

Councillors thanked Samantha for her attendance at the meeting and for her hard work around the Cowes area.

7621 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Oliver & Wardrop.

7622 DECLARATIONS OF INTEREST

Councillor Glendinning declared a non-pecuniary interest in Minute No. 7627g as Cowes Town Council's deputy representative on the Shoreside Committee, Cowes Week Ltd.

Councillor Glendinning declared a non-pecuniary interest in Minute No. 7627e as references are made to the HCA of which her husband is an employee.

Councillor Fuller declared a non-pecuniary interest in Minute No. 7636 as Cowes Town Council's representative on IWALC.

Councillor Fuller declared a non-pecuniary interest in Minute No. 7627h as an IW Councillor and Chairman of the IW Council's Scrutiny Committee.

Councillor Peacey-Wilcox declared a non-pecuniary interest in Minute No. 7627h as an IW Councillor.

Councillor Bertie declared a non-pecuniary interest in Minute No. 7627d as Cowes Town Council's representative on Destination Cowes.

Councillor Bertie declared a non-pecuniary interest in Minute No. 7633 as Cowes Town Council's representative on Cowes Business Association.

Councillor J. Bartrum declared a non-pecuniary interest in Minute No. 7627d as Cowes Town Council's deputy representative on Destination Cowes.

7623 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER

PC Adam Dollery was unable to attend the meeting but had sent a report which had been circulated to all Town Councillors. The crime statistics for the last 31 days up to 25 January 2018 showed 8 assaults; 9 criminal damage; 9 theft. In respect of anti-social behaviour the report showed 2 environmental; 6 personal; 4 nuisance. Current Police priorities are the night time economy; safeguarding / prevention / domestic violence; youth anti-social behaviour and vulnerability. Councillors commented that drugs offences are not itemised on the crime statistics. Councillor Fuller advised that he will shortly be meeting with Sergeant Ged Armitage to discuss policing issues in Cowes. The issue of drug offences in Cowes will be raised. Councillors were advised to contact the Town Clerk as soon as possible with any other issues that they would like raised. The meeting will also include Councillors Hammond, Nicholson & Peacey-Wilcox.

7624 MINUTES

RESOLVED

That the Minutes of the Town Council meeting held on 14 December 2017 be taken as read, approved as a correct record and signed by the Chairman.

7625 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no members of the public present, therefore no questions were raised.

7626 REPORTS FROM ISLE OF WIGHT COUNCILLORS

Written reports focussing on local matters were received from Councillors Bertie, Fuller, Nicholson & Peacey-Wilcox and had been circulated to all Town Councillors. Councillor Bertie was asked about the ongoing situation at Hamlet Court. He advised Councillors that there is a development pending to upgrade the property, however an existing resident was preventing this development from progressing. He was also asked whether the CBA and Destination Cowes are working together - he will raise this for discussion at future meetings.

Councillor Nicholson was available for questions but none were raised.

Councillor Peacey-Wilcox was asked about resident parking zones which are currently being considered around the Island, including Cowes. She advised Councillors to look at the consultation documents on line at the IW Council.

Councillor Fuller was asked about the St Mary's junction improvement consultation which has a deadline for responses of 21 February 2018. It was agreed:

ACTION

The Town Clerk will organise an extraordinary Town Council meeting with a single agenda item to discuss and review the plans for the St Mary's junction improvement scheme.

7627 REPORTS OF COMMITTEES AND MEETINGS

- a) Projects Committee
The Minutes of the Projects Committee meeting held on 16 January 2018 were received and noted. It was:
RESOLVED
That Cowes Town Council approves the cost of £75 plus VAT for a floor standing retractable display stand and up to £50 plus VAT for artwork, to be met from the 'New Projects' budget, with the final design being approved by the Projects Committee.
- b) Planning & Licensing Committee
The Minutes of the Planning & Licensing Committee meetings held on 4 January 2018 & 17 January 2018 were received and noted.
- c) Public Conveniences Working Group
The Minutes of the Public Conveniences Working Group meeting held on 25 January 2018 were received and noted. It was:
RESOLVED
1. That Cowes Town Council approves the cost of £275 plus VAT for Smart Surveyors to carry out a structural survey on The Parade public conveniences, with the cost to be met from the 'Public toilets refurbishment' budget.
2. That Cowes Town Council approves the approximate cost of £17,000 plus VAT for Danfo UK Ltd to supply and fit Metador Defender steel doors at The Cut public conveniences, with the cost to be met from the 'Public toilets refurbishment' budget.
- d) Destination Cowes
The Notes of the Destination Cowes meeting held on 6 December 2017 were received and noted.
- e) IWALC & IW Council
The Minutes of the IWALC & IW Council meeting held on 11 December 2017 were received and noted.
- f) IW Council Budget Consultation
The Notes of the IW Council Budget Consultation meeting held on 15 January 2018 were received and noted.
- g) Cowes Town Council & Cowes Week Ltd
The Notes of the Cowes Town Council & Cowes Week Ltd meeting held on 18 January 2018 were received and noted. It was agreed:
ACTION
The Town Clerk will write to the IW Council to ascertain the rationale for granting the 2018 Cowes Week Parade Village contract to Taylor Events.

h) Floating Bridge Scrutiny Working Party

The Notes of the Floating Bridge Scrutiny Working Party meeting held on 22 January 2018 were received and noted. It was agreed:

ACTION

1. The Town Clerk will write to the IW Council to ascertain why wheelchairs are allowed in the passenger section of the Floating Bridge but mobility scooters have to be accommodated on the car deck.
2. The Town Clerk will write to the IW Council to ask if there will be a fair outcome to the enquiry regarding the excessive noise of the Floating bridge if the IW Council are investigating themselves.
3. If Town Councillors have any other issues relating to the Floating Bridge to raise with the IW Council, please direct them through the Town Clerk.

i) Cowes Harbour Advisory Committee

The Minutes of the Cowes Harbour Advisory Committee meeting held on 12 January 2018 were received and noted.

7628 MEMBER REVIEW OF FINANCIAL RECORDS QUARTER 3 – 2017

Councillor Glendinning, as Cowes Town Council's Member Auditor, undertook a review of the Town Council's financial records on 22 January 2018. The quarterly review covered the period 1 October 2017 – 31 December 2017. The purpose of the review was to take a random sample of financial transactions during the period and review for accuracy and compliance with financial regulations. Documents reviewed included the Cash book (manual ledger & Excel spreadsheet); Invoices; Bank records: paying-in book, cheque stubs, bank statements and bank reconciliations; Petty cash records; Reporting & approval by members: agenda / minutes – list of cheque & petty cash payments; VAT Return spreadsheet for the period 1 April 2017 – 31 March 2018 (to date). The review showed from the sample taken during the period that the standard of book-keeping is very good. It was:

RESOLVED

That there is no requirement for a Quarter 4 Member Auditor review as the internal audit is due at the financial year-end.

7629 CHEQUE PAYMENTS AND PETTY CASH PAYMENTS FOR THE MONTHS OF DECEMBER 2017 & JANUARY 2018

The Town Clerk presented Councillors with details of cheque payments and petty cash payments made for the months of December 2017 and January 2018. Cheque payments for December totalled £9,461.44; petty cash payments for December totalled £14.80. Cheque payments for January totalled £32,609.02; petty cash payments for January totalled £134.78. It was:

RESOLVED

That the cheque payments for December of £9,461.44; the petty cash payments for December of £14.80; the cheque payments for January of £32,609.02; and the petty cash payments for January of £134.78 be received, noted and approved.

7630 ANNUAL TOWN MEETING 2018

The Town Clerk advised Councillors that, in consultation with the Mayor, the Annual Town Meeting will take place on Thursday 17 May 2018 at 6.15pm, to be immediately followed by the Annual Town Council Meeting at 7pm.

7631 DISABLED ACCESS TO CROSS THE RIVER MEDINA

Cowes Town Council wrote to the IW Council in regard to lack of disabled access to cross the River Medina when the launch is being used. The IW Council have undertaken an Equality Impact Assessment, the details of which should be received shortly. Cowes Town Council also requested LED signs to make it clear to motorists in advance if the Floating Bridge is not in service. The IW Council replied by stating that a whole series of reflective signs have been installed on all the main approaches which can be opened and closed quickly when the need arises. It was agreed:

ACTION

The Town Clerk will request a copy of the Equality Impact Assessment as soon as it is available.

7632 BUSINESS RATE RELIEF DUE TO BUSINESS DISRUPTION CAUSED BY THE LENGTHY LACK OF SERVICE OF THE FLOATING BRIDGE

Cowes Town Council wrote to the IW Council to ask whether they would be providing additional business rate relief for businesses in West & East Cowes affected by the loss of the Floating Bridge service. The IW Council have replied giving details of hardship relief that businesses can apply for and the criteria for applying. It was agreed:

ACTION

The Town Clerk will forward details of the hardship relief scheme to Cowes Business Association and East Cowes Business Association for onward transmission to their members.

7633 COWES TOWN COUNCIL'S MEMBERSHIP OF COWES BUSINESS ASSOCIATION

Councillors discussed whether to renew Cowes Town Council's membership of Cowes Business Association for 2018 in the sum of £35. It was:

RESOLVED

That Cowes Town Council renews its membership of Cowes Business Association for 2018 in the sum of £35.

7634 UPDATED RIGHTS OF WAY IMPROVEMENT PLAN

Councillors were asked to consider making a response to the updated Rights of Way Improvement Plan with a deadline for responses of 23 February 2018. It was:

RESOLVED

That Cowes Town Councillors, if they wish, can make individual responses to the updated Rights of Way Improvement Plan.

7635 CASUAL VACANCY IN COWES WEST WARD

The Town Clerk advised Councillors that following the resignation of Mrs Vanessa Slade there is a casual vacancy in Cowes West Ward. The Town Clerk will now start the process of co-option by advertising the vacancy.

7636 COWES TOWN COUNCIL'S MEMBERSHIP OF IWALC

Councillors discussed whether to renew Cowes Town Council's membership of IWALC for 2018 – 2019 in the sum of £1,500. It was:

RESOLVED

That Cowes Town Council renews its membership of IWALC for 2018 – 2019 in the sum of £1,500.

7637 EE PROPOSAL TO INSTALL ADDITIONAL MOBILE TELECOMMUNICATIONS EQUIPMENT TO THE ROOFTOP OF COWES TELEPHONE EXCHANGE

Councillors were asked to consider making any comments about the proposal to install additional mobile telecommunications equipment to the rooftop of Cowes Telephone Exchange. It was:

RESOLVED

That Cowes Town Council makes no comment about the proposal to install additional mobile telecommunications equipment to the rooftop of Cowes Telephone Exchange.

7638 UPDATE FROM THE ENVIRONMENT OFFICER

A spreadsheet outlining the recent activities of the Environment Officer in Cowes was circulated to all Town Councillors. Issues raised included increased levels of dog fouling in Arctic Road, Bernard Road and The Parade; fly tipping at St Mary's Road car park; graffiti at Northwood Recreation Ground and Mornington Road public toilets.

7639 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE

Details of miscellaneous publications and correspondence received was circulated to all Town Councillors.

7640 ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Clean Seas Initiative
- Membership of Cowes Town Waterfront Trust

The proceedings terminated at 8.46pm.

CHAIRMAN