

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 12 June 2018 at 6.15pm

Present: Councillors Taylor (Chair), J. Bartrum, Brown and Nicholson (6.28pm)

In attendance: Kate Gibbs (Assistant Town Clerk), Martin Hayles (Architect for The Cut Project)

195. ELECTION OF CHAIRMAN

Councillor Taylor was proposed as Chairman by Councillor Brown, the proposal was seconded by Councillor J. Bartrum, followed by a unanimous show of hands. It was

RESOLVED

That Councillor Taylor be appointed as Chairman of the Projects Committee for the Municipal Year 2018 / 2019.

Councillor Taylor thanked those Councillors present for their support.

196. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Adams, Bertie, Fuller and Peacey-Wilcox.

197. DECLARATIONS OF INTEREST

- a) No declarations of interests were received.
- b) No written requests for dispensation were received.

198. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Projects Committee meeting held on 24 April 2018 be taken as read, approved as a correct record and signed by the Chairman.

199. UPDATE ON EXISTING PROJECTS

a) **The Cut**

Martin Hayles advised that the additional information requested by Island Roads had been forwarded to them, along with the Project Committee's agreement to consider alternative street furniture to that specified on the plan. Costings for the enhancements are expected to be received at the end of the month. The costs for upgrading the footpath and the roadway already programmed by Island Roads for 2017/18 and 2018/19 at The Cut will offset the cost of the project.

Correspondence received from a local resident and business had been circulated to all Councillors prior to the meeting. Concerns raised included the local business association, businesses and residents not having knowledge of the proposals. Councillors confirmed they had spoken directly to local businesses regarding the proposals to enhance The Cut area at the inception of the project; a formal planning application has been advertised and subsequently approved. The proposal to relocate the loading bay to outside of the public conveniences will mean a reduction in the length of the loading bay, however, the proposed loading bay will be long enough to facilitate the largest articulated lorry on the Island and there will remain sufficient width for two vehicles to pass, as at present. The footway outside of the public conveniences will be widened under the proposed project, and bollards installed along the edge thus providing a safer footway than at present.

A trial removal of the paint on the mural has been undertaken and appeared to work well. The cost for removal of the whole mural was discussed. Councillors felt that other options to remove or cover the mural should be explored.

Three local artists have been contacted with regard to designing a new mural. All three expressed an interest in being involved. Councillors felt that the mural should be painted after the enhancements to The Cut have concluded to avoid the mural being damaged during the works. It was agreed

ACTIONS

1. The Assistant Town Clerk will contact the manufacturer of the anti-vandal paint to obtain their advice regarding its removal.
2. The Assistant Town Clerk will obtain costings for alternative methods for removing the mural.

b) **High Street Pedestrianisation and Bollards**

The new posts and signs detailing the changes to the Prohibition of Driving Order have been implemented throughout the High Street. There being no current actions for the Projects Committee at this time, this item will be removed from the agenda.

c) **Northwood Recreation Ground – Maintenance of the Skate Park**

Repairs to the fencing at the Skate Park and MUGA have been completed, along with repairs to the ramps and tarmac. The annual RoSPA safety inspection has identified rust on the underside of the skate park ramps, the ramp surfaces requiring repainting with anti-slip paint, and weeds around the Skate Park perimeter. A start date is awaited from the contractors undertaking the sandblasting and re-painting of the underside of the skate ramps; they have been requested to have the works completed before the commencement of the school summer holiday. Anti-slip paint for the skate ramp surfaces will need to be ordered and painting arranged before the end of the schools' summer term. The weeds around the perimeter of the Skate Park are scheduled to be removed. It was agreed

ACTION

1. The Chairman of the Projects Committee will authorise the purchase of anti-slip paint for the skate park ramps, in accordance with Financial Regulation 10.2.
2. The Assistant Town Clerk will arrange for the Skate Park ramps to be repainted.

d) **Accessibility in Cowes**

Councillor J. Bartrum reported that the first meeting of the Cowes Mobility Forum had been successful. Discussions are ongoing with the IW Council regarding our request to relocate the disabled parking bays on Market Hill to a level area at the bottom of Market Hill/High Street. The IW Council have been asked to keep the Town Council advised as to progress.

e) **Tree Planting and appreciation / Community Orchard**

The Notes of the Informal meeting to discuss the Community Orchard with objectors had been circulated to Councillors, along with an updated report from Councillor Taylor, prior to the meeting. Councillor Taylor advised that the Trustees of Northwood Park are happy to accommodate a Community Orchard and suggested the Old Kitchen Garden as a suitable location. If agreed, the Park volunteers will maintain the Orchard. It was

RECOMMENDED: That Cowes Town Council agrees in principal to the sum of £300 being set aside for the creation of a community orchard in Northwood Park, with the cost to be met from the 'New Projects' budget heading.

f) **Activities to promote Cowes Town Council**

The Town Council had a display at The Big Lunch held in Northwood House and grounds on Sunday, 3rd June. A number of people visited the Town Council's stand and completed Comment Cards, details of which have been circulated to Councillors. Councillors felt that The Big Lunch was a great event. Suggestions for improvements to the Town Council's

display were discussed, including printing A5 flyers detailing our areas of responsibility which can be handed out at future events.

At the previous meeting of the Projects Committee, Councillors felt that increased promotion of the Town Council's assets will identify the areas in the town that are supported by the Town Council. An analysis of the Asset Register revealed that plaques are already installed on many of our assets, however, vinyl stickers of Cowes Town Council's logo could be placed on our assets such as the troughs and planters throughout the town. The stickers will be circular, 100mm in diameter, external weather proof and have a durability of approximately 5 years. It was

RECOMMENDED: That Cowes Town Council agrees to purchase 100 Cowes Town Council logo vinyl stickers at a cost of £45 plus VAT, with the cost to be met from the 'New Projects' budget heading.

g) **Opportunities to promote the town**

The level of weeds, moss and algae on the pavements and edging along the High Street and Bath Road has much improved following requests from the Town Council to Island Roads to carry out this work.

The Annual Town Council meeting on 17 May agreed to support the rejuvenation of the Rope Walk trail. The original leaflet has been located and Councillor Wardrop has offered to follow the route to identify any issues that will need resolving before the Rope Walk can be re-publicised.

Councillors felt it would be a good idea for all published walks throughout the town to be promoted on the Town Council's website. It was agreed

ACTION

Councillor Nicholson will provide the Clerks with PDFs of the walks in the town that he has been involved with.

h) **Resident and Visitor Parking Matters**

Following discussions between the four IW ward councillors for Cowes regarding parking issues in the town, Councillor Fuller met with Councillor Ian Ward, Cabinet Member for Infrastructure and Transport, who advised that Officers at the IW Council are also considering the issues and outcomes shared by ward councillors. A further meeting will take place between the four ward councillors and IW Council officers to progress parking issues in the town.

i) **Drinking Fountains**

A number of retail outlets in the town are supporting free refills of water bottles on request. Prior to the meeting Councillor Fuller had provided local contacts at Southern Water and is suggesting a face to face meeting to discuss working with Southern Water to provide additional drinking water facilities in the town.

There are currently drinking water taps situated on the public conveniences at Northwood Recreation Ground and Mornington Road. To install three drinking water taps, including guards and signage, at the public conveniences at The Cut, Medina Road and The Parade will cost a total of £740. This will provide drinking water at all five of the Town Council's public conveniences for public use. It was

RECOMMENDED: That the Finance, Acquisitions and Staffing Committee considers the cost of £740 to install three drinking water taps at the public conveniences at The Cut, Medina Road and The Parade, with the cost to be met from the 'Public Toilet Refurbishment' budget.

ACTION

The Assistant Town Clerk will arrange a meeting with Councillor Fuller and a local representative from Southern Water to discuss the provision of additional drinking water facilities in the town.

j) **Green spaces and beach cleans**

At the previous meeting of the Projects Committee Councillors suggested holding a pre-Cowes Week litter pick. This has been arranged to take place between 10am – 12 Noon on Thursday 2nd August, from Cowes Lifeboat Station, along the Parade to the Seafront Shelter. It was agreed

ACTION

The Assistant Town Clerk will email all Councillors requesting their support with the litter pick.

k) **Residential on-street charge points for electric vehicles**

There being no update available, this item will be removed from the agenda.

l) **Cowes as a pesticide free town**

Island Roads were asked to provide details of their use of pesticides in the town, following the Town Council's resolution to adopt a pesticide free approach to work towards a pesticide free environment. Island Roads advised that they use a glyphosate-based chemical as it translocates through the plants and kills from the roots up; this stops the weed roots from regenerating. They confirmed that they had trialled the vinegar-based treatment and although it killed the green foliage of the weeds, it did not kill the roots and regrowth was rapid. Councillors felt it was important that the contractors don't routinely use glyphosate in the grounds of Northwood Park and we should write to Northwood House Charitable Trust Company Ltd (NHCTCL) to seek their support on this approach. Councillor Taylor advised that he will be attending the Isle of Wight Environmental Conference at Cowes Yacht Haven on 26th June 2018. It was agreed

ACTIONS

1. Councillor Taylor will write to NHCTCL to discuss the use of pesticides in the Park.
2. Councillor Taylor will report back to a later meeting of the Projects Committee on his attendance at the Isle of Wight Environmental Conference on the 26th June 2018.

m) **Street Banners**

There was no update on this item.

n) **Mornington Woods Management Plan / Mornington Road Car Park**

There was no update on this item.

o) **Promoting the Outdoor Gym**

Councillor J Bartrum has contacted Age Friendly Island regarding promoting the outdoor gym and it will also be raised at the Cowes Age Friendly Forum on 21st June 2018.

200. NEW PROJECTS

a) **Christmas trees in the town**

Councillors discussed the number and location of Christmas trees in the town for 2018. They felt that no change was required and that one Christmas tree should be provided and sited in Francki Place, however, costs for a promotional plaque to promote the Town

Council as provider of the Town's Christmas Tree should be sought. A VIP has been confirmed for the Festive Light Switch On. It was

RECOMMENDED: That the Finance, Acquisitions and Staffing Committee considers providing one dressed Christmas Tree, to be located in Francki Place, with the cost to be met from the 'Civic – Xmas trees/festive lights/bunting' budget heading.

ACTION

The Assistant Town Clerk will obtain prices for a promotional plaque to promote the Town Council as provider of the Town's Christmas tree.

b) **Festive Lights**

Councillors felt that the Festive Lights were a great success in 2017 and that no changes are necessary for the 2018 season. It was

RECOMMENDED: That the Finance, Acquisitions and Staffing Committee considers approving the installation, maintenance and subsequent removal of the Festive Lights, with the cost to be met from the 'Civic – Xmas trees/festive lights/bunting' budget heading.

201. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) **Street Furniture**

Island Roads have scheduled the varnishing of the benches on The Parade, at the request of the Town Council.

Councillors felt that the Wishing Well is in need of a further clean and raised a maintenance issue regarding the wooden structure over the pump. It was agreed

ACTIONS

1. The Assistant Town Clerk will obtain quotes for the required repairs to the structure over the pump.
2. The Assistant Town Clerk will arrange a date and ask for volunteers to clean the Wishing Well.

b) **Northwood Recreation Ground**

Routine inspections were carried out by the Assistant Town Clerk at Northwood Recreation Ground on 4 June 2018. No issues were raised with the MUGA, Playbuilder or Outdoor Gym. Maintenance of the Skate Park has been discussed under Minute No. 199. c) (above). The Dog Bins by the Cricket Club and Place Road corners of the main field have been repaired by Island Roads at no charge to the Town Council. The Dog Bin located by the public conveniences has been re-fitted following its unearthing.

202. ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Contract for grass cutting in Northwood Park – Councillor Taylor
- Community Composting – Councillor J. Bartrum
- Community-Led Housing – Councillor J. Bartrum

The proceedings terminated at 8.01pm.

CHAIRMAN