

## COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 9 October 2018 at 6.15pm

**Present:** Councillors Taylor (Chair), Adams and Bustin

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

### 223. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Brown, Fuller, Nicholson and Peacey-Wilcox.

### 224. DECLARATIONS OF INTEREST

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

### 225. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Projects Committee meeting held on 11 September 2018 be taken as read, approved as a correct record and signed by the Chairman.

### 226. UPDATE ON EXISTING PROJECTS

#### a) The Cut

At the Town Council meeting on 4 October 2018, Councillors agreed in principal to the budget figure for the proposed enhancements at The Cut, subject to agreeing final costings, and approved Martin Hayles' additional fees for extra work requested by Island Roads in connection with this project. Martin had discussed the likely timescale for the project with Island Roads. Island Roads confirmed that the earliest they would be able to undertake the work would be in 2020, due to their commitments on the St Mary's junction in Newport. Councillors and Martin agreed that it is preferable that the works are carried out in early 2020 to ensure they are completed ahead of the main tourist season. Martin will inform Island Roads of our preferred timescale, revise the drawings and undertake the additional works requested by Island Roads. Once the drainage scheme is agreed, a new planning permission can be applied for.

Martin Hayles left the meeting at the conclusion of discussions regarding The Cut enhancement project.

Two initial designs have been received for the mural. Councillors discussed how to involve members of the community in the painting of the mural. A meeting between Councillors Fuller, Peacey-Wilcox and Taylor will be convened to consider the two draft mural designs. It was

**RECOMMENDED: That the Finance, Acquisitions and Staffing Committee authorises Martin Hayles to apply on behalf of Cowes Town Council for planning permission for the new scheme at The Cut, with the cost to be met from the money set aside by Cowes Town Council for The Cut project.**

#### ACTIONS:

1. Martin Hayles will inform Island Roads of our preferred timescale, revise the drawings and undertake the additional works requested by Island Roads.
2. Councillor Adams will make initial enquiries with local community groups regarding the painting of the mural.

3. The Assistant Town Clerk will arrange a meeting between Councillors Fuller, Peacey-Wilcox and Taylor to consider the two draft mural designs.
- b) **Accessibility in Cowes**  
The next Accessibility Forum will be held on Tuesday 30th October at 10.30am at the IW Community Club in Park Road. Councillor Paul Fuller has been appointed as the Deputy Chair of the Forum.
- c) **Tree Planting and appreciation / Community Orchard**  
Councillors discussed the possible siting of a community orchard at Moorgreen Reservoir. The nine trees could be sited equally spaced around the top edge of the Reservoir. Moorgreen Road Allotment Society manage the Reservoir and will need to be consulted with regarding the community orchard proposal.  
National Tree Week will run from Monday 26<sup>th</sup> November 2018. Further details will be provided nearer the time, but are likely to include tree dressing in Northwood Park, Cowes.  
ACTIONS:  
1. The Assistant Town Clerk will write to Moorgreen Road Allotment Society regarding the proposed community orchard.  
2. Councillor Taylor will provide all Town Councillors with information on the National Tree Week activities in Cowes.
- d) **Activities to promote Cowes Town Council**  
Discussions between local businesses about late night shopping evenings in the town are ongoing and will be promoted and supported once dates are confirmed.  
Councillors considered purchasing promotional pens but did not wish to pursue this at the current time.
- e) **Opportunities to promote the town**  
Small Business Saturday was discussed. Further details will be provided once dates were known.
- f) **Resident and Visitor Parking Matters**  
The results of the IW Council's consultation on residents' parking zones were considered by the IW Council's Cabinet on 13 September 2018. The decision taken was to implement Options A and B:  
Option A - Accommodate changes in the policy as a result of the consultation namely that 75% rather than 85% of kerbside space should be occupied at peak times before a scheme applies to a street. In addition that no more than 50% of people in the street concerned should have a parking space available/garage for a scheme to proceed.  
Option B - To Accept the Resident Parking Zones Policy, after a transformation bid request to employ a member of staff to deliver six resident parking zones per annum and deliver these based on charging £60 for the first permit and £100 for the second car.  
Councillor Nicholson reported concerns raised by residents in his Ward regarding the unrestricted parking at the top of Seaview Road. Councillors felt that more clarification was needed from Councillor Nicholson regarding what the perceived hazards are, what facilities / solutions he wants at this location.  
ACTION: The Assistant Town Clerk will write to Councillor Nicholson to ask what the perceived hazards are, and what facilities / solutions he wants at this location.

g) **Drinking Water Stations**

Many local businesses have signed up to the Refill scheme and are displaying stickers in their windows offering free water refills. New drinking water taps are due to be fitted to the public conveniences at Medina Road, The Cut and The Parade in early October.

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

The IW Council and Island Roads were asked to provide details of their use of Glyphosate-based products and a listing of herbicides, insecticides and fungicides used by contractors in Cowes. The response received was that Island Roads and the IW Council's Grounds Maintenance Contractor, John O'Conner, use Gallup Hi Activ herbicide for weed treatment on carriageways, footways, and public open spaces; this herbicide is considered not harmful to the environment, animals, watercourse or fish when used correctly. It is applied in dry weather using the approved method of application by using a fine nozzle to apply the product on growing and visible weeds. This application is carried out by competent operatives who have the appropriate qualifications required. The herbicide used is not Roundup, but does contain glyphosate as an active ingredient. Glyphosate was granted a 5 year European licence for use in weed treatment in 2017. Island Roads and the IW Council are aware of the current concerns resulting from the Monsanto case and will continue to monitor this situation to ensure full compliance with any changes to UK or European guidance. Island Roads also use Finale herbicide for the treatment of mares tail in specific locations. This herbicide does not contain glyphosate. The herbicide is applied using the approved method of application by competent operatives who have the appropriate qualifications required. The IW Council acknowledges Cowes Town Council's comments about the introduction of new products and has asked its contractors to actively look at new environmentally friendly pesticides to see if they could be introduced in the future. Councillors felt that the IW Council should be requested to acknowledge that Cowes Town Council has resolved that Cowes will be a pesticide free town and should tailor its weed control accordingly.

ACTION: The Assistant Town Clerk will write to the IW Council's Cabinet Member for the Environment, copied to the relevant IW Council officer, requesting acknowledgement that Cowes Town Council has resolved that Cowes will be a pesticide free town and advising that it will tailor its weed control accordingly.

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

A meeting has been set up between IW Council officers and Councillors Fuller, Peacey-Wilcox and Taylor, along with a representative from the Mornington Woods Volunteer Group, to discuss the future management of Mornington Woods and Mornington Road car park. An update will be provided at the next meeting.

j) **Promoting the Outdoor Gym**

There was no further update on this item and it will be removed from the agenda.

k) **Updating the Town Maps**

A list of updates is being compiled for the large town map that is displayed throughout the town. Initial enquiries have been made from companies able to design and print new town maps. Councillors need to consider what design of map they would like, formal or informal, and what features should be included and promoted on the new town map.

ACTION: The Assistant Town Clerk will ask all members of the Projects Committee to research designs for maps used in other areas and to identify what features in the town should be included and promoted on the new town map for consideration at the next meeting.

l) **High Street Bollards**

A meeting has been held between officers from Island Roads and the IW Council and members of Cowes Town Council to discuss the bollards in the High Street. Island Roads consider that reinstatement of the rise and fall bollards is unfeasible as the bollards corrode when in the ground due to being below the salt water level. Other types of bollards: those which are based on the road surface and those which are based flat within the road surface, were discussed. Having a gated access to the High Street was considered but it was felt this could be left open or abused by cyclists mounting the pavement to go around the gate. There are a large number of exceptions for vehicles in the pedestrianised area, but those who drive through unauthorised during the restricted hours risk incurring penalties. Consideration needs to be given to who will undertake the raising and lowering of any bollards. Island Roads will produce an A5 flyer that Town Councillors will hand out at signage/bollard points in the High Street to alert vehicle drivers/cyclists to the restrictions before consideration is given to reinstating any bollards.

**227. NEW PROJECTS**

a) **Visiting coaches / cruise ships to Cowes**

Councillor Taylor has obtained a list of all visiting coach companies from the Tourist Information Centre. Councillors discussed what was on offer to visitors to the town and felt that a working group needs to be established to develop ideas further. Visit IOW will be asked what their plans are to promote Cowes. It was

**RECOMMENDED: That Cowes Town Council establishes a 'Visitor Cowes Working Group' to consider and develop ideas for what is on offer to visitors to the town.**

ACTION: The Assistant Town Clerk will write to Visit IOW to ask what their plans are to promote Cowes.

**228. MAINTENANCE ISSUES WITH EXISTING PROJECTS**

a) **Street Furniture**

A meeting has been arranged with officers from the IW Council to discuss the seafront railings, the outcome of which will be reported at the next meeting.

The new Classic Boat Museum in Cowes has asked the Town Council to make initial enquiries to ascertain if Island Roads hold any tourist signs for the 'Classic Boat Museum' that could be used to indicate the route to the Museum. Consideration can be given to adding a cast iron finger, pointing in the direction of the Classic Boat Museum, on the Town Council's finger post at the junction of Birmingham Road/Mill Hill Road, if there is capacity.

ACTIONS:

1. The Assistant Town Clerk will contact Island Roads to ask if they hold any tourist signs for the Classic Boat Museum.
2. The Assistant Town Clerk will look at the capacity for an additional cast iron finger on the finger post at the junction of Mill Hill Road and Birmingham Road and, if there is capacity, will obtain the cost of a new cast iron finger for further consideration.

b) **Northwood Recreation Ground**

Enquiries have been made with JR Fencing to obtain costs for minor repairs to the MUGA fencing. Some of the twin wire rebound fencing has become detached from the restraining strip, and a couple of fixing bolts are missing. These are a special security bolt with a non-standard 'star' shaped tool required to undertake adjustments.

The matting on the static outdoor gym equipment has sunk into the ground and is no longer providing a cushioned landing. New matting needs to be sourced and fitted.

Councillor Taylor reported a fault with Elliptical Cross Trainer. The suppliers - Fresh Air Fitness have advised that they will be replacing the faulty piece on 17 October 2018. The drinking water tap sited on the front of the toilet block has very low pressure and was inspected by a plumber. A new tap is on order.

RoSPA currently undertake safety inspections of the MUGA and Skatepark in May each year. Councillors considered the Outdoor Gym equipment should be included as part of the annual safety inspections. RoSPA has advised that safety inspection costs for 2019 will be £68.50 plus VAT per area (for up to 5 pieces of equipment). Any items over 5 would be an additional £3.50 per item. The Outdoor Gym has 10 pieces of equipment: six mobile and four static. The cost for a safety inspection of the Outdoor Gym in 2019 will be £86.00. It was

**RECOMMENDED: That the Finance, Acquisitions and Staffing Committee approves the cost of £86 plus VAT for a RoSPA safety inspection of the Outdoor Gym in May 2019, with the cost to be met from the Northwood Recreation Ground Maintenance budget, and includes the Outdoor Gym in the annual safety inspections undertaken by RoSPA.**

ACTION: The Assistant Town Clerk will source replacement matting for the static outdoor gym equipment and report back to a future meeting of the Projects Committee.

## **229. ITEMS FOR INCLUSION ON FUTURE AGENDAS**

No items were raised for inclusion on future agendas.

The proceedings terminated at 8.25pm.

**CHAIRMAN**