

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 14 January 2020 at 6.15pm

Present: Councillors Nicholson (Chair), Bertie, Bustin, Fuller and Rafferty

In attendance: Councillor Gilpin (Non-Voting); Martin Hayles (Architect for The Cut project); Darren Steed (Resilience Manager, IW Council); Kate Gibbs (Assistant Town Clerk)

PRESENTATION FROM DARREN STEED, IW COUNCIL'S RESILIENCE MANAGER

Darren gave a general overview of Island-wide community reliance plans that the IW Council have in place. They work closely with 'blue light' (emergency) services. A number of specific plans are in place for Very High or High Risk events, with generic plans in place for lower risks. The IW Council manage a list of all Rest Centres across the Island, where large numbers of people may be placed if they are evacuated from their homes in an emergency. Darren outlined the benefits of town and parish councils compiling a community emergency plan for their area, which should include local temporary places of shelter – places where residents can be directed to temporarily and receive shelter and a warm drink. Grant funding may be available shortly for town and parish councils to apply for funding towards local resilience projects. Darren will provide further details.

The Chairman thanked Darren for the interesting presentation.

Darren Steed left the meeting at 6.40pm.

310. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Adams, Brown, Peacey Wilcox and Taylor

311. DECLARATIONS OF INTEREST

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

312. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Projects Committee meeting held on 25 November 2019 be taken as read, approved as a correct record and signed by the Chairman.

313. UPDATE ON EXISTING PROJECTS

a) The Cut - Enhancements

Martin Hayles (Architect for The Cut project) was in attendance and provided an update on the project. He will be finalising the drawings shortly and will forward copies to Island Roads and the Town Council. Island Roads are looking to schedule the works for completion before the summer 2020 season. They will advise Martin once their scheduling is complete. Confirmation of S.106 funding for the project is awaited from the IW Council. It was agreed

ACTIONS:

1. Martin Hayles will finalise the drawings and send to Island Roads and the Town Council when complete.
2. The Assistant Town Clerk will seek urgent confirmation of S.106 monies from the IW Council for the project.

Martin Hayles left the meeting at 6.50pm.

- b) **Cowes Town Council engagements to promote the town**
This item will be combined with the agenda item 'Cowes Area Place Plan'.
- c) **Updating the Town Maps**
Alan Rowe of Potting Shed Cartoons has added road names and notable places of interest to the town map. Councillors confirmed that they would like bus stops to be included, along with inclusion of road names for the area of East Cowes. The Assistant Town Clerk will liaise with the artist and present an updated map to a future meeting of the Projects Committee for Councillors' approval. It was agreed
ACTION:
The Assistant Town Clerk will inform the artist of the amendments and work with him to complete the map for Councillors' further consideration.
- d) **High Street Bollards and Cycling**
Councillor Bertie presented a sample bollard cover, requesting Cyclists to dismount, for use in the High Street pedestrianised areas. Councillors thanked Councillor Bertie for producing the sample. It was:
RECOMMENDED
That Cowes Town Council approves the cost of up to £250 for production of temporary bollard covers and fixings, with the cost to be met from the 'New Projects' budget.
- e) **Recreational Pathway and Community Orchard at Northwood Recreation Ground**
People Powered Community Interest Company (CIC) submitted an application for funding to Awards for All for a recreational pathway at Northwood Recreation Ground. Unfortunately no award has been made. People Powered CIC will consider the way forward for the project and will update the Town Council once they have looked at the various options. There being no further action by the Projects Committee, this item will be removed from the agenda.
- f) **Community Emergency Plan**
This item was discussed during the presentation at the start of the meeting. It was agreed
ACTION:
The Projects Committee will create a community emergency plan for Cowes and liaise with the IW Council's Resilience team when completing the plan.
- g) **Moorgreen Reservoir and Woodland**
The Mayor and Tree Wardens met with representatives from the IW Council (landowner) and Moorgreen Road Allotments Society (leaseholder of the woodland area and allotments) to discuss the future management of the woodland area at Moorgreen Road. The IW Council are not in favour of improving the access to the site as the woodland area is valuable as a wildlife oasis. Any tree works that are required will be carried out by the IW Council's contractors. Cowes Town Council has offered to assist with any work parties / litter clearing of the woodland area. There being no further action by the Projects Committee, this item will be removed from the agenda.
- h) **Historic points of interest**
Councillors are concerned that the heritage of the town is not promoted enough. They identified a number of local historic points of interest/historic events, including: Northwood Cemetery, the Dry Dock, The Ark and The Dove, Rosetta Cottage, the Churchill Trail, bath houses, pubs and Spencer Rigging. This project will look at ways to ensure our history is remembered and promoted and will be combined with the agenda item 'Cowes Area Place Plan'.

i) **Tree Warden Project**

Councillors Taylor and Gilpin, the Town Council's appointed Tree Wardens, will be meeting with the Manager of Northwood House Charitable Trust Co. Ltd shortly to discuss promotion of the tree trail in Northwood Park and seek permission to tag the Park's 50 most notable trees. The tree wardens sought approval from the Projects Committee for up to £150 to cover the cost of tent pegs, discs and engraving and printing costs of the Tree Trail leaflet. It was

RECOMMENDED

That Cowes Town Council approves the cost of up to £150 to provide tent pegs, discs and engraving and printing costs of the Tree Trail leaflet, with the cost to be met from the 'New Projects' budget.

j) **Egypt Light**

The Town Council sought legal advice from the National Association of Local Councils (NALC) regarding the unregistered land at Egypt Light. NALC's advice was circulated to Councillors prior to the meeting. Correspondence has also been received from a number of interested parties wishing to be included in discussions regarding the future upkeep of Egypt Light. NALC advised that the Town Council cannot register the land at Egypt Light as it does not meet the criteria, which includes 12 years' continuous possession of the unregistered land. Councillors considered the advice from NALC. Whilst being unable to register the land and take ownership of Egypt Light, Councillors are very keen that the future of Egypt Light is maintained and suggest that the IW Council claims ownership of the unregistered land and, once registered, sets up a trust or association to manage the future upkeep of Egypt Light. It was

RECOMMENDED

That Cowes Town Council informs the IW Council that, following legal advice, the Town Council is unable to register the land at Egypt Light, but asks the IW Council to:

- 1. Seek first registration of the land at Egypt Light by means of adverse possession; and**
- 2. Establish a trust or association to manage the future of Egypt Light, subject to successful registration of the land at Egypt Light.**

k) **Happy to Chat Benches**

A member of the public contacted the Town Council to request consideration be given to providing 'Happy to Chat' benches in the town. 'Happy to Chat' benches have a simple sign placed on them which reads 'Sit here if you don't mind someone stopping to say hello' and are designed to help tackle loneliness and isolation in the community. Island Roads (IR) have been contacted to see if they will work in partnership with the Town Council. IR have advised that the public benches in the town are in the ownership of the IW Council, who would need to give their approval. IR have requested sight of the design of the proposed notice and the number and location of the benches we would like to attach them to, along with the proposed method of fixing. A list and map of all the public benches in Cowes were circulated to Councillors. Councillors felt that the scheme could be initially introduced in areas where there are multiple benches. Six benches will be suggested as an initial trial. Councillor Bertie offered to assist with producing a sample sign for the benches, which will be presented to Councillors at a future meeting. It was agreed

ACTION:

Councillor Bertie will produce a sample sign for 'Happy to Chat' benches.

l) **Cowes Area Place Plan**

Members of the Projects Committee have discussed the creation of a place plan with a number of local organisations and many expressed an interest in being involved. The IW Council will obtain quotations for the data collection exercise and creation of a place plan.

314. NEW PROJECTS

a) **Ark and Dove Commemorations**

Councillors wish to promote the historic story of The Ark and The Dove leaving Cowes in 1633. Suggestions made by Councillors included the creation of a video - telling the story of the ships departing Cowes - and the commissioning of a sculpture or plaque. The Chairman offered to obtain details of The Ark and The Dove's historic journey from Cowes. It was agreed

ACTIONS:

1. Councillor Bustin will make enquiries for creating a video on the story of The Ark and The Dove.
2. Councillor Nicholson will obtain details of The Ark and The Dove's historic journey from Cowes.
3. The Assistant Town Clerk will obtain details of the cost of the information board on The Parade.

b) **CCTV at Northwood Recreation Ground**

Councillors discussed a request from a resident to provide CCTV cameras throughout Cowes. It was noted that the High Street area is already covered by CCTV, monitored by Island Roads. There are also cameras at The Cut public conveniences which are monitored by the Town Council. The Town Council does not have the staffing resources to monitor further CCTV cameras.

Councillors discussed installing CCTV cameras at Northwood Recreation Ground. Estimated costs for a CCTV package, including installation and monitoring by external operators, were discussed. Councillors requested details of costs spent on repairs due to vandalism at Northwood Recreation Ground before considering this further. Councillor Fuller suggested a shared mobile CCTV camera could be an alternative option to fixed cameras and offered to look into the feasibility of this. It was agreed

ACTIONS:

1. The Assistant Town Clerk will provide details of unplanned expenditure on maintenance required at Northwood Recreation Ground.
2. Councillor Fuller will make enquiries regarding a shared mobile CCTV camera and report back to a future meeting of the Projects Committee.

315. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) **Street Furniture**

Councillor Taylor advised that the Wishing Well on Shooters Hill is in need of some maintenance. The Assistant Town Clerk contacted Cowes Carnival to see if they are able to undertake the maintenance, after the winter season. Representatives of Cowes Carnival have confirmed that they will remove the pump and roof for refurbishment at their workshop, before reinstalling it on site.

The Assistant Town Clerk has undertaken a condition report of the town's 5 entry signs. Two of the signs are in need of redecoration to stop paint deterioration. Quotations for repainting of the signs will be sought. It was agreed

ACTION:

The Assistant Town Clerk will obtain quotations for the decoration of two of the town's entry signs.

b) **Northwood Recreation Ground**

Inspections were undertaken at Northwood Recreation Ground and a number of maintenance issues arose. Graham Filer Engineering are monitoring the rust on the underside of the Skate Park ramps. JR Fencing have been requested to carry out repairs to the Skate Park fencing and railings. Costs are being sought for two replacement flood light bulbs for the MUGA and Skate Park. The IW Council are monitoring the support poles and bark chippings on the Playbuilder.

316. ITEMS FOR INCLUSION ON FUTURE AGENDAS

There were no items raised for inclusion on future agendas.

The proceedings terminated at 8.18pm

CHAIRMAN