

## COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 11 February 2020 at 6.15pm

**Present:** Councillors Nicholson (Chair), Adams, Brown (6.17pm), Bustin (6.19pm) and Taylor

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

### 317. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Peacey Wilcox and Rafferty.

### 318. DECLARATIONS OF INTEREST

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

### 319. MINUTES RESOLVED

**That the Minutes of the Projects Committee meeting held on 14 January 2020 be taken as read, approved as a correct record and signed by the Chairman.**

### 320. 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. Final drawings have been agreed with Island Roads. Island Roads will provide Martin with a schedule of works for completion before the summer 2020 season. Councillors thanked Martin for his continued work throughout this lengthy project. Councillor Bustin wished to thank Councillors who have been working on this project since its inception. It was agreed

#### ACTION:

Martin Hayles will send the Town Council copies of the final drawings and scheduling from Island Roads.

Martin Hayles left the meeting at 6.20pm.

#### b) **Updating the Town Maps**

The Assistant Town Clerk met with the artist of the new town map and discussed further details for inclusion on the map. A revised draft map was tabled at the meeting. The Assistant Town Clerk will contact the artist to request further amendments before the map is considered by Councillors. It was agreed

#### ACTION:

The Assistant Town Clerk will continue to work with the artist on the new town map.

#### c) **High Street Bollards and Cycling**

Councillor Bertie has been requested to order 12 bollard covers and fixings. Volunteers are needed to position and remove the bollard covers daily. Councillors felt that local businesses may be able to assist.

d) **Community Emergency Plan**

A draft Plan is in the process of being compiled by the Clerks. Once completed, the draft Plan will be circulated to all Councillors for their comments. It was agreed

ACTION:

The Assistant Town Clerk will circulate the draft community emergency plan to Councillors for their comments prior to it being finalised.

e) **Tree Warden Project**

Councillors Taylor and Gilpin, the Town Council's appointed Tree Wardens, met with the Manager of Northwood House Charitable Trust Co. Ltd to discuss promotion of a tree trail in Northwood Park and seek permission to tag the Park's 50 most notable trees. Advice on the methods of tree tagging were obtained from the IW Council's Tree Officer and shared with the Manager of Northwood House Charitable Trust Co. Ltd.

The Maintenance Supervisor at Northwood House contacted the Tree Wardens to inform them of proposed tree works in the Park. Councillor Taylor will seek clarification on the proposed tree works and raise any concerns with the IW Council's Tree Officer. It was agreed

ACTIONS:

1. The Assistant Town Clerk will seek a response from the Manager of Northwood House Charitable Trust Co. Ltd on the Tree Officer's recommended methods of tree tagging.
2. Councillor Taylor will contact the IW Council's Tree Officer to raise his concerns regarding proposed tree works in Northwood Park.

f) **Happy to Chat Benches**

Councillor Bertie has produced a sample sign for the benches for Councillors' consideration. The size and design of the sign were discussed. Councillor Nicholson suggested that the NHS Trust may be interested in partnership working with this project and will contact them. It was agreed

ACTION:

Councillor Nicholson will share the sample sign for 'Happy to Chat' benches with NHS Trust colleagues to seek their interest in partnership working.

g) **Cowes Area Place Plan**

The IW Council are tendering for consultants to undertake the data collection exercise, the results of which will be used in the creation of a place plan. Several organisations are interested in being involved with the place plan. The Chairman stressed the importance for any steering group to comprise of all stakeholders. Creation of a Place Plan Working Group is being considered at the next meeting of the Town Council.

h) **Ark and Dove Commemorations**

The Assistant Town Clerk provided an estimated cost for a new information board to commemorate the historical story of The Ark and The Dove leaving Cowes in 1633, bound for the state of Maryland. Councillors felt The Parade would be a good location for a new information board. Permission will need to be sought from the IW Council. It was agreed

ACTION:

The Assistant Town Clerk will contact the IW Council to seek permission to install a new information board on Cowes Parade.

i) **CCTV at Northwood Recreation Ground**

The Assistant Town Clerk provided details of expenditure on maintenance resulting from vandalism at Northwood Recreation Ground. More information needs to be obtained on the use of mobile cctv cameras at this location.

**321. MAINTENANCE ISSUES WITH EXISTING PROJECTS**

a) **Street Furniture**

Quotations for repainting two of the 'Cowes' entry signs are being sought.

**322. ITEMS FOR INCLUSION ON FUTURE AGENDAS**

There were no items raised for inclusion on future agendas.

The proceedings terminated at 7.11pm

**CHAIRMAN**