

## COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 10 March 2020 at 6.15pm

**Present:** Councillors Nicholson (Chair), Adams, Bertie, Bustin, and Peacey Wilcox

**In attendance:** Councillor Oliver (Non-Voting); Kate Gibbs (Assistant Town Clerk)

### 323. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Brown, Rafferty and Taylor.

### 324. DECLARATIONS OF INTEREST

No declarations of interests were received

### 325. MINUTES RESOLVED

**That the Minutes of the Projects Committee meeting held on 11 February 2020 be taken as read, approved as a correct record and signed by the Chairman.**

### 326. UPDATE ON EXISTING PROJECTS

#### a) **The Cut - Enhancements**

Martin Hayles (Architect for The Cut project) was not in attendance but had provided an update on the project. Final architect's drawings were tabled. Martin should have the Schedule of Works, confirmed construction period and payment method from Island Roads shortly, which will be forwarded to the Town Council on receipt.

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

An updated draft town map was tabled at the meeting which requires proof-reading. It was agreed

#### ACTION:

The Assistant Town Clerk will invite Councillors to proof-read the new town map prior to it being finalised.

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

Thirteen bollard covers have been produced which Councillor Bertie will attach fixings to. The Chairman stated that the covers will need to be approved by Island Roads prior to fitting and offered to seek their permission. It was agreed

#### ACTION:

Councillor Nicholson will seek permission from Island Roads to fit the bollard covers.

#### d) **Community Emergency Plan**

A draft Plan had been circulated to all Councillors prior to the meeting. Councillors thanked the Clerks for the work undertaken compiling the Plan. It was:

#### **RECOMMENDED**

**That Cowes Town Council approves and adopts the Community Emergency Plan.**

#### e) **Tree Warden Project**

Councillor Taylor has obtained the IW Council Tree Officer's preferred method of tagging the notable trees in Northwood Park. If tags are to be attached to trees they should be a small numbered tag attached with one nail. An alternative could be to staple a cable tie to

the tree with a tag. This information has been shared with the Manager of Northwood House and a response is awaited. It was agreed

**ACTION:**

The Assistant Town Clerk will arrange a further meeting with the Manager of Northwood House and the Tree Wardens.

**f) Happy to Chat Benches**

The Chairman has obtained the support of the NHS Trust, IW Council and Island Roads for the Happy to Chat benches initiative. The Trust have offered to make up the signs and Island Roads have been requested to fit them. The initiative has been received with enthusiasm and the three Chief Executive Officers are arranging a press release featuring them sat on one of our benches, showing they are happy to chat. As well as our three sponsors' logos, the signs will also display Northwood Parish Council's and Cowes Town Council's logos, marking the beginning of a new joint working relationship that will develop through our working partnership in the emerging Cowes and Northwood Area Place Plan.

**g) Cowes Area Place Plan**

Cowes and Northwood Area Place Plan has attracted the support of Public Health who can serve to underpin and endorse our Plan from its roots out with the mass of place-based evidence they hold. Public Health, rightly, have interest in and touch upon every aspect of our society, from employment to social cohesion. Cowes and Northwood is steeped in history and we have a unique heritage that attracts people's interest from right across the globe. We also have a strong business base with many businesses, large and small, being world-class in what they do. To have an underpinning health thread running through our Plan will not only give it cogent endorsement, but will provide a benchmark for other area Plans, too. As the Plan develops, there are roles for Councillors to play in liaising, gathering and relaying information in every quarter and aspect that the area holds, to assist in drawing together a comprehensive and streamlined, orientated plan that serves the people of Cowes and Northwood area, relates to and supports our neighbours in mutual form and gives us a sense of purpose through our delivery. Councillors will invite stakeholders to the Place Plan launch event on 18 March 2020.

**h) Ark and Dove Commemorations**

The Chairman attended an excellent Ark and Dove presentation at Cowes Library. Geoff Banks BEM has agreed to provide the Town Council with the history of The Ark and The Dove. Southampton University are interested in working with the Town Council on a joint project to tie in with the Ark and Dove commemorations. The Mayor offered to contact associates in America to discuss our plans to commemorate the Ark and Dove story. Permission is being sought from the IW Council to install a new information board on Cowes Parade. It was agreed

**ACTIONS:**

1. The Mayor will contact American associates to discuss our plans to commemorate the Ark and Dove story.
2. The Assistant Town Clerk will seek a response from the IW Council for permission to install a new information board on Cowes Parade.

**i) CCTV at Northwood Recreation Ground**

Councillors Peacey Wilcox and Nicholson have obtained the views of the Police regarding installing CCTV cameras at Northwood Recreation Ground. The Police are supportive of having cameras installed at the Recreation Ground; there are low levels of vandalism but reports of drugs misuse and public order offences at the facility. Councillors suggested that

funding towards the cost of CCTV equipment could be sought from the Police and Crime Commissioner. It was agreed

ACTION:

The Assistant Town Clerk will research the Police and Crime Commissioner's funding application process.

Councillor Peacey Wilcox left the meeting at 6.47pm.

**327. NEW PROJECTS**

a) **Town Signs**

Councillor Oliver introduced an Arts project set up by Eden Arts in 2015 which saw twenty signs installed on street furniture in Penrith town centre, inviting passers-by to think differently with tongue firmly in cheek. It could be a project for Cowes, working with residents to come up with some amusing signs; the creation of a signs trail for visitors, perhaps close to lesser known attractions or lanes. Cow(e)s and sailing could be themes. It could be a fun project for the Town Council to run, good PR for Cowes and its businesses and something to amuse visitors. It was agreed

ACTION:

Councillors will bring suggestions to a future Projects Committee meeting.

**328. MAINTENANCE ISSUES WITH EXISTING PROJECTS**

a) **Street Furniture**

A new lock is required on the Town Council's Notice Board. A quotation has been obtained for the supply and fitting of a new lock for the cost of £77.89 plus VAT.

Two 'Cowes' entry signs require repainting - one located by the Floating Bridge and the other located along the seafront at the Cowes/Gurnard boundary. Two quotations have been obtained for the materials and labour costs to repaint the two signs: Contractor A for the cost of £320; Contractor B for the cost of £932 plus VAT.

Due to the closure of the business of our previous contractor, a replacement contractor is required to undertake the annual cleaning of 12 plaques and mounting boards at the Bandstand on Cowes Parade and in Francki Place. Two quotations have been obtained for a non-abrasive clean of the plaques: Contractor A for the cost of £1,270 plus VAT; Contractor B for the cost of £780 plus VAT.

The Friends of the ORP Blyskawica Society have asked the Town Council to take ownership of their three plaques at the Bandstand, these being the 60<sup>th</sup> and 75<sup>th</sup> Anniversary of the defence of Cowes plaques and the ORP Grom plaque. These plaques have been included in the Town Council's annual cleaning schedule for a number of years.

Following discussion it was

**RECOMMENDED**

- 1. That the Finance, Acquisitions and Staffing Committee considers the cost of £77.89 plus VAT for the supply and fitting of a new noticeboard lock, with the cost to be met from the 'Street Furniture Maintenance' budget.**
- 2. That the Finance, Acquisitions and Staffing Committee considers the cost of £320 for Contractor A to repaint two 'Cowes' entry signs, with the cost to be met from the 'Street Furniture Maintenance' budget.**
- 3. That the Finance, Acquisitions and Staffing Committee considers the cost of £780 plus VAT for Contractor B to undertake the annual cleaning of 12 plaques at the Bandstand and Francki Place, with the cost to be met from the 'Street Furniture Maintenance' budget.**
- 4. That Cowes Town Council considers taking ownership of the 60<sup>th</sup> and 75<sup>th</sup> Anniversary of the defence of Cowes plaques and the ORP Grom plaque at the Bandstand.**

5. That, subject to the approval of the above recommendation, the 60<sup>th</sup> and 75<sup>th</sup> Anniversary of the defence of Cowes plaques and the ORP Grom plaque be added to the Town Council's insurance policy.

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

- Community Orchard

The proceedings terminated at 7.05pm

**CHAIRMAN**