

## COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held virtually by Zoom on Thursday 16 July 2020 at 7pm.

**Present:** Councillor Peacey Wilcox (Town Mayor) (Chairman)  
Councillors Adams, Bertie, Brown, Bustin, Ellis, Fuller, Gilpin (7.10pm),  
Hammond (7.15pm), Jones, Nicholson, Oliver, Rafferty, Reynolds (7.11pm),  
Taylor & Wardrop.

**In attendance:** Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk.  
Councillor Michael Paler, East Cowes Town Council & David Riley, Chairman,  
Cowes Harbour Commission for Minute No. 8113.

### **8093 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

### **8094 DECLARATIONS OF INTEREST**

Councillor Bertie declared a non-pecuniary interest in Minute No. 8113 as his business property is a tenant of Cowes Town Waterfront Trust.

Councillor Fuller declared a pecuniary interest in Minute No. 8114 as he is the Chairman and a Trustee of The Footprint Trust.

### **8095 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER**

The Local Safer Neighbourhood Officer provided a written report which had been circulated to all Town Councillors. The crime statistics for June 2020 showed 1 robbery; 5 criminal damage; 2 public order; 5 malicious communications; 3 stalking / harassment; 1 residential burglary; 7 drug offences; 7 theft; 2 offensive weapon offences; 12 assaults; 1 arson; 1 historical sex offence. The current police priorities are: Op Sceptre – nationwide knife crime initiative; Domestic violence – signposting / referring to partner agencies; Drugs – gathering intelligence and taking appropriate action.

### **8096 MINUTES RESOLVED**

**That the Minutes of the Town Council meeting held on 5 March 2020 be taken as read, approved as a correct record and the Chairman be authorised to sign the Minutes.**

### **8097 QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no members of the public present, therefore no questions were raised.

### **8098 REPORTS FROM ISLE OF WIGHT COUNCILLORS**

Written reports focussing on local matters were received from Councillors Fuller, Nicholson and Peacey Wilcox.

Councillors Fuller and Peacey Wilcox were available for questions but none were raised.

Councillor Nicholson was asked about the reference in his report to rundown footpaths and whether they are specific to Cowes; he replied that it was a general observation. With regard to Councillor Nicholson's comments about Planning Policy

and Process on the Isle of Wight, he advised that he believes this does not serve the people of the Isle of Wight and the Policy is not fit for purpose.

The meeting adjourned at 7.33pm and resumed at 7.40pm.

## **8099 REPORTS OF COMMITTEES AND MEETINGS**

### a) Finance, Acquisitions & Staffing Committee

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 23 June 2020 were received and noted. It was:

#### **RESOLVED**

- 1. That Cowes Town Council receive, note and approve the Financial Statement as at 31 March 2020.**
- 2. That Cowes Town Council approves the supply and fitting of a new lock by DMR Engineering for the Town Council's notice board for the sum of £77.89.**
- 3. That Cowes Town Council approves the repainting of two 'Cowes' entry signs, by Moss Hayman, at the Floating Bridge and the seafront for the sum of £320.00.**
- 4. That Cowes Town Council approves the cost of the annual cleaning of 12 plaques, by John Groves Ltd, at the Bandstand and Francki Place for the sum of £780.00.**
- 5. That the costs of the aforesaid recommendations be met from the 'Street Furniture Maintenance' budget.**

### b) Projects Committee

The Minutes of the Projects Committee meetings held on 10 March 2020, 9 June 2020 and 7 July 2020 were received and noted. It was:

#### **RESOLVED**

- 1. That Cowes Town Council approves and adopts the Community Emergency Plan.**
- 2. That Cowes Town Council takes 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.**
- 3. That Cowes Town Council adds the above three plaques to the Town Council's Insurance policy.**
- 4. That Cowes Town Council approves the new Town map.**

### c) VE Day 2020 Working Group

The Minutes of the VE Day 2020 Working Group meeting held on 10 March 2020 were received and noted. It was acknowledged that the VE Day 2020 plans were cancelled due to the Covid-19 pandemic. Councillor Peacey Wilcox advised that she is liaising with Reverend Poppe to look at ways to commemorate the 75<sup>th</sup> anniversary of VJ Day on 15 August 2020.

### d) IWALC Topic Meeting

The Notes of the IWALC Topic meeting held on 27 February 2020 were received and noted.

- e) Age Friendly Island Public Forum  
The Notes of the Age Friendly Island Public Forum from November 2019 and December 2019 were received and noted.
- f) Supporters of Cowes Library  
The Minutes of the Supporters of Cowes Library meeting held on 24 February 2020 were received and noted. Councillors thanked the Supporters and staff for their innovative work at the Library.

**8100 CYCLING IN COWES HIGH STREET**

Councillors considered a proposal for an experimental pedestrian / cycle lane to be set up in Cowes High Street similar to the one along Princes Esplanade for one-way cycling going up Shooters Hill. It was proposed that the scheme should be looked at by the Town Council's Projects Committee with Councillor Oliver's input. Councillors acknowledged that this is an ongoing problem which may grow, especially as there is Government initiative to encourage more cycling and improve fitness. It was suggested that as part of the Place Plan, it may be possible to open up the Yacht Haven at the top of Birmingham Road for cyclists to use instead of the High Street. It was:

**RESOLVED**

**That Cycling in Cowes High Street be referred to the Town Council's Projects Committee for consideration.**

**8101 ANNUAL RETURN AND GOVERNANCE STATEMENT FOR THE YEAR ENDED 31 MARCH 2020**

The Town Clerk presented Councillors with the Town Council's Annual Return and Governance Statement for the year ended 31 March 2020. The period for public inspection has been set for Monday 27 July 2020 to Monday 7 September 2020 inclusive. It was:

**RESOLVED**

**That the Town Council's Annual Return and Governance Statement for the year ended 31 March 2020 be approved and signed by the Town Mayor.**

**8102 STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

The Town Clerk presented Councillors with the Town Council's Statement of Accounts for the year ended 31 March 2020. It was:

**RESOLVED**

**That the Town Council's Statement of Accounts for the year ended 31 March 2020 be approved and signed by the Town Mayor.**

Councillor Bustin left the meeting at 8.10pm.

**8103 INTERNAL AUDITOR'S REPORT FOR THE YEAR ENDED 31 MARCH 2020**

The Town Clerk presented Councillors with the Town Council's Internal Auditor's Report for the year ended 31 March 2020. It was:

**RESOLVED**

**That the Town Council's Internal Auditor's Report for the year ended 31 March 2020 be noted and approved.**

**8104 CHEQUE AND PETTY CASH PAYMENTS FOR THE MONTHS OF MARCH, APRIL, MAY AND JUNE 2020**

The Town Clerk presented Councillors with details of cheque and petty cash payments for the months of March, April, May and June 2020. Cheque payments for March totalled £36,906.94, petty cash payments for March totalled £38.96. Cheque payments for April totalled £18,056.86, petty cash payments for April totalled £10.00. Cheque payments for May totalled £10,725.43, petty cash payments for May totalled £55.49. Cheque payments for June totalled £13,739.70, petty cash payments for June totalled £11.50. It was:

**RESOLVED**

**That the cheque payments for March of £36,906.94, petty cash payments for March of £38.96; cheque payments for April of £18,056.86, petty cash payments for April of £10.00; cheque payments for May of £10,725.43, petty cash payments for May of £55.49; cheque payments for June of £13,739.70, petty cash payments for June of £11.50 be received, noted and approved.**

**8105 ADDITIONAL FUNDING FOR THE CUT PROJECT**

The IW Council have set aside £62,338 of s106 monies against the Town Council's Cut project to improve the area. With the financial impact of the Covid-19 pandemic the IW Council are reviewing s106 allocations for any projects not yet signed off or started, which may result in reduced offers of funding, in this case by £25,000. The IW Council have asked whether the Town Council will be prepared to provide the additional funding of £25,000 to The Cut project. Councillors agreed that the s106 monies should have been ring fenced by the IW Council and if not, why not? It was:

**RESOLVED**

- 1. That Cowes Town Council write to the IW Council to state the Cowes Town Council are contractually committed to Island Roads to deliver The Cut project and the contract was based upon receiving the full s106 allowance of £62,338.**
- 2. If a satisfactory outcome is not received, Cowes Town Council will seek legal advice from IWALC / NALC.**

Councillor Wardrop left the meeting at 8.17pm.

The meeting adjourned at 8.17pm and resumed at 8.22pm.

**8106 ANNUAL TOWN COUNCIL MEETING 2020**

As a result of the Covid-19 pandemic the Annual Town Council meeting scheduled for 7 May 2020 did not take place and Government advice allowed that all current Councillor positions remain in place until the next Annual Town Council meeting. Councillors discussed whether to hold an Annual meeting in this Municipal Year or wait until the next proposed Annual Town Council meeting scheduled for 20 May 2021, following the local elections. It was:

**RESOLVED**

**That Cowes Town Council hold their next Annual Town Council meeting on Thursday 20 May 2021.**

**8107 SCHEDULE OF MEETINGS FOR THE MUNICIPAL YEAR 2020 / 2021**

**RESOLVED**

**That the Town Council and Committee meetings be held on the following dates and start times for the Municipal Year 2020 / 2021.**

<b>TOWN COUNCIL</b>	<b>7pm</b>
4 June 2020	
16 July 2020	
3 September 2020	
1 October 2020	
5 November 2020	
10 December 2020	
4 February 2021	
4 March 2021	
1 April 2021	
20 May 2021 Annual Town Council Meeting	

<b>FINANCE, ACQUISITIONS &amp; STAFFING COMMITTEE 6.15pm</b>
23 June 2020
21 July 2020
18 August 2020
22 September 2020
20 October 2020
17 November 2020
1 December 2020
26 January 2021
23 February 2021
23 March 2021
27 April 2021

<b>PROJECTS COMMITTEE</b>	<b>6.15pm</b>
9 June 2020	
7 July 2020	
5 August 2020	
8 September 2020	
7 October 2020	
4 November 2020	
12 January 2021	
9 February 2021	
9 March 2021	
13 April 2021	

- 8108 APPOINTMENT TO THE FINANCE, ACQUISITIONS & STAFFING COMMITTEE**  
 Following the resignation of Councillor Wardrop from the Finance, Acquisitions & Staffing Committee there is a vacancy on this Committee. It was:  
**RESOLVED**  
**That Councillor Gilpin be appointed to the Finance, Acquisitions & Staffing Committee.**

**8109 SUMMER PLANTING AND WATERING CONTRACTS FOR 2020**

Councillors had previously approved the Summer Planting and Watering Contracts for 2020 by email.

The summer planting is being provided by Care in the Garden. The cost for plants being £778.00, the cost for maintenance of two hours per week being £512.00. The watering contract is with JW Autoshine for the sum of £4,888.60 based on two waterings per week for the summer season.

The cost for both contracts to be met from the 'Coves in Bloom' budget heading. It was:

**RESOLVED**

- 1. That Coves Town Council formally approves the summer planting contract for 2020 with Care in the Garden for the sum of £1,290.00.**
- 2. That Coves Town Council formally approves the watering contract for 2020 with JW Autoshine for the sum of £4,888.60.**
- 3. That the cost for both contracts be met from the 'Coves in Bloom' budget heading.**

**8110 COWES TOWN COUNCIL'S WEBSITE ACCESSIBILITY STATEMENT**

To comply with legislation Coves Town Council must publish a Website Accessibility Statement by September 2020. A draft Statement was considered by Councillors. It was:

**RESOLVED**

**That Coves Town Council approves and adopts the Website Accessibility Statement.**

**8111 MEMBERSHIP OF IWALC (ISLE OF WIGHT ASSOCIATION OF LOCAL COUNCILS) (MINUTE NO. 8087 REFERS)**

At the Town Council meeting on 5 March 2020 Councillors discussed whether to renew Coves Town Council's membership of IWALC for 2020 – 2021 in the sum of £1,657.59. Councillors felt that this amount was rather high and agreed that the Town Council should ask for some reduction in the charge to make it a more affordable level. The Town Clerk wrote to IWALC asking for a reduction in the fee; IWALC replied that they cannot make an exception for one council and therefore are unable to offer a reduction. The fees also include a subscription to the National Association of Local Councils (NALC). Councillors discussed the benefits of remaining with IWALC in terms of free training offered and local and national advice, especially through the Covid-19 pandemic which has been invaluable. It was:

**RESOLVED**

**That Coves Town Council renews its membership of IWALC for 2020 / 2021 for the sum of £1,657.59.**

**8112 MEMBERSHIP OF THE IW SPORTS FOUNDATION**

Councillors considered whether to continue being members of the IW Sports Foundation for 2020 for the annual sum of £6. It was:

**RESOLVED**

**That Coves Town Council renews its membership with the IW Sports Foundation for the sum of £6.**

### **8113 COWES HARBOUR COMMISSION'S STAKEHOLDER CONSULTATION**

Councillors discussed the stakeholder consultation to combine Cowes Harbour Commission (CHC) and Cowes Town Waterfront Trust (CTWT) in order to develop a long-term plan for Cowes Harbour, creating a new charitable Trust to maximise the harbour's potential and its vital central leisure and yachting gateway. The consultation period is Friday 3 July 2020 to Monday 3 August 2020.

Councillors discussed this consultation and whether one combined organisation may not be in the best interests of Cowes. The Town Council would be interested to hear the views of the IW Council, who are also a stakeholder, owning 2% of Cowes Yacht Haven; they are also interested to hear the views of the Harbour Master. It was agreed:

#### ACTIONS

1. Cowes Town Council to meet with Stuart McIntosh, Cowes Harbour Master, to discuss the proposals. East Cowes Town Councillors will also be invited to attend.
2. Cowes Town Council will write to the IW Council to seek their views on the proposals.

### **8114 ANNUAL WARMER COWES REPORT**

Councillors discussed the Annual Warmer Cowes report. For a cost of just over £1,500 The Footprint Trust have managed to identify fuel savings of over £3,000 for residents of Cowes. Unfortunately, due to Covid-19, they had to cancel their outreach events. However rather than home visits at this time, they have carried out telephone consultations to help those who are struggling with their bills. The Footprint Trust thanked Cowes Town Council for their ongoing financial support.

### **8115 UPDATE FROM THE ENVIRONMENT OFFICER**

A spreadsheet outlining Environment Officer issues in Cowes was circulated to all Town Councillors. During the Covid-19 pandemic the Environment Officer had been re-deployed to provide humanitarian functions to support the elderly and vulnerable on the Island, therefore her usual activities have been limited at this time. However she has now been made aware of reports of dog fouling and dogs off leads in Northwood Cemetery, safety works required at Northwood Recreation Ground and issues of vandalism at Arctic Park.

### **8116 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE**

Details of miscellaneous publications and correspondence received were circulated to all Town Councillors.

### **8117 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

There were no items raised for inclusion on future agendas.

The proceedings terminated at 8.43pm.

**CHAIRMAN**