

## COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Community Hall, Northwood House, Cowes on Tuesday 13 July 2021 at 6.15pm

**Present:** Councillors Bertie (Chair), Adams, Brown and Walters

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

In the absence of the Chairman, Councillor Bertie was elected Chairman for the meeting.

### **405. APOLOGIES FOR ABSENCE**

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

### **406. DECLARATIONS OF INTEREST**

No declarations of interests were received.

### **407. MINUTES RESOLVED**

**That the Minutes of the Projects Committee meeting held on 8 June 2021 be taken as read, approved as a correct record and signed by the Chairman.**

### **408. UPDATE ON EXISTING PROJECTS**

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

Martin Hayles (Architect for The Cut project) was not in attendance but had provided an update. Martin has applied to the Local Planning Authority to discharge Conditions 3 and 4 of the Planning Permission. Determination is due within eight weeks from the date of the application and is expected by 29 July 2021. Island Roads will provide dates for undertaking the works and final documentation for the Committee's consideration.

#### **b) Ark and Dove Commemorations**

The graphic designer produced a draft layout of the new information board, which was circulated to Councillors prior to the meeting. He has requested higher resolution images and confirmation of copyright. The Assistant Town Clerk will discuss the sources of the images with George Chastney and obtain the QR code which will be linked to an audio recording of the text. Councillors were happy with the draft layout. It was agreed:

#### **ACTIONS**

1. The Assistant Town Clerk will contact George Chastney to discuss the source of the images and copyright.
2. The Assistant Town Clerk will contact Sight for Wight to request they provide the QR code.

#### **c) Active Travel**

There is no update on the IW Council's bid to the Department for Transport (DfT) for funds from the 'Capabilities Fund'. Once a decision has been confirmed, the IW Council will issue application forms to town and parish councils to apply for assistance with the creation of a local cycling and walking infrastructure plan for their area.

The IW Council have received funding for a number of e-cycle projects, two of which are relevant to Cowes. Councillors are interested to see how this compares with the eScooter trial.

d) **World Finger Post**

A change in the criteria means that the submission to the IW Council for funding from the Welcome Back Fund of £4,000 for the World Finger Post has failed due to it not meeting the revised criteria. The Chairman withdrew the item from the Projects Committee agenda.

e) **Cowes Fayre**

A bid for funding from the Welcome Back Fund of £3,000 for a 'Cowes Fayre' has been made to the IW Council. The Chairman will enquire if other bodies have also been able to apply for funding for the 'Cowes Fayre'. It was agreed:

ACTION

The Chairman will enquire whether other bodies have been able to apply for funding from the Welcome Back Fund.

**409. NEW PROJECTS**

a) **Toilet block by the Rose Bed, Park Road**

The Assistant Town Clerk asked the General Manager what Northwood House Charitable Trust Co. Ltd's plans are for the former toilet block by the Rose Bed. The General Manager advised that the Trust is reviewing all of its buildings over the next six months, which will include the toilet block. There will be significant costs to reinstate the facility as a public toilet. Councillors would like to be kept updated on the Trust's plans for this building, once the review has been completed. It was agreed:

ACTION

The Assistant Town Clerk will write to the General Manager to request the Town Council be updated on the future use of the toilet block on completion of the Trust's asset review.

b) **Christmas Trees in the town**

Councillors discussed the number and location of Christmas trees in the town for 2021. They felt that one dressed Christmas tree should be provided by the Town Council and sited in Francki Place at a cost of up to £800. It was

**RECOMMENDED**

**That the Finance, Acquisitions and Staffing Committee considers providing one dressed Christmas Tree to be located in Francki Place, at a cost of up to £800, with the cost to be met from the 'Civic – Xmas trees/festive lights/bunting' budget heading.**

c) **Festive Lights**

Councillors felt that no changes are necessary to the festive lights as the current lights are in good working order and enhance the town during the festive season. It was

**RECOMMENDED**

**That the Finance, Acquisitions and Staffing Committee considers approving the installation, maintenance and subsequent removal of the Festive Lights at a cost of up to £14,500, with the cost to be met from the 'Civic – Xmas trees/festive lights/bunting' budget heading.**

Councillor Wardrop left the meeting at 6.58pm.

**410. MAINTENANCE ISSUES WITH EXISTING PROJECTS**

a) **Street Furniture**

A number of items of street furniture in the Town Council's ownership require repainting/staining. The Assistant Town Clerk presented quotations for all street furniture requiring redecoration. Items were prioritised for redecoration by their current condition, as there is insufficient funds in the 'Street Furniture Maintenance' budget to undertake all

re-decoration in the current financial year. The remaining items of street furniture not painted this year can be considered for re-decoration in April 2022, ahead of next year's summer season. Following discussion, it was:

**RECOMMENDED**

- 1. That the Finance, Acquisitions and Staffing Committee considers the cost of £340 to repaint two 'Cowes' entry signs, located at Three Gates Road and Carvel Lane, with the cost to be met from the 'Street Furniture Maintenance' budget heading.**
- 2. That the Finance, Acquisitions and Staffing Committee considers the cost of £250 for Contractor B to repaint two metal picnic benches located in Northwood Park, with the cost to be met from the 'Street Furniture Maintenance' budget heading.**
- 3. That the Finance, Acquisitions and Staffing Committee considers the cost of £340 for Contractor B to repaint and stain two benches located at Egypt Light, with the cost to be met from the 'Street Furniture Maintenance' budget heading.**

**b) Northwood Recreation Ground**

The Assistant Town Clerk carried out routine inspections on the Town Council's equipment on 30 June 2021.

The MUGA railing has been repaired. Two chains on one of the basketball hoops have become detached. Councillors discussed whether to carry out a further repair for the cost of £150, or to remove the chains and lower rings for the cost of £22.50. It was felt that the lower rings on both basketball hoops could be removed with no detrimental effect on usage for the cost of £45.

On the Outdoor Gym, the double air walker has suffered a broken weld; the supplier has advised that the item is unrepairable and not covered by the warranty as it is due to wear and tear. The cost to replace the double air walker is £1,239, including installation and removal of the faulty equipment. The quotation also included two replacement labels for the Big Shoulder Wheel and Self Weighted Rower, which are required as detailed in the recent RoSPA safety inspection.

The 'wet pour' on the Playbuilder Swing Seat and Climbing Cone has not been installed. The Assistant Town Clerk has asked the IW Council to follow up with the contractor.

One plank was missing from one of the benches near the MUGA. The IW Council's arranged for an urgent repair the same day.

It was:

**RECOMMENDED**

**That the Finance, Acquisitions and Staffing Committee considers the cost of £45 to remove the chains and lower rings from both basketball hoops, with the cost to be met from the 'Northwood Rec – Skatepark/MUGA/Outdoor Gym maintenance' budget heading.**

It was agreed:

**ACTION**

To expedite the replacement of the faulty double air walker and two labels, the Mayor will authorise, under Financial Regulation 10.2, the total cost of £1,266, with the cost to be met from the 'Northwood Rec – Skatepark/MUGA/Outdoor Gym maintenance' budget heading.

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

There were no items raised for inclusion on future agendas.

The proceedings terminated at 7.19pm

**CHAIRMAN**