

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Community Hall, Northwood House, Cowes on Tuesday 10 August 2021 at 6.15pm

Present: Councillors Nicholson (Chair)(6.20pm), Adams, Bertie, Brown, Sanders and Walters

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

412. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Slade.

413. DECLARATIONS OF INTEREST

No declarations of interests were received.

414. MINUTES

RESOLVED

That the Minutes of the Projects Committee meeting held on 13 July 2021 be taken as read, approved as a correct record and signed by the Chairman.

415. UPDATE ON EXISTING PROJECTS

a) The Cut - Enhancements

Martin Hayles (Architect for The Cut project) was not in attendance but had provided an update. The Local Planning Authority have advised that Island Roads are requesting some amendments to the information previously submitted to discharge Conditions 3 and 4 of the Planning Permission. These relate to the size and location of the tactile paving and repositioning of the proposed street light, to allow better illumination to the junction. Martin will amend the drawings and submit to the Planning Department and Island Roads. Martin has agreed to an extension of time, for a few weeks, for these matters to be resolved before the Discharge of Condition Approval can be issued. Councillors discussed the tendering process undertaken for the appointment of Island Roads for this project, for the benefit of new Councillors. Concern was expressed at the further delays in bringing this project to fruition. It was agreed

ACTION

The Assistant Town Clerk will write to Island Roads to express concern at the request for further amendments and delays.

b) Ark and Dove Commemorations

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c) Active Travel

The IW Council is awaiting the decision from Government regarding funding for local cycling and walking infrastructure plans (LCWIPs) and has chased for a response.

The Environment Officers are keeping a log of the times and issues in the High Street and are speaking to cyclists and eScooterists to advise them of the restrictions.

d) Cowes Fayre

The Town Council has put in a bid for funding from the Welcome Back Fund of £3,000 for a 'Cowes Fayre'. Bids have also been submitted from Cowes Business Association and Northwood Parish Council for funding to assist with the organisation of the Fayre using

event organisers. Councillors Bertie and Nicholson will be meeting with the IW Council's Director of Regeneration later this week and hope to receive an update on the bid. The setting up of food, business and marine hubs during the event are being discussed. It hoped the event will start small and grow in time and will be an excellent way to celebrate the launch of the Place Plan.

416. NEW PROJECTS

a) High Street Pedestrianisation and Bollards

In response to further complaints of vehicles using the High Street during hours of pedestrianisation, Councillors felt that the situation needed reviewing and advice sought on the options available. Historically, bollards were raised and lowered on a daily basis to allow/restrict vehicles in line with the prohibition of traffic restrictions. The person subsequently stepped down from this role and a replacement wasn't appointed; the bollards deteriorated and are no longer in working order. It was agreed

ACTION

The Assistant Town Clerk will write to Island Roads to ask who is able to advise the Town Council on possible solutions.

Councillor Wardrop left the meeting at 7.14pm

b) Approved Contractors List

The Chairman introduced the project and outlined his thoughts. The Town Council has a duty to guarantee the competence of the contractors we engage, making sure they are insured and qualified for the job, and to ensure the Town Council are working to the standards required for a public body. Councillors agreed that enquiries should be made with IWALC, the Council's insurers and the IW Council to ask about procedures and responsibilities when appointing contractors. It was agreed

ACTIONS

1. The Clerks will write to IWALC to request information on Town and Parish Councils' responsibilities and procedures for engaging contractors.
2. The Clerks will write to the Town Council's insurers to enquire about checklists for engaging contractors.
3. The Clerks will write to the IW Council to enquire about their checklists/procedures for engaging contractors.

c) Community Orchard

At the monthly meeting with IW Council officers on 22 July 2021, the Town Council were made aware of an initiative to create community orchards, funded/part-funded by Planet Aware. The Clerks have made enquiries with the IW Council's Tree Officer and requested that consideration is given to the installation of a community orchard at Northwood Recreation Ground. The Town Council's Tree Wardens have been advised of the potential project and a site meeting with IW Council officers has been arranged for Monday 16 August 2021 to hold a face to face discussion to look at a suitable location, size and tree varieties.

417. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) Street Furniture

Councillor Adams requested consideration be given to installing barbecue stands on Mornington Green to protect the grass.

Councillor Walters felt the current procedure for approving small repairs was onerous and the Clerks should be given authority to approve expenditure up to £500, requiring a review

of the Projects Committee's Terms of Reference and the Town Council's Financial Regulations. It was agreed:

ACTIONS

1. Councillor Adams will obtain costs for the installation of barbecue stands on Mornington Green.
2. The Town Clerk will review the Projects Committee's Terms of Reference and the Town Council's Financial Regulations for consideration by the Town Council.

b) **Northwood Recreation Ground**

A replacement double air walker is on order.

The 'wet pour' for the Playbuilder Swing Seat and Climbing Cone is on order; the Environment Officer has raked the woodchip to cover the concrete base in the interim. Councillor Nicholson contacted Island Roads to seek their advice on repairs to the tarmacked surface in the Skate Park. A Quotation Request Form has been sent to Island Roads for their consideration.

418. ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Pesticide Free Trial at Northwood Park
- 80th Anniversary of Defence of Cowes
- Uffa Fox Regatta

The proceedings terminated at 7.40pm

CHAIRMAN