

COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Drawing Room, Northwood House, Cowes on Thursday 16 December 2021 at 7pm.

Present: Councillor Bertie (Town Mayor) (Chairman)
Councillors Adams, Brown, Carter, Ellis, Hollis, Nicholson, Paler, Sanders & Walters.

In attendance: Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; two members of the public.

Prior to the start of the meeting the Mayor welcomed Councillor Michael Paler, the newly co-opted Councillor for Cowes Medina Ward.

8405 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Fuller, Hammond, Jones, Peacey Wilcox, Rafferty & Wardrop.

8406 DECLARATIONS OF INTEREST

a) Councillor Walters declared a non-pecuniary interest in Minute No. 8411a11 as he is a member of the parochial council of St Mary the Virgin Church, Cowes.

b) Written requests for dispensation were received, and granted, from Councillors Adams, Bertie, Brown, Carter, Ellis, Hollis, Sanders and Walters in respect of the draft budget and precept setting for 2022 / 2023. Min. No. 8411a9 refers.

8407 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER

The local Safer Neighbourhood Officer provided a written report which was circulated to all Town Councillors. If restrictions allow, the PACT (Police And Communities Together) meetings will be re-starting. A poster was also circulated regarding crime prevention advice: Burglary.

Councillors discussed the difficulty in reporting crimes via the 101 number. The two Christmas trees in the town had been vandalised and the shopkeepers could not report the crime via 101, they were told to email through details of the crime. As the shopkeepers did not have access to the internet, a Town Councillor offered to email through the report which turned into a very long and protracted task. It was agreed:

ACTION

The Town Clerk will write to the local Safer Neighbourhood Officer to invite her to the next Town Council meeting and to enquire why crimes cannot be reported using the 101 system.

8408 MINUTES

RESOLVED

That the Minutes of the Town Council meeting held on 4 November 2021 be taken as read, approved as a correct record and signed by the Chairman.

8409 QUESTIONS FROM MEMBERS OF THE PUBLIC

Two members of the public / residents of the Market Hill area attended the Town Council meeting to discuss the undeveloped land at Market Hill. Residents would like the Town Council to purchase the land from the developer and turn the area into a

small park. The residents were advised that the Town Council have to be very careful where they spend tax payers' money. The land in question has builders' rubble and timber and is generally very untidy. The Holm Oak tree, which is protected, has had the protective netting removed which leaves the tree vulnerable. Residents advised that foxes are inhabiting the area of the timber on the site and rats have also been seen. The IW Council's Environment Officer (EO) visited the site at the request of Cowes Town Council and found no evidence of vermin at that time. The EO will be meeting residents on site to hear their concerns.

In 2019 when the land was up for sale, the Town Council formed a 'Land at Market Hill Working Group' to discuss the future of the site. It was agreed that this Working Group should be reformed to again consider the future of this site. It was agreed:

ACTION

The Town Clerk will write to all Town Councillors asking for five nominations to join the Land at Market Hill Working Group and will subsequently arrange a date for a meeting.

8410 REPORTS FROM ISLE OF WIGHT COUNCILLORS

Written reports focussing on local matters were received from Councillors Fuller, Nicholson, Peacey Wilcox and Quigley. Councillors Fuller, Peacey Wilcox and Quigley were not in attendance and therefore unavailable to answer any questions.

Councillor Nicholson commented that Southern Water were making efforts to reduce the sewage outfall in Gurnard but firstly had to gain permission from the Environment Agency. Southern Water's remit is to repair and maintain but it was noted that new infrastructure is needed, especially in the light of new properties being connected to the existing sewage system.

Councillor Nicholson also advised Councillors that walk in booster sessions are now being held at Westridge and most GP surgeries, including Cowes Medical Centre. He advised Councillors to watch out for local press releases in this regard.

8411 REPORTS OF COMMITTEES AND MEETINGS

a) **Finance, Acquisitions & Staffing Committee**

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 23 November 2021 were received and noted. It was:

RESOLVED

- 1. That Cowes Town Council receive, note and approve the Financial Statement as at 30 September 2021.**
- 2. That Cowes Town Council enters into a Toilet Cleaning & Litter Picking Contract for 2022 / 2023 with All Round Cleaners for the sum of £34,740.63.**
- 3. That All Round Cleaners completes Cowes Town Council's Supplier Evaluation Form, prior to the start of the contract beginning on 1 April 2022.**
- 4. That Cowes Town Council suspends Financial Regulation 10.4 and enters into a Grounds Maintenance Contract for 2022 / 2023 with Andy Butler Specialist Ground Services for the sum of £12,265.00.**
- 5. That Andy Butler Specialist Ground Services completes Cowes Town Council's Supplier Evaluation Form, prior to the start of the contract beginning on 1 April 2022.**
- 6. That, as from 1 April 2023, Northwood House Charitable Trust Co. Ltd directly engage the Grounds Maintenance Contractor for works at**

Northwood Park and make a grant application to Cowes Town Council for a contribution to the contract.

7. That Cowes Town Council identifies an amount of £2,700 in the Budget for 2022 / 2023 for the 'Warmer Cowes' project.

8. That The Footprint Trust will be required to make a grant application to Cowes Town Council for a sum of up to £2,700.

9. That Cowes Town Council approves the draft Budget for 2022 / 2023, as below, which will require the precept to be £319,794.

COWES TOWN COUNCIL BUDGET 2022-2023

EXPENDITURE	2022-2023
GENERAL ADMINISTRATION	
Town Clerks' salaries / NIC/ Tax / Pension	£56,440
Office Rent	£8,700
Stationery / Sundry Office Expenses/Software	£700
Office Equipment / Photocopier	£1,000
Telephone / Broadband / Website	£1,500
Postage	£300
Conference fees & Travelling	£500
Training	£500
Hire of Meeting Rooms and / or Zoom	£400
Subscriptions	£2,100
Insurance	£2,500
Audit and Accountancy	£2,100
Mayor's Allowance	£2,000
Newsletter / Publicity	£4,000
Elections / Admin Contingency	£2,500
Civic Regalia	£500
Sub Total	£85,740
DISCRETIONARY SERVICES	
Northwood Rec Grounds Maintenance	£7,814
Northwood Rec - Skate Park / MUGA / Outdoor Gym Maintenance	£6,000
Northwood Rec Toilets - Cleaning, electricity + other costs	£10,000
Northwood Park Grounds Maintenance	£12,265
Northwood Park Toilets - Cleaning Only	£4,000
Dog + Litter bin emptying	£5,600
Other grounds maintenance in Cowes	£6,950
4 Public Toilets - Cleaning + other costs	£42,000
Cowes Library	£22,400
Cowes In Bloom	£8,000
Environment Officer	£2,825
Warmer Cowes	£2,700
Park Road Crossing Patrol	£5,000
Cowes & Northwood Place Plan Promotion	£12,000
Discretionary Services Contingency	£8,000
Sub Total	£155,554

TOWN IMPROVEMENTS / GRANTS / SPECIAL EVENTS	
Street furniture maintenance	£3,000
High Street Decoration / Festive lights / Bunting	£15,000
New Projects	£4,000
Grants	£15,000
Remembrance Sunday & Charity Donations	£1,500
Public Toilet refurbishment & Capital Projects	£40,000
Sub Total	£78,500
TOTAL EXPENDITURE	£319,794

10. That Cowes Town Council transfers the funds held into another Nationwide Business 1 Year Fixed Rate Saver Account with a gross interest rate per annum of 0.30%.

11. That a grant be made to St Mary the Virgin Church, Cowes in the sum of £2,880.

12. That Cowes Town Council does not make a grant to Cowes Cricket Club.

13. That a grant be made to the Isle of Wight Music, Dance & Drama Festival in the sum of £50.

14. That no additions or removals are required to Cowes Town Council's Grant Application Form.

b) Projects Committee

The Minutes of the Projects Committee meeting held on 9 November 2021 were received and noted. Councillor Bertie referred to the Uffa Fox Regatta being planned for August 2022 and asked Councillors to let him have any ideas / suggestions for the event. It was:

RESOLVED

1. That Cowes Town Council approves Island Roads' final estimate, including maintenance to the end of the PFI Contract, of £65,253.57, subject to the Isle of Wight Council releasing S.106 monies of £62,338.00, with the balance of £2,915.57 to be met from monies held by Cowes Town Council for The Cut project.

2. That Cowes Town Council approves a contingency sum of £6,000, being 10% of the contract value, to be met from monies held by Cowes Town Council for The Cut project.

3. That, subject to a successful LCWIP application, Cowes Town Council suspends Financial Regulation 10.4 and engages People Powered CIC to undertake the creation of an LCWIP.

4. That Cowes Town Council approves the amended supplier evaluation form.

c) IWALC Topic Meeting

The Notes of the IWALC Topic meeting held on 28 October 2021 were received and noted.

d) Supporters of Cowes Library

The Minutes of the Supporters of Cowes Library meeting held on 25 October 2021 were received and noted.

8412 NETWORK RYDE

Network Ryde is a centre funded by Ryde Town Council for school years 8 - 13 and young adults with special needs. They have youngsters taking part in the Duke of Edinburgh Award, for which Ryde Town Council pay the entrance fees. The centre also focusses on mental health and well-being; they offer support advice and guidance, along with a safe place for young people to go. Councillors were asked to consider whether this is something that Cowes Town Council could do to support young people in Cowes. It was agreed:

ACTION

This proposal will be discussed at the next Projects Committee meeting on 11 January 2022.

8413 CHEQUE AND PETTY CASH PAYMENTS FOR THE MONTH OF NOVEMBER 2021

The Town Clerk presented Councillors with details of cheque and petty cash payments for the month of November 2021. Cheque payments totalled £25,380.43; petty cash payments totalled £11.00. It was:

RESOLVED

That the cheque payments of £25,380.43 and petty cash payments of £11.00 be received, noted and approved.

8414 CO-OPTION TO COWES MEDINA WARD

Following an interview held on 7 December 2021, Mr Michael Paler has been co-opted to Cowes Medina Ward. Councillor Bertie once again welcomed Councillor Paler to Cowes Town Council.

8415 TERMS OF SERVICE (PROJECT OVERSIGHT) OF THE CUT REGENERATION SCHEME

The Town Council's Projects Committee require contract supervision of The Cut regeneration scheme while Island Roads undertake the works. The architect for the project, Mr M Hayles, has provided his Terms of Service (Project Oversight) and a quotation to undertake the contract supervision for the sum of £2,225.00. As only one quotation has been sought it will require the suspension of Financial Regulation 10.4. It was:

RESOLVED

That Financial Regulation 10.4 be suspended and Mr M Hayles be engaged to supervise The Cut regeneration scheme as set out in the Terms of Service (Project Oversight) for the sum of £2,225.00

8416 COWES TOWN COUNCIL'S MEMORIAL BENCH POLICY

A review of the Memorial Bench Policy was carried out and no amendments were required. It was:

RESOLVED

That Cowes Town Council approves the Memorial Bench Policy.

8417 UPDATE FROM THE ENVIRONMENT OFFICER

A report outlining the activities of the Environment Officer in Cowes was circulated to all Town Councillors. Actions taken included dog warden services, play park inspections, public convenience inspections, monitoring of fly tipping and dealing with litter issues.

8418 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE

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

8419 ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Invite a representative from Island Roads to discuss the programme of works in Cowes for 2022 – Councillor Walters
- Youth Council – Councillor Carter

The proceedings terminated at 8.41pm.

CHAIRMAN