

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Library, Northwood House, Cowes on Tuesday 12 April 2022 at 6.15pm

Present: Councillors Nicholson (Chair), Adams, Brown, Paler, Sanders, Walters and Wardrop

In attendance: Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; Martin Hayles (Architect for The Cut and Medina Road public conveniences projects); a representative from Moorgreen Road Allotment Society; Kay Smith, Action IW's Community Resilience Co-ordinator, Cowes Area

461. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Bertie.

462. DECLARATIONS OF INTEREST

No declarations of interest were received.

463. MINUTES

RESOLVED

That the Minutes of the Projects Committee meeting held on 8 March 2022 be taken as read, approved as a correct record and signed by the Chairman.

464. UPDATE ON EXISTING PROJECTS

a) **The Cut - Enhancements**

Martin Hayles, Architect for The Cut project, was in attendance. There has been no update from the IW Council on the timescale for delivery of the works. The Town Council reiterated their wish for the works to be completed before the main tourist season to minimise disruption and to avoid additional costs. It was agreed

ACTION

The Chairman will write to the IW Council to request an early commencement date for the works.

b) **Ark and Dove Commemorations**

There was no update on this project due to the Clerks' current workload priorities.

c) **Active Travel / Local Cycling and Walking Infrastructure Plan (LCWIP)**

People Powered CIC have completed the draft LCWIP which has been circulated to Councillors. Any comments are to be passed to the Clerks by 22 April 2022 for collating and forwarding to People Powered CIC.

d) **Community Orchard**

The trees for Northwood Recreation Ground will be delivered locally on 28 April 2022. Red Funnel will be providing a plaque to promote their involvement in the project. Volunteers are required on 29 April 2022 to assist with the tree planting. In addition to the fruit trees for the Community Orchard, four Silver Birch trees have also been provided.

Councillors Paler and Brown will continue to liaise with the IW Council's Tree Officer and Red Funnel.

e) **Moorgreen Road Allotment Society and Woodland**

The bulk of the tree management works were carried out in the woodland during February. Chipping of the cuttings was completed in early March and will be used to create the

pathways. The Green Gym will carry out a deep clean of the area in early May and assist with the creation of the new pathways. Councillors suggested a skip would assist with removal of the debris. A number of complaints from local residents regarding the work undertaken and plans to open up the woodland have been received. The Allotment Society have engaged with the complainants to explain the need for the improvements and the benefits that will be achieved to the area and for the public.

The IW Council contacted the Allotment Society to ask their wishes for the grounds maintenance of the Reservoir area. Following discussion, it was considered that the level Reservoir area be routinely cut, however, the banks should have an early cut in February - April, no cutting over the summer, and a late cut in mid-late September. This will encourage wild flowers. It was agreed

ACTIONS

1. The Assistant Town Clerk will write to the IW Council to give the Town Council's support for the banks of the Reservoir to be given an early cut in February - April, then left for wild flowers to grow, with a late cut in mid-late September.
2. The Assistant Town Clerk will promote the Moorgreen Woodland walk in the Summer Newsletter.

f) **Cowes Place Strategy and Structure**

The Chairman provided a draft document, outlining the Town Council's objectives and strategy aligned to the Place Plan for consideration. It was agreed

ACTION

The document will be referred to the Place Plan Working Group for further consideration.

g) **Secrets of the Solent**

Southern Water's pumping station opposite Mornington Road has been put forward as a location for one of the murals. The Hampshire and IW Wildlife Trust (HIWWT) are liaising directly with Southern Water regarding the installation of the mural. HIWWT want to run a workshop where volunteers and people who have been involved can discuss why the Solent is special to them and what species and habitats they'd like to see on the mural. They are currently looking for community rooms that are suitable to hire in Cowes for up to 20 people; the Clerks have provided contact information for a number of suitable venues.

h) **Signage on public conveniences**

Island Roads have provided a quotation for the supply and installation of two directional signs at The Parade public conveniences, based on utilising both lampposts, and maintenance costs to the end of the PFI Contract. Councillors considered the maintenance cost to be considerable and suggested asking Island Roads what our liability and responsibilities will be for the ongoing maintenance of the two signs. It was agreed

ACTION

The Assistant Town Clerk will ask Island Roads what the Town Council's liability and responsibilities will be for the ongoing maintenance of the two signs.

i) **Queen's Platinum Jubilee**

Arrangements for celebrating the Queen's Platinum Jubilee are underway. This item will be removed from future agendas.

j) **Public Conveniences Refurbishment**

Martin Hayles has been engaged by the Town Council as Architect for the refurbishment of Medina Road public conveniences. Martin was in attendance and advised he has completed a survey of the facility at Medina Road and produced detailed drawings. He outlined his

recommendations to refurbish the facilities, including re-use of the fittings, strip out the floor tiles and replace with a solid sheeting, continuing partially up the wall; cover the walls with a solid surface which is vandal resistant, removal of the urinal and the inclusion of an additional cubicle in the Gents, the addition of flood guards to doors, new external doors and windows, renewed electrical fittings. He suggested a drain survey be included. Existing internal drains are to remain for use when cleaning, however, these will be checked to ensure trap gullies are in place to avoid aromas from the drainage system entering the facilities.

The building is leased from Southern Water and their permission will be required before works are undertaken. Councillors asked for details of the remaining term of Lease. It was agreed

ACTIONS

1. Martin Hayles will send the detailed drawings to the Clerks for circulation and prepare a Schedule of Works for the next Projects Committee meeting.
2. The Town Clerk will provide details of the Lease with Southern Water at the next Projects Committee meeting.

Martin Hayles left the meeting at 6.51pm.

k) **Northwood Recreation Ground Plaque**

Following a request from a member of public that the Town Council replaces the dedication plaque at Northwood Recreation Ground, the Assistant Town Clerk has obtained copies of the Deed of Gift, Deed of Variation and Indenture relating to Northwood Recreation Ground from the IW Council. No details of the wording on the original plaque have been located. Draft wording for a replacement plaque was discussed. It was agreed

ACTION

The Assistant Town Clerk will obtain measurements and costings for a replacement plaque.

465. **NEW PROJECTS**

a) **Review of application for grants criteria, Key Service Objectives and Statement of Purpose**

The Finance, Acquisitions and Staffing Committee referred the criteria for applying for a grant to the Projects Committee for review, linking the criteria to the Town Council's Key Service Objectives and Statement of Purpose. As discussed above, Minute 464f, the draft Objectives will be referred to the Place Plan Working Group for further consideration. The grants criteria will be reviewed following completion of the review of the aims and objectives.

b) **Grass Verges - Upper Moorgreen Road**

The Chairman has been approached by a resident of Upper Moorgreen Road, expressing their concern at the state of the grass verges on this road, which are frequently parked on, and requesting that the grass verges are removed when the footways are resurfaced. Island Roads have recently renewed the tarmac and re-turfed grassed areas but cars parked on the areas are destroying the freshly laid turf. Councillors discussed what options are available and acknowledged that residents need to be consulted before any changes are implemented. It was agreed

ACTION

The Chairman will write to Island Roads to ask what options are available.

466. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) **Street Furniture**

The Town Council asked the IW Council for permission to install four BBQ stands on the lower section of Mornington Green. IW Council officers advised that the stands attract a considerable amount of food debris and litter, with food frequently being left on the stands, requiring them to be cleaned regularly. Neighbouring properties needed to be consulted before any permission is given. This project will not be progressed at this time.

A new contractor is required to decorate a number of items of street furniture. It was agreed

ACTION

The Assistant Town Clerk will obtain quotations for the street furniture decoration.

b) **Public Conveniences**

Routine inspections were carried out by the Assistant Town Clerk on 31 March 2022.

There has been further vandalism at the Ladies' public conveniences at Northwood Recreation Ground. The Police have been made aware but have advised that they will not be actively investigating the crime as there are currently no further lines of enquiry due to there being no suspect, CCTV, or witnesses, and this crime would be unsuitable for forensic examination. The damaged tiles have been removed and will be replaced after the school Easter holidays. It was

RECOMMENDED

That Cowes Town Council write to the Police and Crime Commissioner and Chief of Police at Newport to complain about the lack of action being taken to repeated issues of vandalism at Northwood Recreation Ground public conveniences.

Councillor Wardrop left the meeting at 7.55pm.

c) **Northwood Recreation Ground**

Councillors were presented with a quotation for a new piece of apparatus for the Outdoor Gym, following removal of the faulty Double Air Walker. The Push-up and Dip Station will cost £1,297 plus VAT, for supply, delivery and installation. It was

RECOMMENDED

That Cowes Town Council considers the cost of £1,297, plus VAT, for a Push-up and Dip Station, with the cost to be met from the 'Northwood Rec – State Park/MUGA/Outdoor Gym Maintenance' budget heading.

It was agreed

ACTION

The Assistant Town Clerk will write to the supplier to ask if there is any cost saving if the Push-up and Dip Station is installed at the same time as they will be undertaking a repair at Northwood Recreation Ground. If a saving can be made, the Chairman will authorise the purchase.

467. ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Wellness Action Plan.

The proceedings terminated at 8.03pm

CHAIRMAN