

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Dining Room, Northwood House, Cowes on Tuesday 12 July 2022 at 6.15pm

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

In attendance: Kate Gibbs, Assistant Town Clerk

476. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Adams.

477. DECLARATIONS OF INTEREST

No declarations of interest were received.

478. MINUTES RESOLVED

That the Minutes of the Projects Committee meeting held on 14 June 2022 be taken as read, approved as a correct record and signed by the Chairman.

479. UPDATE ON EXISTING PROJECTS

a) The Cut - Enhancements

There was no update on this project.

b) Public Conveniences Refurbishment - Medina Road

Martin Hayles was not in attendance but had provided revised drawings, which were circulated to Councillors prior to the meeting. Isle Access were asked for their comments on the design of the proposed refurbishment; their observations and recommendations were circulated to Councillors and Martin Hayles. Martin will consider incorporating their recommendations into the design, where possible, and provide revised drawings for Councillors' consideration. Councillors would like Martin to provide a checklist to ensure the design complies with British Standard BS 8300:2018 and Building Regulations 2010 (Approved Document M Volume 2, 2015 incorporating 2020 amendments), where this is possible within the constraints of the building, to make the facilities accessible to as many users as possible. It was agreed:

ACTION

The Assistant Town Clerk will ask Martin to provide a checklist to ensure the design complies with British Standard BS 8300:2018 and Building Regulations 2010 (Approved Document M Volume 2, 2015 incorporating 2020 amendments), where this is possible within the constraints of the building.

c) Ark and Dove Commemorations

There was no update on this project.

d) Community Orchard

Four quotations were sought to supply an additional information plaque for the Community Orchard at Northwood Recreation Ground, but only one was received. Councillors considered the draft design and quotation. It was:

RECOMMENDED

That Cowes Town Council considers the cost of up to £100 for Contractor A to supply an oak plaque, with the cost to be met from the money set aside for the Community Orchard.

- e) **Moorgreen Road Allotment Society and Woodland**
The Green Gym will construct the final steps to open up the entrance from the Baptist Church grounds. Gate posts at the reservoir entrance and signage to advise that the pathway is open are yet to be installed.
- f) **Cowes Place Strategy and Structure**
The Chairman provided an update on a meeting with IW Council officers to discuss planning aspects of the Place Plan and how it will link to the Island Plan. Of particular note was the need for sufficient workers to meet marine industry orders. This will be further discussed at the Place Plan Working Group and will be removed from the Projects Committee agenda.
- g) **Secrets of the Solent**
An update had been provided by the Hampshire and Isle of Wight Wildlife Trust. The 6 community workshops were completed in April and May, providing the mural artist with lots of inspiration for species and habitats to include in the murals. The artist is in the process of painting the murals. The original design that incorporated jigsaw tabs and blanks would be difficult to include and HIWWT have decided that all 6 of the pieces will be 8 foot by 8 foot, with no tabs or blanks. Once the pieces are painted they are planning to lay them all out together to form the map of the Solent and are working with a local media company who will film them with a drone. This will be the only time that all 6 pieces will be together. The drone footage will be used on HIWWT's website and social channels for people to see. A likely completion date will be advised shortly, followed by a delivery date for the mural.
- h) **Northwood Recreation Ground Plaque**
Three quotations for the supply of a new plaque, with optional backboard, were considered. The plaque will replace the dedication plaque originally displayed on the pillar at Northwood Recreation Ground. The permission of the IW Council will be required to install any plaque at this location. Councillors felt the inclusion of a backboard will increase future maintenance costs and was not required. The plaque will be of satin stainless steel, chemically etched and infilled, supplied with drilled holes and fixings. Following discussion it was:
RECOMMENDED
1. That Cowes Town Council seeks the permission of the IW Council to install a dedication plaque at Northwood Recreation Ground.
2. Subject to the above, that Cowes Town Council considers the cost of £297.00 plus £55.00 postage and packing, for Contractor A to supply a plaque, with the cost to be met from the 'New Projects' budget heading.
- i) **Grass Verges - Upper Moorgreen Road**
Councillor Nicholson has asked Island Roads if a sign requesting "NO PARKING ON THE GRASS VERGES" can be installed at the entrance of Upper Moorgreen Road. Island Roads will check the regulations to see if such a sign is permitted and, if so, provide a quotation. This item will be removed from the agenda until an update is available.
- j) **Wellness Action Plan**
Kay Smith had provided the Town Clerk with details of mental health wellbeing training that is available to Clerks and Councillors. 5 free places are available and Councillors have been invited to put their name forward.
Councillors felt that mental health wellbeing should be considered when reviewing the Town Council's policies and procedures.

480. NEW PROJECTS

a) **Local arts projects**

This item was deferred.

b) **Telephone box / area outside Sainsbury's**

BT have advised they are currently undertaking a review of their public payphones and looking at possible alternative uses (including small cell, Wi-Fi, electric charging etc) for low usage public payphones. As a result, a number of phone boxes earmarked for removal as part of consultations with local authorities have been put on hold or cancelled. As part of this review, removal of the kiosk in the High Street has been put on hold for the time being. Councillors are in favour of removal of the phone box and want to explore options for future community use of the area. Suggestions raised included siting the Town's Christmas Tree or installation of a platform/stage. It was noted that the telephone exchange box will have to remain. It was agreed:

ACTION

Martin Hayles Architectural Services will be asked to provide his initial thoughts and costs to provide a sketch to change the area into a public utility area.

c) **Christmas Tree**

Councillors discussed the number and location of Christmas trees in the town for 2022. 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 Cowes Town Council 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.

d) **Festive Lights**

This item was deferred.

481. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) **Street Furniture**

There were no issues to discuss.

b) **Public Conveniences**

A maintenance issue with one of the Parade flushes had been raised with FW Marsh, who responded very quickly and resolved the issue at no cost to the Town Council.

c) **Northwood Recreation Ground**

The Assistant Town Clerk presented the findings from the annual RoSPA safety inspections at Northwood Recreation Ground. Some remedial works are already in hand and quotations will be sought for further repairs.

482. ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Twinning with Newport, Rhode Island.

The proceedings terminated at 7.03pm

CHAIRMAN