

COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in The Dining Room, Northwood House, Cowes on Thursday 1 September 2022 at 7pm.

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

In attendance: Debbie Faulkner, Town Clerk; Kate Gibbs, Assistant Town Clerk; Architect for the Medina Road public convenience refurbishment; County Press Reporter.

8540 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ellis, Hammond, Peacey Wilcox & Rafferty.

8541 DECLARATIONS OF INTEREST

Councillor Walters declared a non-pecuniary interest in Minute No. 8554 as he is the auditor for the Friends of the ORP Blyskawica Society.

Councillor Walters declared a non-pecuniary interest in Minute No. 8558 as he is the Chairman of St Mary's Parochial Church Council.

Councillor Fuller declared a non-pecuniary interest in Minute No. 8566 as he is the Chairman of The Footprint Trust Ltd.

8542 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER

The local Safer Neighbourhood Officer provided a written report which was circulated to all Town Councillors. Councillors discussed the reason why members of the public are not contacting the police and it was suggested that it is because it is not easy to do and they do not get a tangible response. The Town Council wrote to the Police and Crime Commissioner in May 2022 and a response advised that we should expect to receive a reply from the District Commissioner, to date no response has been received. It was:

RESOLVED

That Cowes Town Council writes again to the Police and Crime Commissioner to advise that a response has not been received from the District Commissioner.

8543 MINUTES

RESOLVED

That the Minutes of the Town Council Meeting held on 14 July 2022, be taken as read, approved as a correct record and signed by the Chairman.

8544 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no members of the public present, therefore no questions were raised.

8545 REPORTS FROM ISLE OF WIGHT COUNCILLORS

Written reports focussing on local matters were received from Councillors Fuller, Nicholson and Peacey Wilcox and were circulated to all Town Councillors.

Councillor Fuller advised that parking problems are expected again when schools return next week. Ward Avenue was discussed in relation to the road being

unregulated and some residents leaving their cars in place for long periods of time without moving them.

The proposed development at Medina Yard was discussed. The original planning permission was granted on the basis that phases one and four were progressed simultaneously. It now appears that this stipulation has changed and phase one (residential) can go ahead without phase four (industrial). It was agreed:

ACTION

The Town Clerk will write to the IW Council's Planning Department to ask for an update on the Medina Yard Planning Application.

The bandstand was discussed with regard to redeveloping the whole area to include the public conveniences. The bandstand has village green status and redevelopment would have to be approved by the IW Council. It was agreed:

ACTION

The Town Clerk will write to the IW Council to ascertain the status of the bandstand and whether it could be considered for redevelopment.

8546 REPORTS OF COMMITTEES AND MEETINGS

a) Planning & Licensing Committee

The Minutes of the Planning & Licensing Committee meetings held on 20 July 2022, 10 August 2022 and 31 August 2022 were received and noted.

b) Finance, Acquisitions & Staffing Committee

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 26 July 2022 were received and noted. It was:

RESOLVED

1. That Cowes Town Council receive, note and approve the Financial Statement as at 30 June 2022.

2. That a grant be made to Victim Support in the sum of £100.

3. That a grant is not made to the Isle of Wight Community Club Indoor Bowls Section. However the Town Council will offer assistance to the applicant should they wish to make a bid for support from a sporting or lottery organisation.

4. That a grant is not made to the British Powerboat Racing Club Event Management.

5. That no amendments are required to Cowes Town Council's Standing Orders.

c) Place Plan Working Group

The Minutes of the Place Plan Working Group meeting held on 19 July 2022 were received and noted. It was:

RESOLVED

That Cowes Town Council adopts the Cowes, Northwood and Gurnard Local Cycling and Walking Infrastructure Plan (LCWIP).

d) Supporters of Cowes Library

The Minutes of the Supporters of Cowes Library meeting held on 25 July 2022 were received and noted.

- e) IWALC AGM
The draft Minutes of the IWALC AGM held on 28 July 2022 were received and noted.
- f) IWALC Online meeting with IW Council's Cabinet
The report of the online meeting with the IW Council's Cabinet held on 14 July 2022 was received and noted. A question was raised regarding the current / future position of payments made to Town and Parish Councils for the precept. Freshwater Parish Council had been informed that the IW Council is considering, without consultation, changing the way that the precept is received. It was agreed:
ACTION
The Town Clerk will write to the Leader of the IW Council to express their concerns about this matter and to seek clarification.
- g) Cowes Harbour Commission Advisory Committee
The draft Minutes of the Cowes Harbour Advisory Committee meeting held on 5 May 2022 were received and noted.
- h) Environment & Sustainability Forum
The Minutes of the Environment & Sustainability Forum held on 28 July 2022 were received and noted.

8547 MEMBER REVIEW OF FINANCIAL RECORDS – QUARTER 1

Councillor Adams, as Cowes Town Council's Member Internal Financial Reviewer, with Councillor Paler in attendance, undertook a review of the Town Council's financial records on 17 August 2022. The quarterly review covered the period 1 April 2022 to 30 June 2022. The purpose of the review was to take a random sample of financial transactions during the period and review for accuracy and compliance with Financial Regulations. Documents reviewed included the Cash book; invoices; bank records; petty cash records; reporting & approval by members: agendas / minutes – list of cheque and petty cash payments; and VAT Return spreadsheet. The review showed from the sample taken during the period that the standard of book-keeping continues to be very good. It was:

RESOLVED

That the Member Review of Financial Records for Quarter 1 be received, noted and approved.

8548 COWES GEARS UP FOR THE TOUR OF BRITAIN 2022

Councillors discussed the updated plans for the Tour of Britain 2022 race which concludes on the Island on Sunday 11 September 2022. A fanzone is taking place at Northwood Park to include a large screen to watch the whole race live; entertainment, food and drink will be available for this free event. Land art will be put in place on Princes Green.

8549 CHEQUE PAYMENTS AND PETTY CASH PAYMENTS FOR THE MONTHS OF JULY 2022 AND AUGUST 2022

The Town Clerk presented Councillors with details of cheque and petty cash payments for the months of July 2022 and August 2022. Cheque payments for July totalled £29,075.46; petty cash payments for July totalled £10.00. Cheque payments for August totalled £20,546.31; petty cash payments for August totalled £74.30. It was:

RESOLVED

That the cheque payments for July of £29,075.46; the petty cash payments for July of £10.00; the cheque payments for August of £20,546.31 and the petty cash payments for August of £74.30 be received, noted and approved.

8550 CONCLUSION OF THE EXTERNAL AUDIT FOR THE YEAR ENDED 31 MARCH 2022

The Town Clerk reported that the conclusion of the External Audit for the year ended 31 March 2022 had been received. The External Auditor, PKF Littlejohn, have raised no matters of concern. It was:

RESOLVED

That the conclusion of the External Audit for the year ended 31 March 2022 be received, noted and approved.

8551 REFURBISHMENT OF THE PUBLIC CONVENIENCES AT MEDINA ROAD

Following consultation with Isle Access regarding the proposed refurbishment of Medina Road public conveniences, Councillors considered the revised drawings. Martin Hayles, architect for the project, was in attendance and able to answer any questions that Councillors raised. The proposed scheme was felt to be the best that can be achieved within the confines of the existing building without structural change, the building not being in the Town Council's ownership. Once the drawings are approved, a Building Regulations application will need to be submitted and permission sought from Southern Water as the building's owner. Martin will then be in a position to draw up a schedule of works and seek tenders for the works. It was:

RESOLVED

- 1. That Cowes Town Council approve the revised drawings.**
- 2. That a Building Regulations application be submitted to the IW Council.**
- 3. That permission is sought from Southern Water to refurbish the public conveniences.**

8552 MEMBER INTERNAL FINANCIAL REVIEWER

Councillors discussed the vacancy for a further Member Internal Financial Reviewer; this must be a Councillor who is not a member of the Finance, Acquisitions & Staffing Committee. It was:

RESOLVED

That Councillor Paler be appointed as the second Member Internal Financial Reviewer.

8553 TOWN CLERK'S MEMBERSHIP OF THE SOCIETY OF LOCAL COUNCIL CLERKS (SLCC)

Councillors discussed the benefits of the Town Clerk being a member of the SLCC. It was:

RESOLVED

That Cowes Town Council renews the Town Clerk's membership of the SLCC in the sum of £186.

8554 FUNDS HELD FOR THE FRIENDS OF THE ORP BLYSKAWICA SOCIETY

Councillors set aside a sum of £5,000 to support the costs associated with the ORP Blyskawica 80th Anniversary event. A balance remains of £693.56 which the Society have asked to draw down. This is because they had to make a donation to the Ukrainian relief fund rather than pay the pianist and the piano provider, which has left the Society financially burdened. It was:

RESOLVED

That Cowes Town Council gives the balance of the funds held, £693.56, to the Friends of the ORP Blyskawica Society.

8555 IW COUNCIL'S COUNCIL TAX REDUCTION SCHEME CONSULTATION

Cowes Town Council have been asked to consider the IW Council's Council Tax Reduction Scheme Consultation, with any comments to be made by 27 September 2022. Councillors discussed, along with help for pensioners, that support should be given to working families who may be in financial crisis. It was:

RESOLVED

That Cowes Town Council respond to the consultation by saying " Cowes Town Council would welcome the opportunity to give more support to families on low income and an increase in the level of support would be much welcomed."

8556 ISLAND GAMES 2023

Town and Parish Councils have been asked to consider making a donation to the next Island Games which is being held in Guernsey in July 2023. It was:

RESOLVED

That Cowes Town Council make a donation of £100 to the Island Games Association.

8557 HIRE OF PA SYSTEM AND FLAGPOLE FOR REMEMBRANCE SUNDAY

The Town Clerk asked Councillors to consider the hire of a PA system in the sum of £245 and flag pole in the sum of £250 for the Remembrance Sunday event at Northwood Park on Sunday 13 November 2022. It was:

RESOLVED

That Cowes Town Council hires a PA system in the sum of £245 and flag pole in the sum of £250 for the Remembrance Sunday event at Northwood Park on Sunday 13 November 2022.

8558 DONATION TO ST MARY'S CHURCH

The Town Clerk asked Councillors to consider making a donation of £100 to St Mary's Church for the production of the Remembrance Sunday programmes. It was:

RESOLVED

That Cowes Town Council makes a donation of £100 to St Mary's Church for the production of the Remembrance Sunday programmes.

8559 DONATION TO THE ROYAL BRITISH LEGION POPPY APPEAL

The Town Clerk asked Councillors to consider making a donation of £200 to the Royal British Legion Poppy Appeal for the Remembrance Sunday wreath. It was:

RESOLVED

That Cowes Town Council makes a donation of £200 to the Royal British Legion Poppy Appeal for the Remembrance Sunday wreath.

8560 DONATION TO COWES BRANCH OF THE ROYAL BRITISH LEGION

The Town Clerk asked Councillors to consider making a donation of £400 to the Cowes Branch of the Royal British Legion for refreshments after the Remembrance Sunday event on 13 November 2022. It was:

RESOLVED

That Cowes Town Council makes a donation of £400 to the Cowes Branch of the Royal British Legion for refreshments after the Remembrance Sunday event on 13 November 2022.

8561 COWES TOWN COUNCIL'S ACCESSIBILITY STATEMENT

A review of Cowes Town Council's Accessibility Statement was carried out and no amendments were required. It was:

RESOLVED

That Cowes Town Council approves Cowes Town Council's Accessibility Statement.

8562 WINDER SPORTS HALL (MIN. NOS 8525 AND 8539 REFER)

At the Town Council meeting on 14 July 2022, members of the public advised that they are no longer able to hire the Winder Sports Hall, to play badminton, located at the Cowes Enterprise College (CEC) site. The Town Clerk wrote to CEC asking why the hall was no longer available for the public to hire. To date, no response has been received.

Councillor Peacey Wilcox wrote to the IW Council's Head of Children's Services to ascertain details of the lottery grant which paid for the building of the sports hall, and to enquire what, if any, arrangements have been made with the Ormiston Academy in relation to public use of the sports hall. To date, no response has been received.

However, Councillor Peacey Wilcox has liaised with UKSA and they have offered the use of their sports hall; the badminton group are speaking to their members about a temporary change of venue.

8563 IW COUNCIL'S PROPOSAL TO PLANT MORE TREES AT NORTHWOOD RECREATION GROUND

The IW Council have asked for the Town Council's views regarding planting additional trees at Northwood Recreation Ground. These would be placed approximately 10m from the boundary with the neighbours' gardens. Councillors support the idea in principle but have concerns about the maintenance and watering of the trees. It was agreed:

ACTION

That Cowes Town Council write to the IW Council to support the proposal and to request to have sight of the maintenance plan for the new trees.

8564 RESPONSE FROM UKSA REGARDING COMPLAINTS ABOUT THE NIGHT TIME ACTIONS OF THEIR STAFF AND STUDENTS (MIN. NO 8508 REFERS)

At the Town Council meeting on 9 June 2022, a member of the public raised an issue relating to the night time actions of UKSA's staff and students causing a noise disturbance to local residents. The Town Clerk wrote to UKSA and received a copy of a letter sent by UKSA to local residents. The letter apologised for the disruption caused by their building works and gave residents a 24 hour duty number to report any incidents. By way of a thank you, they also invited residents to attend a free of charge water sports session and BBQ on 14 August 2022.

8565 RESPONSE FROM ISLAND ROADS IN RELATION TO THEIR DUAL CAPACITY LITTER BINS (MIN. NO 8427 REFERS)

At the Town Council meeting in February 2022, Councillors discussed the dual capacity litter bins. It had been observed that the bins had green bags in both sections of the bin so it was not possible to identify which items were 'General Waste' and which are 'Mixed Recycling'. The Town Clerk wrote to Island Roads and has since been advised that the reason they no longer put different coloured bags in the bins is because all of the litter bin waste goes to Forest Road for recycling, where it is sorted and distributed for recycling as required.

8566 FOOTPRINT TRUST'S QUARTERLY IMPACT REPORT – APRIL 2022 – JUNE 2022 AND A SUMMARY OF THE WARMER COWES SERVICE

Councillors received the Footprint Trust's quarterly impact report and a summary of the Warmer Cowes Service. The summary showed that 14 people had been helped during this period and the total savings identified was £1,557.

8567 UPDATE FROM THE ENVIRONMENT OFFICER

A report outlining the activities of the Environment Officers in Cowes was circulated to all Town Councillors. Areas covered included dogs on beaches; dog fouling; graffiti; play park inspections and public toilet inspections. A reference was made regarding signs of wear on the adult gym equipment at Northwood Recreation Ground. It was agreed:

ACTION

The Town Clerk will ask the Environment Officer to specify which pieces of equipment are showing signs of wear.

Councillor Wardrop left the meeting at 8.16pm

8568 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE

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

8569 ITEMS FOR INCLUSION ON FUTURE AGENDAS

- Youth Council Update – Councillor Carter
- Island Roads Schedule of works for Cowes 2022

The proceedings terminated at 8.20pm.

CHAIRMAN