

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council Office, Northwood House, Cowes on Tuesday 14 March 2023 at 6.15pm

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

In attendance: Ross Edmunds, Regeneration Officer, IW Council; Jon Gilbey, Changing Places Toilet Fund Project Officer, IW Council; Kate Scragg, Assistant Town Clerk

511. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Rafferty.

512. DECLARATIONS OF INTEREST

No declarations of interest were received.

513. MINUTES

RESOLVED

That the Minutes of the Projects Committee meeting held on 14 February 2023 be taken as read, approved as a correct record and signed by the Chairman.

514. UPDATE ON EXISTING PROJECTS

a) **The Cut - Enhancements**

The IW Council's Contract Management Team are chasing Island Roads to programme the enhancement works. The delay is caused by a lack of availability of sub-contractors. The Highway Authority are looking at the prioritisation of other projects to see if they can better assist in bringing The Cut works forward.

b) **Public Conveniences Refurbishment - Medina Road**

An agreement in principle has been requested from Southern Water, as building owner, to enable the project to progress to tendering stage. Despite a number of chasers, the agreement has not been received and the project is on hold. Councillors suggested using local contacts in Southern Water to try and expedite the permission. It was agreed:

ACTION

The Assistant Town Clerk will write to local Southern Water contacts to try and progress this project.

c) **Ark and Dove Commemorations**

We are waiting to hear from Island Roads with the IW Council's suggestions for an alternative location for the Ark and Dove information panel.

d) **Grass Verges – Upper Moorgreen Road**

The Chairman spoke to Island Roads' Safety Officer to request an aerial view and their suggested layout for selected double yellow lines in Upper Moorgreen Road, but this has not been forthcoming. He looked at a satellite view of the road and will suggest sections of double yellow lines for engagement with residents on a face to face basis, to be carried out by a small group of Councillors in the summer.

e) **CCTV at Northwood Recreation Ground**

At the Town Council meeting on 2 March 2023, Councillors agreed the installation and maintenance costs for a CCTV system at Northwood Recreation Ground. Before this progresses, permission to install the system is required from the IW Council, as landowner.

The Clerks were requested to look into obtaining possible grant funding from the Police and Crime Commissioner towards the cost of the CCTV system, however, the Safer Communities Fund applications for 2022 – 2025 are currently closed. It was agreed:

ACTION

The Clerks will follow up the required permission with officers at the IW Council's monthly meeting on 23 March 2023.

f) **Review of Access Audit for Cowes Town Centre**

The Chairman approved Isle Access's fee of £250 to undertake a review of their audit of Cowes Town Centre and provide a spreadsheet showing the current status of the previous recommended improvements. The review is scheduled to be undertaken on 16 March 2023. Once the results are received, they will be shared with Island Roads.

g) **Coronation Commemorative Gifts**

In 2022 the Town Council provided commemorative mugs for pre-school and primary school-aged children in the Cowes area to commemorate the Queen's Platinum Jubilee. Councillors were supportive of providing celebratory mugs to commemorate the King's Coronation, at the estimated cost of £2,300. The Mayor will produce a design. Councillors discussed purchasing Union Jack and Coronation commemorative flags for decorating the High Street, giving to Cowes Harbour Commission for dressing Trinity Landing, and Northwood House for displaying at the Coronation Big Lunch. The Mayor suggested 50 Union Jacks and 20 Coronation flags would be sufficient, at an estimated cost of £350.

The red, white and blue bunting will need to be installed prior to the Coronation weekend. The Mayor offered to organise the bunting installation.

It was:

RECOMMENDED

- 1. That Cowes Town Council considers approving up to £2,300 for the purchase of celebratory mugs, with the cost to be met from the money set aside for the Coronation. Any shortfall to be taken from the earmarked 'New Projects' 2020/21 budget heading.**
- 2. That Cowes Town Council considers approving up to £350 for the purchase of Union Jack and Coronation flags, with the cost to be met from the money set aside for the Coronation. Any shortfall to be taken from the earmarked 'New Projects' 2020/21 budget heading.**
- 3. That Cowes Town Council considers approving the cost of the installation of the bunting, with the cost to be met from the 'Flags, Banners and Bunting' budget heading.**

ACTIONS

1. The Mayor will produce a design for the mug.
2. The Mayor will organise installation of the bunting for the last week in April.

h) **Review Notes from informal meeting with IW Council – 24 February 2023**

The Notes from the informal meeting were discussed. Items currently being discussed include the Rosebed Covid-19 Memorial, Moorgreen Reservoir and Woodland family event, fallen trees in Mornington Wood, adoption of the LCWIP and active travel schemes.

The Town Council are seeking IW Council approval for the installation of a CCTV camera system at Northwood Recreation Ground.

Councillor Brown requested appropriate action by the IW Council be taken to resolve waterlogged areas of Northwood Recreation Ground. This will be followed up with officers at the next meeting scheduled for 23 March 2023.

515. NEW PROJECTS

a) **Changing Places Facility – The Cut**

The Town Council has been successful in obtaining a grant towards the cost of installing a Changing Places Toilet facility at The Cut. Martin Hayles' costs to assist the Town Council with this project were discussed; these comprise of surveying the existing public conveniences, preparing drawings for the project, assistance with the planning application, building regulation application, schedule of works, tender documentation and tender process, and preparation of risk assessments. It was:

RECOMMENDED

That Cowes Town Council considers approving M J Hayles Architectural Service's costs in the sum of £2,900 plus VAT, with the cost to be met from the 'Public Toilets refurbishment and Capital Projects' budget heading.

b) **Recreational Pathway**

Councillor Brown requested Councillors reconsider a previous proposal to install a recreational pathway around the perimeter of the main field at Northwood Recreation Ground. This would provide a firm surface for walking, cycling, pushchairs etc, and promote active travel. This proposal will be considered when discussing the priority list for S.106 contributions.

c) **Priority List for S.106 Contributions**

Councillors were requested to suggest schemes which can be considered for future S.106 developer contributions. Suggestions will be discussed at a future meeting of the Projects Committee to form a list of priorities. It was agreed:

ACTION

Councillors will send the Assistant Town Clerk suggestions for local projects/improvements for future S.106 funding.

516. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) **Street Furniture**

The seafront 'Cowes' entry sign requires painting.

The foot rails on the seafront shelter require painting and consideration of possible additional protective coating.

One of the plaques on the Bandstand has a missing enamel emblem. The Assistant Town Clerk has put out a request in the public domain for any information on the missing emblem. A replacement emblem will be required if the original is not returned.

There are a number of areas of external painting to be carried out when the weather is suitable.

b) **Public Conveniences**

The new WC directional signs for The Parade toilets have not yet been installed by Island Roads.

The public conveniences at Northwood Recreation Ground will have the internal ceilings painted.

All public conveniences will be deep cleaned and maintenance tasks completed in time for Easter.

517. ITEMS FOR INCLUSION ON FUTURE AGENDAS

There were no items raised for inclusion on a future agenda.

The proceedings terminated at 7.07pm

CHAIRMAN