

COWES TOWN COUNCIL

Minutes of the Extraordinary Meeting of Cowes Town Council held in the Town Council's Office, Northwood House, Cowes on Thursday 30 November 2023 at 7pm.

Present: Councillor Nicholson (Town Mayor) (Chairman)
Councillors Ellis, Fuller, Oliver, Rafferty and Sanders.

In attendance: Debbie Faulkner, Town Clerk; Martin Hayles, Architect for the Changing Places Toilet Project; Kate Scragg, Deputy Town Clerk.

Prior to the start of the meeting, Councillor Nicholson announced the resignation of Councillors Bertie and Paler, resulting in a vacancy for a Town Councillor in the Cowes Medina and Cowes North Wards respectively. Notices of the vacancies are on display on the Noticeboard and on the Town Council's website. The Mayor commended Councillor Bertie's 40 years of public service, which included being an IW Councillor for Cowes North, former Cowes Town Mayor and a founder of Cowes Business Association. The Mayor also thanked Councillor Paler for his time with the Town Council and for Cowes.

8835 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Adams, Brown, Carter, Dodwell, Hollis, Peacey Wilcox, Walters and Wardrop.

8836 DECLARATIONS OF INTEREST

No declarations of interest were received.

8837 MINUTES

RESOLVED

That the Minutes of the Town Council Meeting held on 2 November 2023, be taken as read, approved as a correct record and signed by the Chairman.

8838 CHANGING PLACES TOILET FACILITY

One tender submission had been received for the supply and installation of a changing places toilet at The Cut, Cowes.

The quotation to manufacture and supply a changing places modular building, constructed off site, was discussed with Martin Hayles, architect for the project. The supply cost is £49,447.68; and delivery cost of £3,722.22, totalling £53,169.80 plus VAT.

The quotation for the installation of a changing places toilet facility and associated groundworks was discussed, the cost being £25,750 plus VAT.

A contingency sum of 10%, being £7,892, was considered necessary for the project. The tender submission included completed Schedule of Works, insurance details, references and health and safety documentation. The contractor has extensive experience in providing public toilet buildings, and have installed a number of Changing Places facilities throughout the last twenty years.

Martin Hayles' Terms of Service for oversight of the project through to completion, for the sum of £2,875 plus VAT, were considered and supported.

The Town Clerk outlined the costs spent so far on this project and those yet to be paid. She provided an update on funds held by Cowes Town Council and advised that

grant funding allocated to Cowes Town Council from the IW Council's Changing Places Toilet Fund for this project has been increased from £20,000 to £24,000. Councillors were in support of providing a changing places facility in Cowes for the benefit of residents and visitors to the town. It was:

RESOLVED

1. That Cowes Town Council engage Danfo (UK) Ltd for the supply and delivery of a Changing Places Toilet modular facility for the sum of £53,169.80, with the cost to be met from the 'Public toilet refurbishment & Capital Projects' budget heading.
2. That Cowes Town Council engage Danfo (UK) Ltd for the associated groundworks and installation of a Changing Places Toilet modular facility for the sum of £25,750, with the cost to be met from the 'Public toilet refurbishment & Capital Projects' budget heading.
3. That Cowes Town Council approves a contingency sum of 10% of the total contract value, being £7,892, with the cost to be met from the 'Public toilet refurbishment & Capital Projects' budget heading.
4. That Cowes Town Council approves Martin Hayles' Project Oversight costs of £2,875, with the cost to be met from the 'Public toilet refurbishment & Capital Projects' budget heading.
5. That the grant funding of £24,000 from the Changing Places Toilet Fund be used to offset Cowes Town Council's costs for this project.

It was agreed:

ACTION

Martin Hayles will send the Clerks the colour pallet for the external cladding of the Changing Places facility, for a majority decision by those in attendance.

8839 ITEMS FOR INCLUSION ON FUTURE AGENDAS

There were no items raised for inclusion on future agendas.

The proceedings terminated at 7.34pm.

CHAIRMAN