

## COWES TOWN COUNCIL

Minutes of the Meeting of Cowes Town Council held in the Library, Northwood House, Cowes on Thursday 7 March 2024 at 7pm.

**Present:** Councillor Nicholson (Town Mayor) (Chairman)  
Councillors Barney, Brown, Dodwell, Ellis, Fuller, Hollis, Oliver, Peacey  
Wilcox, Sanders, Walters and Wardrop.

**In attendance:** Claudine Russell, Town Clerk; Kate Scragg, Deputy Town Clerk; A  
representative from Community Action.

Prior to the start of the meeting, the Mayor welcomed the new Councillor for Cowes North, Siobhan Barney.

### **8873 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Adams and Carter.

### **8874 DECLARATIONS OF INTEREST**

No declarations of interest were received.

### **8875 REPORT FROM THE LOCAL SAFER NEIGHBOURHOOD OFFICER**

A report was received from PC Rowlands. The Mayor commented that Councillors are encouraged by the attitude and availability of the current police service. The Mayor is working with the Environment Officer and Place Plan stakeholders regarding funding for a Youth Club, Cowes Town Council may also be approached for funding.

There are concerns regarding cyclists coming down Shooters Hill. There is CCTV in the police station with the suggestion that some of the perpetrators may get caught on camera. A Place Plan working group is in motion to look at integrating cycling into movement around Cowes. The LCWIP supports better, safe cycling routes.

The Police have introduced a Safer Streets app which records findings against streets and data from this provides intelligence on how they can help to maintain safer streets.

### **8876 MINUTES**

#### **RESOLVED**

**That the Minutes of the Town Council Meeting held on 1 February 2024, be taken as read, approved as a correct record and signed by the Chairman.**

### **8877 QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions raised.

### **8878 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 prior to this meeting.

Councillor Fuller provided an update on the Place Road/Cockleton Lane planning application where outline planning permission was granted. It was felt that this

reflects the need to get the Island Plan approved which includes a focus on sewerage and developing on agricultural land.

Councillor Nicholson provided an update on the struggles the health service are faced with due to high demand, some of which could be avoided if small lifestyle changes are made. This is being discussed as part of the Place Plan.

Councillor Peacey Wilcox provided an update on pavement parking and Arctic Park.

## **8879 REPORTS OF COMMITTEES AND MEETINGS**

a) Projects Committee

The Minutes of the Projects Committee meeting held on 13 February 2024 were received and noted. It was:

**RESOLVED**

**1. That Cowes Town Council enter into an Attachment Licence with the IW Council to site the Ark and Dove Information Board on The Parade.**

**2. That Cowes Town Council make a contribution of £1,500 to the IW Council for surfacing work on the Playbuilder slide mound, with the cost to be met from the 'Discretionary Services Contingency' budget heading.**

b) Planning & Licensing Committee

The Minutes of the Planning & Licensing Committee meeting held on 21 February 2024 were received and noted.

7:31pm – Councillor Peacey Wilcox left the meeting.

c) Finance, Acquisitions & Staffing Committee

The Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 27 February 2024 were received and noted. It was:

**RESOLVED**

**1. That Cowes Town Council pay Cowes Fringe Ltd £1,500 for the 'Upper Circle' sponsorship tier for Cowes Fringe 2024 with the cost to be met from the 2023/2024 'Grants' budget heading. This includes logo visibility on event materials, recognition during selected activities, and social media appreciation for sponsorship.**

**2. That Cowes Town Council approves the Staff and Councillor Induction Checklists.**

**3. That Cowes Town Council approves the Lone Working Policy.**

**4. That Cowes Town Council approves the Training and Development Policy.**

d) Cowes Harbour Advisory Committee

An update report from Councillor Adams following the Cowes Harbour Advisory Committee meeting on 24 January 2024 was received and noted.

e) Environment and Sustainability Forum

The Minutes of the Environment and Sustainability Forum meeting held on 25 January 2024 were received and noted.

**8880 MAYOR'S UPDATE**

The Mayor updated Councillors on his recent activities and encouraged Councillors to submit reports on what activities they have been engaged with. It was agreed:

ACTION:

Councillors are asked to send a monthly report to advise the Town Council of their activities in Cowes.

**8881 CHEQUE PAYMENTS AND PETTY CASH PAYMENTS FOR THE MONTH OF FEBRUARY 2024**

The Town Clerk presented Councillors with details of cheque and petty cash payments for the month of February 2024. Cheque payments totalled £18,797.14; petty cash payments totalled £75.77. It was:

**RESOLVED**

**That the cheque payments of £18,797.14 and the petty cash payments of £75.77 be received, noted and approved.**

**8882 UPDATE REGARDING THE VACANCY IN COWES NORTH WARD**

The Town Clerk informed Councillors that, after a successful election on Thursday 15 February, Siobhan Barney was elected to fill the vacancy of Councillor in Cowes North Ward.

**8883 UPDATE REGARDING THE VACANCY IN COWES MEDINA WARD**

The Town Clerk advised Councillors that there is still a vacancy for a Councillor in Cowes Medina Ward. A Co-option Notice for a Member of Cowes Medina Ward was advertised in January 2024 but there were no applicants. It was agreed:

ACTIONS:

1. The vacancy will be added to the Cowes Town Council Easter newsletter.
2. Councillor Fuller will add this vacancy to his newsletter.
3. The vacancy will be advertised in the local press.

**8884 APPOINTMENTS TO COMMITTEE VACANCIES:**

After some discussion, it was:

**RESOLVED**

- 1. That Councillor Sanders be appointed to serve on the Finance, Acquisitions and Staffing Committee.**
- 2. That Councillor Barney be appointed to serve on the Planning and Licensing Committee.**
- 3. That Councillor Barney be appointed to serve on the Projects Committee.**

These committee memberships will remain in place until the Annual Town Council Meeting on the 9 May 2024 when all committees become vacant.

**8885 REVIEW APPOINTMENTS TO OTHER BODIES**

After some discussion, it was agreed:

ACTIONS:

1. Remove Cowes Business Association from the list of Other Bodies.
2. Remove Cowes Mobility Forum from the list of Other Bodies.

3. Councillor Ellis to contact Shoreside Committee, Cowes Week Ltd to see if they are still meeting.

**8886 APPOINTMENTS TO OTHER BODIES VACANCIES:**

After some discussion, it was:

**RESOLVED**

**That Councillor Walters be appointed to serve as Deputy Representative for Cowes Harbour Commission Advisory Committee.**

It was agreed:

ACTIONS:

1. Cowes Traders Group will be added to the list of Other Bodies vacancies.
2. All other vacancies will be considered at the Annual Town Council Meeting in May 2024.

**8887 INSTALLATION OF CCTV AT MEDINA ROAD PUBLIC CONVENIENCES**

Cowes Town Council have spent £90,000 on the refurbishment of the Medina Road Public Conveniences and are considering investing in CCTV to protect the facility. It was:

**RESOLVED**

1. That Cowes Town Council suspend Financial Regulation 10.4 to allow consideration of one quotation for the installation of a CCTV system at Medina Road Public Conveniences.
2. That Cowes Town Council pay Lifeline Alarms £2091.72 + VAT for the installation of a CCTV system at Medina Road Public Conveniences. The cost of this will be met from 'Public Toilet Refurbishment and Capital Projects' budget heading.
3. That Cowes Town Council agrees to pay £25 a month to Lifeline Alarms for 4G data. The cost of this will be met from the '5 public toilets – cleaning and other costs' budget heading.
4. That Cowes Town Council agrees to pay Lifeline Alarms £180 per annum for yearly maintenance of the CCTV cameras. The cost of this will be met from the '5 public toilets – cleaning and other costs' budget heading.

**8888 IWALC SUBSCRIPTION FOR 2024/2025**

The subscription renewal for the Isle of Wight Association of Local Councils (IWALC) was presented to the Councillors. After some discussion, it was:

**RESOLVED**

**That Cowes Town Council pay IWALC £1,750.45 to renew their membership for the 2024/2025 financial year. The cost of this will be met from the 'Subscriptions' budget heading.**

**8889 UPDATE FROM THE ENVIRONMENT OFFICER**

A report outlining the activities of the Environment Officer in Cowes was circulated to all Town Councillors. Actions taken recently include tidying up Arctic Park and securing a venue for the new Youth Club. As well as routinely checking parks and streets for dog fouling, dumped cars, fly tipping, litter and graffiti.

**8890 MISCELLANEOUS PUBLICATIONS AND CORRESPONDENCE.**

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

**8891 ITEMS FOR INCLUSION ON FUTURE AGENDAS**

- 2026 sees the 200 year anniversary of Cowes Week and Councillors would like to discuss setting up a Working Group. This proposal will be taken to the next Projects Meeting in April.

The proceedings terminated at 8:33pm

**CHAIRMAN**