

COWES TOWN COUNCIL

Minutes of the Projects Committee Meeting held in the Town Council's Office, Northwood House, Cowes on Tuesday 12 November 2024 at 6.15pm

Present: Councillors Rafferty (Chair), Adams, Ellis, Nicholson and Sanders

In attendance: Kate Scragg, Deputy Town Clerk; one representative from Community Action IOW; one representative from Blind Tiger

624. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Dodwell and Peacey Wilcox.

625. DECLARATIONS OF INTEREST

No declarations of interest were received.

626. MINUTES

RESOLVED

That the Minutes of the Projects Committee meeting held on 8 October 2024 be taken as read, approved as a correct record and signed by the Chairman.

627. UPDATE ON EXISTING PROJECTS

a) **The Cut - Enhancements**

There has been no progress with this project. We are awaiting an update from the IW Council's Contracts Management Team.

b) **Medina Road Public Conveniences – Disabled Door**

The Mayor will arrange a site visit with a representative from Island Roads to try to resolve the issues with the powered disabled door.

c) **Cowes High Street Events**

Lanesend Primary School will be providing a school choir at the Festive Light Switch On / Late night shopping event on Thursday 5 December 2024, from 4.30pm.

Ross Edmunds has made a number of enquiries with the IW Council to ascertain ownership of the area of land outside of Sainsbury's and the various structures mounted thereon.

It was agreed:

ACTION

Councillor Rafferty will make enquiries for musical entertainment to play in the High Street during the evening of 5 December 2024.

d) **Notes from informal meeting with IW Council held on 10 October 2024**

The Notes from the above meeting were circulated to all Councillors prior to the meeting. We are awaiting confirmation from the IW Council as to whether these monthly meetings will continue.

e) **Public Toilets Refurbishment - Forward Plan**

Following appointment of a contractor to carry out a deep clean of the public conveniences at The Cut, Mornington Road and The Parade, the Deputy Town Clerk has requested all required paperwork is returned before the contract can be awarded.

An update is awaited from the architect regarding the refurbishment of The Parade public conveniences.

- f) **The Cut Mural**
Two artists have provided initial designs/concepts for a new mural for Councillors' consideration.
The Town Clerk has applied for funding of £3,000 through Southern Water's IW Community SuDS Fund for a living wall to replace the mural. We await the outcome our application.
- g) **Litter Bin Audit**
The Mayor has requested a map of the litter bin locations in Cowes, from Island Roads.
- h) **Public Conveniences Accessibility Audit**
The Deputy Town Clerk has produced guidance documents for each facility, which have been added to our website.
Councillor Rafferty's report on key actions was approved, in principle, at the Town Council meeting on 7 November 2024. The key actions will be prioritised.
One quotation has been received for the provision of an Out of Hours Callout Service for the public conveniences; a further quotation is awaited. Councillors felt it was important to compare costs from more than one contractor before this can be discussed further.
It was agreed:
ACTION
Councillor Rafferty and the Deputy Town Clerk will prioritise the key actions identified in the Accessibility Audit.
- i) **Parcel of Land, top of Upper Moorgreen Road**
The Town Council have been asked to consider the long-term maintenance of this small parcel of land, which is currently maintained voluntarily by a resident of Upper Moorgreen Road. The IW Council have been requested to provide a cost to add this small parcel of land to the existing Grounds Maintenance contract. The IW Council Parks Officer has asked their contractor to look at the area and provide a cost to cut the grass every three weeks during the summer, and trim the hedge once per year.
- j) **VE Day 80th Anniversary – 8 May 2025**
The Town Council agreed to set aside a budget of up to £2,500 for costs associated with VE Day 2025 at its meeting on 7 November 2024.
Councillor Ellis will compile a draft programme for Councillors' consideration.
A representative from Blind Tiger was in attendance for this item. They would like to work with the Town Council to ensure a full event programme is offered for these commemorations. It was agreed:
ACTION
The Deputy Mayor will liaise with Blind Tiger to progress the event plan.
- k) **Ark and Dove Information Board**
The Deputy Town Clerk has contacted the Royal Lyminster Yacht Club (RLYC) to enquire when representatives from Chesapeake Sailing Club (CSC) are likely to be visiting the area next. RLYC have contacted CSC, who were delighted to hear about the new board. RLYC will be in contact with us again when they have further information on any planned visit by CSC. This item will be removed from future agendas.
- l) **Mornington Road Car Park**
At the Town Council meeting on 5 September 2024, the Projects Committee were actioned to consider making a bid to the IW Council to take ownership of Mornington Road Car Park. The Deputy Town Clerk wrote to the IW Council's Strategic Director of Corporate Services on

11 September 2024, to request her initial thoughts on whether the IW Council would consider relinquishing control of this car park, before the Town Council discusses this further. The email has been passed to the Service Director for Highways and Community Protection. A response is awaited.

628. NEW PROJECTS

a) **Installation of a permanent Flagpole in Northwood Park**

Councillors are keen to install a permanent Flagpole at the War Memorial, to reduce the annual cost for the installation of a temporary flagpole. It was agreed:

ACTION

Councillor Sanders will contact Northwood House Charitable Trust Co. Ltd to discuss.

b) **High Street Improvements**

A number of High Street traders are keen to see an improvement to the area outside of Sainsbury's. Replacement seating and planting is being explored by the IW Council's local Regeneration Manager. The Town Council has been asked if they will consider financial support for new seating and planting, subject to the necessary permissions being granted. It was:

RECOMMENDED

That Cowes Town Council supports, in principle, the installation of additional seating and planters/plants, to include ongoing maintenance and watering costs, in the area outside of Sainsbury's, subject to the necessary permissions being granted.

629. MAINTENANCE ISSUES WITH EXISTING PROJECTS

a) **Street Furniture**

Community Payback will paint/stain the benches at The Parade when weather conditions are favourable, and paint the Parade toilets when the weather is less favourable.

The annual servicing of both flagpoles will be carried out shortly. The Deputy Town Clerk and Facilities Manager has asked to be present for the servicing of the seafront flagpole, in order for the ground to be inspected and any issues photographed for Councillors' consideration.

b) **Public Conveniences and CCTV**

Two replacement baby changing units are required, to replace the vandalised units at The Cut and Medina Road public conveniences. As the Accessibility Audit Consultant commented on having baby changing units in accessible toilets, the purchase of replacement units will be put on hold until Councillors have fully discussed the Access Audit report.

Lifeline Alarms have been asked for costs to provide an additional camera at Northwood Recreation Ground and to supply and install cages to protect all the CCTV cameras.

The two external cameras and protective cages will be installed at Medina Road public conveniences on 13 November 2024.

c) **Northwood Recreation Ground**

There are outstanding actions from the annual RoSPA inspection. The skate ramps are being painted this week. One bag of top soil has been applied to the Outdoor Gym, to level the ground next to the matting.

The Community Orchard sign will be removed for refurbishment shortly, at the cost of £70 for materials and labour.

d) **Asset Complaints / Concerns Log**

The Deputy Town Clerk advised Councillors of one entry in the Log since the last meeting, which related to the cleanliness of The Parade public conveniences. This has been raised with the cleaner.

630. ITEMS FOR INCLUSION ON FUTURE AGENDAS

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

The proceedings terminated at 7.17pm.

CHAIRMAN