



East Cowes Town Council

Town Hall, York Avenue, East Cowes, Isle of Wight, PO32 6R
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Minutes of a meeting of the **Annual Meeting of East Cowes Town Council** held at East Cowes Town Hall, York Avenue, East Cowes **Thursday 18th May 2023 at 6pm**

Present

Chair: Cllr Reardon (Mayor)

Councillors: Packham, Lake, Palin, Hendry, Love, Priddle, Webster

Clerk: S Chilton

Also present: 6 members of the public

Meeting opened at 6.00pm

50/23 ELECTION OF MAYOR

1.1 The Clerk advised that one nomination had been received for Mayor.

1.2 Cllr Reardon was nominated and seconded. A vote was taken by show of hands. Cllr Reardon was duly elected Mayor for one year.

1.3 Cllr Reardon completed and signed the Declaration of Acceptance of Office. Cllr Reardon took the chair.

51/23 ELECTION OF DEPUTY MAYOR

2.1 The Clerk advised that one nomination had been received for Deputy Mayor.

2.2 Cllr Palin was nominated and seconded. A vote was taken by show of hands. Cllr Palin was duly elected as Deputy Mayor for one year.

2.3 Cllr Palin completed and signed the Declaration of Acceptance of Office.

52/23 APOLOGIES

There were no apologies.

53/23 DECLARATIONS OF INTERESTS

4.1 Cllr Hendry declared a non-pecuniary interest as IW Ward Councillor. Cllr Love declared a non-pecuniary interest as IW Ward Councillor and as a member of the East Cowes Community Partnership and East Cowes Business Association. Cllr Reardon declared a non-pecuniary interest as a member of the East Cowes Community Partnership and East Cowes Business Association. Cllr Priddle declared a non-pecuniary interest as a member of East Cowes Business Association

4.2 No written requests for dispensations were received.

54/23 REGISTER OF INTERESTS

Cllrs were requested to complete the register of interest form if there had been any changes and return it to the Clerk.

55/23 TO APPOINT MEMBERS TO COMMITTEES

6.1 Facilities, Projects and Events Committee

All councillors were appointed to serve on this committee.

6.2 HR Committee (5 members)

CLLrs Webster, Palin, Packham, Lake and Reardon were appointed.

6.3 Grievance sub-committee (4 members)

CLLrs Hendry, Love, Priddle and Webster were appointed

6.4 Planning Committee (6 members)

CLLrs Webster, Palin, Lake, Reardon, Priddle and Packham were appointed

6.5 Theatre Committee

CLLrs Priddle, Love, Reardon, Lake and Palin were appointed

56/23 TO APPOINT MEMBERS TO OUTSIDE BODIES

7.1 Isle of Wight Association of Local Councils (IWALC)

CLLr Palin was appointed as representative

7.2 Cowes Harbour Commission Advisory Committee

CLLr Reardon was appointed as representative, CLLr Priddle was appointed deputy.

7.3 IW Council Environment & Sustainability Forum

CLLr Packham was appointed representative

7.4 Local Access Forum (LAF)

Deferred to next meeting for discussion

7.5 East Cowes Community Partnership (ECCP)

CLLr Love and CLLr Reardon were appointed as representatives.

7.6 Cowes Town Council

CLLr Palin was appointed as representative

7.7 Waterfront Refresh Steering Group

CLLr Reardon was appointed along with Planning Consultant Martha James.

57/23 GENERAL POWER OF COMPETENCE

Resolved: That the Council, at the time of this resolution, is eligible to use the General Power of Competence by confirming that:

- I. The number of members of the council that have been declared to be elected is equal to or greater than two-thirds of the total number of members of the council.
- II. The Clerk to the council holds the Certificate in Local Council Administration, or other relevant qualification.
- III. The Clerk has completed the *relevant training*:
 - a. in the exercise of the general power
 - b. provided in accordance with the National Training Strategy for parish councils adopted by the National Association of Local Councils.

58/23 INSURANCE

The Clerk confirmed that insurance cover in respect of all insurable risks was in place.

59/23 POLICIES AND PROCEDURES REVIEW

10.1 Code of Conduct

The Clerk presented the Code of Conduct for review.

Resolved: To adopt the Code of Conduct as presented.

10.2 Standing Orders

The Clerk advised that the only change was the revision of 5J Term of office for Mayor and Deputy Mayor which was formally adopted in June 2022.

Resolved: To adopt the Standing Orders as presented.

10.3 Financial Regulations

The Financial Regulations were revised at points: 6.18, to include authority for debit/credit card use: 6.20, restrictions on use of corporate credit card: 6.21, regulations for record keeping and banking regarding cash floats and cash received through the East Side Curve and the Community Cinema: 9.10, regulations in respect of record keeping and reconciliation for electronic payments received. CLLr Hendry put forward an amendment to 6.18 to read - Any Debit Card issued for use will be specifically restricted to the Clerk [or any other officer authorised by the Council] and will be restricted to a single transaction maximum value of £1000 unless

authorised by two councillors, with at least one being the Mayor or Deputy Mayor before any order is placed. The amendment was proposed and seconded and agreed by council.

Resolved: To adopt the Financial Regulations with the revisions as outlined at 10.3 including Cllr Hendry's amendment to 6.18.

10.4 Internal Audit Controls

The Clerk presented the Internal Audit Controls for annual review as recommended by the Internal Auditor.

Resolved: To note and agree the Internal Audit Controls

60/23 ANNUAL CALENDAR OF MEETINGS

The annual calendar of meetings was presented. Cllr Hendry proposed that the December meeting be brought forward by 1 week to the 14th December. The amendment was proposed, seconded and agreed.

Resolved: To agree the annual calendar of meetings with the amendment to December 14th.

The Annual meeting closed at 6.30pm

Public Forum

A member of the public asked about progress regarding moving the bin and bench at St James Hall. The Clerk responded that Island Roads had been contacted by the Facilities Officer and that we were awaiting their response.

61/23 MINUTES OF THE PREVIOUS MEETING

The minutes of Full Council held on 20th April 2023 were approved and signed.

Resolved: To approve the minutes of 20th April 2023.

62/23 FINANCES

13.1 & 13.2 The council considered the payments made, including by Direct Debit and BACS, as presented for April/May 2023.

13.3 The bank reconciliation for March 2023 was noted. Clerk gave apologies that the reconciliation for April would be presented at the next meeting.

Resolved: To approve and ratify the payments including by Direct Debit and BACS. To note the bank reconciliation for March 2023

63/23 WATERFRONT REGENERATION PLAN

14.1 The Council received an update from Cllr Reardon and the Clerk regarding the plans for Bells Landing, under the Levelling Up grant. Tenders for the project works, including the archway, were due to go out next week and work completed by March 2024. As the Council had shown an expression of interest in taking responsibility for this area following completion of works, an informal meeting was arranged and attended by Claire Elderfield, Ross Edmunds, the Mayor and Clerk to establish projected maintenance costs. Councillors stated that the lease should contain a condition that Southern Water reinstate any area that they may need to excavate to undertake repairs and that the lease term needs to be of a substantial term.

Resolved: To note the report given and the comments made regarding the future terms of any lease between the Town Council and IW Council for this area.

64/23 FLOATING BRIDGE

The Clerk read a reply from Ashley Jefferies, Head of Access & Resources, I.W Council regarding home to school transport for schoolchildren in adverse conditions when the Floating bridge and jenny boat were not running, which stated that an arrangement had been made with Cowes Enterprise College to issue temporary bus passes to children to enable them to travel home. It also stated that there were shelters on both sides of the river for the use of the children in inclement weather.

Councillors were not satisfied with the response as it gave no indication of how the children would get to school under these conditions, there was no provision being offered for primary school children and no arrangements for children with disabilities. Councillors also felt that the shelters were inadequate for the number of children seeking shelter. It was proposed and seconded to respond to Ashley Jefferies raising these concerns.

Resolved: The Clerk to write to Ashley Jefferies, copied to Cllr Debbie Andre, setting out the Council's concerns for response.

65/23 FUTURE EVENTS

The Council discussed which future events they would like to run in 2024 to provide a heads-up to the staff team. Councillors put forward the RNLI Anniversary celebrations in May 2024, the lighting of the Beacon for the D Day anniversary in June 2024 and the Picnic on the Esplanade in August 2024. Cllr Lake provide some further details to be considered for the August event.

Resolved: Councillors to consider more details for these events which will be discussed at future meetings prior to budget setting.

66/23 REPORTS

17.1 No report given

17.2 No report was given as this was provided at the Annual Town meeting

17.3 No report was given from Cllr Hendry as this was provided at the Annual Town meeting

Cllr Love formally recorded his thanks to the East Cowes Town Crafters for the amazing coronation displays they had provided around the town. A boat was available for a floral display which could be sited at the town hall if the space was large enough. Clerk to speak with the facilities officer. Cllr Love reported that he had been elected as Deputy Chair of the IW Council and had stepped down from his former Cabinet post in Social Care.

17.4 Cllr Webster reported that coronation flags had been ripped down outside the Co-op area

Priddle reported on some recent anti social behaviour from youngsters climbing on shop roofs and other buildings, including the Barracks, where there had been a recent incident of a youngster falling through the skylight.

Cllr Packham had attended an Environment & Sustainability Forum where an update on coastal protection had been the main topic. Urgent works are being undertaken by the environment Agency and the IW council on Shanklin and Ventnor seawalls. Cllr Love stated that after 2025 no remedial action would be taken on the sea wall in East Cowes and it would be left to erode away. It was suggested that this be brought to a future meeting for discussion.

Cllr Palin reported that 50+ people had attended the recent Southern Water event, he also spoke about a "live reporting" trial to test the water quality, which was being run by Southern Water in Chichester. Mr Douse and representatives of FAECES were requesting that the trial be extended to the island. He had received an invitation to attend the Civic Service together with the Mayor and Cllr Love. Cllr Palin gave a comprehensive report on the recent Coronation events, including the 25th Anniversary of the Town Council and the Big Help Out event, run by the Council and how well they had been received by the community. Over 25 volunteers had turned up for the recent Beach Clean and Mr Douse had sent his thanks. Cllr Palin had identified an electric cable in the woodland as a cause for concern and this had been reported to Lee Matthews IW Council to investigate. PCSO's had attended the Party in the Park regarding antisocial behaviour.

67/23 EXCLUSION OF PRESS AND PUBLIC

To resolve that in view of the confidential nature of the business to be transacted, that it is in the public interest that the press and public are excluded. (1960 Public Bodies Admission to Meetings Act s1 (2)).

18.1 Exclusion of press and public was proposed, seconded and agreed.

Resolved: To exclude the press and public for the confidential item

The Council considered staffing matters.

Meeting closed at 8.30pm

Signed:

Dated: