



## EAST COWES TOWN COUNCIL

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Minutes of the **East Cowes Town Council** held on: **Thursday 16<sup>th</sup> May at 10.00 a.m.** at Queensgate Primary School, East Cowes to discuss the following matters set out in the agenda.  
Sue Chilton, Town Clerk

Present:

Chair: Cllr Peter Lloyd

Councillors: Rann, Paler, Webster, Packham, Walker, Love, Hendry

Town Clerk: S Chilton

Assistant Town Clerk: C Gale

Also present: 4 members of the public

### 51.19 ELECTION OF MAYOR

1.1 Cllr Rann was nominated, seconded by Cllr Packham. Cllr Paler was nominated, seconded by Cllr Hendry.

1.2 A paper ballot was held, and Cllr Rann was duly elected as Mayor of East Cowes Town Council.

1.3 Cllr Rann accepted and signed the Declaration of Acceptance of Office.

### 52.19 ELECTION OF DEPUTY MAYOR

2.1 Cllr Hendry was nominated, seconded by Cllr Walker. Cllr Paler was nominated, seconded by Cllr Packham. Cllr Love was nominated, seconded by Cllr Hendry.

2.2 A paper ballot was held. Cllr Paler was duly elected as Deputy Mayor of East Cowes Town Council.

2.3 Cllr Paler accepted and signed the Declaration of Acceptance of Office.

### 53.19 DECLARATIONS OF INTEREST

3.1 Cllr Love declared a non-pecuniary interest as IW Councillor, membership of ECCP and ECBA.

3.2 None received.

### 54.19 TO APPOINT MEMEBERS TO COMMITTEES, SUB-COMMITTEES AND WORKING GROUPS

#### **5.1 Facilities, Projects and Events Committee**

All members of the Town Council were appointed.

#### **5.2 HR Committee (5 members)**

Cllrs Webster, Rann, Walker, Packham and Lloyd were appointed.

#### **5.3 Grievance sub-committee (3 members)**

Cllrs Lloyd, Paler and Hendry were appointed.

### 55.19 TO APPOINT MEMBERS TO OUTSIDE BODIES

#### **6.1 IWALC (Representative and Deputy)**

Cllr Walker appointed as Representative, no Deputy was appointed

## **6.2 Cowes Harbour Commissioners (Representative and Deputy)**

Cllr Walker appointed as Representative, Cllr Paler appointed Deputy

## **6.3 Floating Bridge User Group (2 Representatives)**

Cllrs Rann and Paler were appointed

## **6.4 IW Council Community Plastic Forum (Representative and Deputy)**

Cllr walker was appointed Representative, Cllr Packham was appointed Deputy

### **6.5 LAF (Representative and Deputy)**

Cllr Paler was appointed as Representative, Cllr Walker was appointed Deputy

### **6.6 East Cowes Community Partnership (2 Representatives)**

Cllrs Paler and Hendry were appointed

### **6.7 Amey Amenities (Representative and Deputy)**

Cllr Walker was appointed Representative, no Deputy was appointed

### **6.8 Island Roads (Representative and Deputy)**

Cllr Lloyd was appointed Representative, Cllr Packham was appointed as Deputy

### **6.9 Cowes Town Council (2 Representatives)**

Cllrs Paler and Lloyd were appointed

## **56.19 REGISTER OF INTERESTS**

Cllrs Hendry and Lloyd have submitted these. Others will be completed by the next Facilities, Projects and Events Committee on June 3<sup>rd</sup>.

## **57.19 POLICIES AND PROCEDURES REVIEW**

### **8.1 Code of Conduct**

The Code of Conduct included an error in numbering and was deferred for adoption

**Resolved:** To defer the adoption of the Code of Conduct to the next Full Council Meeting

### **8.2 Standing Orders**

A paragraph in Standing Orders affected by the error in numbering of the Code of Conduct and was deferred to the next Full Council for adoption

**Resolved:** To defer the adoption of Standing Orders to the next Full Council Meeting

### **8.3 Financial Regulations**

**Resolved:** Financial Regulations were approved and adopted

## **58.19 ANNUAL CALENDAR OF MEETINGS**

The calendar of meetings was discussed, and councillors raised issues regarding timing of Facilities, Projects and Events committee and the Queensgate venue for Full Council meetings. Various ideas were put forward and it was agreed to reconsider the timing and frequency of F, P&E meetings at their next meeting and using Queensgate venue at next Full Council.

**Resolved:** To approve The Annual Calendar of Meetings, to review the time and frequency of F, P&E meetings and to review using Queensgate as a venue for Full Council.

## **Close of Annual Meeting**

### **Public Forum**

- A member of the public reported that the litter bin in Connaught Avenue is overflowing.

## **59.19 ANNUAL GOVERNANCE STATEMENT**

10.1 The Clerk read the Internal Auditors Report. PKN Littlejohn the External Auditors had advised that as the Council's income had been over £200k for the last three years, the return for last year should have been prepared on an Income and Expenditure basis but had, in fact, been prepared on a Payments and Receipts. They stated that unless last years return was restated there is likely to be a qualification on this year's report stating that fact. This, in no way, reflects on the accuracy of the return for the financial year 2018/19.

The Clerk also noted that prior to her appointment VAT had not been reclaimed for 18months and the difference in the figures was accounted for by the outstanding VAT to be reclaimed. A single claim is limited to £7.5k in a calendar year. The Internal Auditor also requested that the monthly payments list is included with the minutes. This has already been actioned.

**Resolved:** To accept the report of the Internal Auditor.

10.2 The Clerk explained the content of the Annual Governance Statement 2018/19. It was approved and signed. The Statement and public accounts will be made available for public inspection under the Exercise of Public Rights provisions daily until 1pm from 17<sup>th</sup> June to 26<sup>th</sup> July.

**Resolved:** To approve and sign the Annual Governance Statement 2018/19.

**Resolved:** To approve the dates for the Exercise of Public Rights.

### **60.19 MINUTES OF THE PREVIOUS MEETING**

**Resolved:** The minutes of the meeting on Thursday 18<sup>th</sup> April were agreed as accurate and signed by the Mayor.

### **61.19 FINANCES**

12.1 To approve and agree payments as presented.

12.2 To ratify payments made by Direct Debit and BACS

**Resolved:** All payments by Direct Debit and BACS were approved and ratified.

### **62.19 HR COMMITTEE**

**Resolved:** To accept the recommendation of the HR Committee to appoint Geoff George as Assistant Facilities Officer.

**Resolved:** To invite Mr George to the next meeting.

### **63.19 CIVIC RECEPTION**

The Clerk gave an update about the Civic Reception. As at 16<sup>th</sup> May 39 guests have accepted, 12 declined and over 50 responses are awaited. The catering is paid for. The Town Council caretakers will do a deep clean of the hall, wax the floor and tidy and clean outside the town hall prior to the event. Island Roads have failed to respond to requests to conduct extra litter picking. Parking outside will be cordoned off for dignitaries. The third draft of the programme has been returned to the MC James Vaux for consideration. Care in the Garden will ensure planting outside the Town Hall is complete in time. Tracy Reardon will contact the Clerk's Office with further ECBA and ECCP committee member names for invitations to be sent. The Facilities Officer is working with Cllr Love on projector images. The Heritage Centre will clear away the exhibition on Monday 27<sup>th</sup> May.

**Resolved:** Cllr Love as IW Councillor will contact Island Roads about litter picking.

**Resolved:** The following Cllrs will attend the VIPs. Mayor will look after The Deputy Lord Lieutenant, Deputy Mayor will look after the Mayor of Coburg, Cllr Lloyd will look after the Syed Family.

### **64.19 REPORTS**

#### **15.1 Clerk's Report**

The Clerk asked for clarification of the position for the two new noticeboards. The Town Council confirmed that they will be located at The Bumble Bee Play Area and by the Lifeboat Public House. A letter of thanks for the £100 donation made at the request of Walter James has been received from the Youth Cancer Trust. A copy has been sent to Mr James.

A question has been raised as to whether the Town Council can apply for Blue Flag status for East Cowes beach. Trisha Stillman at IWC has advised that East Cowes does not meet the criteria for this but could apply for the Seaside Award for a non-bathing beach.

**Resolved:** To investigate how the Town Council can apply for the Seaside Award.

#### **15.2 IW Councillor Report**

Cllr Love gave an update on all the arrangements for the EC2019 Events including the procession, licences and insurance. Cllr Love attended a meeting at Whippingham Parish Council about the

Crossways Development. It is expected that East Cowes Town Council and Whippingham will have a joint meeting following the consultation.

Cllr Love reported that the Kingston Marina Road should be linked with Saunders Way by October 2019. It was agreed to set a date for a Crossways Development joint meeting at the next Full Council meeting on 20<sup>th</sup> June.

#### 15.3 Outgoing Mayor's Report

Cllr Lloyd gave a report about his time as Mayor.

#### 15.4 Town Councillors Reports

Cllr Packham reported that he has had an email from Lee Matthews at IWC to advise that Dempsey has been appointed contractor to repair the Esplanade car park and works will be carried out next Tuesday.

Cllr Walker attended the Waste Management Forum. Phil Stirling had given a talk about the benefits of cutting and collecting grass. Cllr Walker also attended the Cowes Harbour Commission meeting.

Cllr Hendry asked for a request for £700 to provide 5 sessions of skateboarding by Wight Trash for young people in East Cowes to be added to the Facilities, Projects and Events Committee agenda in June.

Cllr Webster asked about provision of benches and litter bins in York Avenue. The Clerk responded that the new Assistant Facilities Officer will be undertaking a review of litter bin provision. The yellow shelter in the park is also in need of painting.

#### **65.19 Exclusion of the Press and Public**

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 (Public Bodies Admission to Meetings Act 1960 s 1(2)). The Chair duly moved to exclude the press and public for the following items.

Councillor issues were considered

There being no other business the meeting closed at 9.10pm