



# ST. IVES TOWN COUNCIL

The Guildhall  
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Your Ref:  
Ask for: Louise Dowe  
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Date: 28 October 2016

Dear Councillor

## **FACILITIES COMMITTEE – 3 NOVEMBER 2016** **IN THE COMMITTEE ROOM, THE GUILDHALL, ST IVES**

You are given notice that the Facilities Committee meeting to be held in the Committee Room at St Ives Guildhall on Thursday 3 November, commencing at 7.00pm.

Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business set out in the Agenda attached. Please note that Councillors who are not members of this committee are entitled to attend if they wish to do so, and may be permitted by the Committee Chairman to speak.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of St Ives Town Council's procedure for the recording of meetings is available on the website, or from the Clerk's office on request.

Louise Dowe  
Town Clerk

To: All Councillors, **Facilities Manager, Support Services Manager & Visit St Ives Management Team (2 copies)**  
Press  
Cornwall Councillor Mrs E M Penhaligon  
Community Link Officer – Vanessa Luckwell

### Membership of Facilities Committee

Chairman -	Councillor T Andrewes		
Vice-Chairman -	Councillor S Tanner		
Town Mayor and Deputy	Town Mayor (ex officio, voting members)		
and Councillors:	Armstrong M	Parsons A	Tulley R
	Chard C	Symons J	Williams T
	Glanville R		

If you consider yourself to be a person with a disability and need further information about the suitability of the venue, please phone (01736) 797840.

## FACILITIES COMMITTEE MEETING - 3 NOVEMBER 2016

### AGENDA

1. **Apologies for absence**

2. **Public Speaking**

3. **Minutes**

To pass the following resolution:

**RESOLVED** – that the Chairman signs as true and correct record the Minutes of the Facilities Committee meeting held on 6 October 2016 (*copy previously circulated*).

4. **Chairman's Announcements**

5. **Declarations of Member / Officer Interests**

6. **Officer's Update Report**

Report attached.

7. **Items for Decision**

(1) Finance Report

(2) Island Centre

a) Update on current uses and hirers

b) Working budget to year end (including transfer from Island Centre Committee)

c) Update on maintenance carried out and short term maintenance plans

**d) Service Plan 2017 / 2018**

e) Proposed budget 2017 / 2018

f) Press launch

(3) Library Devolution progress update and items to be considered by the Library Devolution Working Group

(4) Guildhall Options Appraisal – council approval in principle – *consideration of timescales for surveys, funding applications and implementation*

(5) Guildhall – Weddings update and suggestions for service improvements (eg provision of function chairs)

(6) Request to increase contracted hours worked by Facilities Maintenance Officer

(7) Request for second van for use by operational staff

- (8) Visit St Ives – review of premium rate enquiries telephone number
- (9) Review of Scale of Charges
- (10) Facilities Committee budget recommendations to Finance & General Purposes Committee / Council for Financial Year 2017 / 2018

8. **Reports for Information**

- (1) Refurbishment of public conveniences – progress update and planned use of refurbishment remaining budget for 2016/17 and potential recommendation to Council for use of surplus refurbishment funds from 2015/16 (reverted to general fund)

9. **Correspondence**

None.

10. **Exclusion of the press and public**

To consider passing the following resolution:

“That in accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matters on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

11. **Confidential reports for decision**

- (1) Options for cleaning service for 2017 – to include a presentation from Councillor Glanville with suggested rota and costings for an in-house service (Paragraph 3)

12. **Confidential reports for information**

None.

13. **Date of next meeting**

19 January 2017

14. **Agenda items for next meeting**

Three Year Financial Plan

Performance indicators