



ST. IVES TOWN COUNCIL

The Guildhall
Street An Pol
St. Ives
Cornwall
TR26 2DS

Tel: (01736) 797840

Our Ref: LD/Facilities/ag
Your Ref:
Ask for: Louise Dowe
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Website: www.stivestowncouncil-cornwall.gov.uk
Date: 1 September 2017

Dear Councillor

FACILITIES COMMITTEE – 7 SEPTEMBER 2017 **IN THE COMMITTEE ROOM, THE GUILDHALL, ST IVES**

You are given notice of a Facilities Committee meeting to be held in the Committee Room at St Ives Guildhall on Thursday 7 September, 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 Councillors (C.Cllrs Mitchell, Taylor, Robinson)
Community Link Officer – Vanessa Luckwell

Membership of Facilities Committee

Chairman -	Andrewes T		
Vice-Chairman -	Glanville R		
Town Mayor and Deputy	Town Mayor (ex officio, voting members)		
and Councillors:	Griffin J	Lait R	Tanner J
	Harris A	Nicholls C	Williams T
	Henry 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 – 7 SEPTEMBER 2017

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 14 June 2017 (*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) Library Devolution update

Updates on recent meetings and progress, approval sought for next steps.

(2) Guildhall update on fire safety regarding bins in the alley way

Decision sought on actions to improve fire safety.

(3) Step Free Access to Guildhall

Decision sought on whether to commission a stair lift or to further investigate options.

(4) Guildhall – repair and maintenance works

An overview of the proposed works, with Members' endorsement sought.

(5) Public Conveniences – allocation of refurbishment budget

Proposed use for the remaining capital funds under the refurbishment budget.

(6) Island Centre – repairs / improvements

An update on the works proposed.

(7) Review of the Scale of Charges

Phase 1 of the review of the scale of charges. Wedding charges with immediate effect and VIC charges for the coming financial year. Report on charging for the Guildhall and Island Centre to be presented to the next meeting.

(8) Increasing the use of the Town Council's buildings

Approval sought for proposed options to increase the use of the Guildhall, Concert Hall and Island Centre.

(9) Committee Priorities as agreed at last meeting

Actions to be agreed to progress the priorities identified at the last meeting.

(10) Finance Report
For budget monitoring, consideration and scrutiny.

(11) VIC – Refund Policy
Approval sought for policy.

8. **Reports for Information**

(1) Public Conveniences Refurbishment Programme
Update on works scheduled for Dove Street toilets

(2) Public Conveniences – cleaning and maintenance

- *Update on award of new cleaning contract*
- *Update on operation of the service this year, to date.*

(3) Public conveniences redevelopment project
Update on Porthmeor Toilets sub-lease and redevelopment

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) Public conveniences cleaning contract (Paragraph 3)
Agreement sought for the draft agreement wording to form the basis of the formal agreement with the new cleaning contractors.

12. **Date of next meeting**

2 November 2017

13. **Agenda items for next meeting**

- i. Scale of charges (Guildhall and Island Centre)
- ii. Budget setting – Facilities Committee budget
- iii. Visit St Ives – update on operation of the joint agreement with StITA and BID