



# ST. IVES TOWN COUNCIL

The Guildhall  
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Date: 7 June 2017

Dear Councillor

## **FACILITIES COMMITTEE – 14 JUNE 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 Wednesday 14 June, 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 -	Tbc		
Vice-Chairman -	Tbc		
Town Mayor and Deputy	Town Mayor (ex officio, voting members)		
and Councillors:	Andrewes T	Lait R	Williams T
	Glanville R	Nicholls C	
	Henry R	Tanner J	

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 – 14 JUNE 2017

### AGENDA

1. **Apologies for absence**
2. **Election of Committee Chairman**
3. **Election of Committee Vice-Chairman**
4. **Public Speaking**
5. **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 16 March 2017 (*copy previously circulated*).

6. **Chairman's Announcements**
7. **Declarations of Member / Officer Interests**
8. **Officer's Update Report**
9. **Items for Decision**

- (1) **Library Devolution update**

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

- (2) **Public Conveniences Refurbishment Programme**

*Update on works carried out and action to be taken to urge South West Water to carry out urgent remedial works*

- (3) **Wedding Hire Charges**

*Following the initial period of operation for the wedding packages, it is necessary to review to include provision for the operation of a bar at wedding functions, and the provision to be made to cover the costs for security staff at evening functions.*

- (4) **Budget for the production of the 2018 Visit St Ives Brochure**

*A report from the VIC management team seeking to increase the expenditure budget for the production of the 2018 Guide.*

(5) Finance Report  
*For consideration and scrutiny.*

(6) Committee Plans and Priorities for the Coming Year  
*This agenda item is intended to provide an opportunity for committee members to raise issues which they would like to be given priority in the committee's work programme over the year ahead. Committee members are requested to consider this agenda item prior to the meeting and make any proposals at this point on the agenda.*

10. **Reports for Information**

(1) Visit St Ives Information Centre updates

11. **Correspondence**

None.

12. **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.

13. **Confidential reports for decision**

(1) Public Conveniences Cleaning Tender (Paragraph 3)

- *To consider a summary of the tender applications received*
- *To consider options available in view of the values of the quotes in the tenders received.*
- *To approve the shortlisted contractors*
- *To appoint an interview panel to conduct the interviews and to make a final recommendation to Council at its meeting on 27 July*

12. **Date of next meeting**

7 September 2017

13. **Agenda items for next meeting**