

Minutes of the Meeting of the Facilities Committee, St Ives Town Council, held in the Committee Room, The Guildhall, St Ives on Thursday 7 June 2018 at 7.00pm

PRESENT

Chairman - Councillor T Andrewes  
Vice Chairman – Councillor R Glanville

COUNCILLORS

Griffin J	Nicholls C
Harris A (until 7.56pm)	Symons J
Henry R	Tulley R
Lait R	Williams T

IN ATTENDANCE

Councillor K Messenger

OFFICERS

Town Clerk  
Facilities Manager  
VIC Manager

APOLOGIES FOR ABSENCE – were received from Councillor S Tanner,

F.1 ELECTION OF COMMITTEE CHAIRMAN

RESOLVED - that Councillor Andrewes be elected committee chairman for 2018/2019.

F.2 ELECTION OF COMMITTEE VICE-CHAIRMAN

RESOLVED - that Councillor Glanville be elected committee vice-chairman for 2018/2019.

F.3 MINUTES

RESOLVED – that the Chairman signs as true and correct record the Minutes of the Facilities Committee meeting held on 12 April 2018.

F.4 PUBLIC SPEAKING

None.

F.5 DECLARATIONS OF MEMBER/OFFICER INTERESTS

Councillor Lait declared an Interest in Minute F.9 (Visit St Ives Guide 2019) as a member of the St Ives Archive (sale of maps) and withdrew from the meeting during consideration of this item.

F.6 OFFICERS' UPDATE REPORT

During consideration of the update report, Members requested further update on the library transfer and repairs to the Island Centre windows, following which it was

RESOLVED – to note the contents of the report.

F.7 FINANCE REPORT

Members considered the report circulated prior to the meeting, giving the year-end budget versus actual income and expenditure figures, and the figures for the first two months of the current financial year.

After brief discussion, it was

RESOLVED – that the finance report be noted.

F.8 CONCERT HALL BOOKINGS

It was reported that currently promoters pay a flat rate for the hire of the Concert Hall. Some promoters find this pricing strategy to be risky and favour a charging system based on the hirer and the town council sharing the income from ticket sales on an 80:20 basis respectively. To hire and market the hall in this way would bring an expectation that the town council would carry out a greater level of marketing than it currently generates. Members were advised that the suggestion had been made following conversations with hirers and with managers from other venues.

The council could protect itself against losses from cancellations by requiring a deposit for the 80:20 hire charge, based on the deposit for regular room hires.

RESOLVED – that the committee agrees to the principle of the ticket split arrangement and requests Officers to present a detailed report to the Finance & General Purposes Committee.

F.9 CHANGING THE FORMAT OF THE VISIT ST IVES GUIDE FOR 2019

Councillor Lait declared an interest in this item as a member of the St Ives Archive (sale of maps) and withdrew from the meeting during consideration of this item.

Members considered the report circulated prior to the meeting and the further update on proposed advert prices, circulated at the meeting. The committee first debated the principle of continuing with production of a St Ives Guide, noting that - taking staff costs into account - the council had effectively subsidised the publication last year. A number of points were considered, including:

- Benefit to visitors and the local area
- Whether the guide should be replaced with a town map
- The need for advertising in the guide to be attractive to local businesses
- The content of the publication
- The need for competitive pricing for advertisers
- Whether the town council should be the lead organisation in the production of the guide
- Distribution and sales strategies to be reviewed

Councillor Harris left the meeting at this point.

RESOLVED – that the committee supports the production of a Visit St Ives brochure for 2018/19

Councillor Lait re-joined the meeting at this point, as the option for production of a map had been ruled out.

Following further discussion and the offer for Councillors to contact the VIC Manager with any further suggestions, it was

RESOLVED – that

- 1) The committee supports the production of an A5 sized St Ives Guide, with the same print run as last year;
- 2) The principle be adopted to bring the cost of advertising down to make it more attractive to potential advertiser, with the aim being to generate a net surplus
- 3) The VIC Manager is asked to take into account all comments raised at the meeting, including suggestions relating to format, target audience and customer base.
- 4) A report be presented to the 14 June meeting of the Council to set the advertising charges.

F.11 REPORTS FOR INFORMATION

1. Library transfer – update

Councillor Andrewes gave an update on latest meeting of the Library Group, reporting that it had been protracted and difficult. There was a consensus amongst committee members that the future success of the library and information service depends on it being relevant and useful to as many people as possible.

2. Island Centre roof repairs

RESOLVED – that the information reports be noted

Meeting closed at 8.37 pm

Chairman