



# 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 Dwelly

Email: [enquiries@stives-tc.gov.uk](mailto:enquiries@stives-tc.gov.uk)

Website: [www.stivestowncouncil-cornwall.gov.uk](http://www.stivestowncouncil-cornwall.gov.uk)

Date: 22 October 2021

Dear Councillor

## FACILITIES COMMITTEE MEETING – 28 OCTOBER 2021

You are given notice of a Facilities Committee meeting to be held in the Committee Room of the Guildhall on Thursday 28 October 2021 at 7.00 pm.

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 due to COVID-19 Guidelines, the room has a limited capacity. Once the capacity of the room has been exceeded, health and safety regulations will require the Council to limit attendance.

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 Dwelly  
Town Clerk

To: All Councillors, Service Managers  
Press  
Cornwall Councillors  
Community Link Officer.

### Membership of Facilities Committee

Chairman -	Wells J		
Vice-Chairman -	Tanner S		
Town Mayor and Deputy Town Mayor (ex officio, voting members)			
and Councillors:	Beveridge J	Harris A	Ryall J
	Dale A	Hodson C	
	Gaunt R	Messenger K	

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 – 28 OCTOBER 2021

### AGENDA

1. **Apologies for absence**
2. **Chairman’s Announcements**
3. **Minutes**  
To pass the following resolution:  
**RESOLVED** – that the Chairman signs as a true and correct record the Minutes of the Facilities Committee meeting held on 2 September 2021 (*copy previously circulated*).
4. **Public Speaking**
5. **Declarations of Councillor and Officer Interests (including reasons thereof)**
6. **Officers’ Update Report** (*copy attached*)
7. **Items for Decision**
  - (1) Removing late fines from the Library *Cultural Services Manager*
  - (2) Maintenance Project Manager’s Update *Town Clerk*
  - (3) Update from the Guildhall Working Group and Development Project *Town Clerk / Project Officer*
  - (4) Buildings and Amenities Manager’s Update Report *Buildings & Amenities Manager*
  - (5) New Year’s Eve arrangements *Town Clerk*
  - (6) Health and Safety Review for Guildhall events (*Appendix A*) *Town Clerk*
  - (7) Scale of Charges for 2022-23 (*Appendix B*) *RFO & Corporate Services*
  - (8) Budget for 2022-23 (*Appendix C to follow*) *Manager*
8. **Finance Report** *RFO & Corporate Services Manager*
9. **Reports for Information**  
None
10. **Correspondence**  
None
11. **Exclusion of the Press and Public**  
To consider passing the following resolution:  
“That in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting during the consideration of the following matters on the grounds that they involve information of a confidential nature.”
12. **CONFIDENTIAL ITEMS FOR DECISION**
  - (1) Consideration of a property business case (*Appendix E*) *Project Officer*
  - (2) Consideration of a tender for lease (*Appendix F*) *Town Clerk*

**Date of next scheduled meeting**

**20th January 2022**