

Minutes of the Meeting of the Finance & General Purposes Committee, St Ives Town Council, held in the Committee Room, Guildhall on Thursday 9th October 2025 at 7pm

PRESENT

Chair – Councillor T Harris

Vice Chair – Councillor P Kennedy

COUNCILLORS

Arthur K,

Hynes S

McNamee S

Messenger K

Mitchell A

Viney P

Walsh A

Wells J

IN ATTENDANCE

Member of the Press and a Community Organisation representative.

OFFICERS

Town Clerk

Head of Finance

Operations & Premises Manager

Administration Assistant

F&GP.29 APOLOGIES FOR ABSENCE

None

F&GP.30 CHAIR'S ANNOUNCEMENTS

The Chair announced that, due to a grant applicant attending the meeting the Grant Application Item would be discussed earlier at item 2 of the agenda.

F&GP.31 MINUTES

RESOLVED – that the Chair signs as a true and correct record the minutes of the Finance & General Purposes Committee meeting held on 12th June 2025.

F&GP.32 REPORTS FROM COMMUNITY ORGANISATIONS

A representative from YMCA Cornwall addressed the Committee. They provided background to their application as follows:

- They were the only YMCA in Cornwall.
- House and support 16 – 24-year-olds with housing and a support working for 2 years.
- There were 50 young people on the waiting list.
- They were seeking £250,000 to build 4 new flats.
- 8% of current clients are from the St Ives Parish.
- Funding had been sought from a range of sources.

F&GP.33 PUBLIC SPEAKING

None.

F&GP.34 DECLARATION OF COUNCILLOR AND OFFICER INTERESTS

- i) Councillor Arthur declared a non-registerable interest in item 8.2/ 3 Proposed Capital Projects as the community lead for the Richmond Garden's Playpark project.
- ii) Councillor Mitchell declared a non-registerable interest in Confidential item 13.1 Property Update as he was the Town Council representative for the Sailing Club.

REQUESTS FOR DISPENSATION

F&GP.35 As they were 5.b non-registerable interests and debate was in the public interest, the Committee RESOLVED – that both Councillors could participate in the debate and vote upon the relevant items.

F&GP.36 CLERK’S UPDATE REPORT

RESOLVED – that the report be NOTED

F&GP.37 YEAR END EXTERNAL AUDITOR’S REPORT

The conclusion of the external audit had been received. The Head of Finance had raised a concern that in Section 2, the auditors refer to the need to address *a number of weaknesses* raised by the internal auditor, but none had been received and the statement was incorrect. A covering letter acknowledged the error and would be appended to the audit report.

RESOLVED - that, the Committee NOTES the External Audit Report and RECOMMENDS to Council that it APPROVES the conclusions therein for the financial year 2024/25.

F&GP.38 COMMUNITY GRANT APPLICATIONS

The Committee considered three community grant applications and made the following awards:

F&GP.38.1 **St Ives Town AFC**

A grant of £500 was approved.

F&GP.38.2 **YMCA Cornwall**

A grant of £600 was approved.

F&GP.38.3 **Harbour Fishermen’s Christmas Lights**

A grant of £500 was approved and recommended to Community & Environment Committee for a Core Grant.

F&GP.38.4 **Citizens Advice Cornwall (CAB)**

A grant of £500 was approved and recommended to Community & Environment Committee for a Core Grant.

RESOLVED – that the Committee makes the above grant awards and RECOMMENDS the following requests for core grant funding to the Community & Environment Committee. It was noted that there was also a previous application from the foodbank outstanding:

- i) Harbour Fishermen’s Christmas Lights
- ii) Citizens Advice Cornwall (CAB)
- iii) The Foodbank

F&GP.39 PROPOSED COUNCIL CAPITAL PROGRAMME

Officers provided some context for the development of a draft programme. Although technically local councils do not define capital and revenue expenditure, the one off projects enhancing the quality and lifespan of buildings and assets were, in reality capital projects. Officers felt that there was merit in setting out future investment priorities, with a need to plan for expenditure and prioritise. It was noted that 75% of the total scheme costs had been secured from external funding with the balance being funded over a number of years.

A number of projects were on track and in final delivery phase. However, the biggest future challenge were improvements required to playparks due to be devolved, specifically Trewartha and Ayr Field. The Committee discussed funding options for such projects including the sale of assets, Section 106 developer payments and CIL, Government and other external grant funding and borrowing. The Council had previously borrowed to deliver projects following COVID (and will have repaid the debt by 2027).

The recommended next steps were to review the projects within the programme and develop a funding strategy for each and also identify priorities and timescales. This would inform decision making and budget setting.

The Committee noted the significant progress which had been made towards delivery and securing funding for a number of projects and agreed the next steps.

RESOLVED – that the Committee RECOMMENDS to Council that it ADOPTS the capital programme, to be kept under regular review, and to form the basis of future work to develop a funding strategy for each project, and to inform the medium term financial strategy and budget setting.

F&GP.40 THE GUILDHALL – RISK AND FINANCIAL UPDATE

The sponsoring committee for the Guildhall Renewal Project was the Facilities Committee. This committee had oversight of finance, risks and governance. Therefore, the high-level risk register and costs reports were brought to the Committee for regular review.

Risk registers and cost reports were attached for discussion. However, a specific set of financial risks needed to be considered by the Committee. Due to the involvement of a third party, full discussion needed to be continued in the confidential section of the meeting. However, the headlines were that site specific issues were causing significant delays – now forecast to run to July 2026. Delays cost the Council money as contractor's preliminaries were charged on a weekly basis. Cornwall Council had been notified, due to the seriousness of the issues, and impact on two Town Deal projects.

RESOLVED –that the Committee

- i) NOTES the reporting of risks, and the proposed mitigations as set out, together with the detailed cost report and
- ii) AGREES that both reflect a medium level of risk in terms of project delivery, but which currently remains within acceptable parameters for the scale and nature of the project.

F&GP.41 OFFICE OF POLICE COMMISSIONER (OPCC) CCTV FUNDING ROUND

The Committee considered a report which proposed that the Council submit an expression of interest for OPCC funding to support CCTV infrastructure. The application limit of £10,000, and the timescales, meant that the potential investment choices were limited. It was proposed that an application be submitted for an additional camera site, and airwaves radio equipment for the control centre. This was at EOI stage and, subject to a positive response, officers would consult the Chair and Vice Chair on future options for locations.

RESOLVED –that the Committee SUPPORTS the submission of an expression of interest to the OPCC CCTV funding round and, should it be successful, the details be delegated to officers, in consultation with the Committee Chair and Vice Chair.

F&GP.42 REQUESTS FOR ADDITIONAL EXPENDITURE

The Committee considered three one-off requests for additional expenditure.

F&GP.42.1 Treloyan Manor Gates

Historic Edward Hain gates from Treloyhan Manor had been removed and were being marketed for sale for £500. The proposal was to acquire the gates and work with interested parties to crowd funding for their renovation and seek views for their re-siting. One option was the war memorial, given the land had been gifted to the town by Edward Hain.

F&GP.42.2 Bonfire Night and Christmas late night opening of public conveniences

Community events were again being held for bonfire night and Father Christmas' arrival on the lifeboat. Each required public toilets to remain open later and there was an additional cost to this of a few hundred pounds and it was proposed that the Council absorb the associated costs.

F&GP.42.3 Remembrance Road Closures

The Council's general policy was to apply for official road closures for larger community events. This applied in the case of feast and remembrance. Unfortunately, this then required accredited marshals and there was a cost to this.

RESOLVED – that the Committee APPROVE the following expenditure :

- i) £500 to purchase back Treloyan Manor Gates and support a crowdfunding campaign to recover as much of the purchase and renovation costs as possible.
- ii) Additional toilet cleaning charges associated with late night openings for Bonfire Night and Christmas late night opening.
- iii) Accredited marshalling costs for Remembrance Sunday road closures

F&GP.43 FINANCE REPORT

The Committee reviewed the regular income and expenditure report for the Committee and had no further comments to make. It was agreed that the Council would align with Cornwall Council in making the Sloop carpark free for small business Saturday, due to take place in December.

RESOLVED that the Committee NOTE the report with:

- i) The bank reconciliation having been reviewed and APPROVED, together with
- ii) The waiving of all parking tariffs at the Sloop carpark on small business Saturday, whichever December date was selected by Cornwall Council.

F&GP.44 ITEMS FOR INFORMATION

None

F&GP.45 CORRESPONDENCE

none

F&GP.46 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED - 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 matter due to the confidential nature of the business to be discussed.

F&GP.47 PROPERTY UPDATE REPORT

F&GP.47.1 The Committee considered a regular property update report, the key points of which were as follows:

- **Island Centre:** St Johns Ambulance had advised that they intended to surrender their lease and vacate the property in the coming weeks. Contractually they were obligated to pay rent for the remainder of the term. The property would be assessed and future subdivision of the large office space considered.
- **Market House:** The works were on target and the lease with St Ives Archive was being drafted. It was proposed that a preview tour of the new space be arranged prior to the next meeting of the Committee on the 20th November.
- **Market House Tenants:** 1 new lease had been agreed, but two remained to be negotiated with the conclusion of the works.

Devolved Properties:

- **Barnoon Studio:** A baseline valuation has been commissioned from Vickery Holman and expressions of interest sought and 8 had been submitted.
- **Sloop Carpark Bin Licences:** All licences had been agreed. The revenue would be used to fund secure bin stores. Discussions were ongoing with BIFFA for their welfare hut and storage area.
- **Trenwith Toilets:** The lease with Cornwall Council has been agreed. There had been amendments that took time to resolve. Upon engrossment, the Town Council would have an 89 year lease on the toilets and the property above. The Council needed to be aware that, whilst there was a break clause in place for the sub-letting of the upper premises, there was no break clause for the Council to surrender the lease of the ground floor toilets without vacant possession of the whole site.
- **Porthmeor Sites Tenancies:**
- **Old Bowling Green:** A letter had been sent to residents regarding the current position of the Council's discussions in relation to the site. Until or unless a detailed proposal was submitted, the Council had resolved to grant a licence of the site to the surf life savers.

F&GP.47.2 Old Fire Station:

The property would be evaluated by Vickery Holman and EOIs sought for the first-floor offices. Once the guideline valuation was received, sealed bids would be invited. The Council had subsequently received an unsolicited offer for renting out the ground floor storage space to a local company on a short term basis, on an as seen basis. The proposals were of interest and provided additional income.

F&GP.47.3 Sailing Club

Councillor Mitchell declared a non-registerable interest as he was the Town Council representative for the Sailing Club and requested a dispensation to address the Committee and take part in the debate, which was approved.

The Committee had submitted a proposal to the sailing club following debate at its previous meeting and now considered their written response. Some elements had been accepted others were not and, specifically the length of lease and proposed incremental annual increases in the rent from years 2-5.

Council Standing Orders required that the Council could not revisit a decision made within the last six months. In which case, unless new information was presented which materially altered the Committee's understanding, they would need to follow the original decision.

The Committee debated the details of the amended lease terms presented to the Council by the club. A range of opinions was expressed, both on adhering to the original proposed terms and modifying them in response to the club's requests.

It was proposed that the Council support a rent review mechanism, linked to RPI, and a financial contribution to the lease drafting was capped. However, the Committee wished to continue with the proposed approach to incremental annual rent increases and the tenancy term.

Upon a recorded vote being taken, the proposal was carried.

For
Harris, McNamee, Viney, Walsh, Wells

Against
Arthur, Hynes, Kennedy, Mitchell, Messenger

RESOLVED – that the Committee NOTES:

- i) The updates provided for each individual property
- ii) The position in relation to Market House, especially the Council's existing tenants
- iii) The risk associated with the potential vacant office at the Island Centre and
- iv) The update on Porthmeor sites, Barnoon Studio and the conclusion of bin licences for the Sloop Carpark in addition to:
- v) APPROVING a proposal to enter into a short term licence of the ground floor of the Old Fire Station at the agreed rent and
- vi) AUTHORISING officers to respond to the sailing club setting out the Council's decision in relation to the proposed lease terms.

F&GP.48 GUILDHALL CONFIDENTIAL UPDATE REPORT

The Committee received a confidential report providing detailed information about an issue which had arisen in relation to party wall structures on the boundary of the site. The Committee heard how a series of events had had significant consequences in terms of both costs and delays, which were wholly outside of the Council's control. Due to their seriousness, assistance had been sought from Cornwall Council. To date, the delays had increased to over 20 weeks. The Council sought to protect itself from further risks by pursuing two formal party wall awards. This would enable the Council to undertake works in default, should it be otherwise prevented from doing so. It was hoped that the Guildhall's contractors would be appointed to carry out the required works.

The Committee expressed their serious concerns and supported in full the proposed measures and actions of officers seeking to resolve matters. It was noted that key Councillors (Committee Chairs for F&GP, Facilities and Town Deal board representatives) were being regularly briefed on events and progress.

RESOLVED – that the Committee NOTES the seriousness of the matter and the implications and AUTHORISES officers, in consultation with relevant councillors to

undertake all actions, as set out to:

- i) Undertake all necessary steps in order to expedite the party wall works with a view to start on site prior to the 1st of November.
- ii) Seek to recover all direct and indirect costs and losses related to these tasks including additional contract sums for Classic and losses for delays, legal and professional fees up to and including if appropriate repayment of the Council's £25,000 grant to the CLT.
- iii) Seek to work positively with all parties to ensure as far as possible the delivery of 6 affordable flats for the town of St Ives.

F&GP.49 DEBTORS AND CREDITORS

RESOLVED – – that the Committee NOTE the report.

F&GP.50 DATE OF NEXT SCHEDULED MEETING

20th November 2025

Meeting closed at 21:56 pm

Chair