Minutes of the Meeting of the Facilities Committee, St Ives Town Council held in the Guildhall Committee Room, at 7pm on Thursday 9th July 2026.

PRESENT
Chair – Councillor Arthur
Vice Chair — Councillor Evamy

COUNCILLORS

Arthur K	Parkinson-Evans M	Smith L
Evamy M	Ryall J	Wells
Harris T		

IN ATTENDANCE

OFFICERS

Town Clerk	Head of Finance
Deputy Town Clerk	Premises & Operations Manager
Cornerstone Manager	

F.01 APOLOGIES

Councillor Wells

F.02 Election of Committee Chair

RESOLVED – that Councillor Arthur be elected as Committee Chair for the Council year 2026-27.

F.03 Election of Committee Vice-Chair

RESOLVED – that Councillor Evamy be elected as Committee Vice-Chair for the Council year 2026-27.

F.04 CHAIR'S ANNOUNCEMENTS

None

F.05 MINUTES

RESOLVED – that the Chair signs as a true and correct record the minutes of the Facilities Committee meeting held on 5th February 2026.

F.06 PUBLIC SPEAKING

None

F.07 DECLARATIONS OF MEMBER/OFFICER INTERESTS

None

F.08 CLERK'S UPDATE REPORT

The Committee considered the update report and, in response to questions, the following updates were provided:

F.44 The toilet working group meeting would be scheduled over the Summer.

F.46 The Yonkers bus would provide a base for the delivery of services, funded with the recently awarded grant from Cornwall Council, but could be delivered from other sites.

RESOLVED – that the Committee NOTES the report and the updates provided.

F.09 COMMITTEE WORK PROGRAMME 2026-27, Q1 UPDATE

The Committee considered a Q1 update report of the Committee work programme. It noted that:

- A number of capital projects continued to progress including the concert hall and feasibility for the Huers Hut.
- The toilet cleaning contract had been re-let to the existing contractor at a lower than anticipated cost.

In response to queries it was confirmed that

- The strategic plan had its own timescale and was not reflected in the work programme. Work programme priorities would be reviewed once the plan was adopted.
- Frameworks were wholly in accordance with the public procurement rules (and the Council' adopted policy).

RESOLVED – that the status report for the Q1 2026-27 Facilities Committee work programme be NOTED.

F.10 Huers Hut

The Special Projects Officer provided a verbal update on the project and recommendations from the working group on future options for the building's refurbishment. Four options were proposed by the architect from a minimal do nothing to a solution, which involved restoration and a modest new build addition to increase the footprint. The Committee supported the proposed more interventionist approach, which was more likely to secure the long-term sustainable re-use of the site.

Reassurance was provided that all work would be undertaken under the guidance of conservation specialists and require listed building consent.

RESOLVED that that the Committee

i) NOTES the progress report, including the issued RIBA stage 0-1 report and recent steering group discussions and confirms the Council's in-principle support for feasibility options 3 and 4 to ensure the most sustainable long term future for the site.
ii) AUTHORISES the project team to identify external grant funding sources, and where appropriate, submit grant funding applications, in order to progress the phase two delivery stage of the project.

F.11 BUILDINGS AND AMENTIES UPDATE REPORT

The Committee considered a detailed officer report provided from the Premises and Operations Manager and the Head of Buildings and Amenities was welcomed back following a period of extended sick leave. It was noted that, with many larger capital projects completed, the team would be re-focusing on routine reactive and planned maintenance.

The Committee requested that future phases of Richmond Gardens included additional benches. Councillors also welcomed recent collaboration in relation to vermin control at the lodges.

RESOLVED – that the Committee NOTES the report.

F.12 CORNERSTONE LIBRARY UPDATE

The Committee welcomed the newly appointed Cornerstone Manager to the Council, and they provided a comprehensive update report. Councillors discussed recent developments in the building and planned activities and their contribution to securing the long term sustainability and identity of the building.

RESOLVED – that the Committee NOTES the report.

F.13 WEDDINGS UPDATE

The Committee considered an update report from the weddings team including increasing demand and proposals for the review of charges. It thanked the weddings officer for their hard work in growing the service and the brand.

RESOLVED – that the Committee:

i) NOTES the update report and progress of the wedding service and
ii) RECOMMENDS to Council That it ADOPTS the proposed fee structure for wedding and receptions as set out and include them in the Council's published scale of charges.

F.14 CAPITAL PROJECTS UPDATE

The Committee received an updated capital programme. It was noted that, whilst several large externally funded projects had completed, a number remained priorities including park and garden schemes. In response to concerns and questions about resourcing, the Committee heard that officers have skills in bidding for funds and, although competitive, there were options for securing environmental and green grants. The programme was also prioritised against funding opportunities. In terms of staff resources, this could be explored with the Staffing Committee.

RESOLVED –
That the Committee NOTES the update report for the 2025- 26 capital programme outturn and planned capital priorities for 2026-27 including, where possible, a commitment to secure external grant funding against scheme costs to improve affordability and reduce the reliance on Council funds.

F.15 FINANCE REPORT

The Head of Finance provided a verbal update on the report.

RESOLVED – that the Committee NOTES the Finance report and reported changes to the adopted Scale of Charges.

F.16 ITEMS FOR INFORMATION

F.16.1 TENDER FOR TOILET CLEANING

The Committee RESOLVED to NOTE the outcome of the evaluation and decision to award the contract to Crystal Clear.

F.16.2 SCALE OF CHARGES

An amended fee for PSPO licences was noted and, in accordance with delegation, the Committee ratified the charges set.

RESOLVED
That the Committee RATIFIES amendments to the scale of charges as set out.

F.17 CORRESPONDENCE

None

F. 18 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED – that having concluded all business under the public part of the agenda, it was not necessary to pass a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960, in order to consider matters which involved information of a confidential nature.

F. NEXT MEETING

22nd October 2026

Meeting closed at 8.44 pm Chair Councillor Arthur