Finance & General Purposes Committee

St Ives Town Council
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St Ives Town Council

Ask for: Louise Dwelly
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Date: 13th November 2026

Dear Councillor

MEETING OF THE
FINANCE & GENERAL PURPOSES COMMITTEE MEETING
19TH NOVEMBER 2026 AT 7PM

You are given notice of a meeting of the Finance and General Purposes Committee, to be held in the Committee Room, Guildhall on **19th November 2026 at 7pm.**

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. 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 Chair to speak.

Please note that the Committee 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 and Senior Management Team
Cornwall Councillors and Community Network Manager
Press

Membership of Finance & General Purposes Committee:

Chair - Harris T
Vice-Chair - Kennedy P
Town Mayor and Deputy Town Mayor (ex officio, voting members)

and Councillors:	Arthur K	McNamee S	Walsh A
	Hynes S	Mitchell A	Wells J
	Harris T	Kennedy P	Viney P

Finance & General Purposes Committee

19th NOVEMBER 2026

AGENDA

1.	Apologies for Absence		
2.	Chair's Announcements		
3.	Minutes page 4 To consider passing the following resolution: *RESOLVED – that the Chair signs as a true and correct record the Minutes of the Finance & General Purposes Committee meeting held on 11th June 2026* (Appendix 3)		
4.	Update from Community Organisations		
5	Public Speaking		
6.	Declarations of Interest and Requests for Dispensation		
	i) Declarations of Councillor and Officer Interests (including reasons thereof) *ii) Requests for Dispensation*		
7	Clerks' Update Report (Appendix 7 page 12)		
8	Reports for Decision		
	(1)	Committee Budget 2026-27 (Appendix 8.1 page 34) *To consider a draft Committee budget for the financial year 2027-2028.*	*Head of Finance / Town Clerk*
	(2)	The Council Budget 2027-28 (Appendix 8.2 to follow) *To consider a budget report and recommendations for the setting of the Precept* ***NB – the full draft Council Budget and accompanying reports will be circulated on Tuesday 17th November 2026.***	*Head of Finance/ Town Clerk*
	(3)	Community Grants Applications (Appendix 8.3 page 37) *To consider community grant funding applications* 1. Cornwall Speak Their Name 2. Penderleath Community Woodland 3. St Ives Bay Marine Group 4. St Ives School of Painting 5. The Wave Project 6. Christmas Lights	*Town Clerk*
	(4)	Super Saturday, 5th December – verbal report *To consider free parking in Sloop carpark in line with Cornwall Council's decision.*	*Town Clerk*
	(5)	Appointment of the Internal Auditor (Appendix 8.5 page 40) *To formally confirm the appointment of the auditor for the financial year 2027-28.*	*Head of Finance*
	(6)	Renewal of Utilities Contracts (Appendix 8.6 to be issued on 16th) *To consider options for the letting of utilities contracts upon the expiry of the fixed term.*	*Head of Finance*
	(7)	Social Media Usage Policy (Appendix 8.7 page 42) *To consider a draft social media policy, amended and referred back to the Committee from Council.*	*Deputy Town Clerk*
	(8)	Proposal to extent the CCTV Monitoring Contract	*Town Clerk*

		To consider an extension of the term under the current CCTV monitoring contract.	
9	Finance Report *To consider the Finance Report* (Appendices 9.1 – 9.5 page 67)		*Head of Finance*
10	Committee Work Programme 2026-27 Q3 update (Appendix 10 page 76) *To note the Q3 update to the work programme and any matters arising.*		*Town Clerk*
11.	Items for Information		
	(1)	West Cornwall CCTV, Control Room Report. (Appendix 11.1 pg81)	*Town Clerk*
	(2)	New Year's Eve contract and collaboration agreement (Appendix 11.2 page 92)	*Town Clerk*
13	Correspondence *To consider any relevant correspondence and any actions arising*		*Town Clerk*
14	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 matter due to the confidential nature of the business to be discussed*".		
15	Confidential Reports for Decision		
	(1)	Property Update (Confidential Appendix 15.1.) *To receive a regular update on property and landlord and tenant matters*	*Town Clerk*
	(2)	Sundry Debtors (Confidential Appendix 15.2)	*Head of Finance*
17	Date of Next Scheduled Meeting		
	4th March 2027		*Town Clerk*

Minutes of the Meeting of the Finance & General Purposes Committee, St Ives Town Council, held in the Council Chamber, St Ives Guildhall on Thursday 11th June at 7pm

PRESENT
Chair – Councillor T Harris
Vice Chair – Councillor P Kennedy

COUNCILLORS

Arthur K	Van Staeyen M	Wells J
	Viney P	

IN ATTENDANCE
5 members of the public

OFFICERS
Town Clerk
Deputy Town Clerk
Head of Finance

F&GP.01 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Hynes S, McNamee S, Mitchell A and Walsh A.

F&GP.02 ELECTION OF COMMITTEE CHAIR

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

F&GP.03 ELECTION OF COMMITTEE VICE-CHAIR

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

F&GP.04 CHAIR'S ANNOUNCEMENTS

None

F&GP.05 MINUTES

RESOLVED – that the Chair signs as a true and correct record the minutes of the Finance & General Purposes Committee meeting held on 4th March 2026.

F&GP.06 PUBLIC SPEAKING

F&GP.06.1 St Ives Bay Marine Watch

The applicant spoke in support of their grant application

F&GP.06.2 Gleaning Cornwall

The applicant spoke in support of their grant application

F&GP.07 REPORTS FROM COMMUNITY ORGANISATIONS

F&GP.07.1 St Ives Food and Drink Festival

Organisers from the Festival addressed the Committee. They provided positive feedback from the event, but also described some issues related to young people, anti-social behaviour and under age drinking. Police resourcing and the wider impact on the town were raised as concerns. Police feedback was that their operational goals had been met with use of dispersal powers and confiscation of

alcohol. A number of actions were discussed including the need for a post event review and a discussion about future police resources and scope to use CSAS accredited marshals for future events.

RESOLVED – that Councillors in regular liaison with the police would raise resourcing and the need to link with the transport police.

F&GP.08 DECLARATION OF COUNCILLOR AND OFFICER INTERESTS

Councillor Wells declared an interest in item F&GP.11.6.2 - a grant application from Ocean Sports Club - on the grounds that the applicant was a close associate.

Councillor Kennedy declared an interest in item F&GP.11.6.5 - a grant application from St Ives Bay Marine Watch - on the grounds that they were a member of the group

F&GP.09 REQUESTS FOR DISPENSATION

None

F&GP.10 CLERK'S UPDATE REPORT

The Committee considered the report and no amendments were made or matters raised.

RESOLVED – that the report be NOTED

F&GP.11 ITEMS FOR DECISION

F&GP.11.1 ANNUAL WORK PROGRAMME UPDATE

The Committee considered a Q1 work programme update report. Early in the year, few items had been completed, although progress had been made in relation to property matters and a commercial waste contract let. One item had been rated red. In the light of the King's speech and the likely introduction of a tourist tax, there was now limited scope to progress a voluntary scheme. It was recommended that this work strand be amended to reflect the need to engage with Cornwall Council on the structure and terms of any future levy.

RESOLVED – that the Committee NOTES the quarter 1 outturn performance for the 2026-27 work programme and APPROVES the amendment of F&GP.6 to replace the ambition of a voluntary visitor levy with the aim of influencing the policy terms of any future tourist levy for Cornwall.

F&GP.11.2 YEAR END INTERNAL AUDIT REPORT

The Committee considered the year end report and the only matter raised in relation to transparency information, which had since been updated.

RESOLVED – that the Committee NOTES the end of year report and the conclusions therein and RECOMMENDS it to full Council for approval.

F&GP.11.3 ANNUAL RETURN AND ANNUAL STATEMENT OF ACCOUNTS

The Committee considered the annual statement of accounts and the end of year position. It was noted that the final reserves figure was recorded by the auditor as being 31% of annual operating expenditure, within acceptable parameters. The annual governance and accounting statements were considered and were judged to be satisfactory and recommended to the June meeting of Council, in order to meet the statutory submission deadlines.

RESOLVED – that the Committee RECOMMENDS to Council that

i) The Annual Governance Statement for the year 2025/26 be approved and authorised by the Mayor and Town Clerk
ii) The Accounting Statement for the year 2025/26 be approved and signed by the Mayor and RFO.
iii) The Outturn position report be noted

F&GP.11.4 INSURANCE PROCUREMENT PROCESS UPDATE

Following a report to the March meeting of the Committee, it was noted that it had not been possible to improve upon the insurance quotations previously provided. The Committee was, therefore, asked to ratify the decision taken under delegation to enter into a new policy.

RESOLVED – that the Committee NOTES the report and RATIFIES the delegated decision to enter into a three year insurance contract with Zurich Municipal on the terms set out.

F&GP.11.5 ANTI-SOCIAL BEHAVIOUR ISSUES IN ST IVES & COMMUNITY SAFETY UPDATE

The Committee considered a report setting out the Council's statutory duties in relation to community safety and actions it was already taking in response. The Committee also considered a number of further measures and investments in order to address trends in anti-social behaviour at specific town centre locations.

These included increasing town centre CCTV provision and physical lock ups of parks and gardens for the Summer holidays, the joint re-commission of the Town Marshals scheme with St Ives BID and support for the switch to a new reporting platform in response to police preference. Some committee members expressed concern about the Council's funding displacing that of other statutory bodies, such as the police, but it was recognised that as resources were unlikely to be increased in the short term, additional measures were necessary to keep the parish safe.

RESOLVED – that the Committee NOTES the report and APPROVES the recommendations as follows:

i) The commission of new locally recording CCTV cameras at Memorial Gardens and St Andrews Lane, funded from within existing identified budgets.
ii) Future enhancement of the CCTV Reserve, sufficient to fund the installation of a 7th networked camera at the Sloop carpark, subject to a satisfactory quotation being received.

iii) The commission of a CSAS accredited street marshals service for up to 10 weeks during the Summer period, subject to the service being jointly funded by St Ives BID.
iv) The commission of a park locking service for both Memorial and Trewyn Gardens during the Summer holidays, in accordance with the quote received and funded from within existing budgets.
v) Endorsement of BID's proposal to switch from the DISC to UK-PAC crime and asb reporting tool with the new channel continuing to be delivered in partnership.
vi) The commission of an inter-agency meeting in response to children and young people's behaviour and safeguarding issues at recent events.

F&GP.11.6 COMMUNITY GRANTS APPLICATIONS & SCHEDULE

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

F&GP.11.6.1 NATIONAL COASTWATCH

An award of £1,000 towards the provision of replacement wipers and motors for the station windows.

F&GP.11.6.2 OCEAN SPORTS CLUB

Councillor Wells declared an interest and left the meeting during consideration of this item.
An award of £350 towards the purchase of a steering padel.

F&GP.11.6.3. ROSE LODGE & SHORE SHELTER

An award of £576 to assist with pest control.

F&GP.11.6.4. GLEANING CORNWAL REGENERATIVE FOOD & FARMING

An award of £250 towards the purchase of digital equipment, subject to the provision of data on the number of St Ives' residents supported by the scheme.

F&GP.11.6.5 ST IVES BAY MARINE GROUP

Councillor Kennedy declared an interest and left the meeting during consideration of this item.
An award of £300 towards planned screenings of the film People's Emergency Briefing in various parish locations, including Lelant village hall.

RESOLVED – that the Committee makes the grant awards, as set out.

F&GP.11.7 REVIEW OF COMMUNITY SMALL AND CORE FUNDING GRANT POLICIES

The Committee considered the notes and feedback from a task and finish group drawn from two committees for proposed changes to grant policies. The Committee agreed that the aims of the amendments were to streamline decision making, remove barriers from organisations accessing smaller awards, moving towards a commissioning model for longer term core funding. To support this, the following changes were made:

Small Community Grants

- Grants of £500 or less would be fast tracked and recommended for approval subject to the applications demonstrating they met the required criteria.
- Grants above £500 would be by exception and considered by the Committee on a case by case basis.
- Organisations were limited to a single award within any 3 year period
- The information requirements to be reduced
- The applicants must deliver services within and solely for the direct benefit of parish residents.
- There would be 4 application windows annually to align with the Committee cycle with annual funding pro-rated for each, but with unallocated amounts rolled forward into the next cycle.

Core Grants Policy

- To be renamed community partnership grants
- To be considered annually in line with the budget cycle
- Applications for annual costs above £4,000 would only be considered by exception.
- Grants to be used for core operating costs
- Grants would be offered for a three-year period, subject to a service level agreement, setting out agreed objectives and outcomes.
- Organisations could apply or, equally, the Council may ask an organisation to apply to commission the delivery of a service.
- Applicants should be supported by a business plan demonstrating how they aimed to become sustainable over time.

Both policies would be reviewed after a 12 months' period.

RESOLVED – that the Committee NOTES the recommendations of the task and finish group and RECOMMENDS to Council changes to the policies, as set out.

F&GP.11.8 UPGRADING CARPARK TICKET MACHINES

The Committee considered a report on the condition of the carpark ticket machine, and the need to procure a second machine for a further site. It was noted that a quote from electrical highway contractors had not yet been received, but it was anticipated that the costs could be funded in full from carpark repair and maintenance budgets.

RESOLVED – that the Committee NOTES the report and AUTHORISES officers to take all necessary steps to commission new operating equipment with the costs being funded from within 2026-27 carpark budgets.

F&GP.11.9 PROVISION OF POLLING CARDS IN BY-ELECTIONS

The Committee considered a detailed cost account for the recent St Ives West by-election, undertaken by Cornwall Council. It also discussed concerns and feedback from residents about a lack of physical polling cards, but also inadequate information and communications from Cornwall Council about polling stations, dates and ward boundaries. It was noted that a previous decision not to issue polling cards was taken because of excessive printing and postage costs and pressures on the elections reserve. However, in the light of recent concerns, the Committee resolved that these remained essential, unless there

was a Cornwall Council election in parallel. It was noted that the elections reserve had been replenished as part of the 2026-27 budget. However, given the significant by-election costs, only 2-3 could be funded in any given year at the current budget level. It was, therefore, important that earmarked reserve levels were maintained.

RESOLVED – that the Committee RECOMMENDS to Council that, following recent complaints and feedback, the printing and postage of physical polling cards be re-instated for all by-elections, and that it ensures that the elections reserve is maintained at an adequate level in future budget setting.

F&GP.11.10 IT HARDWARE DEVICE ISSUES AND CYBER ESSENTIALS

The Committee considered a report setting out a number of steps to be taken in order to comply with Government cyber essentials guidelines. In addition, it noted the need to implement upgrades of devices, licences and hardware for both councillors and staff. Some measures were urgent and could be implemented from within existing budgets. Others would require additional funds and officers were exploring the most affordable way to roll out changes over the financial year.

The Committee noted the necessity of the changes and, supported the introduction of laptops for councillors to replace tablet devices on the grounds of ease of use and functionality.

RESOLVED – that the Committee

i) APPROVES the purchase of phone handsets for the maintenance team, to be funded from within existing Service equipment budgets
ii) AUTHORISES officers to negotiate the procurement of necessary hardware, labour, software and infrastructure in order to meet the minimum Cyber Essentials standards over the next 12 months with a final cost estimate being prepared for Council for approval, where items cannot be funded from within existing budgets.
iii) RECOMMENDS to Council that it AUTHORISES officers to take all necessary steps to comply with the requirement to achieve Cyber Essentials as minimum standard with measures, as set out in the report, including solutions for multifactor authentication, Microsoft licences, and the upgrading of councillor devices

F&GP.11.11 ANNUAL POLICY REVIEW

The Committee considered the following adopted policies, which had been the subject of annual review.

F&GP.11.11.1 SUNDRY DEBTORS' POLICY

RESOLVED – that the Committee RECOMMENDS the policy to Council for adoption

F&GP.11.11.2 SOCIAL MEDIA USAGE POLICY

RESOLVED – that the Committee RECOMMENDS the policy to Council for adoption.

F&GP.12 FINANCE REPORT

The Committee considered the finance report.

RESOLVED that the Committee NOTES the report and RESOLVES that the bank reconciliation has been reviewed and is APPROVED.

F&GP.13. ITEMS FOR INFORMATION

GRANT REPORTS
The Committee received grant recipient reports from the following beneficiaries:

F&GP.13.1 Rotary Club - May Day Event

RESOLVED – that the Committee RECEIVES the report.

F&GP.14. CORRESPONDENCE

None

F&GP.15 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.16.1 PROPERTY UPDATE REPORT

The Committee considered a regular property update report and made the following decisions in relation to specific properties:

i) A licence had been signed for the ground floor of the Old Fire Station, in consultation with the Chair of the Committee and the Committee was asked to ratify the decision
ii) Barnoon Chapel and stores – the Committee was asked to delegate a final decision in relation to a future rent review and new lease to ensure that matters were resolved prior to the next meeting of the Committee
iii) Sailing club – progress towards the agreement of a lease was welcomed
iv) St Ives Museum – proposed heads of terms and meeting minutes were noted.

RESOLVED – that the Committee NOTES the updates for properties, as set out and the following actions:

i) Under 1.2 ratify the licence agreement, as set out
ii) Under 1.4 subject to terms being agreed, authorise officers, in consultation with the Chair of the Committee to conclude the rent review and enter into a new lease, upon transfer of the site.
iii) Under 1.7, to consider the notes of a recent meeting and revised heads of terms for a lease, save that a report would be brought back in the event of new restrictions on title being proposed by Cornwall Council as part of the transfer.
iv) An FOI request was in progress.

F&GP.16.2 INSURANCE REPORT

There was no further discussion on this item.

F&GP.16.3 DEBTORS AND CREDITORS

The Committee considered the details of one outstanding debtor in relation to an allotment rent.

RESOLVED – that the Committee NOTES the report and the actions to be taken.

F&GP.16.4 ANTI-SOCIAL BEHAVIOUR ISSUES IN ST IVES & COMMUNITY SAFETY UPDATE

There was no further discussion on this item.

F&GP.17 ITEMS FOR INFORMATION

None

F&GP.17.1 REVIEW OF CARPARK TICKETING MACHINE OPTIONS

There was no further discussion on this item.

F&GP.18. DATE OF NEXT SCHEDULED MEETING

19th November 2026

Meeting closed at 9.30pm Chair

Town Clerk's report to Finance and General Purposes Committee – 19th November 2026

Update from 11th June 2026

Decision Reference	Item	Decision	Update	Status
F&GP.07 F&GP.07.1	REPORTS FROM COMMUNITY ORGANISATIONS St Ives Food and Drink Festival	RESOLVED – that Councillors, in regular liaison with the police, would raise resourcing and the need to link with the transport police.	This was raised through liaison meetings.	COMPLETE
F&GP.11.1	ANNUAL WORK PROGRAMME UPDATE	RESOLVED – that the Committee APPROVES the amendment of F&GP.6 to replace the ambition of a voluntary visitor levy with the aim of influencing the policy terms of any future tourist levy for Cornwall.	This item has been removed from the Work Programme. A joint letter on the levy has been sent to Cornwall Council's leader.	In progress
F&GP.11.3	ANNUAL RETURN AND ANNUAL STATEMENT OF ACCOUNTS	RESOLVED – that the Committee RECOMMENDS to Council that i) The Annual Governance Statement for the year 2025/26 be approved and authorised by the Mayor and Town Clerk. ii) The Accounting Statement for the year 2025/26 be approved and signed by the Mayor and RFO.	i) Statement was approved by Full Council in June 2026 and submitted within statutory deadlines. ii) Documents signed and approved by Mayor and RFO	COMPLETE COMPLETE
F&GP.11.4	INSURANCE PROCUREMENT PROCESS UPDATE	RESOLVED – that the Committee NOTES the report and RATIFIES the delegated decision to enter into a three-year insurance contract with Zurich Municipal on the terms set out.	Insurance secured as proposed.	COMPLETE
F&GP.11.5	ANTI-SOCIAL BEHAVIOUR ISSUES IN ST IVES & COMMUNITY SAFETY UPDATE	RESOLVED – that the Committee NOTES the report and APPROVES the recommendations as follows: i) The commission of new locally recording CCTV cameras at Memorial Gardens and St Andrews Lane, funded from within existing identified budgets. ii) Future enhancement of	i) The cameras have been installed and are awaiting final commissioning prior to going live. It is expected that this will take place in 2026. ii) This provision has	In progress

		the CCTV Reserve, sufficient to fund the installation of a 7th networked camera at the Sloop carpark, subject to a satisfactory quotation being received. iii) The commission of a CSAS accredited street marshals service for up to 10 weeks during the Summer period, subject to the service being jointly funded by St Ives BID. iv) The commission of a park locking service for both Memorial and Trewyn Gardens during the Summer holidays, in accordance with the quote received and funded from within existing budgets. v) Endorsement of BID's proposal to switch from the DISC to UK-PAC crime and asb reporting tool with the new channel continuing to be delivered in partnership. vi) The commission of an inter-agency meeting in response to children and young people's behaviour and safeguarding issues at recent events.	been accommodated in the draft budgets. iii) The service was delivered with positive feedback. An evaluation report is awaited and funds in the 2027-28 budget to recommission the service. iv) An internal evaluation was completed following the trial. The locking at Memorial Gardens was successful and reduced antisocial behaviour. The trial at Trewyn was less successful as the locked gates did not fully prevent access Prices are being sought for the installation of pedestrian gates that will further minimise unathorised access. v) The switch has been made to the new reporting tool and has fully replaced DISC. vi) 2 meetings have been cancelled by the head at St Ives school, but a 3rd is in the calendar for later this month.	In Progress COMPLETE COMPLETE COMPLETE In progress
F&GP.11.7	<u>REVIEW OF SMALL COMMUNITY AND CORE FUNDING GRANT POLICIES</u>	RESOLVED – that the Committee NOTES the recommendations of the task and finish group and RECOMMENDS to Council	Both policies have been adopted at Full Council and the new funding policy will be used to inform	COMPLETE

		changes to the policies, as set out.	funding decisions next year.	
F&GP.11.8	UPGRADING CARPARK TICKET MACHINES	RESOLVED – that the Committee NOTES the report and AUTHORISES officers to take all necessary steps to commission new operating equipment with the costs being funded from within 2026-27 carpark budgets.	A quote has been secured, but the project has been paused at Chy an Gweal to prioritise the completion of the Guildhall project.	Paused
F&GP.11.9	PROVISION OF POLLING CARDS IN BY-ELECTIONS	RESOLVED – that the Committee RECOMMENDS to Council that, following recent complaints and feedback, the printing and postage of physical polling cards be re-instated for all by-elections, and that it ensures that the elections reserve is maintained at an adequate level in future budget setting.	Policy has been amended to reflect the decision	COMPLETE
F&GP.11.10.	IT HARDWARE DEVICE ISSUES AND CYBER ESSENTIALS	RESOLVED – that the Committee i) APPROVES the purchase of phone handsets for the maintenance team, to be funded from within existing Service equipment budgets ii) AUTHORISES officers to negotiate the procurement of necessary hardware, labour, software and infrastructure in order to meet the minimum Cyber Essentials standards over the next 12 months with a final cost estimate being prepared for Council for approval, where items cannot be funded from within existing budgets. iii) RECOMMENDS to Council that it AUTHORISES officers to take all necessary steps to comply with the requirement to achieve Cyber Essentials as minimum standard with measures, as set out in the report, including solutions for multifactor	i) Handsets have been ordered, configured and received. ii) Current year cyber essentials purchase costs have been met within existing budgets. This includes the procurement of laptops for Councillors to replace iPads that will no longer meet security requirements. iii) Following the purchase of the mobile phones and the ordering of the Councillor laptops, the remaining upgrade work to meet Cyber Essentials is scheduled and included in the	COMPLETE In progress In progress

		authentication, Microsoft licences, and the upgrading of councillor devices	2027-28 budget	
F&GP.11.11	ANNUAL POLICY REVIEW SUNDRY DEBTORS' POLICY SOCIAL MEDIA USAGE POLICY	RESOLVED – that the Committee RECOMMENDS the following policies to Council for adoption. i) Sundry Debtors ii) Social Media Usage Policy	i) Policy was ratified by Full Council ii) Full Council requested some changes, so will be amended and re-proposed.	COMPLETE In progress
F&GP.16.1	PROPERTY UPDATE REPORT	RESOLVED – that the Committee NOTES the updates for properties, as set out and the following actions: i) Under 1.2 ratify the licence agreement, as set out ii) Under 1.4 subject to terms being agreed, authorise officers, in consultation with the Chair of the Committee to conclude the rent review and enter into a new lease, upon transfer of the site. iii) Under 1.7, to consider the notes of a recent meeting and revised heads of terms for a lease, save that a report would be brought back in the event of new restrictions on title being proposed by Cornwall Council as part of the transfer. iv) An FOI request was in progress.	i) A 12-month licence agreement has been signed, pending committee decision about a longer term arrangement. ii) The initial appointed valuer failed to progress and a new valuer has been appointed. It is anticipated the project will now gain some momentum. iii) The issues with the lease arrangements and Cornwall Council have been resolved and this project forms phase 4 of the devolution project. New HoT to be agreed. iv) This had received a response and is now closed	COMPLETE In progress In progress COMPLETE

Update from 5th March 2026

Decision Reference	Item	Decision	Update	Status
F&GP.92	PROPERTY UPDATE REPORT	i) CONFIRMS – the recommended approach to be taken at Units 1 and 2 Market House ii) APPROVES the recommendation in relation to tenders for the Old Fire Station. iii) AUTHORISES officers to seek commercial opportunities in relation to a devolved site. iv) Conclude a Club's lease negotiations. v) AUTHORISES officers to appoint valuers to conclude the Barnoon Chapel rent review.	i) Resolved and unit occupied. ii) Resolved and unit occupied iii) Resolved and unit occupied. iv) Heads of Terms agreed and solicitors have been appointed. v) Superseded by F&GP.16.1	COMPLETE In progress
F&GP.93	TO CONSIDER HEADS OF TERMS FOR A PROPOSED LEASE WITH A LOCAL REGISTERED CHAIRTY	RESOLVED – that the Committee APPROVE the draft heads of terms, in order that the Council's solicitor could be instructed to proceed to prepare a lease, accepting that some matters might change during drafting and negotiations.	Superseded by F&GP.16.1	COMPLETE

Update from 20th November 2025

Decision Reference	Item	Decision	Update	Status
F&GP.68	PROPERTY UPDATE REPORT	RESOLVED – that the Committee: i) APPROVE the invitation for sealed bids for Barnoon Workshop & Old Fire Station, in accordance with the valuation advice. ii) APPROVE – the proposed lease term for the lodges.	i) All sites have been leased with the exception of Barnoon where no suitable tenders were received. New EOI are currently being appraised. Draft leases have been issued for signing, but this has not been	In Progress In Progress

		iii) APPROVE – possible, in principle lease terms for the former Porthmeor Bowling Green, subject to conditions being satisfied, as set out.	progressed by the Lodges iii) Superseded by agenda item	

Update from 9th October 2025

Decision Reference	Item	Decision	Update	Status
F&GP.42	REQUESTS FOR ADDITIONAL EXPENDITURE	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.	The crowd funding initiative will be progressed as staff resources permit	Paused

Update from 12 June 2025

Decision Reference	Item	Decision	Update	Status
F&GP.14	PROPOSALS TO ACCEPT A DONATION OF A BUS FOR YOUTH SERVICES	RESOLVED –that the Committee i) SUPPORT the proposal in principle to accept the donation of a bus in working order to be utilised by Yonkers as a youth bus and café. ii) Subject to practical and affordable solutions being secured for its day-to-day management, location, operation and maintenance, project plans are progressed for either a mobile or static facility and iii) A detailed report is RECOMMENDED to Council for final	i) The bus has been delivered and a contract let for its strip out and a concrete pad has been laid. refurbishment. ii) The bus will remain a static facility and has been located on site permanently. Work is underway to make the facility weathertight and to continue to fit out the interior for its intended use. In preparation for completion of the bus, the youth	COMPLETE In progress In progress

		approval, with future provision for maintenance and insurance costs being built into the youth team budget in future years.	team are working with local organisations who work with young people in the area and have expressed an interest in using the bus and associated facilities.	

AGENDA ITEM 8.0 REPORTS FOR DECISION

REPORT 8.1 – DRAFT COMMITTEE BUDGET 2027-28 (Appendix 8.1) *To consider a draft Committee budget for the financial year 2027-2028*	
REPORTING OFFICER: Head of Finance / Town Clerk	
1.0	BACKGROUND
1.1	The Draft F&GP Committee budget for 2027-28 is appended (Appendix 8.1) for the Committee's consideration and approval. This reflects the deliberations of recent service committees and the Council's future plans and any projects or initiatives, for next year, in monetary terms. It will also be used as a tool for monitoring the Council's finances throughout the coming year and as calculation for determining the precept it will request from the billing authority, Cornwall Council. Cornwall Council requests that the information is submitted by no later than the 31st December 2026, which is why the budget is set at the December meeting of the Council in the usual way.
1.2	DRAFT COMMITTEE BUDGET 2027-28 Officers and the service committees have been mindful of the wider economic context, and the cost-of-living pressures for local households, and the need to manage the Council's budget setting process as responsibly as possible.
1.3	It is important to note that this report seeks, principally, to resolve the proposed detailed budget for the 2027-28 financial year. But, in addition, the Council now adopts a Medium-Term Financial Strategy, providing detailed budgets for 2027-28 and indicative budgets for 2028-29 and 2029-30. Developing a longer-term financial plan is increasingly important, especially given the devolution of Cornwall Council assets, as well as the Guildhall Redevelopment and other projects. In addition, it is a benchmark for a gold standard Council, developing a more strategic approach to plans and budgets. However, it has been especially challenging to amend the medium term financial strategy, in the light of the exceptional circumstances of the Guildhall project recovery plan and the significant call on both precept and reserves. There will need to be a fundamental review of the MTFS and recovery of reserves once the Council has set its budget.
1.4	In considering the budget for each service, the baseline for each Committee begins with a stand still budget. However, this is not generally possible to achieve, given the impact of inflation in the wider economy. In addition, the devolution of land and property means that the scale and cost base of activities is increasing. Against this backdrop, it has not been possible in scenario testing, to set a stand-still budget for 2027-28.
1.5	The Council's devolution strategy, along with the return of the Concert Hall, provides future opportunities for the Council to better balance its budget in future years, especially as revenue from services, car parks and new properties, are generated. However, as Councillors are aware, it will also bring costs. Whilst the due diligence process helps us forward plan for these, it is difficult to estimate everything precisely until the time of transfer. In addition, the ability to unlock maximum value from some assets to cross

	subsidise the running of services (commercial rents help fund green spaces, etc), often requires forward investment as land and buildings have not experienced this for many years.
2.0	Financial Outlook and Overarching Strategy for Budget Setting
2.1	The process, which officers adopt in reviewing annual budgets, is to consider each individual expenditure line by cost centre and scope for a stand still position. If so, that budget is held (or in some cases reduced, for example water costs in public toilets). Typically, however, it is necessary to factor in growth pressures outside our control, primarily the impact of inflation and, in the case of this committee, external contracts. In addition, we must anticipate service development and change.
2.2	Given that the Council is still going through a phased transfer of assets from devolution, this means anticipating the timing and impact of taking on assets. The fact that devolution has increased the scale and cost base of activities, means that, in scenario testing, it is not always possible to confirm actual costs and the timing of these impacting on the 2027-28 budget. This is relevant for this committee, being responsible for the Council's property and landlord and tenant matters. The need to respond to commercial considerations (especially for new devolved assets) and its wider fiduciary duties means adopting an independent position from other service committees. This is both essential in the current economic climate, but also more challenging to secure reliable, longer term tenants, providing certainty to income streams and anticipating vacancy rates.
2.3	The national context also provides a volatile financial environment. Government policy making often has direct and indirect impacts on our sector, both on the Council's activities, for example as an employer, but also downward pressure exerted from the prospects for principal authorities and the burgeoning costs of their statutory services, such as care. This inevitably means local councils are called upon to fill the gaps and to pick up services which would otherwise be lost.
2.4	The factors influencing the setting of the 2027-28 Revenue Budget are summarised as follows: • The continuing pressure on household finances and the local economy • The national economic outlook and fiscal position, which mean that Government has limited headroom for investment and continues to make cuts to public spending, impacting principal authorities and indirectly local councils. Opportunities for external grant funding to support capital projects are also limited. • The continued pressures on expenditure budgets from the relatively high rates of inflation (multi-year contracts for utilities and insurance provide some certainty when budgeting) but prices for fuel costs, professional fees, goods and services and capital works continue to rise. • Utilities is a key concern for this committee. The Council fixed contracts for 2 years as a buffer against price volatility, only to find that price volatility has returned at the renewal point, due to global events outside the Council's control. • The need to tender externally for key services in limited markets where there is little insulation from increases (toilet cleaning, grounds maintenance, IT, insurance)

	• With a relatively high proportion of the Council's budget being dependent upon non-precepted income, sustained pressure on household budgets mean it is highly sensitive to the impact of greater restraint on spending. In addition, lower demand from businesses for commercial and retail space and reducing ability to afford market rents. • Public sector pay – there are two components; pay progression through adopted payscales, and nationally negotiated annual cost of living pay awards. The assumptions the Council makes for the cost of living pay settlement are always critical. In recent years, the Council has made prudent decisions which ensured we could accommodate claims. These two components result in budgeted salary costs of £982,411 for 2027/28 (£1,293,106 with NI & Pensions). A 4% increase has currently been factored in for each of the next 3 years for the Local Government pay award. 2025-26's award was 3.2% with 2026/27 at 3.3% • The requirement to maintain a prudent level of reserves. The Council has an adopted position accepting the necessity of maintaining reserves, moving up from minimum acceptable to safer operating levels. As the Council depends heavily on non-precepted income, is taking on more services and continues to be an ambitious Council, this is an essential buffer against risk. This policy will be placed under severe stress in 2027-28. • Key risks and issues for the Guildhall construction project require increased costs to be accommodated. • The impact of the Second Homes Council Tax Premium for the year. With Cornwall Council previously forecasting a reduction of around 7.2% in dwellings being charged the premium. The impact on St Ives is much more higher, at around 15%. With a total drop in our taxbase at 5.22% this severely impacts our Band D charge. The Council is the only town in Cornwall with reductions to the Council Tax base. The Council sought to hedge against this with a reserve provision for this year, but the reserve is insufficient and also has been absorbed by the Guildhall project recovery package proposals.
2.5	In order to respond to external and internal pressures, the approach to budget setting includes the following strands and these have been reflected in the draft committee budget for consideration: • A conservative approach to anticipating income from revenue generating assets, including those to be devolved from Cornwall Council, where the timescale is uncertain to create headroom. The commercial strategy underpinning the devolution programme is that initial income from any devolved site, be used to service the delivery and costs of future devolved assets expected later in the programme). • Maximising in year underspends across all budget codes to further strengthen the year end position (budget freezes this year). • No rolling forward of budgets for 2027-28 where there are persistent annual underspends unless by exception. • Realistic income targets, which are nonetheless challenging, but which do not jeopardise service delivery if they are not met (but with new income streams or increased charges for discretionary services where they are achievable). • A regular review of income from commercial services and pausing or ending them if they are not profitable

	• A pro-active approach to external grant funding applications to fund capital or strategic projects, save that future bids will relate to existing projects or revenue or operational funds to mitigate against further pressures on staff resources. • The development of a devolution programme which is modestly revenue positive • Price checking, tendering and smarter procurement In anticipation of the very significant challenges for 2027-28, managers have been instructed to limit or defer all current year expenditure, which is not essential and which could make a positive impact on the end of year position, feeding into further revisions to the proposed draft budgets. These will continue to be reviewed over the coming weeks to crystalise the likely year end position. Relevant budget changes to the individual cost centres within this Committee are detailed below for the Committee to consider.
3.0 3.1	Draft Budget for 2027-2030 and revised budget for 2026-27 Annually, as part of the budget setting process, draft budgets are considered by each service committee, and their recommendations are fed into the development of the Council's budget deliberations during October and November. The Community and Environment, Facilities and Staffing Committee have all reviewed their budgets and each recommended a draft budget for this Committee to consider. It is important to note that this report principally seeks to address the proposed budget for the 2027-28 financial year. But, in addition, the Council continues its development of a Medium-Term Financial Strategy which is effectively a three-year budget. Developing a longer-term financial plan is increasingly important, especially given the devolution of Cornwall Council assets, as well as the Town Deal funded Guildhall Renewal Project. As above, this will need fundamental review in order to reflect a significant draw on general reserves this and next year.
3.2	A draft budget for 2027-28, and the subsequent two years, for the Finance and General Purposes Committee has been prepared and is attached at Appendix 8.1. As in other budget review reports, it includes officer recommendations for changes to a number of expenditure lines for the Committee to consider. The main budgets within this Committee's remit include staffing costs for the corporate and admin teams, central office administration, insurance and banking, printing and IT costs, some community budgets including Community Safety (costs for managing CCTV and festoon lighting), the Community Grants budget, and now the operation of car parks. Aside from car parks, income is primarily the precept and bank interest.
3.3	Given the focus on the central purchasing of goods and services, budgetary pressures relating to goods and/or services provided by third party suppliers, impact on this Committee's budget. Officers have reviewed each budget line and, where possible, have identified savings and efficiencies. This has fed into staffing budget salary increases, along with the Government's increase to Employers NI contributions from last year as staff who move up an increment in April will do so at the newly increased rate. However, a prudent assessment of pay rises last year has meant that the Council was able to absorb the pay settlement with a modest saving which is then able to offset other increasing costs in the revised budget for this year.

3.4	The IT Renewal Reserve is increased to £7,500 for 2027-28, to keep pace with the staffing establishment, ageing equipment and requirements for the Concert Hall. Grants to Community Projects budget is pegged at £10,000 for the year, as always healthy demand for grants, but no evidence of significant over subscription. As Councillors are aware, the core grant contributions are held within the C&E Committee with proposed new Partnership Grant Fund recommended. General Reserve contributions continue, with an increase of £5,000 to £65,000 for the coming financial year, in line with the net revenue expenditure of the Council to keep the reserve level at a recommended level. There is also a £200,000 contribution to General Reserve in respect of the draw for the Concert Hall re-development, which will impact on the overall draft budget consideration.
3.5	The Devolution Provision budget is set out with all current information included. There are no more tranches of devolution grant from Cornwall Council. The anticipated costs of professional fees, waste management and repairs and maintenance have been budgeted for in this cost centre for the last few assets to be devolved early in the year.
4.0	<u>Changes by Detailed Cost Centre</u>
4.1	Relevant budget changes to the individual cost centres, within this Committee for 2027-28 are set out in Appendix 8.1 but are also detailed below for the Committee to consider. Administration • Bank interest received has been calculated with current interest rates trends from our CCLA deposits. It reflects interest rate trends, increased precept receipts and the last tranche of external grant funding. • Staffing Costs have been calculated with all due increments, the confirmed pay award for 2026-27 and a 4.0% pay award to be considered for 2027-28. • Total Public Works Loan Board (PWLB) loan costs of £41,093 are included. The full £200,000 of borrowing has been drawn down. This is the last full year of loan costs. • Election contributions of £15,000 have been included for the year and the following 2 years. This recognizes the extra costs of 2 by-elections and provides for the cost of the 2029-30 elections. • An increase to £18,500 has been included to insurance costs for the increases due to the devolved assets taken on by the Council. • External Audit recognises that we will be eligible for an incentive to pioneer the new Digital AGAR submission. • IT & Phones Support represent IT support cost from Acronyms, new phone and broadband charges. Mobile phones and new laptops for Councillors • IT Software & Subscriptions have been increased to include the cost of Cyber Essential requirements. • IT Renewal Reserve is increased to £7,500 to keep pace with the staffing establishment, ageing equipment and requirements for the Concert Hall. • Professional fees increased to £25,000, this reflects the increased amount of legal, and other specialists in areas such as procurement and property agents, required as the Council grows. • Stationery & Corporate Printing/Advertising see some small increases in line with increasing costs from third parties.

	• The training budget remains at £11,250, with any underspend from the current year to be transferred to an EMR. 20027/28 will include CiLCA costs for the Deputy Town Clerk as well training requirements for the Concert Hall staff and volunteers. • The Devolution Infrastructure Reserve to continue at £85,000. The purpose of this reserve is to fund the development of devolution sites. • The Establishment Reserve £10,000 contribution to continue proposed – this will cover costs related to Council employees, such as covering the costs of long term sickness, recruitment and retention of staff, redundancy costs or legal challenges to employment. • The recommended budget includes an increased contribution to the General Reserve to maintain the balance close to required levels while it has funded the completion of the Concert Hall project. With the reserve level back to 25% of Net Revenue Expenditure in 2029-30.
	Community Provision • CCTV costs are included to reflect the new service delivery. The costs are split between St Ives, Penzance and Hayle, with the other 2 Councils being recharged for their proportion of costs. |One third of all costs are represented in the £13,754 budget (reflecting a 4% increase indicated by contractors) • With replacement hardware required in the last couple of years, and an increase in costs, there is an increase to the CCTV Equipment Reserve proposed with a contribution of £5,000. • Decorative Lighting remains at £7,500 with the contract renewed until 2028-29. • Following the success of the Town Wardens during Summer a contribution of £4,368 (4% increase indicated) is included for 2026-27 • The Grants to Community Projects budget remains at £10,000 Planning The contribution of £5,000 is proposed to continue, given the likely significance of this project long term. Devolution Provision As individual cost centres are populated for devolved sites, the use of this budget is reduced. It still includes provision for the professional fees required as well as repairs & maintenance and waste management costs. Sloop Car Park We have data from Winter 2025 and Summer 2026 to aid forecasting the 2027-28 income levels, these see a slight drop from the previous year due to less enforcement by Cornwall Council. A figure of £172,500 is included for the year. This anticipates an increase of 30p to Summer tariffs and 20p to those in Winter, as we did in 2026-27, with Winter months being predominantly local users. This figure includes for a period of closure as the wall at the rear of the car park is under repair. An option for a 5% increase to all tariffs (rounded to the nearest 10p) is also calculated as an alternative option. The calculated difference between the 2 options are just £1,039 Net of VAT.

Tariff	30p Summer / 20p Winter Option	5% Rounded Option	Difference
Summer 1 Hour	£17,264.42	£16,707.50	£556.92
Summer 2 Hours	£25,119.25	£24,468.50	£650.75
Summer 3 Hours	£60,304.25	£61,143.75	(£839.50)
Summer Evening	£39,173.67	£39,173.67	£0.00
Winter 1 Hour	£6,525.00	£6,196.25	£328.75
Winter 2 Hours	£10,030.00	£10,030.00	£0.00
Winter 3 Hours	£14,397.92	£14,055.42	£342.50
Total Net Income	**£172,814.51**	**£171,775.08**	**£1,039.43**

Chy an Gweal Car Park

Bringing the Chy an Gweal car park on stream requires capital investment, which has been diverted into the Guildhall recovery. For this reason, this project has been paused and no income is shown.

The net increase in the Committee's budget, when compared with the current year's revised budget is £80,509 – this is based on an increase to salaries of 4.0% and the increase to parking charges mentioned above. This includes contributions to the Devolution Infrastructure, Establishment, Concert Hall and General Reserves, to maintain funds as close to 25% of Net Revenue Expenditure as possible with current draws on the funds, with a structured plan for reserves to rise back to that level in 2029/30.

5.0 RECOMMENDATIONS

5.1 It is RECOMMENDED - that, subject to any amendments the Committee wishes to make, it RECOMMENDS to Council a draft budget for the Finance and General Purposes Committee.

REPORT 8.2 – THE COUNCIL BUDGET 2027-28 (Appendix 8.2)
To consider a budget report and recommendations for the setting of the Precept

REPORTING OFFICER: Head of Finance
The report and appendices will follow under separate cover.

REPORT 8.3 – COMMUNITY GRANTS (Appendix 8.3)
To consider community grant funding applications.

REPORTING OFFICER: Town Clerk

1.0 BACKGROUND

1.1 The current budget position in relation to community grants is set out in the accompanying Schedule at Appendix 8.3.

1.2 The Committee should note that several applications have been received which relate to the new Partnership grant (core grant) policy and applicants have been advised that they will be contacted in the new year. The Committee will be aware that the new policy proposes a single annual window and call for applications which will be assessed prior to the start of the financial year (but after resources for the budget have been finalised through the budget setting process).

1.3 New community grant applications have been received and are appended as follows:

Applicant	Project	Amount Requested
Cornwall Speak Their Name	Our Cornwall Speak Their Name group create and tour suicide memorial quilts the length and breadth of Cornwall and beyond, raising awareness of suicide risk and specialist help following suicide; as a group we display our quilts alongside details of Cornwall Council's suicide prevention and mental health first aid training. Our project runs on the voluntary support of contributors. There are 15 counties and 21 quilts involved in the wider Speak Their Name initiative. To bring us in line with the other groups we wish to make a short film of our quilt contributors talking about their memorial square and their experience of being part of our project.	£500.00
Penderleath Community Woodland	To pay for a day long scything workshop for 6 volunteers. The aim is to attract new volunteers to Penderleath, upskill our existing volunteers to maintain our flower meadows and open the session to other local volunteers if numbers allow.	£300.00
St Ives Bay Marine Group	As a marine conservation group, we undertake a number of activities to conserve, measure and protect the marine environment. We are currently looking to conduct water quality testing measuring any potential contamination of the water in the St Ives Harbour area which could impact marine life or leisure users, e.g. swimmers, surfers, paddle boarders etc. This would be undertaken as a citizen led science project. We have 4 members of our group who have committed to taking regular samples which potentially could be done weekly or on a reactive basis (Dependent on Funding). Awarded grant in previous meeting 11/06/2026.	£870.00
St Ives School of Painting	To run an arts project for St Ives Juniors School, specifically for children who have SEMH needs (Social, Emotional, Mental Health needs) in Year 5 and 6, to support them in their transition to secondary school.	£1,224.00
The Wave Project	We would like to apply for a grant to support our spring/summer 2027 surf	£800.00

		therapy course scheduled to take place at Porthmeor in St Ives and in partnership with St Ives School. The grant will support 10-12 young people in need of mental health support referred to us by staff members at St Ives School. Young people will take part in a six-week surf therapy course. Our courses are proven to improve the wellbeing of young people, many of whom are struggling with isolation, anxiety, trauma, bereavement, feeling low, or struggling to engage with school or the local community. We will also train 10-20 local volunteers to support these young people with their surf therapy journey. The grant will cover costs such as surf school fees, equipment hire, volunteer training and expenses etc.	
	Christmas Lights	To enlarge display. It lights up the Harbour for the benefit of the town and brings people to the town.	£1,000.00
	2026-27 Budget		£10,000
	Total commitments and in year expenditure to date.		£ 4,694
	Remaining Budget available to be allocated		£ 7,524

2.0	RECOMMENDATIONS
2.1	It is RECOMMENDED – that the Committee considers the grant applications and decides in each case whether to make an award. 1. Cornwall Speak Their Name - 2. Penderleath Community Woodland - 3. St Ives Bay Marine Group - 4. St Ives School of Painting - 5. The Wave Project - 6. Christmas Lights –

ITEM 8.5 – APPOINTMENT OF THE INTERNAL AUDITOR (Appendix 8.5)

To formally confirm the appointment of the auditor for the financial year 2027-28.

REPORTING OFFICER: Head of Finance

1.0	INTRODUCTION
1.1	The SAPPP (Smaller Authorities' Proper Practices Panel) guidance states that proper practices should be in place for the management and preparation of accounting statements, with internal controls to ensure full compliance with all laws and regulations. To ensure a positive response to Assertion Six of the Annual Governance and Accountability Return, the Council appoints an internal auditor to test these internal controls.
1.2	The Town Council is required to appoint an independent and competent person to undertake an internal audit service to evaluate the effectiveness of the Council's system of internal control. They check that suitable policies and procedures are in place, risk assessments and controls focus on the safety of the Council's assets, that arrangements are adequate for the order

	of goods and services, as well as the handling of receipts and managing VAT, the general handling of money, banking arrangements and remuneration to employees.
1.3	In March 2026 the Committee approved the appointment of Hudson Accounting Ltd as the Council's Internal Auditors for the financial years 2026-27 to 2028-29. Hudson Accounting Ltd have completed the annual internal audit and year end audit, since 2021 and has no other role within the Council and, therefore, remains independent of the operational elements reviewed. In common with other town and parish councils within Cornwall, the recruitment of auditors can be challenging as there is a limited market. Hudson Accounting is very well established and highly reputable. They have scaled back the volume of work and now focus on the larger and more complex town councils. This offers an additional benefit of knowledge and good practice across the local sector.
1.4	A 3 year proposal has already been agreed in principle from Hudson Accounting for the years 2026-29, the cost is kept as the last 3 years at £1,200 per annum, which includes a mid-year interim audit and the year end audit.
1.5	The three key areas, which Committee needs to consider when appointing an internal auditor are: Relevant knowledge of the public sector Understanding of proper practices in relation to governance and accounting requirements within the legal framework and powers of smaller authorities Independence from the Council Absence of any actual or perceived conflict of interest. Close associates or any individual or firm with a personal connection to a councillor or officer are not considered independent. Competence Evidence of competence can include letters of recommendations or previous experience. There is no requirement to rotate auditors, but the independence of the appointed person or firm should be reviewed every year with regard to personal, financial and professional independence. Each year, therefore, the Council will be required to consider and minute the following: • The scope of the Audit • The independence of the Auditor • Competence • The audit needs, planning and reporting.
1.7	The relationship with the Internal Auditor is a very important one. Councillors should feel reassured that through auditor testing and reporting, the financial working practices comply with adopted Standing Orders, Financial Regulations and Statements of Internal Controls. A good relationship has been established over the years between the Head of Finance, Town Clerk, Finance Officer and Internal Auditor, which has resulted in a consistency of knowledge, understanding and service quality.

2.0	RECOMMENDATIONS
2.1	It is RECOMMENDED – that, in order to meet audit requirements and proper practices guidance, the Committee i) RECONFIRMS the appointment of Hudson Accounting Ltd ii) NOTES the scope of their services, their competence and iii) MINUTES that they continue to maintain personal, financial and professional independence from the Council and its decision making.

ITEM 8.6 – RENEWAL OF UTILITIES CONTRACTS (Appendix 8.6)

To consider options for the letting of utilities contracts upon the expiry of the fixed term.

A NEW PRICING SCHEDULE AT APPENDIX 8.6 WITH BE ISSUED ON 16TH

REPORTING OFFICER: Head of Finance

1.0	INTRODUCTION
1.1	Following the previous decision of the Committee in 2025, the Council is currently in a two-year contract with its energy provider, British Gas, which is due to expire at the end of March 2027.
1.2	To help secure best value, the Council retains the services of an approved energy broker. There is no cost to the Council for this. The broker was selected due to their local knowledge and reputation and also, given their particular focus on the renewables market for small businesses. Since 2023 the Council's adopted policy has been to enter into 100% renewable energy tariffs. The only other criteria used to source options is price. However, the brokers also score customer service and the sustainability of supply.
1.3	A summary of illustrations of contract prices, to run from March 2027, is attached for information (Appendix 8.6). The Committee can expect these to be representative of contract prices likely to be secured, with the caveat that these fluctuate daily in-line with the energy market (and all such pricing has the potential to be subject to any further extreme external events). The Committee will note that, in all cases, the cost of supply in the forthcoming year will rise and that traditional fossil fuel-based suppliers are still cheaper than 100% renewable tariffs. The summary is only an illustrative guide, as to what bills might be, because figures are based upon consumption over previous years. It is hoped that, as the Council continues to make strategic decisions about green infrastructure investment, adding solar panels and battery storage to buildings and switching to more sustainable heating systems, historic consumption levels will be impacted positively.
1.4	For budget certainty it is recommended that Council agrees terms at this point, rather than hedging bets against an improving scenario. There appears to be little difference between a 1-year or 2-year term, and therefore it is recommended, that a 12 month contract be agreed at this stage and another review made in 2027.
1.5	In recent weeks, a review of prices has shown British Gas, again, offers the most competitive price (and also a zero-carbon plan aligning with adopted policy). The majority of the Council's energy needs is for electricity. (mains gas is only in the Guildhall and Island Centre heating systems, a modest part of the contract). From experience it is always easier to deal with just one energy

	company and not split accounts. Officers will receive a new report on Monday 16th, in order to ensure that the Committee has the most accurate up to date picture as possible. Unless the updated report shows significant variance, officers recommend British Gas is retained for both electric and gas contracts for a further 12 month period.
1.6	In terms of the 2027-28 draft budget, there is provision for £56,470 energy costs across our main sites, including toilet blocks, and recent, and programmed, devolved sites. Until the contract is signed, these are only potential savings. However, should these, in excess of £8,000, be realised, it is recommended that the funds are transferred into the Energy EMR at the year end, if the Council's outturn budget allows. Such a reserve can contribute towards future infrastructure.
2.0	RECOMMENDATIONS
2.1	It is RECOMMENDED – that, subject to any comments or amendments, the Committee APPROVES the officer recommendation that the Council enter into a new energy contract with British Gas on a 12 month contract and that any utility savings in 2026-27 be transferred to the Energy EMR.

ITEM 8.7 SOCIAL MEDIA USAGE POLICY (Appendix 8.7)

To consider a draft social media policy, amended and referred back to the Committee from Council.

REPORTING OFFICER: Deputy Town Clerk

1.0	BACKGROUND
1.1	The Committee considered a draft social media policy at its last meeting and recommended it to Council for adoption. However, the draft was subject to some debate at Council. Councillors were concerned to strike the right balance between protecting their individual right to share and state personal opinions, whilst ensuring that the reputation of the Council was not undermined and with a clear separation between personal views expressed and that of the Council . A review of the more sensitive areas has been conducted, in consultation with the Committee Chair.
1.2	The Social Media policy has been updated to include more commitment to communication, with statements that are closely aligned with our Community Engagement Strategy. The document still includes the Council's statutory obligations, but places a positive emphasis on communication and information sharing. An amended policy can be found at Appendix 8.7. A tracked changes and clean copy are appended.
2.0	RECOMMENDATIONS
2.1	It is RECOMMENDED that ,subject to any further amendments or changes the Committee APPROVES the policy and RECOMMENDS it to Council for adoption

ITEM 8.8 PROPOSAL TO EXTEND THE CCTV MONITORING CONTRACT

To consider an extension of the term under the current CCTV monitoring contract.

1.0	BACKGROUND
1.1	In 2025 the Council, together with Penzance and Hayle Town Councils, entered into a CCTV monitoring contract with Infinitus security to carry out weekly

	monitoring of over 40 town centre CCTV cameras. This followed Cornwall Council giving notice that it no longer intended to deliver the service. Town Councils adopted one of two approaches, joining into either in house or externally contracted services. Newquay operate the service in house and provide the service for adjacent councils. Redruth, Camborne and Truro operate a similar central cluster. Infinitus deliver the service for nine councils in three groups, including our West Cornwall partnership.
1.2	The CCTV contract was structured to cover up to 4 years with a two year contract and an ability to extend by a further two years (described as a 4 plus 1 plus 1). The contract is working well, and all four partners wish to continue with the contract for the remainder of the period. However, in order to do so, the Council needs to give the contractor notice of its intention to continue.
1.3	Affordability and resourcing limits meant that the contractor committed originally to 35 hours monitoring a week. All the parties were of the view that in the longer term there should be a commitment to increase actively monitoring at least up to 50 hours and there is now scope to increase to 70. (The in-house service at Newquay operates 365 days a year).This would be subject to budget resources and a commitment from all councils. Should this be a possibility over the next two years, this could have procurement implications and further advice has been sought on scope or need for a further waiver as the contract was initially made as a direct award.
2.0	RECOMMENDATIONS
2.1	The service is performing well, and there is no quality or operational justification for considering a new delivery model currently. In which case, given that the contract permits extension up to 4 years in total, approval is sought to give notice to the contractor of the intention to extend for a further two years, subject to satisfying any procurement rules and any necessary actions which arise from procurement advice.
2.2	It is RECOMMENDED – that the Committee APPROVES the extension of the CCTV monitoring service under the existing partnership contract for a period of a further two years, subject to officers completing any necessary additional approvals or actions to satisfy procurement policy.
ITEM 9 – FINANCE REPORT (Appendices 9.1 – 9.5) *To consider the Finance Report and forecast position*	
REPORTING OFFICER: Head of Finance	
1.0	INTRODUCTION
1.1	The regular finance reports for this Committee are at Appendix 9.1 – 9.5 for noting. The Head of Finance encourages members to take the opportunity to scrutinise the figures in advance and to raise questions before the meeting for response either before or at the meeting itself. With the annual internal audit being completed, the year-end accounting adjustments, such as debtors, creditors, prepayments and receipts in advance are included. Narrative is given in this appendix to highlight any significant adjustments to come.

1.2	Income and expenditure against budget for Finance and General Purposes Committee (Appendix 9.1) The finance report enables the Committee to review its income and expenditure against the budget. At this stage in the financial year, there is generally little to highlight. However, the Committee may wish to note the following narrative for each of the relevant Committee cost centres. 100: Administration Within the Administration cost centre, both tranches of the Precept from Cornwall Council have now been received. Bank interest received shows £22,463 in the report but an up-to-date position is now £35,212 after recent receipts. Forecasts are that income from interest will be above £45,000. Insurance costs have slightly exceeded the budget figure as devolution site come onboard. The other cost centres in this Committee include Community Provision which includes CCTV maintenance and monitoring. Costs relating to this this are recharged equally between our Council as well as Penzance & Hayle. Devolution expenditure to date on professional fees includes survey, consultancy, planning, legal, mining, risk and fire costs as well as valuations. 160: Sloop Car Park Most other cost centres in this Committee show little or no spend. Within the Sloop car park, the expenditure so far this year relates to waste management, surfacing and re-lining works and transaction fees. Income shown in the appendix is to the end of August. Figures to September equals £118,000. The other cost centres in this Committee show little or no income or expenditure.
1.3	Summary income and expenditure by budget heading (Appendix 9.2) This report gives an overview of the net income and expenditure for all budget areas. All cost centres will be continuously monitored and reported to relevant Committee to aid any mid-year revisions, which might become necessary.
1.4	Balance Sheet (Appendix 9.3) Sets out the cash, assets and liabilities of the Council, including levels of reserves (general and earmarked).
1.5	Earmarked Reserves (Appendix 9.4) Reserves earmarked for specific purposes are listed, showing the movements in these reserve funds already incurred to date, the current balance of all EMRs is £749,554. The General Reserve at £1,531,904 with Total Reserves equal to £2,263,463. This figure includes our precept for the full year and contributions to reserves.
1.6	Bank Reconciliation (Appendix 9.5) The bank reconciliation is a key financial control, signed off regularly by Councillors, who are not bank signatories, presented to this Committee for

	scrutiny also.
2.0	RECOMMENDATIONS
2.1	It is RECOMMENDED – that subject to any comments the Committee NOTES the report and RESOLVES that the bank reconciliation has been reviewed and is APPROVED.
REPORT 11 - ITEMS FOR INFORMATION	
11.1	West Cornwall CCTV, Control Room Report. (Appendix 11.1)
11.2	New Year's Eve Contract, Part Funding with Bid. (Appendix 11.2)

St Ives Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

5%

100 Administration	BUDGET 2026-27		Detail	REVISED 2026-27		FORECAST 2027-28		%AGE DIFF	FORECAST 2028-29		%AGE DIFF	FORECAST 2029-30	
	Receipts	Payments		Receipts	Payments	Receipts	Payments	%	Receipts	Payments	%	Receipts	Payments
Code Title	Budget	Budget		Budget	Budget	Budget	Budget		Budget	Budget		Budget	Budget
1076 Precept	1,764,671			1,764,671		-		- 1	-			-	
1090 Bank Interest Received	45,000		Level of funds reduced as Grant Funding is spent.	45,000		25,000		-44%	17,500			15,000	
1200 Other Income (100)	-		Town Deal Transport funding 25-26	-		-			-			-	
4001 Staff Costs (100)		347,373	5% increase 2025-26 going forward. Include Deputy Town Clerk		364,463		390,975	13%		407,494			421,756
4021 Staff Costs - Er's NI (100)		44,606	5% increase 2025-26 going forward. Include Deputy Town Clerk		47,169		51,147	15%		53,624			55,765
4026 Staff Costs - Er's Pension (100)		74,033	5% increase 2025-26 going forward (no pension deficit)		67,049		74,675	1%		77,831			80,556
RISK HIGHLIGHT - THE CALCULATION OF SALARY COSTS FOR 2027-28 TO 2029-30 HAVE BEEN BASED ON A 4.0% INCREASE ON SALARIES.													
4050 Staff Welfare Expenses		1,500	Eye test, travel, etc		1,500		1,500	0%		1,500			1,500
4055 Bank Charges (100)		1,750	Increased volume and value of transactions		1,750		2,000	14%		2,000			2,000
4056 Loan Repayments		37,516	Repayments of full £200,000 loan - loans end May 2028		37,516		37,516	0%		37,159			18,202
4057 Loan Interest		3,577	Interest on full £200,000 loan		3,577		3,577	0%		1,990			400
4060 Elections Reserve Contribution		7,500	Only one ward contested in May-25. 2 x By-elections 2026/27 = £12.5k. £7.5k for each ward per year going forward incl by-elections		12,500		15,000	100%		15,000			15,000
4070 Audit Fees		3,720	£3360 External BDO + £1200 Internal Hudson Accounting. BDO increase as over £4m (re Town Grant grant, etc). Re-imbursement available 2027-28 for Digital AGAR		4,560		1,200	-68%		4,560			4,560
4075 Insurance Expenses (100)		16,000	Large Increase re Devolution Assets		16,750		18,500	16%		18,500			19,500
4080 IT & Phones - Support		11,000	IT support, Microsoft licences & security, phone charges + hardware/Zen/O2. New telephony contract extra £20 p/mth. 7 x mobile phones contracts &		12,500		14,000	27%		14,630			15,288
4081 IT Software & Subscriptions		10,500	Krystal/Mailchimp/SurveyMonkey/Adobe/360Licences/InDesign/Scribe/Canva/ ESET security/Visio/Ironwifi/OtterAI. To include CyberEssentials £5150 for 2027-28		10,500		17,000	62%		17,765			18,564
4082 IT Renewal Reserve		6,000	Increase due to extra staff numbers & price increases. 3 x laptops & monitors in 2027-28.		6,000		7,500	25%		7,500			8,000
4090 Office / General Admin (100)		1,255	Increased office staff & hours		1,650		1,750	39%		1,800			1,850
4095 Postage & Delivery (100)		200	Retain at slightly increased cloud based software availability etc		250		250	25%		250			250
4100 Professional Fees (100)		19,500	Payroll/Meor/S&S/Miller/VAT/Cawley valuation/Enhance/Non Devolution fees H&S CC £1358 26/27. Propert Agent £7.5k 2026-27		26,500		25,000	28%		28,000			28,000
4105 Stationery (100)		1,000	Review in ordering processes - reduce 2025-26. Based on actuals		1,000		1,000	0%		1,000			1,000
4110 Printing & Advertising (100)		4,650	Printer/copier x2 £3250 + Public Notices £750. Review of printing /copying/mobiles/etc 2026-27		4,650		5,100	10%		4,885			4,950
4115 Subscriptions & Memberships		5,425	CALC/SWCouncils/ICO/SLCC/Professional subs/Living Wage. Deputy Town Clerk CiLCA qualification going forward		5,425		5,425	0%		5,500			5,750
4119 Marketing, Promotion & Events		-	2023-24 incl Venue Manager freelance fees. To Guildhall budget 2024-25 onwards - REMOVE budget		-		-			-			-
4125 Training		11,250	Increase due to extra staff numbers, new Councillors 25-26. (Recharge partners for training places). Guildhall staff/volunteer training. Deputy Town Clerk CiLCA qualification		11,250		11,250	0%		11,000			11,000
5128 Devolution Infrastructure Reserve		85,000	2026-27 Contribution to fund infrastructure works for devolved sites (toilets, car parks, etc). £45k TO FUND CHY AN GWEAL CAR PARK in future		85,000		85,000	0%		65,000			65,000
5129 Establishment Reserve Contribution	-	10,000	In year Establishment savings to fund pressures in future years	-	10,000	-	10,000	NEW		10,000			10,000
NEW Concert Hall Reserve Contribution		-	Contribution to ensure delivery of Concert Hall project		-		200,000	NEW		235,000			25,000
NEW Invest to Save projects Contribution		-	Contribution to ensure delivery of Invest to Save projects project		-		-	NEW		-			-
5127 General Reserve Contribution		60,000	Annual contribution to General reserve to mitigate risk of any large drop in taxbase		60,000		65,000	8%		70,000			75,000
SUB TOTAL	**1,809,671**	**763,355**		**1,809,671**	**791,559**	**25,000**	**1,044,365**	37%	**17,500**	**1,091,988**		**15,000**	**888,892**

120 Community Provision

Code	Title	BUDGET 2026-27 Receipts Budget	BUDGET 2026-27 Payments Budget	Detail	REVISED 2026-27 Receipts Budget	REVISED 2026-27 Payments Budget	FORECAST 2027-28 Receipts Budget	FORECAST 2027-28 Payments Budget	%	FORECAST 2028-29 Receipts Budget	FORECAST 2028-29 Payments Budget	%	FORECAST 2029-30 Receipts Budget	FORECAST 2029-30 Payments Budget
1204	Other Income (120)	-		2024-25 Re-Imbursement from Hayle Town Council	-		-			-			-	
4200	Community Safety (CCTV)		11,250	Yrly maint & Qtrly monitor charges. 1/3rd SITC - Recharge to Pz & Hayle Town Council		13,225		13,754	0		14,304			14,876
4201	CCTV Replacement Reserve		3,000	Increase year on year, rising costs.		3,000		5,000	67%		5,000			5,000
4202	Leased Fibre Line Costs		3,970	BT lease costs at Island Centre		3,970		3,970	0%		4,169			4,377
4205	Decorative Lights-Maintenance		7,500	Contract renewed 2025-26 for 3 years		7,500		7,500	0%		7,500			7,875
4206	Town Wardens		4,200	To continue 4% increase		4,200		4,368	NEW		4,543			4,724
4210	Grants to Community Projects		10,000	Remain at current level - new Partnership Grant Fund in C&E		10,000		10,000	0%		10,000			10,000
	SUB TOTAL	**-**	**39,920**		**-**	**41,895**	**-**	**44,592**	12%	**-**	**45,516**		**-**	**46,853**

130 Planning

Code	Title	BUDGET 2026-27 Receipts Budget	BUDGET 2026-27 Payments Budget	Detail	REVISED 2026-27 Receipts Budget	REVISED 2026-27 Payments Budget	FORECAST 2027-28 Receipts Budget	FORECAST 2027-28 Payments Budget	%	FORECAST 2028-29 Receipts Budget	FORECAST 2028-29 Payments Budget	%	FORECAST 2029-30 Receipts Budget	FORECAST 2029-30 Payments Budget
4091	Office / General Admin (130)		400	Remain at current level		400		400	0%		400			400
4216	Neighbourhood Plan		5,000	Remain at current level (previously £2,000)		5,000		5,000	0%		5,000			5,000
4217	Visitor Voluntary Contributions Study		-	TFR to Visitor Voluntary Contributions Study - One off		-		-			-			-
	SUB TOTAL	**-**	**5,400**		**-**	**5,400**	**-**	**5,400**	**0%**	**-**	**5,400**		**-**	**5,400**

150 Devolution Provision

Code	Title	BUDGET 2026-27 Receipts Budget	BUDGET 2026-27 Payments Budget	Detail	REVISED 2026-27 Receipts Budget	REVISED 2026-27 Payments Budget	FORECAST 2027-28 Receipts Budget	FORECAST 2027-28 Payments Budget	%	FORECAST 2028-29 Receipts Budget	FORECAST 2028-29 Payments Budget	%	FORECAST 2029-30 Receipts Budget	FORECAST 2029-30 Payments Budget
1220	Devolution Income	-		Income for 2023-24 will be Apr & Oct CIL receipts, 4.5k from CC - Trewyn gate EMR, £10k CC - barrier at SJAmbulance, £40k CC funds 2024-25. 2025-26 CC funds of £100k	-		-							
1224	Devolution Phase 2 income	-		Sloop & Chy -an-Gweal 2025-26? Separate cost centres	-		-			-			-	
1221	S106 Receipt	-		Match Funding - Richmond Gardens	-		-							
1222	Rental Income from Devolved Assets			Gabriel St Framers, Barnoon Workshops, Barnoon Chapel, Longstone Chapel, SJA, etc						-			-	
1223	Sale Income from Devolved Assets													
4074	Insurance - Devolution (150)										-			-
4099	Professional Fees - Devolution (150)		20,000	Legal fees, valuation fees, car parking order, VAT advice, etc		20,000		7,500	-63%		-			-
4251	Waste Management - Devolution		2,000	Richmond, Chy an Gweal, Trewyn, War Memorial, Sloop, Barnoon (not including The Island) - £14,610 full year costs separate cost centres		2,000		1,000	-50%		-			-
4252	Business Rates - Devolution		-	Sloop Car Park £20,334 25-26, Blockhouse £1,447, SJA £4k, Pmeor putting £600 - separate cost centres		-		-	#DIV/0!		-			-
4253	Grounds Maintenance - Devolution		-	Memorial & Richmond Gardens in C&E Committee		-		-	#DIV/0!		-			-
4344	Repairs & Maintenance - Devolution (150)		1,250	Incl barrier for SJAmbulance		1,250		1,000	-20%		-			-
4257	Utilities - Devolution (150)		1,500			1,500		-	-100%	-	-		-	-
	SUB TOTAL	**-**	**24,750**		**-**	**24,750**	**-**	**9,500**		**-**	**-**		**-**	**-**

160 Sloop Car Park

Code	Title	BUDGET 2026-27 Receipts Budget	BUDGET 2026-27 Payments Budget	Detail	REVISED 2026-27 Receipts Budget	REVISED 2026-27 Payments Budget	FORECAST 2027-28 Receipts Budget	FORECAST 2027-28 Payments Budget	%	FORECAST 2028-29 Receipts Budget	FORECAST 2028-29 Payments Budget	%	FORECAST 2029-30 Receipts Budget	FORECAST 2029-30 Payments Budget
1900	Parking Charges (160)	170,000		Based on 2025-26 information - allow for some closure due to wall works in 2026-27	170,000		172,500			185,000			192,500	
1905	Bin Licences (160)	3,500		4 businesses now use the space	4,500		4,750			5,000			5,250	
NEW	Sailing Club Rent (160)	1,000			1,000		1,000			1,250			1,500	
4377	Waste Management (160)		2,500			2,500		2,500			2,750			3,000
4980	Professional Fees		1,000	Legal Fees		1,000		1,000			1,000			1,000
4981	Machine - Software / Consumables (160)		2,750			2,750		2,750			3,000			3,250
4982	Card fees for parking charges (160)		4,000			4,000		4,000			4,250			4,250
4983	Repairs & Maintenance (160)		11,500	Bay painting & patching, Signage, etc		11,500		11,500			6,500			7,000
4984	Business Rates (160)		19,093			19,093		19,475			19,864			20,262
4985	BID Levy (160)		775			775		820			785			800
4986	Enforcement (160)		-			2,100		2,500			2,625			2,756
	SUB TOTAL	**174,500**	**41,618**		**175,500**	**43,718**	**178,250**	**44,545**		**191,250**	**40,774**		**199,250**	**42,318**

165 Chy an Gweal Car Park

Code	Title	BUDGET 2026-27 Receipts Budget	BUDGET 2026-27 Payments Budget	Detail	REVISED 2026-27 Receipts Budget	REVISED 2026-27 Payments Budget	FORECAST 2027-28 Receipts Budget	FORECAST 2027-28 Payments Budget	%	FORECAST 2028-29 Receipts Budget	FORECAST 2028-29 Payments Budget	%	FORECAST 2029-30 Receipts Budget	FORECAST 2029-30 Payments Budget
1900	Parking Charges (165)	-		CC Permits in St Ives currently Resident £656 (20?) + Business £1093 (6?)	-		-			15,000			15,000	
4389	Waste Management (165)		1,250	Separate to Chy an Gweal Gardens cost centre		-		-	NEW		1,500			1,750
4391	Professional Fees		2,000			-		-	NEW		2,000			2,000
NEW	Machine - Software / Consumables (165)		-			-		-	NEW		2,500			2,600
NEW	Card fees for parking charges (165)		-			-		-	NEW		1,000			1,100
4392	Repairs & Maintenance (165)		1,500	Signage		1,000		1,000	NEW		1,000			1,000
4393	Business Rates (165)		5,000			-		-	NEW		5,000			5,000
4394	BID Levy (165)		250			-		-	NEW		250			250
	SUB TOTAL	**-**	**10,000**		**-**	**1,000**	**-**	**1,000**		**15,000**	**13,250**		**15,000**	**13,700**

ST IVES TOWN COUNCIL - GRANT APPLICATIONS SCHEDULE
FINANCE & GENERAL PURPOSES COMMITTEE MEETING - 19 NOVEMBER 2026

APPENDIX 8.3

Applicant Details	Project	Total project cost	Amount requested	Project Completion Date
Cornwall Speak Their Name	Our Cornwall Speak Their Name group create and tour suicide memorial quilts the length and breadth of Cornwall and beyond, raising awareness of suicide risk and specialist help following suicide; as a group we display our quilts alongside details of Cornwall Council's suicide prevention and mental health first aid training. Our project runs on the voluntary support of contributors. There are 15 counties and 21 quilts involved in the wider Speak Their Name initiative. To bring us in line with the other groups we wish to make a short film of our quilt contributors talking about their memorial square and their experience of being part of our project.	£2,500.00	£500.00	
Penderleath Community Woodland	To pay for a day long scything workshop for 6 volunteers. The aim is to attract new volunteers to Penderleath, upskill our existing volunteers to maintain our flower meadows and open the session to other local volunteers if numbers allow.	£300.00	£300.00	
St Ives Bay Marine Group	As a marine conservation group, we undertake a number of activities to conserve, measure and protect the marine environment. We are currently looking to conduct water quality testing measuring any potential contamination of the water in the St Ives Harbour area which could impact marine life or leisure users, e.g. swimmers, surfers, paddle boarders etc. This would be undertaken as a citizen led science project. We have 4 members of our group who have committed to taking regular samples which potentially could be done weekly or on a reactive basis (Dependent on Funding). Awarded grant in previous meeting 11/06/2026.	£1,747.00	£870.00	
St Ives School of Painting	To run an arts project for St Ives Juniors School, specifically for children who have SEMH needs (Social, Emotional, Mental Health needs) in Year 5 and 6, to support them in their transition to secondary school.	£2,224.00	£1,224.00	

The Wave Project	We would like to apply for a grant to support our spring/summer 2027 surf therapy course scheduled to take place at Porthmeor in St Ives and in partnership with St Ives School. The grant will support 10-12 young people in need of mental health support referred to us by staff members at St Ives School. Young people will take part in a six-week surf therapy course. Our courses are proven to improve the wellbeing of young people, many of whom are struggling with isolation, anxiety, trauma, bereavement, feeling low, or struggling to engage with school or the local community. We will also train 10-20 local volunteers to support these young people with their surf therapy journey. The grant will cover costs such as surf school fees, equipment hire, volunteer training and expenses etc.	£10,000.00	£800.00	
Christmas Lights	To enlarge display. It lights up the Harbour for the benefit of the town and brings people to the town.	£3,500.00	£1,000.00	
			£4,694.00	

SUMMARY OF FUNDS

Funds Available to Allocate:	£7,524
Requested at this meeting:	**£4,694**
Remaining Overall Committee Grant Budget:	£2,830

2026-2027 Grants Budget	**£10,000**
Allocated to date:	**£2,476**
Remaining to date:	**£7,524**

Grant allocations 2026/2027

Organisation	Amount	Committee Date	Status of payment	Date paid	Project Competion Date	Report/ Update Received
National Coastwatch Institute St Ives Island	£1,000	11/06/2026	Paid	02/07/2026		
Ocean Sports Club Community Paddle, Lelant	£350	11/06/2026	Paid	17/07/2026		
Rose Lodge & Shore Shelter Fishermen's Lodges Wharf Road, St Ives	£576	11/06/2026	Paid	17/07/2026		
Gleaning Cornwall Regenerative Food & Farming, St Just	£250	11/06/2026	Paid	29/06/2026		
St Ives Bay Marine Group	£300	11/06/2026	Paid	29/06/2026		
Total allocated in Year: 2026/2027	**£2,476**					

Grant allocations 2025/2026

Organisation	Amount	Committee Date	Status of payment	Date paid	Project Competion Date	Report/ Update Received
St Ives Junior School	£500	12/06/2025	Paid	27/06/2025	18/07/2025	
St Ia Church	£1,000	12/06/2025	Paid	27/06/2025	Aug-27	
Cornwall Music Service Trust	£500	12/06/2025	Paid	04/07/2025		
St Ives in December	£2,000	07/08/2025	Paid	08/09/2025		
St Ives Town AFC	£500	09/10/2025	Paid	31/10/2025		
YMCA Cornwall	£600	09/10/2025	Paid	31/10/2025	01/02/2026	12/02/2026
BID St Ives Fisherman Lights	£500	09/10/2025	Paid	30/11/2025	01/12/2025	
Citizens Advice Cornwall (CAB)	£500	09/10/2025	Paid	30/11/2025		12/02/2026
Rotary Club	£600	05/03/2026	Paid	07/04/2026	04/05/2026	26/05/2026
St Ives Food Festival	£2,000	05/03/2026	Paid		17/05/2026	
Friends of Ayr Field	£800	05/03/2026	Paid	19/03/2026	05/07/2026	
Fishermans Lodges	£480		Paid			
Defibs			Paid			
Total allocated in Year: 2025/2026	**£9,980**					



INTERNAL AUDIT PROPOSAL

ST IVES TOWN COUNCIL

FEBRUARY 2026

SUBMITTED BY:

HUDSON ACCOUNTING LTD.

Approach:
Audit work is carried out in accordance with guidance issued by the National Association of Local Councils (NALC) in their publication *Governance & Accountability for Local Councils* and will allow us to sign off the appropriate part of the Annual Governance & Accountability Return and provide assurance around the Council's Annual Governance Statement.

All work and communication with the Council is undertaken by the Directors of the Company.

For Councils of your size, we always include interim audit visits and we provide comprehensive reports at both the interim and final audit stage.

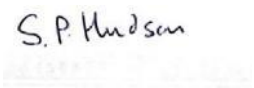
Independence:
I am unaware of any relationship with Members, Officers or contractors of the Council that would compromise the independence of the audit work carried out.

Experience:
I am a fully qualified local government accountant with over thirty years post qualification experience at senior levels including nine years as a S151 Officer and a year seconded as Chief Internal Auditor.

We are experienced local council internal auditors and I was also a part-time parish clerk so we feel we are uniquely placed to provide a high-quality service that is fully conversant with current issues facing local councils.

Our Anti-Money Laundering Regulations obligations are undertaken under the supervision of H.M. Revenues & Customs and we carry £50,000 of Professional Indemnity insurance.

Fee: Our fee would be £1,200 per annum; we are happy to fix this price for the three financial years 2026/27 to 2028/29, with the appointment renewable annually by mutual consent.



S P Hudson
Director

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St Ives Town Council

COMMUNICATION AND SOCIAL MEDIA POLICY

Policy / File Status

Version	0.4	Approving Body	Finance and General Purposes Committee
Date	11-06-2026	Date of Approval	
Responsible Officer	Town Clerk	Minute Reference	1.3
Oversight Committee	Finance and General Purposes Committee	Review Date	November 2027

Version History

Date	Version	Author/Editor	Comments
23.10.2014	0.1	Town Clerk / Resources Committee	Official guidelines adopted
24.10.2019	0.2	Town Clerk/Community & Environment Committee	Policy guidelines updated and reviewed to reflect the introduction of Facebook
20.05.2026	0.3		Policy updated to reflect changes in NALC guidelines and to include a prioritised Communications provision to complement the Community Engagement Strategy

Review Record

Date	Type of Review Conducted	Summary of Actions Taken or Decisions Made	Completed By

Introduction

This policy is intended to be read in conjunction with the St Ives Community Engagement and Empowerment Strategy sets out how St Ives Town Council will communicate with residents, businesses, visitors and partners in a way that is professional and it ensures communications are:

- Clear, proportionate and timely
- Neutral, balanced and accurate
- Inclusive and accessible
- Two-way wherever appropriate
- Focused on building trust and engagement

This policy underpins the Council's ambition to work positively with communities and ensure residents are informed and involved in decision making.

2. Scope

This policy applies to:

- All councillors and officers
- All council communication channels (digital, print, face-to-face)
- All communications relating to council services, decisions and projects

3. Communication Principles

The Council will apply the following principles:

3.1 Openness and Transparency

- Provide accurate, clear, and timely information
- Be open about what the Council can and cannot influence
- Publish agendas, decisions and updates in good time

3.2 Two-Way Communication

- Encourage dialogue and feedback, not just information sharing
- To gather views and ideas
- Clearly demonstrate how feedback influences decisions

3.3 Inclusivity and Accessibility

- Use plain English and accessible formats

- Provide a mix of channels to reach all audiences
- Actively engage under-represented and “hard-to-reach” groups

3.4 Consistency and Coordination

- Ensure consistency
- Coordinate communications with partners to avoid duplication and confusion
- Align messaging across services and projects

3.5 Proportionality and Relevance

- Use appropriate communication levels depending on the issue (inform, consult, engage, empower)
- Avoid unnecessary over-consultation and “consultation fatigue”

3.6 Council publicity will have regard to the Code of Recommended Practice on Local Authority Publicity, including during election and referendum periods.

4. Council Communication Objectives

Communications will support the strategy by:

- Keeping communities informed about council activities (Level 1 – Inform)
- Supporting consultation and participation (Level 2 – Consult)
- Enabling ongoing engagement and collaboration (Level 3 – Engage)
- Supporting community-led initiatives (Level 4 – Empower)

5. Communication Channels

The Council will adopt a multi-channel approach:

5.1 Digital

- Website (primary information hub)
- Social media (Facebook, Instagram, LinkedIn, YouTube)
- Email newsletters and mailing lists

5.2 Traditional

- Posters, leaflets, noticeboards and signage
- Print media where appropriate and available

5.3 Direct Engagement

- Public meetings and drop-in sessions
- Community forums and stakeholder groups
- Events and outreach activity

5.4 Broadcast & Transparency

- Livestreaming meetings and events
- Publishing agendas, minutes and reports

6. Digital and Social Media Use

- Social media will be used proactively to inform, consult and engage
- Content will be timely, accurate and responsive
- Comments and messages will be used to encourage dialogue
- Channels will be regularly reviewed to reach different demographics (including younger audiences)

Social media engagement will support consultation by:

- Promoting surveys and public feedback opportunities
- Responding where appropriate to comments and questions
- Encouraging participation in decision-making

7. Consultation Communications

When undertaking consultations, the Council will:

- Clearly explain the purpose and scope
- Allow sufficient time for responses
- Use appropriate channels for the audience
- Provide feedback on outcomes and decisions

8. Audience Focus

Communications will recognise different audiences:

- Residents across distinct communities (St Ives, Carbis Bay, Lelant, Halsetown)

- Businesses and tourism sector
- Community and voluntary groups
- Young people and schools
- Visitors and second-home owners

Communications will be tailored to reflect differing needs, behaviours and barriers to engagement.

9. Working with Partners

- Coordinate messaging with Cornwall Council and other public bodies
- Use partner channels to expand reach
- Support shared campaigns and community initiatives

10. Standards for Communication

All Council communications will:

- Use clear, jargon-free language
- Follow the Council's house style and branding
- Be respectful and non-political
- Comply with data protection and legal requirements
- Be accessible (including consideration of disability and digital exclusion)

11. Feedback and Evaluation

The Council will measure communications effectiveness through:

- Website usage and analytics
- Social media engagement metrics
- Consultation response rates
- Feedback from residents and stakeholders

12. Roles and Responsibilities

- Town Clerk – overall responsibility for communications
- Officers – deliver communications aligned with this policy
- Councillors – support consistent messaging and engagement
- Committees – ensure communications are considered in project planning

Appendix 1

Social Media Usage

1. St Ives Town Council recognises that social media provides a fast and effective means of communication, enabling the Council to engage with the community and promote participation in local decision-making. This appendix sets out how the Town Council intends to comply with best practice when engaging with social media and related communications.

2. Scope

This policy applies to:

- All councillors
- All council employees and officers
- Anyone using or managing official Council social media accounts

It applies to:

- Official accounts
- Personal accounts where Council business is referenced

3. Definition of Social Media

Social media includes (but is not limited to):

- Facebook, Instagram, LinkedIn
- YouTube and video platforms
- Blogs, forums and discussion sites
- Messaging platforms and online communities

4. Principles of Social Media Use

The Council will ensure that all Town Council social media activity is:

- Accurate and transparent
- Neutral and non-political
- Inclusive and respectful
- Consistent with Council decisions and policies

Social media will:

- Complement but not replace formal communication methods
- Support engagement rather than solely broadcasting information

5. Appropriate Use of Social Media

The Town Council may use social media to:

- Share news, updates and service information
- Promote community events and activities
- Publish agendas, meetings and decisions
- Promote consultations and encourage feedback
- Signpost to other services or partner organisations

Town Council social media will not be used for:

- Party political purposes
- Personal promotion
- Publishing confidential or sensitive information

6. Management of Official Accounts

- All official accounts will be approved by the Council
- The Town Clerk is the responsible officer for social media
- Access is restricted to authorised individuals only
- A minimum of two administrators will manage each account
- Passwords and access will be securely maintained

Only authorised individuals may post on behalf of the Town Council.

7. Content Standards

All Town Council content will:

- Be accurate, clear, and factual
- Reflect Council policy and decisions
- Use respectful and appropriate language

Content will not:

- Be misleading, defamatory or discriminatory

- Include confidential or personal data without lawful basis
- Breach any copyright legislation
- Bring the Council into disrepute

8. Use by Councillors (Code of Conduct)

Councillors will adhere to the Council's Code of Conduct when using social media.

The same standards apply online as offline.

Individuals are able to engage in social media activity, but must:

- Act lawfully and responsibly
- Maintain the reputation of the Council
- Respect others and engage constructively

They must not:

- Present personal views as those of the Council
- Engage in abusive, offensive or inflammatory behaviour
- Disclose confidential information

Failure to comply may result in formal action.

9. Personal Social Media Use

When using personal accounts:

- Individuals must maintain a clear boundary between their personal life and public role
- They must not imply they individually represent the Town Council unless authorised
- A disclaimer should be used where appropriate

If Councillors are active online it is recommended, they ensure the clear and unambiguous separation of personal and Council roles. This can be achieved by using separate social media accounts.

The Code of Conduct applies when councillors are acting, or giving the impression that they are acting, in their councillor capacity, including on personal social media accounts.

10. Moderation and Acceptable Use

The Council encourages open engagement but reserves the right to moderate content.

Comments may be removed if they:

- Are abusive, defamatory or discriminatory

- Contain offensive language
- Are misleading or false
- Are spam or irrelevant
- Breach any laws

Legitimate criticism and disagreement will not, by themselves, be grounds for removing comments or blocking users.

Users who repeatedly violate these standards may be blocked.

In responding to some online content, the Town Council may issue a statement or clarify a factual position prior to withdrawing from a dispute. In any event any comments or clarification by officers or Councillors must be checked against Council policy and for accuracy prior to posting.

11. Civility and Respect

The Council is committed to maintaining respectful online environments.

- Communication will be polite, constructive and inclusive
- Abuse, harassment or intimidation will not be tolerated
- Officers and councillors should disengage from hostile exchanges

12. Legal and Governance Responsibilities

All social media use must comply with relevant legislation, including:

- Data Protection Act 2018 and UK GDPR
- Freedom of Information Act 2000
- Copyright and intellectual property laws
- Defamation and libel law
- Local Government legislation

The Council will not publish:

- Confidential or exempt information
- Personal data without lawful basis
- Content that could result in legal liability

Social media content may be subject to Freedom of Information requests.

13. Security

- Strong passwords and two-factor authentication must be used where possible
- Access must be removed when roles change

- Any security breaches or suspicious activity must be reported

14. Training and Guidance

- Training will be provided for councillors and staff where required
- Guidance will be updated in line with best practice and emerging risks

15. Monitoring and Review

- Social media activity may be monitored for compliance
- Breaches of this policy may result in formal action.
- This policy will be reviewed annually

Social Media House Rules (Public Statement)

We welcome your comments and engagement. Please be respectful. We may remove posts that are abusive, offensive, misleading or unlawful. Repeat breaches may result in users being blocked. This page is not monitored 24/7.

St Ives Town Council

~~SOCIAL MEDIA~~COMMUNICATION AND SOCIAL MEDIA POLICY ~~GUIDELINES~~

Policy / File Status

Version	0.~~43~~	Approving Body	~~Full Council~~Finance and General Purposes Committee
Date	~~20.05.2026~~11-06-2026	Date of Approval	
Responsible Officer	Town Clerk	Minute Reference	1.3
Oversight Committee	~~Community & Environment~~Finance and General Purposes Committee	Review Date	November 2027

Version History

Date	Version	Author/Editor	Comments
23.10.2014	0.1	Town Clerk / Resources Committee	Official guidelines adopted
24.10.2019	0.2	Town Clerk/Community & Environment Committee	Policy guidelines updated and reviewed to reflect the introduction of F~~f~~acebook
20.05.2026	0.3		Policy updated to reflect changes in NALC guidelines and to include a prioritised Communications provision to complement the Community Engagement Strategy

Review Record

Date	Type of Review Conducted	Summary of Actions Taken or Decisions Made	Completed By

Introduction

This policy is intended to be read in conjunction with the St Ives Community Engagement and Empowerment Strategy, sets out how St Ives Town Council will communicate with residents, businesses, visitors and partners in a way that is professional and it ensures communications are:

- Clear, proportionate and timely
- Neutral, balanced and accurate
- Inclusive and accessible
- Two-way wherever appropriate
- Focused on building trust and engagement

This policy underpins the Council's ambition to work positively with communities and ensure residents are informed and involved in decision making.

2. Scope

This policy applies to:

- All councillors and officers
- All council communication channels (digital, print, face-to-face)
- All communications relating to council services, decisions and projects

3. Communication Principles

The Council will apply the following principles:

3.1 Openness and Transparency

- Provide accurate, clear, and timely information
- Be open about what the Council can and cannot influence
- Publish agendas, decisions and updates in good time

3.2 Two-Way Communication

- Encourage dialogue and feedback, not just information sharing
- To gather views and ideas
- Clearly demonstrate how feedback influences decisions

3.3 Inclusivity and Accessibility

- Use plain English and accessible formats

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- Provide a mix of channels to reach all audiences
- Actively engage under-represented and "hard-to-reach" groups

3.4 Consistency and Coordination

- Ensure consistency
- Coordinate communications with partners to avoid duplication and confusion
- Align messaging across services and projects

3.5 Proportionality and Relevance

- Use appropriate communication levels depending on the issue (inform, consult, engage, empower)
- Avoid unnecessary over-consultation and "consultation fatigue"

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- Social media will be used proactively to inform, consult and engage
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- Businesses and tourism sector
- Community and voluntary groups
- Young people and schools
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Communications will be tailored to reflect differing needs, behaviours and barriers to engagement.

9. Working with Partners

- Coordinate messaging with Cornwall Council and other public bodies
- Use partner channels to expand reach
- Support shared campaigns and community initiatives

10. Standards for Communication

All Council communications will:

- Use clear, jargon-free language
- Follow the Council's house style and branding
- Be respectful and non-political
- Comply with data protection and legal requirements
- Be accessible (including consideration of disability and digital exclusion)

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The Council will measure communications effectiveness through:

- Website usage and analytics
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- Feedback from residents and stakeholders

12. Roles and Responsibilities

- Town Clerk – overall responsibility for communications
- Officers – deliver communications aligned with this policy
- Councillors – support consistent messaging and engagement
- Committees – ensure communications are considered in project planning

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Social Media Usage

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3. Definition of Social Media

Social media includes (but is not limited to):

- Facebook, Instagram, LinkedIn
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- Messaging platforms and online communities

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The Council will ensure that all Town Council social media activity is:

- Accurate and transparent
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- Inclusive and respectful
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Social media will:

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- Complement but not replace formal communication methods
- Support engagement rather than solely broadcasting information

5. Appropriate Use of Social Media

The Town Council may use social media to:

- Share news, updates and service information
- Promote community events and activities
- Publish agendas, meetings and decisions
- Promote consultations and encourage feedback
- Signpost to other services or partner organisations

Town Council social media will not be used for:

- Party political purposes
- Personal promotion
- Publishing confidential or sensitive information

6. Management of Official Accounts

- All official accounts will be approved by the Council
- The Town Clerk is the responsible officer for social media
- Access is restricted to authorised individuals only
- A minimum of two administrators will manage each account
- Passwords and access will be securely maintained

Only authorised individuals may post on behalf of the Town Council.

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All Town Council content will:

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- Reflect Council policy and decisions
- Use respectful and appropriate language

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- Include confidential or personal data without lawful basis
- Breach any copyright legislation
- Bring the Council into disrepute

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Councillors will adhere to the Council's Code of Conduct when using social media.

The same standards apply online as offline.

Individuals are able to engage in social media activity, but must:

- Act lawfully and responsibly
- Maintain the reputation of the Council
- Respect others and engage constructively

They must not:

- Present personal views as those of the Council
- Engage in abusive, offensive or inflammatory behaviour
- Disclose confidential information

Failure to comply may result in formal action.

9. Personal Social Media Use

When using personal accounts:

- Individuals must maintain a clear boundary between their personal life and public role
- They must not imply they individually represent the Town Council unless authorised
- A disclaimer should be used where appropriate

If Councillors are active online it is recommended, they ensure the clear and unambiguous separation of personal and Council roles. This can be achieved by using separate social media accounts.

The Code of Conduct applies when councillors are acting, or giving the impression that they are acting, in their councillor capacity, including on personal social media accounts.

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Social media content may be subject to Freedom of Information requests.

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- Strong passwords and two-factor authentication must be used where possible
- Access must be removed when roles change

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- Any security breaches or suspicious activity must be reported

14. Training and Guidance

- Training will be provided for councillors and staff where required
- Guidance will be updated in line with best practice and emerging risks

15. Monitoring and Review

- Social media activity may be monitored for compliance
- Breaches of this policy may result in formal action
- This policy will be reviewed annually

Social Media House Rules (Public Statement)

We welcome your comments and engagement. Please be respectful. We may remove posts that are abusive, offensive, misleading or unlawful. Repeat breaches may result in users being blocked. This page is not monitored 24/7.

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~~Social Media Policy~~

~~St Ives Town Council uses social media profiles in a number of ways, including for the promotion of:~~

- ~~relevant local news stories and events~~
- ~~to promote the parish to a local and wider audience~~
- ~~to share information about council meetings, including to live stream specific meetings~~
- ~~council-owned leisure, entertainment and events and promotion of partner and community events, including through the St Ives Box office~~
- ~~Commercial activities for which the Council charges a fee~~
- ~~The work of specific Council services and those of our partner councils and organisations~~

~~The Current Official Social Media accounts associated with the Council, are as follows:~~

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- St Ives Town Council Facebook Page
- St Ives Town Council Instagram account
- St Ives Library Facebook Page
- St Ives Library Instagram account
- St Ives Box Office Facebook page
- St Ives Guildhall Facebook Page
- Weddings at St Ives Guildhall Instagram account
- St Ives Town Council youtube account
- St Ives Town Council Linked In Account

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The Council does not currently have an X (formerly Twitter), snapchat or TikTok account.

Social media pages are only updated Monday to Friday, during office hours (generally 9am - 5pm, but the exact times may vary), except when they are used to cover specific events, or the service runs outside of standard hours.

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Representing the Council

- Only Council employees, or those under temporary paid or unpaid contract to the Council, such as work experience students, are authorised to update social media pages representing St Ives Town Council or any associated council venue or service (including Weddings at the Guildhall, the Guildhall and St Ives Library).

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- Social media pages representing joint events, projects and activities may be updated by both council employees and community organisations or relevant responsible private citizens.
- The creation of social media accounts representing Council venues and services is only permitted with the express consent of the Council.
- The Council shares relevant content from local partners and sources, but this does not imply endorsement or that any views expressed are the views of the Town Council.

Responsibilities

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- St Ives Town Council is responsible for ensuring that posts on social media pages representing the Council are neutral in tone and do not promote the personal views of employees.

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- St Ives Town Council is not responsible for content posted by council employees on their personal social media pages or to any other social media pages.
- St Ives Town Councillors may retain an official Councillor social media profile, *which is separate and distinct* from their personal social media profile. Where Councillors do so, any profile or page should clearly indicate that it is an official councillor page and include their official title, for example the Mayor of St Ives or St Ives Town Councillor. The Council is not responsible in any way for the personal social media accounts of any individual (who is also a Town Councillor) or content posted by Councillors on their personal social media platforms.
- St Ives Town Council is not responsible for content posted on, or otherwise directed to, its social media pages by private citizens or third parties without permission. It will be removed as soon as it comes to light.

- Users are free to direct message the Council through social media sites. However, users should be mindful of the hours and times of usage. The Council is under no obligation to respond to direct messages out of normal office hours when sites will not be monitored. If you have an urgent query, please call the Council's offices or emergency out of hours number.

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Accountability

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- Officers administrating the Council's official social media channels do not personally investigate any complaints or comments received via social media and individuals should not seek to complain or resolve complaints through these channels. Complaints and comments should be submitted using the Council's standard contact us form, on the website, or make use of the Council's formal complaints policy. Any feedback received via social media is forwarded to the relevant service.

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- All information on social media pages is provided in good faith and are subject to the Council's conditions of usage.

- Any complaints or concerns about material posted on St Ives Council social media pages should be reported using the Council's standard contact us form, on the website, or make use of the Council's formal complaints policy.

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Acceptable use policy (guidelines for interaction)

St Ives Town Council reserves the right to remove from its social media pages, or refuse to interact with, any content posted by third parties which:

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- is hate speech, sexist, racist, ageist, homophobic, ableist, or in any other way discriminates against or negatively targets a specific group of people.

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- is of a sexual nature, or uses offensive language or profanities
- is illegal, threatening, or promotes illegal activities
- discloses personal details of the user or another user
- advertises products, services or events not relevant to the page on which the advert is posted
- Is factually incorrect
- defames or personally targets any council employee or councillor or any other persons professionally associated with the Council, for example volunteers.

Any user posting such content will be removed or blocked from the social media page in question. Threats or details of illegal activities or behaviour will be reported to the police.

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Facebook and Instagram house rules

We welcome conversation and feedback on our social media pages, however we take the wellbeing of our staff, councillors and partners very seriously. St Ives Town Council reserves the right to delete negative comments that refer directly to council staff or teams, or that name council staff, councillors or people linked professionally to the Council.

~~Commenters who repeatedly use profane language or refer to council officers, councillors and associates in a negative or threatening way will be blocked from Council social media pages without warning. Comments containing profane or offensive language will also be deleted without warning.~~

~~There is an official process for registering complaints against St Ives Town Council. If you wish to raise a complaint against a team, service, Council decision or member of staff, please contact our offices or complete the official complaint form.~~

~~Email: enquiries@stives-tc.gov.uk~~

~~Phone: 01736 797840~~

~~For any queries or issues, please contact our website for more information, or call our reception team on 01736 797840 Monday to Friday, between the hours of 9.00 am and 5.00 pm.~~

St Ives Town Council

Summary of Income & Expenditure 2026-2027

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

Appendix 9.1

100 Administration

		Income			Expenditure			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1076	Precept	1,764,670.00	1,764,670.00						(0%)
1077	Council Tax Support								(N/A)
1090	Bank Interest Received	45,000.00	22,462.51	-22,537.49				-22,537.49	(-50%)
1200	Other Income (100)		110.00	110.00				110.00	(N/A)
1299	HMRC VAT								(N/A)
4001	Staff Costs (100)				347,373.00	215,969.45	131,403.55	131,403.55	(38%)
4006	Relocation Expenses								(N/A)
4021	Staff Costs - Er's NI (100)				44,606.00	28,138.46	16,467.54	16,467.54	(37%)
4026	Staff Costs - Er's Pension (100)				74,033.00	38,835.70	35,197.30	35,197.30	(48%)
4050	Staff Welfare				1,500.00	32.20	1,467.80	1,467.80	(98%)
4055	Bank Charges (100)				1,750.00	925.08	824.92	824.92	(47%)
4056	Loan Repayments				37,516.00	18,563.70	18,952.30	18,952.30	(51%)
4057	Loan Interest				3,577.00	1,982.53	1,594.47	1,594.47	(45%)
4060	Election Costs				7,500.00		7,500.00	7,500.00	(100%)
4065	Councillors Expenses								(N/A)
4070	Audit Fees				3,720.00	840.00	2,880.00	2,880.00	(77%)
4075	Insurance Expenses (100)				16,000.00	16,135.44	-135.44	-135.44	(-1%)
4080	IT& Phones - Support				11,000.00	5,567.06	5,432.94	5,432.94	(49%)
4081	IT Software & Subscriptions				10,500.00	6,655.14	3,844.86	3,844.86	(37%)
4082	IT Renewal Reserve				6,000.00	2,664.65	3,335.35	3,335.35	(56%)
4085	Miscellaneous (100)								(N/A)
4090	Office / General Admin (100)				1,255.00	1,031.82	223.18	223.18	(18%)
4095	Postage & Delivery (100)				200.00	117.96	82.04	82.04	(41%)
4100	Professional Fees (100)				19,500.00	9,842.32	9,657.68	9,657.68	(50%)
4105	Stationery (100)				1,000.00	398.44	601.56	601.56	(60%)
4110	Printing & Advertising (100)				4,650.00	1,974.09	2,675.91	2,675.91	(58%)
4115	Subscriptions & Memberships				5,425.00	4,961.55	463.45	463.45	(9%)
4119	Marketing, Promotion & Events								(N/A)
4125	Training				11,250.00	2,816.48	8,433.52	8,433.52	(75%)
4531	Travel (100)					354.20	-354.20	-354.20	(N/A)
5125	Projects								(N/A)
5127	General Reserve Contribution				60,000.00		60,000.00	60,000.00	(100%)
5128	Devolution Infrastructure Reserve				85,000.00		85,000.00	85,000.00	(100%)
5129	Establishment Reserve Contributic				10,000.00		10,000.00	10,000.00	(100%)
5130	Policy Review								(N/A)
	SUB TOTAL	**1,809,670.00**	**1,787,242.51**	**-22,427.49**	**763,355.00**	**357,806.27**	**405,548.73**	**383,121.24**	**(15%)**

120 Community Provision

		Income			Expenditure			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1204	Other Income (120)		3,000.00	3,000.00				3,000.00	(N/A)
1205	CIL (Community Infrastructure)								(N/A)
1210	External Grants								(N/A)
1213	CCTV Island Centre Recharges (1		12,758.20	12,758.20				12,758.20	(N/A)
4200	Community Safety (CCTV)				11,250.00	18,652.80	-7,402.80	-7,402.80	(-66%)
4201	CCTV Replacement Reserve				3,000.00	7,802.12	-4,802.12	-4,802.12	(-160%)
4202	CCTV Leased Line Costs				3,970.00	5,670.00	-1,700.00	-1,700.00	(-43%)
4205	Decorative Lights-Maintenance				7,500.00		7,500.00	7,500.00	(100%)
4206	Town Wardens		4,202.00	4,202.00	4,200.00	4,862.93	-662.93	3,539.07	(84%)

St Ives Town Council

Summary of Income & Expenditure 2026-2027

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

4210	Grants to Community Projects				10,000.00	2,543.50	7,456.50	7,456.50	(75%)
4220	CIL (Community Infrastructure)								(N/A)
5126	Projects								(N/A)
	SUB TOTAL		**19,960.20**	**19,960.20**	**39,920.00**	**39,531.35**	**388.65**	**20,348.85**	**(51%)**

130 Planning

		Income			Expenditure			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
4091	Office / General Admin (130)				400.00		400.00	400.00	(100%)
4216	Neighbourhood Plan		-5,000.00	-5,000.00	5,000.00		5,000.00		(0%)
4217	Feasibility Study (130)								(N/A)
	SUB TOTAL		**-5,000.00**	**-5,000.00**	**5,400.00**		**5,400.00**	**400.00**	**(7%)**

150 Devolution Provision

		Income			Expenditure			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
1220	General Devolution Income		-100,000.00	-100,000.00				-100,000.00	(N/A)
1221	S106 Receipt - Devolution								(N/A)
1222	Rental Income from Devolved Asse								(N/A)
1223	Sale Income from Devolved Assets								(N/A)
1224	Devolution Phase 2 Income		50,000.00	50,000.00				50,000.00	(N/A)
4073	Devolution Phase 2 Expenditure								(N/A)
4074	Insurance - Devolution (150)								(N/A)
4099	Professional Fees - Devolution (15				20,000.00	7,955.00	12,045.00	12,045.00	(60%)
4250	General Devolution Expenditure								(N/A)
4251	Waste Management - Devolution				2,000.00	-93.73	2,093.73	2,093.73	(105%)
4252	Business Rates - Devolution (150)								(N/A)
4253	Grounds Maintenance - Devolutior								(N/A)
4254	To/From Devolution Reserve								(N/A)
4255	Car Park Management Costs								(N/A)
4256	To Richmond Park Devolution Res								(N/A)
4257	Devolution - Utilities				1,500.00		1,500.00	1,500.00	(100%)
4344	Repairs & Maintenance - Devolutic				1,250.00		1,250.00	1,250.00	(100%)
	SUB TOTAL		**-50,000.00**	**-50,000.00**	**24,750.00**	**7,861.27**	**16,888.73**	**-33,111.27**	**(-134%)**

160 The Sloop Car Park

		Income			Expenditure			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
1900	Parking Charges (160)	170,000.00	100,278.00	-69,722.00				-69,722.00	(-41%)
1905	Bin Licences (160)	3,500.00	4,248.40	748.40				748.40	(21%)
1906	Sailing Club Rent	1,000.00	1,000.00						(0%)
4377	Waste Management (160)				2,500.00	1,180.96	1,319.04	1,319.04	(53%)
4980	Professional Fees (160)				1,000.00		1,000.00	1,000.00	(100%)
4981	Machine - Software / Consumables				2,750.00	622.71	2,127.29	2,127.29	(77%)
4982	Card fees for parking charges (160				4,000.00	2,325.25	1,674.75	1,674.75	(42%)
4983	Repairs & Maintenance (160)				11,500.00	6,266.32	5,233.68	5,233.68	(46%)
4984	Business Rates (160)				19,093.00	12,532.50	6,560.50	6,560.50	(34%)
4985	BID Levy (160)				775.00	815.00	-40.00	-40.00	(-5%)
4986	Enforcement (160)					733.20	-733.20	-733.20	(N/A)

St Ives Town Council

Summary of Income & Expenditure 2026-2027

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

SUB TOTAL	**174,500.00**	**105,526.40**	**-68,973.60**	**41,618.00**	**24,475.94**	**17,142.06**	**-51,831.54 (-24%)**

165 Chy An Gweal Car Park

		Income			Expenditure			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
1901	Parking Charges							(N/A)
4389	Waste Management				1,250.00		1,250.00	1,250.00 (100%)
4391	Professional Fees				2,000.00		2,000.00	2,000.00 (100%)
4392	Repairs & Maintenance				1,500.00		1,500.00	1,500.00 (100%)
4393	Business Rates				5,000.00		5,000.00	5,000.00 (100%)
4394	BID Levy				250.00		250.00	250.00 (100%)
	SUB TOTAL				**10,000.00**		**10,000.00**	**10,000.00 (100%)**

Restated **(N/A)**

NET TOTAL	**1,984,170.00**	**1,857,729.11**	**-126,440.89**	**885,043.00**	**429,674.83**	**455,368.17**	**328,927.28**
V.A.T.		420,176.14			20,073.75		
GROSS TOTAL		**2,277,905.25**			**449,748.58**		

Sept

4 November 2026 (2026-2027)

St Ives Town Council

Appendix 9.2

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: 04/11/2026

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2026			
	Cash in Hand 01/04/2026			678,097.80
	ADD			
	Receipts 01/04/2026 - 30/09/2026			3,790,465.40
				4,468,563.20
	SUBTRACT			
	Payments 01/04/2026 - 30/09/2026			2,126,828.81
A	**Cash in Hand 30/09/2026** (per Cash Book)			**2,341,734.39**
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2026	0.00	
	01 Unity A/C	30/09/2026	53,860.41	
	02 V & IC Current A/C	30/09/2026	129,462.83	
	03 Petty Cash - St Ives TC	30/09/2026	9.00	
	04 Petty Cash - LIS	30/09/2026	-19.96	
	05 Credit Card	02/09/2026	-5,195.22	
	06 Cornwall Council Deposit	30/09/2026	4,221.23	
	07 LIS Floats	30/09/2026	150.00	
	08 Guildhall Bar Float	30/09/2026	60.00	
	09 Payroll	30/09/2026	0.00	
	10 CCLA A/C	30/09/2026	2,196,188.39	
				2,378,736.68
	Less unpresented payments			103,017.81
				2,275,718.87
	Plus unpresented receipts			66,015.52
B	**Adjusted Bank Balance**			**2,341,734.39**
	A = B Checks out OK			

St Ives Town Council - Summary of Budget position at 13th November 2026

APPENDIX 9.3

		2026-27 budgeted income	2026-27 budgeted expenditure			Current 2026-27 income position	Current 2026-27 expenditure position
Finance & General Purposes Committee							
	Administration	1,809,670	761,497			1,787,243	357,806
	Community Provision	-	39,920			19,960	39,531
	Planning	-	5,400			-	-
	Devolution	-	24,750			-	7,861
	The Sloop Car Park	174,500	41,618			105,526	24,476
	Chy An Gweal Car Park	-	10,000			-	-
	Use of Reserves	134,886	-			-	-
Facilities Committee							
	Concert & Guildhall	29,381	230,084			25,401	75,821
	Guildhall Bar	-	-			-	-
	Library & Information Service	53,775	361,316			31,510	178,700
	Public Conveniences	148,200	335,195			95,484	133,803
	Island Centre	31,015	16,930			33,651	6,911
	Market House	50,600	4,250			32,115	5,681
	Huers Hut & Lodges	628	4,250			1,197	6,817
	Old Fire Station	4,800	9,500			9,442	6,432
	Barnoon Studio	-	7,165			-	3,693
	Porthmeor Clubhouse & Green	12,500	2,700			7,267	-
	Chapels	9,500	3,250			5,320	162
	The Blockhouse	28,950	5,997			35,901	1,519
	Facilities Maintenance & Management	-	389,819			76	196,627
Community & Environment Committee							
	Allotments	8,501	7,800			1,384	4,482
	Civic / Hospitality	500	35,135			5,514	23,289
	Amenities & Public Realm	66,831	51,403			21,405	40,480
	Trewyn Gardens	-	31,888			-	20,755
	War Memorial Gardens	-	29,615			-	15,106
	Chy An Gweal Gardens	-	23,777			-	11,493
	The Island & Man's Head	1,500	11,048			364	9,506
	Longstone	-	13,041			-	-
	Barnoon Cemetery & Chapel	12,000	31,522			4,328	11,723
	Malakoff	-	-			-	15
	Palemon Best	-	65,018			-	16,097
	Richmond Park / Gardens	-	6,053			-	4,143
	Trewartha Estate Recreation Ground	-	6,553			-	-
	Ayr Park & Playing Field	-	6,553			-	-
	Open Spaces (Others)	4,764	9,454			-	6,081
Total	**£**	**2,582,501**	**2,582,501**			**2,223,088**	**1,209,010**

	Original	**Year to date**	
Budgeted income:	£2,582,501	£2,223,088	
Budgeted expenditure:	£2,582,501	£1,209,010	
Net Budget 2025-26	**£0**	**£1,014,078**	**Current in year position**
		£1,617,426	**General Reserves**
		£731,523	**Earmarked Reserves**
		£2,348,949	**Total funds**

St Ives Town Council

BALANCE SHEET

31/03/2027

Appendix 9.4

(Last) Year Ended 31 Mar 2026			*(Current) Year Ended 31 Mar 2027*
£	**CURRENT ASSETS**		**£**
10,994.35	Stocks and stores		
	Work in progress		
501,532.99	Debtors (Net of provision for doubtful debts)		
3,678.03	Prepayments		
	Temporary lendings (investments)		
315,369.28	VAT		104,350.04
	BANK BALANCES		
271,420.47	01 Unity A/C	60,496.98	
129,462.83	02 V & IC Current A/C	129,462.83	
38.73	03 Petty Cash - St Ives TC	59.59	
26.10	04 Petty Cash - LIS	51.89	
0.00	05 Credit Card	-150.00	
4,132.18	06 Cornwall Council Deposit	4,236.24	
150.00	07 LIS Floats	150.00	
60.00	08 Guildhall Bar Float	60.00	
0.00	09 Payroll	-34,729.55	
272,807.49	10 CCLA A/C	1,971,188.39	
0.00	Petty Cash	0.00	
678,097.80	**TOTAL BANKS**		2,130,826.37
1,509,672.45	**TOTAL ASSETS**		**2,348,988.67**
	CURRENT LIABILITIES		
93,298.09	Creditors		0.00
35,097.28	Receipts in Advance		0.00
3,120.00	Accruals		0.00
0.00	VAT		0.00
131,515.37	**TOTAL LIABILITIES**		**0.00**
1,378,157.08	**NET ASSETS**		**2,348,988.67**
	Represented by:		
432,529.59	General fund Balance		1,617,426.07
	Reserves:		

	Capital Reserves		
0.00	Sloop Car Park Wall EMR	-17,991.80	
0.00			**-17,991.80**
	Earmarked Reserves		
8,018.40	Elections - Annual Contribution	2,825.42	
0.00	Guildhall Dilapidation - Annual C	0.00	
1,025.35	CCTV & Decorative Lighting - A	1,025.35	
6,029.23	Youth Project - Annual Contribu	0.00	
11,868.00	NDP Reserve - Annual Contribu	0.00	
597.58	St Nicholas Chapel Donations	597.58	
0.00	Grants to Comm Projects	0.00	
0.00	LIS - Purchases Re-Sale IT	0.00	
0.00	LIS Dilapidations Funds	0.00	
85.00	Art & Regalia Restoration Reser	85.00	
0.00	Improve/Operation P/Best	0.00	
9,030.28	CIL	22,004.69	
0.00	PSPO	0.00	
770,706.29	Concert Hall Redevelopment	719,379.62	
1,648.81	Cultural, Social & Community	1,648.81	
0.00	Training	0.00	
0.00	Playgrounds Equipment R&R - A	0.00	
0.00	IT Asset Renewal Programme -	0.00	
0.00	Vehicle Replacement	0.00	
0.00	Hardwire Testing and Remediati	0.00	
0.00	Guildhall Events Project Reserv	0.00	
0.00	Cultural Services Project Reser	0.00	
0.00	Community Defibrillators Reser	0.00	
83.82	LIS FOSIL Access Fund	83.82	
0.00	Devolution Reserve	0.00	
1,776.89	Toilet Refurbishment Programm	1,776.89	
0.00	Market House - Archive Project	-840.00	
0.00	Digital Skills - LIS	-364.60	
0.00	The Old Fire Station Project	-3,107.06	
0.00	IT Fibre Line Guildhall	0.00	
0.00	Guildhall Programming, Marketi	0.00	
416.84	Crowdfunding	260.84	
21,341.00	Huers Hut Project	-4,911.65	
20,000.00	Devolution Infrastructure Reser	-2,910.31	
80,000.00	Establishment Reserve	0.00	
0.00	Richmond Gardens Reserve	0.00	
13,000.00	Yonkers Bus reserve	12,000.00	
945,627.49			**749,554.40**
	Adjustments		
1,378,157.08			**2,348,988.67**

The above statement represents fairly the financial position of the council as at 31 Mar 2027

Signed _____

Responsible Financial Officer

Date _____

St Ives Town Council
Reserves Balance
2026-2027

Appendix 9.5

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
Capital					
Sloop Car Park Wall EMR			17,991.80		-17,991.80
Total Capital	**0.00**		**17,991.80**		**-17,991.80**
Earmarked					
Elections - Annual Contribution	8,018.40		5,192.98		2,825.42
Guildhall Dilapidation - Annual C					0.00
CCTV & Decorative Lighting - A	1,025.35				1,025.35
Youth Project - Annual Contribu	6,029.23		6,029.23		0.00
NDP Reserve - Annual Contribu	11,868.00	-16,868.00		5,000.00	0.00
St Nicholas Chapel Donations	597.58				597.58
Grants to Comm Projects					0.00
LIS - Purchases Re-Sale IT					0.00
LIS Dilapidations Funds					0.00
Art & Regalia Restoration Reser	85.00				85.00
Improve/Operation P/Best					0.00
CIL	9,030.28			12,974.41	22,004.69
PSPO					0.00
Concert Hall Redevelopment	770,706.29	136.97	796,874.23	745,410.59	719,379.62
Cultural, Social & Community	1,648.81				1,648.81
Training					0.00
Playgrounds Equipment R&R - A					0.00
IT Asset Renewal Programme -					0.00
Vehicle Replacement					0.00
Hardwire Testing and Remediati					0.00
Guildhall Events Project Reserv					0.00
Cultural Services Project Reser					0.00
Community Defibrillators Reserv					0.00
LIS FOSIL Access Fund	83.82				83.82
Devolution Reserve					0.00
Toilet Refurbishment Programm	1,776.89				1,776.89
Market House - Archive Project		-150,000.00	840.00	150,000.00	-840.00
Digital Skills - LIS		-149,439.12	364.60	149,439.12	-364.60
The Old Fire Station Project			3,107.06		-3,107.06
IT Fibre Line Guildhall					0.00
Guildhall Programming, Marketi					0.00

St Ives Town Council
Reserves Balance
2026-2027

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
Earmarked					
Crowdfunding	416.84		156.00		260.84
Huers Hut Project	21,341.00		26,252.65		-4,911.65
Devolution Infrastructure Reser	20,000.00		22,910.31		-2,910.31
Establishment Reserve	80,000.00	-80,000.00			0.00
Richmond Gardens Reserve					0.00
Yonkers Bus reserve	13,000.00	5,150.00	6,150.00		12,000.00
Total Earmarked	**945,627.49**	**-391,020.15**	**867,877.06**	**1,062,824.12**	**749,554.40**
TOTAL RESERVE	**945,627.49**	**-391,020.15**	**885,868.86**	**1,062,824.12**	**731,562.60**
GENERAL FUND					1,531,903.74
TOTAL FUNDS					2,263,466.34

ST IVES TOWN COUNCIL: FINANCE AND GENERAL PURPOSES COMMITTEE WORK PROGRAMME 2026-27 Q3 Update

2026-27 Programme

REF	ACTION	TARGET DATE	Q1 PROGRESS AND COMMENTARY	LEAD	STATUS
Strategic Plan Priority 1: DELIVERING FOR THE COMMUNITY					
F&GP1	**Devolution** Conclude all necessary property or contract matters arising from the progress of devolution, phase 3 and ensure that all newly acquired assets are registered and supported by adequate information and risks are mitigated.	April 2027	Sites completed for 2026-27 are • Barnoon, chapel and stores • Ayr field • Porthminster, Porthgwidden toilets • Manor Drive Sites planned to complete with HoTs issued are • Smeaton's Toilets • Trewartha Park • Longstone Chapel • the museum All sites once transferred have freehold title registered and necessary surveys and site information updated.	Town Clerk Committee Chairs for F&GP and Devolution.	GREEN
F&GP2	**Commercial Waste** Explore the development of an innovative waste partnership for the town and other measures to minimize waste and litter	April 2027	Commercial waste contracts and litter bin collections in public parks and open spaces renewed for 2026-27. COMPLETE Work with BID to exploring the future development of commercial waste schemes has commenced with a scoping meeting held between BID,Star Refuse and Suez. A survey has been sent to businesses by BID and once the results are returned, solutions for food waste and recycling can be discussed within the working group. A waste working group action plan is also progressing a number of other options.	Deputy Town Clerk, Head of Operations Waste Management Working group	GREEN
F&GP3	**Art and Sculpture Arts Project** Protect the Council's cultural assets through the commission of a full review of all art and sculpture assets including valuations, provenance and cataloguing and identify opportunities to realise value and community benefit from the collection	Sept 2026	Priorities for 2026-27 • The Cornerstone team are reviewing the retail stock and Council's art selection • Flexibition boards are in place to support future exhibitions • New interpretation has been designed and the collection moved to the Cornerstone. Key pictures have been loaned to the	Town Clerk Head of Operations Special Projects Officer	GREEN

			museum. • Continue to roll out repair programme • Evaluate condition of Megalith • Approaches have been made to the conservators for Hepworth restoration		
F&GP4	**Community Safety** Continue to develop the CCTV partnership and explore the expansion of infrastructure in 2026-27.	Sep 2026	A report evaluating the CCTV has been appended to the meeting agenda. The partnership is working well and it is proposed that the Committee recommend to Council it waive standing orders to appoint the same contractor for a further two years (as a below threshold procurement). New local cameras have been installed at Memorial Gardens. A site has been selected for a further networked camera at the Sloop and is subject to budget approval. The street marshals programme was delivered in Easter and Summer and feedback was very positive. An evaluation report is expected. The Council continues to engage in community payback initiatives.	Town Clerk Head of Operations	GREEN
F&GP.5	**Community Grants** Fund a programme of community grants and review the grants policy for 2026-27 including a review the Council's core grants policy	Nov 2026	Review policy to consider scope for a broader level of support for community and voluntary organisations, linked to the voluntary sector forum. The policy, renamed Community Partnership Grant, has been reviewed and adopted by full council. COMPLETE	F&GP Committee	GREEN
F&GP.6	**Voluntary Visitor Contribution Scheme** Build upon feasibility work towards a voluntary visitor contribution scheme	April 2026	King's speech has proposed powers at local authority for a tourist tax. A voluntary scheme is therefore unlikely to be introduced. This task was therefore deleted in favour of a focus on seeking to influence the shape of any future Cornwall Council levy. A letter has been drafted between the Town Councils most affected by the proposal with a call to invest in local visitor towns and facilities and sent to the Leader, Luke Frost.	Town Clerk Mayor	AMBER

Strategic Plan Priority 3: A SUSTAINABLE LOCAL ECONOMY					
F&GP.7	Support the launch of a smart skills centre in the Cornerstone library to promote skills and training for the community and local businesses	April 2027	The building has a broad range of equipment to support training study and learning. New fast fibre is in place and a digital printing on demand service. The development of training and skills activities and workshops is being rolled out. A digital skills volunteer has been appointed in the Cornerstone and is successfully supporting the smart skills programme.	Cornerstone Manager/Business Services Officer	GREEN
F&GP.8	Support independent businesses by creating and letting commercial workspaces and prioritising their occupation by local companies.	Sep 2026	Commercial assets identified through the devolution package have been let or identified for letting (Barnoon workshop, Barnoon Chapel, Porthmeor land, Old Fire Station, Island Centre, Market House, Longstone Chapel). Phase 3 of the devolution process has been delivered and work is underway to let the Barnoon Workshop with EOI invited. The Old Fire Station and Market House have been successfully let and a rent review for existing leases is underway, including Barnoon Chapel. The tenant has vacated the Island Centre and whilst the building continues to host markets and ad hoc events, a long-term tenant is being sought.	Cornerstone Manager Deputy Town Clerk Business Services Officer	AMBER
F&GP.9	Work with BID to explore options for Visit St Ives in the light of the review if the closure of Visit Cornwall	July 2026	Two councillors have been nominated to discuss the issues with the BID directors and officers. The rename has been completed and discussion underway on the future social media support for the site.	Cornerstone Manager Councillor representatives	AMBER
Strategic Plan Priority 5: AN AMBITIOUS MODERN COUNCIL					
F&GP.10	**Commercial Income Generation** Continue to explore new revenue streams and maximise them through a cross-service income group and look at efficiencies and economies in order to minimise pressure on the precept	Mar 2027	Budget adopted for 2027-28 includes income generation. Key revenues continue to be generated from toilets and carparks. Porthgwidden site has been added to charging. Key risks for income targets linked to progress of capital projects and demand for commercial lettings. A commercial agent has been retained to progress commercial rents.	Head of Finance/ Town Clerk	AMBER
F&GP.11	**Working Smarter – Digital and IT** Continue to invest in IT infrastructure and implement our digital strategy to enable staff and councillors to work in a smarter way and be accountable to our	April 2027	Key priorities are New IT policies and procedures to address Assertion 10 and Cyber Essentials accreditations. Work to complete the accreditation to Cyber	Deputy Town Clerk	GREEN

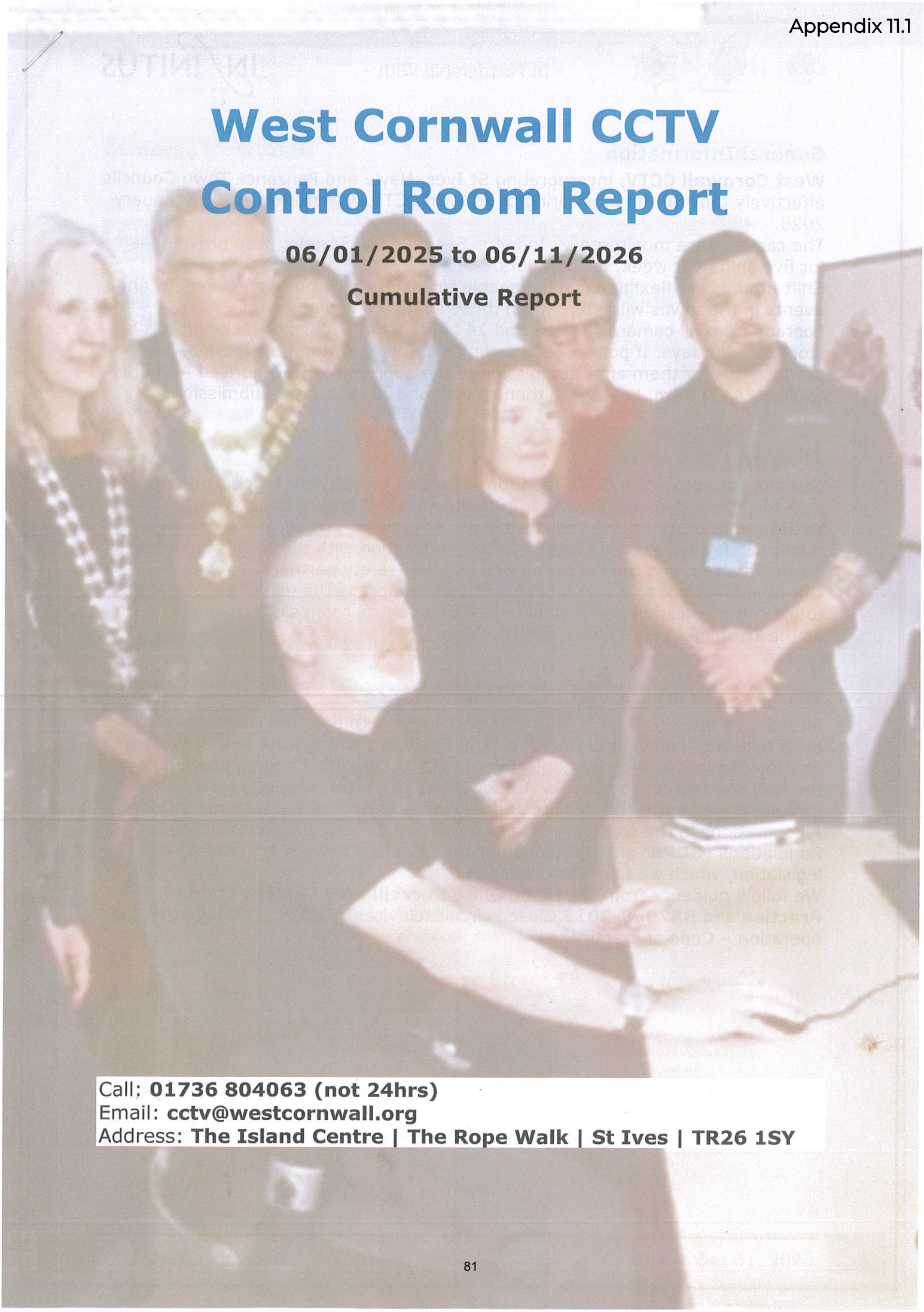
	communities.		Essentials has been budgeted for the next financial year. The estate of soon-to-be obsolete Councillor iPads is being replaced with laptops, bringing them into compliance with Cyber Essentials. The Maintenance Team have TC provided mobile phones which will reduce the need for TC information to be accessed on personal devices for those who are not desk-based. Assertion 10 work has been completed. New AI policy to be developed with a full Town Council protocol to be developed and mainstreamed. AI policies across the UK are still in their infancy and many towns and parishes have yet to adopt them. Neither NALC or CALC provided approved templates. We are working on the production of a policy, using information from those that have been adopted. Re-procure IT support and reprographics contracts. IT support remains with Acronyms whilst we have so many outstanding projects, however these are in the process of being concluded. With a full complement of staff, officers should be in a position to start the procurement process for an IT provider in Q4. The order for the MFDs for reprographics has been placed and it is hoped they will be installed in the coming weeks.		
F&GP.12	**Adopt medium term financial strategy and capital strategy**	May 2026	MTFS and capital strategy developed and approved. The strategy will be further evolved and developed in response to capital projects.	Head of Finance Committee Chair Town Clerk	COMPLETE
F&GP.13	**Continuous Culture of Improvement** Implement a range of measures to promote quality and improvement Conclude a successful peer challenge exercise with final report agreed and a resourced improvement plan adopted.	July 2026	Response to the interim report prepared for review and submission. An improvement plan was adopted and is being implemented with links to the strategic plan review and committee structure review.	Town Clerk / Deputy Town Clerk/ Mayor and Chairs Group	GREEN
F&GP.14	Implement plans for Chy an Gweal carpark with charging strategy, site infrastructure and drainage and permit scheme	Sep 2026	Scheme designed and ground works contract ready to be let. Wall works required. Community consultation to be concluded to shape pricing strategy. The Guildhall project has resulted in other capital schemes being paused. This project will not progress until 2028-29.	Town Clerk / Head of Finance Head of Operations	RED

F&GP.15	Using the peer review as a baseline, commence a review of the strategic plan and committee structure.	Oct 2026	A final draft has been approved by Council and work on the consultation programme is underway. November.	Town Clerk, Committee Chairs	GREEN

West Cornwall CCTV Control Room Report

06/01/2025 to 06/11/2026

Cumulative Report



Call: **01736 804063 (not 24hrs)**
Email: **cctv@westcornwall.org**
Address: **The Island Centre | The Rope Walk | St Ives | TR26 1SY**

General Information

West Cornwall CCTV, incorporating St Ives, Hayle and Penzance Town Councils effectively took on the monitoring of its town CCTV system from the 6th January 2025.
The cameras are monitored by Infinitus Security and Training who provide staff for five shifts per week, for 35 hours.
Shift timings are flexible and changeable to ensure maximum effectiveness and events in the towns will affect when those shifts are active.
Footage from all cameras is recorded 24 hours a day 7 days a week and this is stored for 30 days. If police request copies of footage within this period, we produce this for them after submission of the appropriately authorised Authority to View (ATV) form. Footage is then stored for 120 days after submission.

Aims and Objectives

Our aim is to provide a CCTV monitoring service to **actively trace and track** anti-social and criminal behaviour in the towns, and secure **court-ready evidence** to ensure those responsible are brought to justice. We also provide a public safety resource that has good communication with the town's businesses, Town Marshals, and the Police, as well as other safety partners.
Our objectives are to increase and continually improve the use of various tools to aid communication and enhance the CCTV control room's effectiveness, such as the Townlink radio system and Disc App.

Training, Regulation and Codes of Practise

All Infinitus operators are SIA trained and licensed to practise. Some operators have received Behavioural Detection and Analysis training from Police. We are also looking into a Security Control Room (SCR) Operators course provided by the National Protective Security Authority (NPSA), a week long programme designed to enhance their ability and readiness to deal with a terrorist incident.
All operations in the control room are subject to General Data Protection Regulations (**GDPR**) and Regulation of Investigatory Powers Act (**RIPA**) legislation, which we take very seriously.
We follow guidance from the Home Office **Surveillance Camera Code of Practise** and **BS7958-2015** Closed circuit television (CCTV) – Management and operation – Code of practice.

Cameras Monitored

St Ives CCTV - **6** PTZ cameras

Camera Number	Camera Name
OSH201	St Ives The Terrace
OSH202	St Ives Tregenna
OSH203	St Ives CO-OP
OSH205	St Ives Mountain Warehouse
OSH207	St Ives Wharf Road
OSH208	St Ives Malakoff

Hayle CCTV - **8** PTZ cameras, **1** Fixed camera

Camera Number	Camera Name
OSH301	Hayle CO-OP
OSH302	Hayle Cornubia Inn
OSH303	Hayle Library
OSH304	Hayle Spar Shop
OSH305	Hayle Skate Park
OSH306	Hayle Philps Pasty
OSH307	Hayle Ellis Park
OSH308	Hayle Rec Ground PTZ
OSH309	Hayle Rec Ground Bullet

Penzance CCTV - **18** PTZ cameras, **1** Fixed camera

Camera Number	Camera Name
OSH101	Penzance Clarence Street
OSH102	Penzance HSBC
OSH103	Penzance Hunter and Walsh
OSH104	Penzance Causeway Head Cinema
OSH105	Penzance Causeway Head
OSH106	Penzance Market Place Burtons
OST108	Penzance Chapel Street
OSH109	Penzance Star Inn
OSH110	Penzance Market Jew Street
OSH111	Penzance Market Jew Street
OSH112	Penzance Whaft Road CP
OSH113	Penzance Clarence Street CP
OSH114	Penzance Bus Station CP
OSH115	Penzance
OSH116	Penzance Alexandra Park
OSH117	Penzance Princess May Rec
OSH118	Penzance Bus Station Toilets
OSH119	Penzance Princess May Rec Toilets (Fixed)
OSH120	Penzance Wherrytown

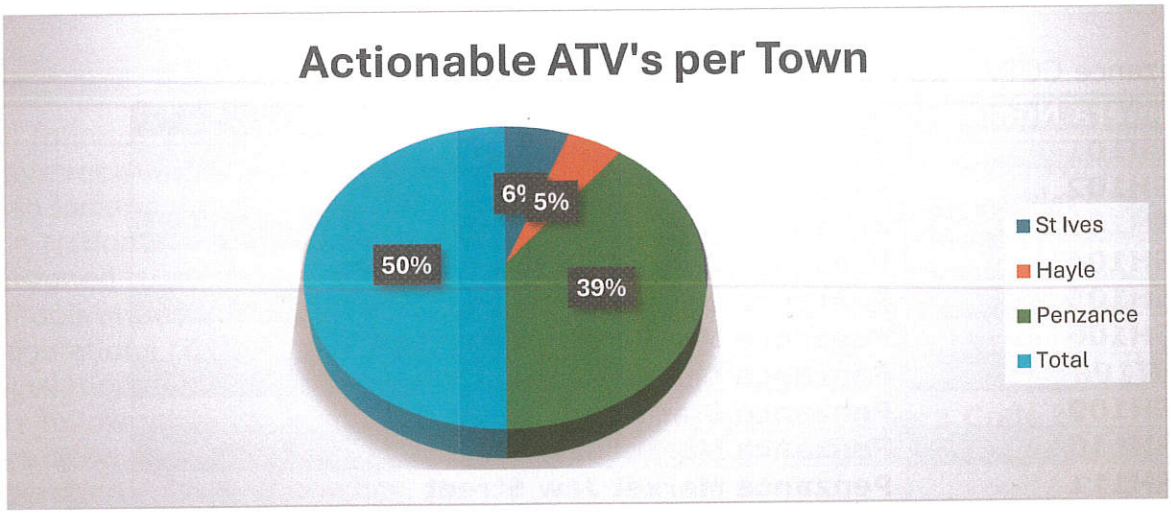
Authorisation to View (ATV) Analysis

An authorisation to view is a request from Police to have footage of an incident sent to them for investigation and/or potential criminal proceedings. All ATV's have to be authorised by a senior Police Officer. A master copy is kept on file for a limited period and then deleted in accordance with GDPR.

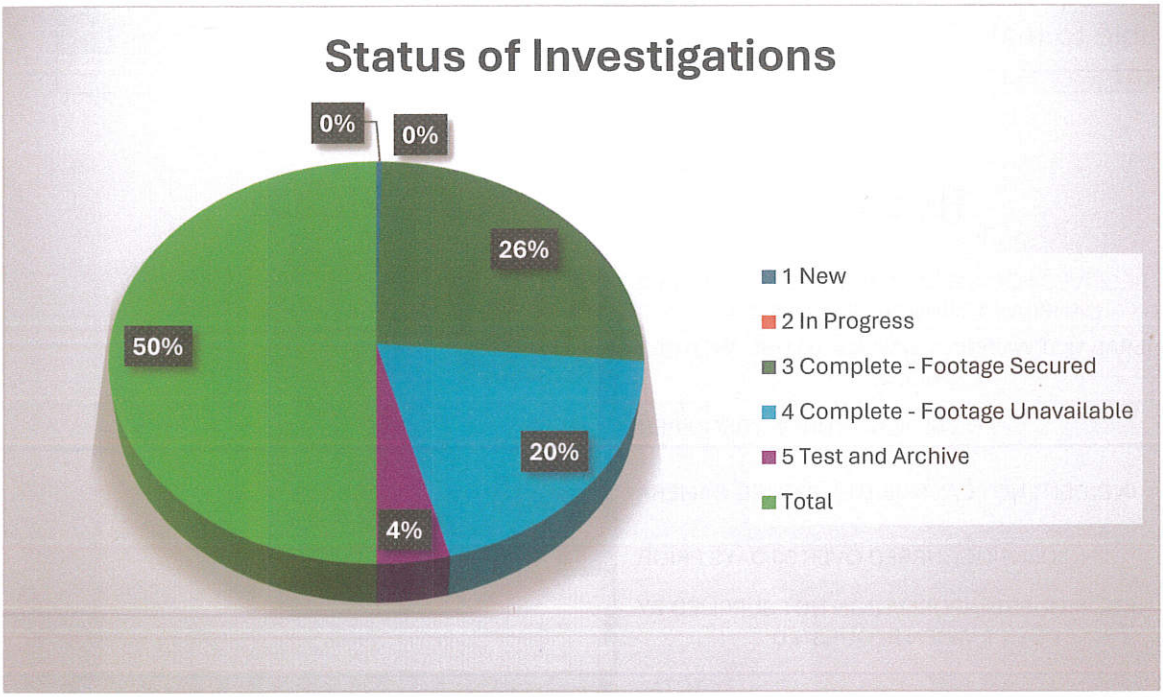
ATV footage is sent to the Police via secure digital means (NICE Evidencentral), negating the need for an officer to drive and collect. Plastic waste is zero.

ATV's Processed since 06/01/2025

Actionable ATV's per Town	Count
St Ives	28
Hayle	24
Penzance	194
Total	**246**

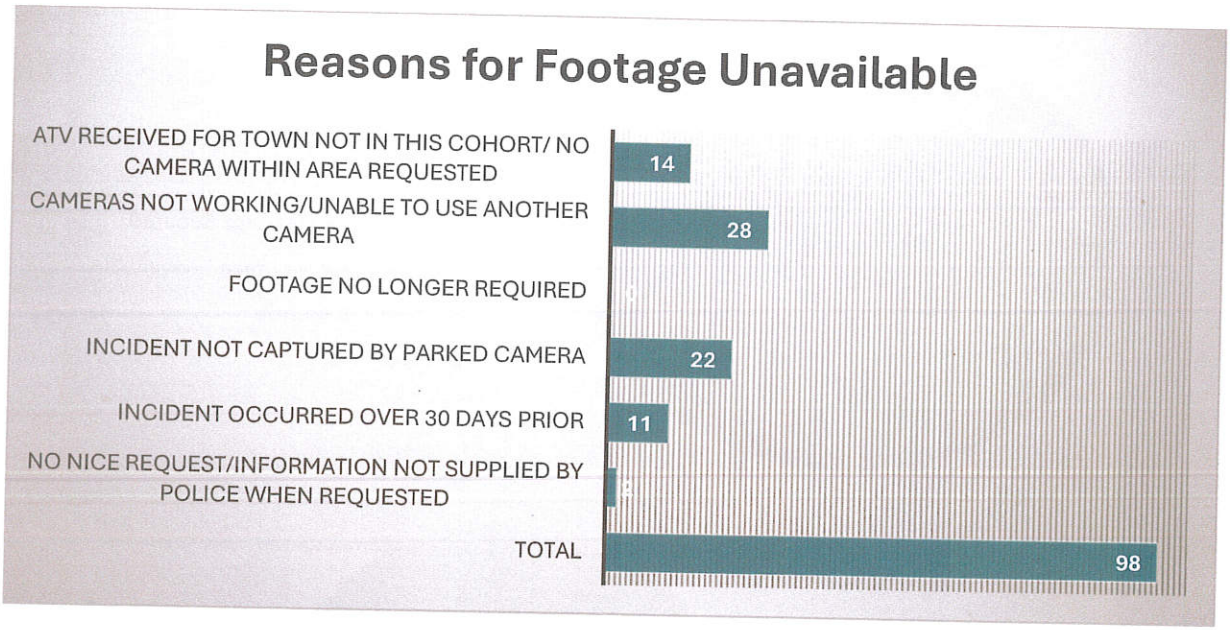


Status of Investigations	Count
1 New	2
2 In Progress	0
3 Complete - Footage Secured	130
4 Complete - Footage Unavailable	98
5 Test and Archive	20
Total	**250**



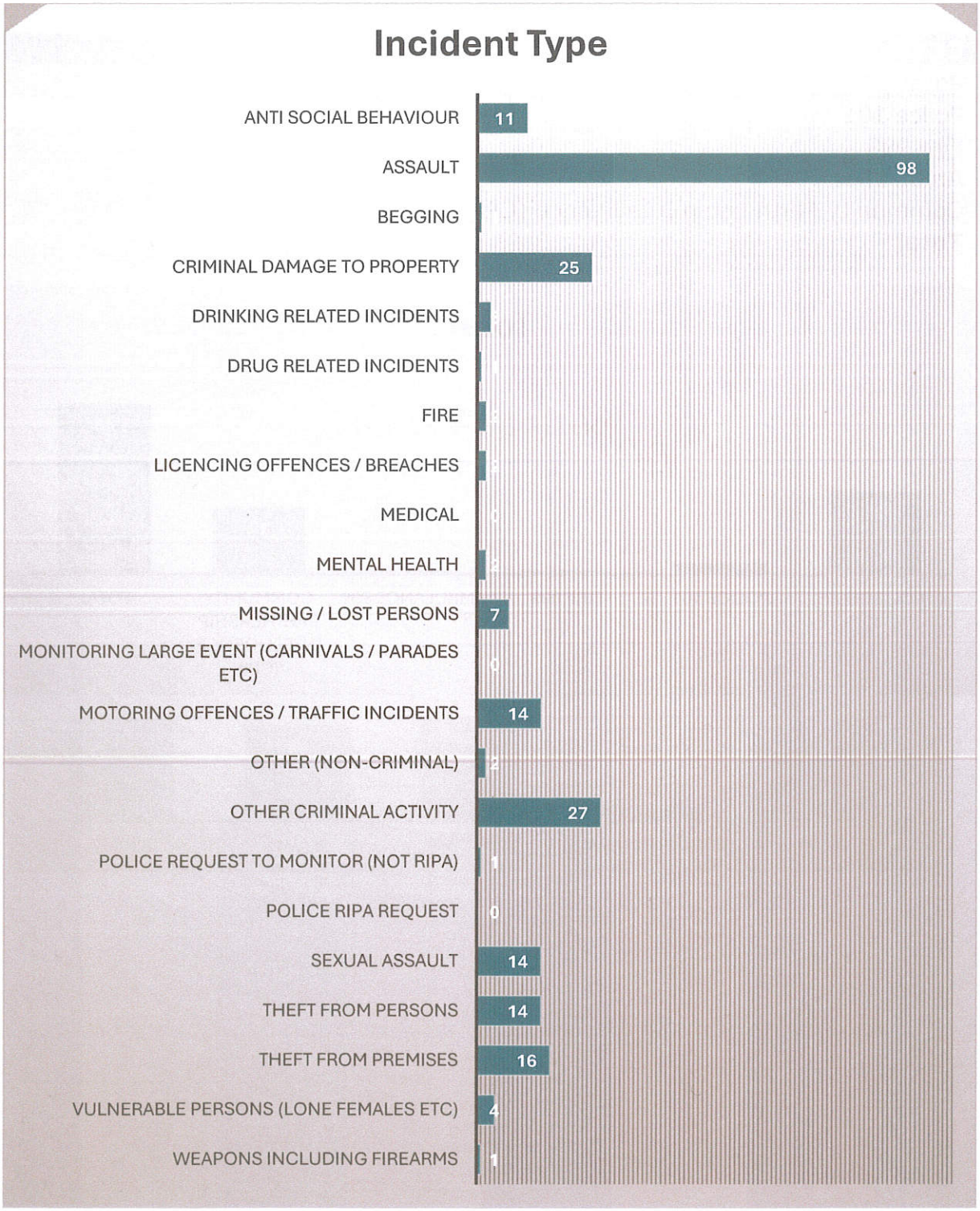
Gap between Incident and ATV Request	No of Days
Gap in days between ATV Received (Date & Time) and Working copy (WC) collected/uploaded to NICE (Date & Time) Calculated as: Sum/Count in Processing Time for ATV Complete - Footage Secured only	**2.7**

Reasons for Footage Unavailable	Count
ATV received for town not in this cohort/ No camera within area requested	14
Cameras not working/unable to use another camera	28
Footage no longer required	0
Incident not captured by parked camera	22
Incident occurred over 30 days prior	11
No NICE request/information not supplied by Police when requested	2
Unable to make positive identification	21
Total	**98**



Incident Types

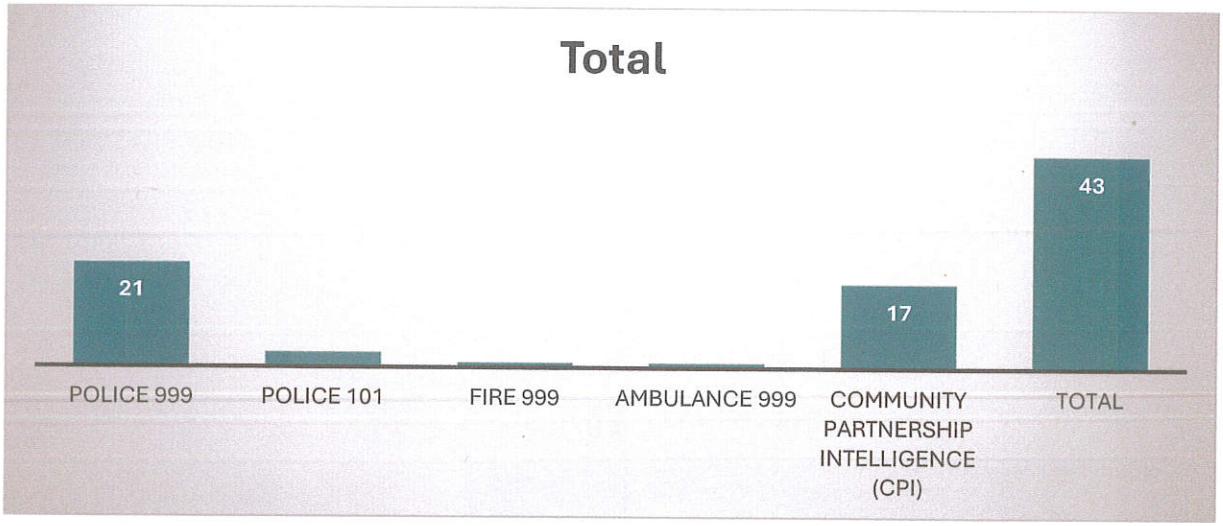
Incident types are recorded by the Police Officer in Charge (OIC) when making an ATV request.



Partnership Working

CCTV Operators will, on occasion, need to call for emergency services to respond to incidents they witness on the cameras. They will also send intelligence information to Police vis partnership forms.

CCTV Operator calls to Emergency Services	Count
Police 999	21
Police 101	3
Fire 999	1
Ambulance 999	1
Community Partnership Intelligence (CPI)	17
Total	**43**



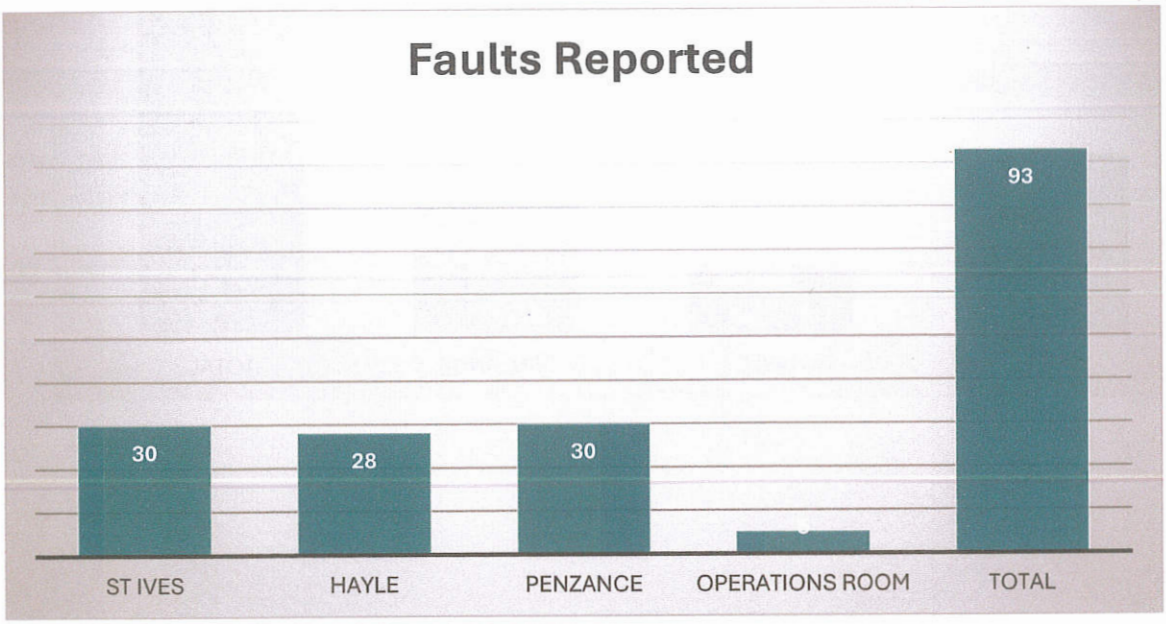
Fault Management

Camera, infrastructure and CCTV PC faults are managed by **Enerveo Ltd**.

Wi-Fi link and Admin PC faults are managed by **Acronyms Ltd**.

Total Faults Recorded and processed

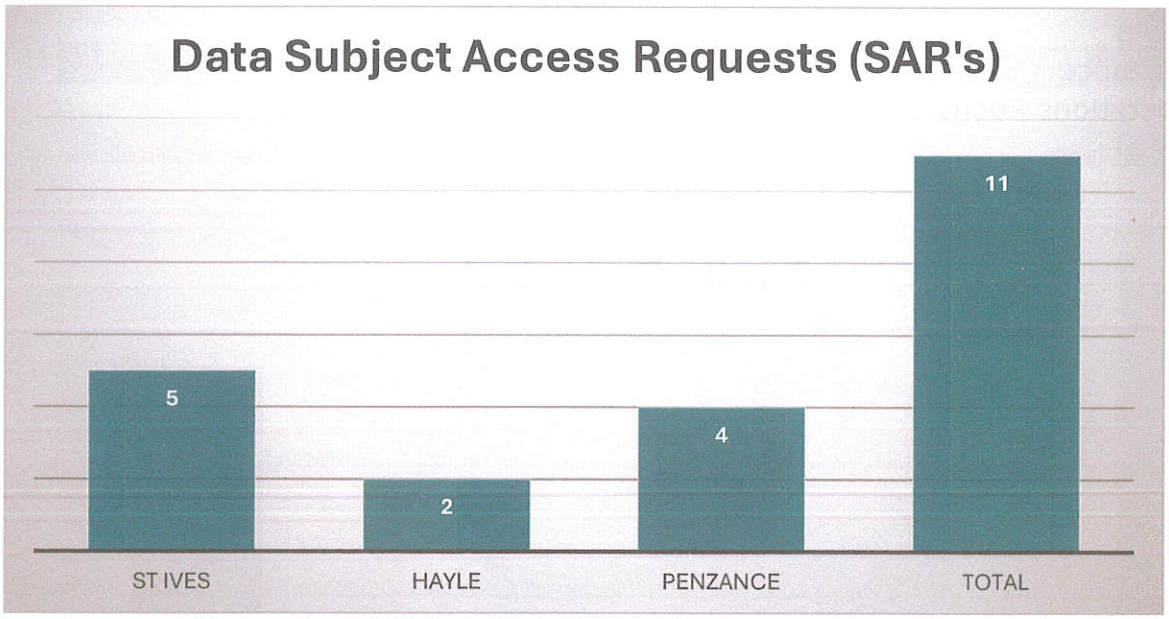
Faults Reported	Count
St Ives	30
Hayle	28
Penzance	30
Operations Room	5
Total	**93**



Data Subject Access Requests (SAR's)

There have been two FOI requests submitted to date, which were completed successfully.

Data Subject Access Requests (SAR's)	Count
St Ives	5
Hayle	2
Penzance	4
Total	**11**



Additional Monitoring

Councils and Police are able to purchase additional monitoring hours. This is for monitoring of cameras in the respective town outside of the normal hours as outlined above.

St Ives Town Council have not requested extra monitoring.

Hayle Town Council have not requested extra monitoring.

Penzance Town Council have not requested extra monitoring.

D&C Police (PCC Account) have not requested either emergency monitoring or ATV processing.

Trading Standards have requested additional monitoring in Penzance for an operation, which is ongoing.

Please direct any queries relating to the content of this report to:

Kim Phillips
Infinitus Security & Training

01326 722104
kim@infinitus1st.uk

DATED

November 2026

COLLABORATION AND FUNDING AGREEMENT

between

St. Ives Town Council

and

St. Ives BID Ltd

ST IVES NEW YEAR'S EVE CELEBRATIONS 2026

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Stephens Scown LLP, Curzon House, Southernhay West, Exeter EX1 1RS
T: 01392 210700 **F:** 01392 274010 **DX:** 8305 Exeter **W:** Stephens-scown.co.uk

This agreement is dated December 2026

Parties

(1) **ST. IVES TOWN COUNCIL** of Unit 1, The Guildhall, Street-An-Pol, St Ives TR26 2DS (**St Ives Town Council**)

(2) **ST IVES BID LTD** incorporated and registered in England and Wales with company number company number 08409718 whose registered office is at The Old School, Stennack, St. Ives, Cornwall, TR26 1QU (**St Ives BID**)

each a '**Party**' and together the '**Parties**'

1. Background

1.1 St Ives Town Council and St Ives BID have agreed to work together to deliver the 2026 New Year's Eve celebrations in St Ives Cornwall as set out in Schedule 1 (the **Event**).

1.2 The Parties have been named as the joint event organisers in respect of the Event in the event management plan and notifications which have been submitted to Cornwall Council.

2. Commencement and Duration

2.1 This Agreement shall commence on the date on which it has been signed by both Parties.

2.2 This Agreement shall terminate in accordance with Clause 6.

3. Key objectives for the Event

3.1 The Parties shall undertake the Event to achieve the key objectives set out in Schedule 1 to this Agreement (**Key Objectives**).

3.2 The Parties acknowledge the contributions made (financial and otherwise) as detailed in Schedule 2 to this Agreement.

3.3 Nothing in this Agreement shall restrict either Party's right to continue to conduct its business, activities or arrangements that existed on the date of this Agreement or that otherwise come into being outside the scope of this Agreement.

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4. St Ives BID roles and responsibilities in respect of the Event

4.1 The St Ives BID shall undertake the following roles and responsibilities in connection with the Event:

(a) the management of the Event in respect of all organisational and financial matters including budget control and expenditure approvals;

(b) the control of road closures;

(c) the management of the health and safety arrangements at the Event;

(d) the monitoring of health and safety compliance of the Event including ensuring that all contractors engaged in the Event are competent and have the requisite skills, knowledge and expertise;

(e) the organisation of the support by emergency services (including Devon and Cornwall Police, Fire and Rescue, Coastguard, SWAST and Cornwall Council's Public Health Team);

(f) to lead, negotiate, draft, prepare and manage all sub-contracts (which shall be entered into by the St Ives BID subject to such terms being approved by St Ives Town Council, with all such sub-contracts (including but not limited to the event management contactor and fireworks display contractor) which shall include express third party rights in favour of St Ives Town Council, appropriate warranties and indemnities and minimum levels of insurance (public liability insurance £10 million, employers' liability insurance £5 million, together with professional indemnity insurance, as may be necessary).

4.2 St Ives BID shall comply with all applicable laws, statutes, and regulations and codes from time to time in force.

5. Escalation

5.1 If either Party has any issues, concerns or complaints about the Event, or any matter in this Agreement, that Party shall notify the other Party and the Parties shall then seek to resolve the issue by a process of consultation. If the issue cannot be resolved within a reasonable period of time, the matter shall be escalated to the named individuals for each Party as set out in Schedule 1 which shall decide on the appropriate course of action to take.

5.2 If either Party receives any formal inquiry, complaint, claim or threat of action from a third Party (including, but not limited to, claims made by a supplier or requests for information made under the Freedom of Information Act 2000) in relation to the Event, the matter shall be promptly referred to the Town Clerk of St Ives Town Council (or

their nominated representatives). No action shall be taken in response to any such inquiry, complaint, claim or action, to the extent that such response would adversely affect the Event, without the prior approval of both Parties.

6. Term and termination

6.1 This Agreement commenced on the Commencement Date and shall continue until 31st January 2027 or on the day on which the Grant is paid, whichever is the sooner .

6.2 Without affecting any other right or remedy available to it, either Party may terminate this agreement with immediate effect by giving written notice to the other Party if:

(a) the other Party commits a material breach of any term of this Agreement which breach is irremediable or (if such breach is remediable) fails to remedy that breach within a period of 14 days after being notified in writing to do so;

(b) the other Party suspends, or threatens to suspend, payment of its debts or is unable to pay its debts as they fall due or admits inability to pay its debts or (being a company or limited liability partnership) is deemed unable to pay its debts within the meaning of section 123 of the Insolvency Act 1986 as if the words "it is proved to the satisfaction of the court" did not appear in sections 123(1)(e) or 123(2) of the Insolvency Act 1986;

(c) the other Party commences negotiations with all or any class of its creditors with a view to rescheduling any of its debts, or makes a proposal for or enters into any compromise or arrangement with its creditors;

(d) the other Party applies to court for, or obtains, a moratorium under Part A1 of the Insolvency Act 1986;

(e) a petition is filed, a notice is given, a resolution is passed, or an order is made, for or in connection with the winding up of that other Party (being a company, limited liability partnership or partnership);

(f) an application is made to court, or an order is made, for the appointment of an administrator, or if a notice of intention to appoint an administrator is given or if an administrator is appointed, over the other Party (being a company);

(g) the holder of a qualifying floating charge over the assets of that other Party (being a company) has become entitled to appoint or has appointed an administrative receiver;

(h) a person becomes entitled to appoint a receiver over the assets of the other Party or a receiver is appointed over the assets of the other Party;

(i) a creditor or encumbrancer of the other Party attaches or takes possession of, or a distress, execution, sequestration or other such process is levied or

enforced on or sued against, the whole or any part of the other Party's assets and such attachment or process is not discharged within 14 days;

(j) any event occurs, or proceeding is taken, with respect to the other Party in any jurisdiction to which it is subject that has an effect equivalent or similar to any of the events mentioned in clause (inclusive);

(k) the other Party suspends or ceases, or threatens to suspend or cease, carrying on all or a substantial part of its business;

(l) the other Party's financial position deteriorates so far as to reasonably justify the opinion that its ability to give effect to the terms of this agreement is in jeopardy;

(m) if there is a change of control of the other Party; and

(n) the other Party commits any act, omission or behaviour which has or may have a negative effect on the reputation of that Party or any aspect of its business.

6.3 The termination or expiry of this Agreement shall not prejudice or affect any right, power or remedy which has accrued or shall accrue to either Party prior to or after such termination or expiry.

6.4 St Ives BID agrees to repay the Grant in full or part as determined by St Ives Town Council at its sole discretion in the event of: -

(a) the early termination of this Agreement in accordance with clause 6.2; and / or

(b) a material breach of the terms of this Agreement by St Ives BID.

7. Confidentiality, Freedom of Information and Data Protection

7.1 Confidential Information means all confidential information (however recorded or preserved) disclosed by a Party or its Representatives to the other Party and that Party's representatives whether before or after the date of this Agreement including:

(a) the terms of this Agreement;

(b) any information that would be regarded as confidential by a reasonable business person relating to:

(i) the business, assets, affairs, customers, clients, suppliers, or plans, intentions, or market opportunities of the disclosing Party; and

(ii) the operations, processes, product information, know-how, designs, trade secrets or software of the disclosing Party.

(c) any information that is developed by the parties in the course of carrying out this Agreement.

7.2 Representatives means, in relation to a Party, its employees, officers, contractors, subcontractors, representatives and advisers.

7.3 The provisions of this Clause shall not apply to any Confidential Information that:

(a) is or becomes generally available to the public (other than as a result of its disclosure by the receiving Party or its Representatives in breach of this Clause);

(b) was available to the receiving Party on a non-confidential basis before disclosure by the disclosing Party;

(c) was, is or becomes available to the receiving Party on a non-confidential basis from a person who, to the receiving Party's knowledge, is not bound by a confidentiality agreement with the disclosing Party or otherwise prohibited from disclosing the information to the receiving Party; or

(d) the parties agree in writing is not confidential or may be disclosed; or

(e) is developed by or for the receiving Party independently of the information disclosed by the disclosing Party.

7.4 Each Party shall keep the other Party's Confidential Information confidential and shall not:

(a) use such Confidential Information except for the purpose of exercising or performing its rights and obligations under or in connection with this Agreement; or

(b) disclose such Confidential Information in whole or in part to any third party, except as expressly permitted by this Clause.

7.5 A Party may disclose the other Party's Confidential Information to those of its Representatives who need to know such Confidential Information for the purposes of this Agreement, provided that:

(a) it informs such Representatives of the confidential nature of the Confidential Information before disclosure; and

(b) at all times, it is responsible for such Representatives' compliance with the confidentiality obligations set out in this.

7.6 A Party may disclose Confidential Information to the extent such Confidential Information is required to be disclosed by law, by any governmental or other regulatory authority or by a court or other authority of competent jurisdiction provided that, to the extent it is legally permitted to do so, it gives the other Party as much notice of such disclosure as possible and, where notice of disclosure is not prohibited and is given in

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accordance with this Clause 7, it takes into account the reasonable requests of the other Party in relation to the content of such disclosure.

7.7 Nothing in this Agreement shall prevent St Ives Town Council from disclosing St Ives BID's Confidential Information for the purposes of the examination and certification of its accounts or any examination pursuant to Section 6(1) of the National Audit Act 1983.

7.8 A Party may, provided that it has reasonable grounds to believe that the other Party is involved in activity that may constitute a criminal offence under the Bribery Act 2010, disclose Confidential Information to the Serious Fraud Office without first informing the other Party of such disclosure.

7.9 Each Party reserves all rights in its Confidential Information. No rights or obligations in respect of a Party's Confidential Information other than those expressly stated in this Agreement are granted to the other Party, or to be implied from this Agreement.

7.10 On termination of this Agreement, unless such things are needed by it to perform its obligations (and only until the end of such time), each Party shall:

(a) destroy or return to the other Party all documents and materials (and any copies) containing, reflecting, incorporating or based on the other Party's Confidential Information;

(b) erase all the other Party's Confidential Information from computer and communications systems and devices used by it, including such systems and data storage services provided by third parties (to the extent technically and legally practicable); and

(c) certify in writing to the other Party that it has complied with the requirements of this Clause, provided that a recipient Party may retain documents and materials containing, reflecting, incorporating or based on the other Party's Confidential Information to the extent required by law or any applicable governmental or regulatory authority. The provisions of this Clause shall continue to apply to any such documents and materials retained by a recipient Party.

7.11 Except as expressly stated in this Agreement, no Party makes any express or implied warranty or representation concerning its Confidential Information.

7.12 The provisions of this Clause 7 shall continue to apply after termination of this Agreement.

7.13 Subject to Clause 7.14, neither Party shall make, or permit any person to make, any public announcement , communication, circular or other announcement concerning the existence, subject matter or terms of this Agreement, the wider transactions

contemplated by it, or the relationship between the parties, without the prior written consent of the other Party (such consent not to be unreasonably withheld or delayed). The Parties shall consult together on the timing, contents and manner of release of any announcement.

7.14 Where an announcement is required by law or any governmental or regulatory authority (including any relevant securities exchange), or by any court or other authority of competent jurisdiction, the Party required to make the announcement shall promptly notify the other Party and obtain the approval of the other Party to the announcement and its contents before making it.

7.15 St Ives BID acknowledges that St Ives Town Council is subject to the requirements of the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (SI 2004/3391) together with any guidance and/or codes of practice issued by the Information Commissioner or relevant government department in relation to such regulations (EIRs).

7.16 St Ives BID acknowledges that the St Ives Town Council may be required under the FOIA and the EIRs to disclose information (which shall have the meaning given under section 84 of FOIA) without consulting or obtaining its consent. St Ives Town Council shall take reasonable steps to notify St Ives BID of a request for information pursuant to the FOIA or the EIRs (in accordance with the Cabinet Office's Freedom of Information Code of Practice issued under section 45 of the FOIA) to the extent that it is permissible and reasonably practical for it to do so but St Ives Town Council shall be responsible for determining in its absolute discretion whether any information is exempt from disclosure in accordance with the FOIA or the EIRs.

7.17 Without prejudice to its obligation to disclose information in accordance with the FOIA and the EIRs, St Ives Town Council shall as far as is reasonably practicable, prior to publication, consult with St Ives BID on the manner and format of publication, or seek relevant information from St Ives BID to inform its decision regarding any redactions or applicable exemptions, which shall be solely determined by St Ives Town Council at its absolute discretion. .

7.18 Under no circumstances shall St Ives BID respond to a request for information under the FOIA or the EIRs unless first expressly authorised to do so in writing by St Ives Town Council.

7.19 St Ives BID shall:

(a) transfer to St Ives Town Council any request soft information that it receives as soon as practicable and in any event within two working days (or such other period as St Ives Town Council may specify) of receiving such a request;

(b) provide St Ives Town Council with a copy of all information in its possession, or power in the form that St Ives Town Council may require within five working days (or such other period as St Ives Town Council may specify) of receiving St Ives Town Council's request; and

(c) provide all necessary assistance as reasonably requested by St Ives Town Council to enable St Ives Town Council to respond to the request for information within the time for compliance within section 10 of the FOIA or regulation 5 of the EIR.

7.20 St Ives BID shall ensure that all information is retained for disclosure and shall permit St Ives Town Council to inspect such records as requested from time to time.

7.21 The Parties shall comply with all applicable requirements of data protection and privacy legislation in force from time to time in the UK including the UK GDPR, the Data Protection Act 2018 (and the regulations made thereunder) and the Privacy and Electronic Communications Regulations 2003 as amended (and the guidance and codes of practice issued by the Information Commissioner or other relevant regulatory authority and applicable to a Party.

8. Variation

This Agreement, including the schedules hereto, may only be varied by written agreement of the Parties.

9. Charges, liabilities and insurance

9.1 Except as otherwise provided, the Parties shall each bear their own costs and expenses incurred in complying with their obligations under this Agreement.

9.2 St Ives Town Council has agreed to provide a one-off grant of £7,000.00 to the St Ives BID which shall be its total financial contribution towards the cost of the Event and which shall be paid to St Ives BID on or before 31 January 2027 (**the Grant**).

9.3 Save for the Grant, St Ives Town Council shall have no further financial liability in respect of the funding of the Event and St Ives BID agrees that it is solely responsible under this Agreement for the funding of all other costs, fees, expenses, taxes or tariffs arising out of or in connection with the Event and St Ives BID shall indemnify St Ives Town Council in respect of such costs, fees, expenses, tariffs or taxes including but not limited to any third party claims in respect of non-payment including in respect of any sub-contractor or agent pursuant to the Event and St Ives Town Council's associated legal costs (on an indemnity basis).

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9.4 The St Ives BID shall indemnify St Ives Town Council against all liabilities, costs, expenses, damages and losses (including but not limited to any direct, indirect or consequential losses, loss of profit, loss of reputation and all interest, penalties and legal costs (calculated on a full indemnity basis) and all other professional costs and expenses) suffered or incurred by the St Ives Town Council arising out of or in connection with St Ives BID's breach or negligent performance or non-performance of this Agreement, the enforcement of this Agreement, any claim made against St Ives Town Council by a third party arising out of or in connection with the Event including any claim which arises out of the breach, negligent performance or failure or delay in performance of this Agreement by St Ives BID's employees, agents or subcontractors.

9.5 Nothing in this Agreement limits any liability which cannot legally be limited, including but not limited to liability for:

(a) death or personal injury caused by negligence,

(b) fraud or fraudulent misrepresentation or

(c) breach of the terms implied by section 2 of the Supply of Goods and Services Act 1982 (title and quiet possession) any other liability which cannot be limited or excluded by applicable law.

9.6 St Ives Town Council's aggregate liability pursuant to this Agreement shall be limited to the value of the Grant.

9.7 During this Agreement and for a period of six years thereafter, St Ives BID shall maintain in force the following insurance policies with reputable insurance companies:

(a) public liability insurance with a limit of at least £10 million a claim; and

(b) employer's liability insurance with a limit of at least £10 million for claims arising from a single event or series of related events in a single calendar year; and

(c) professional indemnity insurance for an amount of at least £ xx for any one occurrence or series of occurrences arising out of any one event.

10. Status

10.1 Nothing in this Agreement is intended to, or shall be deemed to, establish any partnership or joint venture between the Parties, constitute either Party as the agent of the other Party, nor authorise either of the Parties to make or enter into any commitments for or on behalf of the other Party.

10.2 Each Party confirms it is acting on its own behalf and not for the benefit of any other person.

11. Assignment and other dealings

11.1 Save as otherwise stated, neither Party shall assign, transfer, mortgage, charge, subcontract, delegate, declare a trust over or deal in any other manner with any or all of its rights and obligations under this Agreement without the prior written consent of the other party.

12. Entire agreement

12.1 This Agreement constitutes the entire agreement between the Parties and supersedes and extinguishes all previous agreements, promises, assurances, warranties, representations and understandings between them, whether written or oral, relating to its subject matter.

12.2 Each Party agrees that it shall have no remedies in respect of any representation or warranty (whether made innocently or negligently) that is not set out in this Agreement. No Party shall have any claim for innocent or negligent misrepresentation based on any statement in this Agreement.

13. Conflict

Where there is a conflict between the provisions of this Agreement and a schedule to this Agreement, the provisions of this Agreement shall prevail.

14. Waiver

14.1 A waiver of any right or remedy under this agreement or by law is only effective if given in writing and shall not be deemed a waiver of any subsequent breach or default.

14.2 A failure or delay by a Party to exercise any right or remedy provided under this agreement or by law shall not constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict any further exercise of that or any other right or remedy. No single or partial exercise of any right or remedy provided under this agreement or by law shall prevent or restrict the further exercise of that or any other right or remedy.

15. Counterparts

15.1 This agreement may be executed in any number of counterparts, each of which when executed shall constitute a duplicate original, but all the counterparts shall together constitute the one agreement.

15.2 Transmission of an executed counterpart of this agreement (but for the avoidance of doubt not just a signature page) shall take effect as the transmission of an executed "wet-ink" counterpart of this agreement. If this method of transmission is adopted, without prejudice to the validity of the agreement thus made, each Party shall on request provide the other with the "wet ink" hard copy original of their counterpart.

15.3 No counterpart shall be effective until each Party has executed at least one counterpart.

16. Third party rights

16.1 This agreement does not give rise to any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Agreement.

16.2 The rights of the Parties to rescind or vary this agreement are not subject to the consent of any other person.

17. Further assurance

At its own expense, each Party shall, and shall use all reasonable endeavours to procure that any necessary third party shall, promptly execute and deliver such documents and perform such acts as may reasonably be required for the purpose of giving full effect to this Agreement.

18. Mediation

18.1 If any dispute arises in connection with this agreement, the Parties agree to enter into mediation in good faith to settle such a dispute and will do so in accordance with [the Centre for Effective Dispute Resolution (**CEDR**) Model Mediation Procedure. Unless otherwise agreed between the Parties within 14 working days of notice of the dispute, the mediator will be nominated by CEDR. To initiate the mediation a Party must give notice in writing (**ADR notice**) to the other Party, referring the dispute to mediation. A copy of the referral should be sent to CEDR**.**

18.2 If there is any point on the logistical arrangements of the mediation, other than nomination of the mediator, upon which the Parties cannot agree within fourteen working days from the date of the ADR Notice, where appropriate, in conjunction with the mediator, CEDR will be requested to decide that point for the Parties having consulted with them.

18.3 Unless otherwise agreed, the mediation will start not later than twenty eight calendar days after the date of the ADR notice. The commencement of a mediation will not prevent the Parties commencing or continuing court proceedings.

19. Governing law and jurisdiction

This Agreement shall be governed by and construed in accordance with English law and, without affecting the escalation procedure set out in clause 5, each Party agrees to submit to the exclusive jurisdiction of the courts of England and Wales.

Signed for and on behalf of ST. IVES TOWN COUNCIL

Signature:  .....

Name: Louise Dwelly.....

Position: Town Clerk.....

Signed for and on behalf of ST IVES BID LTD

Signature: .....

Name: .....

Position: .....

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Schedule 1 The Event

Event overview

The Event involves the organisation and running of the New Years Eve celebrations on 31st December 2026 – 1st January 2027 in St. Ives town centre. This is a spontaneous gathering which is free to attend and attracts up to 20,000 people over the course of the evening.

The event includes a 10 minute firework display at midnight from midnight until 00:10 from Smeaton's Pier in St. Ives town centre.

The roles and responsibilities the St Ives BID include the planning and organisation of the Event until the Event has been cleaned up and all sub-contractors have vacated.

St Ives BID is responsible for engaging Diverse Events CIC who will provide the support for the following key areas for New Year's Eve, St. Ives:

- Event management planning
- Event safety
- Medical and welfare Management
- Security and stewarding management
- Traffic management
- Insurance.

The Key Objectives

To organise and run the Event in a safe manner.

Named Individuals

St Ives Town Council

Name: Louise Dwelly (Town Clerk)

Office address: St. Ives Town Council of The Guildhall, Street-An-Pol, St Ives TR26 2DS

Tel No: 07966 404294 / 01736 797840

E-mail Address: Louise.Dwelly@stives-tc.gov.uk

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St Ives BID

Name: Sarah Hooper

Office Address: St. Ives Business Improvement District, Top Floor, Salvation Army Building, the Wharf, St Ives TR26 1LF

Tel No: 01736 792121

E-mail Address: *sarah@stivesbid.co.uk*

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Schedule 2 Contributions

1. In accordance with Clause 9.2, St Ives Town Council have committed to contributing the Grant.
2. St. Ives BID is responsible for all other costs, fees, taxes, tariffs and expenses arising from the Event which include, but are not limited to the following:
    a. fees associated with the engagement of Diverse Events CIC;
    b. fees associated with the engagement of all sub-contractors including Celebration Pyrotechnics Ltd.
    c. all staffing costs, including but not limited to those associated with the setting-up the event, health and safety personnel, security, maintenance, contractors and sub-contractors engagement for the Event water and food facilities, contractors, firework personnel, cleaning and cleaning up after the Event;
    d. the engagement of emergency services and their personnel;
    e. any anticipated or otherwise received costs in relation to any premises used throughout the Event;
    f. any costs in relation to Cornwall Council events management plans or notifications;
    g. additional utilities used for the Event; and
    h. any additional toilet facilities over and above the availability of public toilets required for the Event, if so required.

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