

At a future meeting the Council will consider the accuracy of these minutes, so they may be subject to change. Please check the minutes to that meeting to confirm whether or not they have been amended.

**MINUTES OF A MEETING OF FOWEY TOWN COUNCIL
TOWN HALL & QUAY COMMITTEE HELD AT FOWEY TOWN HALL ON
FRIDAY 10th NOVEMBER 2023 @ 9.00am.**

Minutes taken by Cllr Mrs Frances Day

Present: Cllr Mrs Yvette Paterson (Chair), Cllr Mrs Frances Day and Cllr Patrick Hughes.

1} **To receive apologies for absence**

Apologies for absence were received from Cllr Andrew Dellow, Cllr Colin Gibbon and Mrs Lesley McCartney.

2} **Declarations of interest**

- | | |
|---------------------------|------|
| (a) Pecuniary: | None |
| (b) Non pecuniary: | None |
| (c) Dispensations: | None |

3} **Public Participation/Questions**

There were none.

4} **Minutes of the meeting held on 6th October 2023**

It was proposed by Cllr Day seconded by Cllr Hughes and RESOLVED that the Minutes of the previous meeting be confirmed and signed by the Chairman as a true record.

5} **Matters arising from the Minutes not on the Agenda**

There were no matters arising.

6} **Christmas Market**

- Cllr Hughes confirmed that there would be 15 craft stalls in the Town Hall. These had been let to local people @ £45 for the duration of the market. The Lions would have a presence.
- There would not be a café this year.
- Sail flags were discussed. These could be obtained on the internet for £79 each for a medium sized one. £200 maximum expenditure was suggested, with perhaps 2 flags purchased. Cllr Hughes would finalise the wording with Paul Finlay.
- All arrangements for the main market were thought to be in place.

7} **Commercial usage of the Town Hall**

- Cllr Hughes was pleased to report an upturn in bookings for the Town Hall, particularly one for every Wednesday from a bee-based craft organisation called Zees Bees.
- It was suggested that the Mayor be asked to promote bookings for the Town Hall in her *Fowey News* column.
- Wedding planners might be approached again to highlight the advantages of a wedding in the Town Hall.
- Once the new Vicar is in post, they might be asked to promote the Town Hall as a reception venue.
- Funeral directors could be contacted to inform them of the suitability of the Town Hall for wakes.
- Disabled access and lack of parking were drawbacks. Architect Robert Davies had surveyed the premises and drawn up plans for revisions to the Town Hall, and whilst these could be looked at again, many options were unfortunately prohibitively expensive.

8} **Refurbishment of the outside of the Town Hall**

Cllr Paterson offered to contact Restormel decorators to get a quote for carrying out required work to the windows and gutters on the Market Street side of the building.

9} **Town Quay Planters**

The planters were still looking good with the begonias still blooming. With the Christmas Market imminent, when damage historically had occurred to the planters, it was decided not to replant at present. The planters should be replanted in the Spring, ideally in time for the Fowey Festival. In future, bulbs might be planted in the autumn for some brightness in the early part of the following year.

10} **Review of Town Hall Risk Assessments**

These would be reviewed at a later date and revised as required. Risk assessments should be carried out regularly and any problems highlighted immediately.

11} **Review Budget 2023/24**

The budget for the current year was £27,019. It was felt that some increase in expenditure would be desirable for the next year.

12} **Budget 2024/2045**

Cllr Hughes circulated a proposed budget for the coming year. After some discussion, it was proposed by Cllr Hughes, seconded by Cllr Paterson and RESOLVED to put forward a budget for the year 2024/25 totalling £32,964 for the Town Hall and Quay to the Finance Committee for approval. It was accepted that this was quite a substantial increase, over 12%, but was felt necessary when considering all aspects of possible expenditure needed on the Town Hall and Quay.

13} **Exchange of Information (at the discretion of the Chairman)**

There were none.

14} **Proposed date of next meeting**

It was proposed that this should take place on a date to be confirmed.

There being no further business, the meeting closed @ 10.40am.

