

MEETING REPORT

Meeting: Assets Committee, 2nd September 2024
Agenda item: AS24/12 (i)
Report subject: Free let request – Devon Mind
Report author: K Elliott-Turner, Town Clerk

Proposal

To consider a request from Devon Mind for free let of a room at the Town Hall for their monthly support sessions, and the Officer Recommendation to grant use of the Committee Room (or other Town Hall room if unavailable) free of charge, two sessions per month, on a rolling monthly basis. Use of the projector and hot drink making facilities to be chargeable.

Request

“Devon Mind are looking to expand out to Ivybridge, for the people of Ivybridge to support communities with mental health concerns. We would really like to offer the following free courses to start with and are in the process of finding accessible venues. Please see the courses below:

Understanding and coping with feelings of anxiety (2.5 hours 10-12.30pm)
Trauma, Shame and Self care (all day 10-4pm)

These courses may run monthly, every other month depending on the needs of the Ivybridge people.

Please have a look at our website to see the other courses we are currently running around Devon <https://www.devonmind.com/find-help/courses>

[Courses & Workshops | Devon Mind. leading the fight for mental health in Devon](#)

<https://url6.mailanyone.net/scanner?m=1scNdf-0004BK-5a&d=4%7Cmail%2F90%2F1723201800%2F1scNdf-0004BK-5a%7Cin6d%7C57e1b682%7C28407878%7C13965908%7C66B5FB0792CEE89568E0E96E69F60BB5&o=o.wwwmevnmoc.dni&s=2DoNoZEYG3Uz-9kpLiC-9AmWERS>

What we are looking for:

A free let with access to a projector or TV/screen for the slides
We can accommodate 8-12 people
Facilities for tea/coffee

The committee room is a preference but the other two rooms would be a possibility.

We would be so grateful to be considered for a 'free let' with a computer equipment package to assist a range of people who are needing ongoing support in Ivybridge.

Rebecca Campillos
Recovery Practitioner – West Devon
Devon Mind”

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Cost to Council

They prospective hirer would like to start their sessions at the end September/beginning of October, running both courses every month.

Total cost to council if awarded a free let, based on Committee Room, usage if available, per month.

10am – 4pm	£84
10am – 12.30pm	£37.50

Monthly cost to council £121.50 for free use of Committee Room

The request also included free use of a projector and hot water flasks.

Monthly costs to council would be £66.50:

Projector $£25 \times 2 = £50$, hot water, flasks & crockery $£5.50 \times 3 = £16.50$

This hirer could require significant use of the projector, resulting in wear and tear and subsequent replacement costs to the council. The booking would require staff time out of their usual work schedule to provide hot water, flasks and crockery, set up and clear away time after the booking – one double session requiring two rounds of hot water and the single session requiring one round.

Therefore, it is suggested that a charge is made for use of the projector and the hot water flasks and crockery.