

## IVYBRIDGE TOWN COUNCIL

### Minutes of The Watermark Committee meeting held at The Town Hall on Tuesday 24 January 2023 at 6.30 pm

**Present:** Cllr T Munro (In the Chair)  
Cllr P Dredge  
Cllr S Hladkij

**In Attendance:** Mr J Parsons (Town Clerk)  
Mrs P Cleal (Senior Finance Officer)  
Mrs M Lord (Catering Manager)

WM22/22 **APOLOGIES:** Apologies were received from Cllrs Cade, Parsons, Rea and Reville.

WM22/23 **INTERESTS TO BE DECLARED:** No interests were declared.

WM22/24 **TRADING INFORMATION:** Members considered the income and expenditure information for month 9 of 2022-23 (report previously circulated).

Cllr Dredge informed Members that December had been a very good month. Cllr Dredge continued with the Information Area explaining that although figures show a loss, the income from the sales of the calendars has not been entered into the accounts, however the expenditure has. Income for room hire has been good and the Cinema income good but the projector bulb had to be replaced which increased expenditure for the month. Live Artists centre is on budget but advertising costs were higher than usual in the month. The Coffee Shop income was very good for the month, however salary costs were high and although there is an overall loss to date it is anticipated this will change in the coming months and December was a shorter month taking into account the Christmas break. The Town Clerk mentioned he had attended a Chamber meeting and other hospitality businesses in the town reported good footfall which is also the case in the Watermark. Cllr Dredge mentioned the bar income was good and buildings nothing much to highlight except the salary costs were lower due to no Manger at the moment. The Business Units on the top floor are ahead of budget. Although the overall loss is currently slightly higher the Town Clerk informed Members that performance is closer to pre-Covid than post-Covid, so a good sign. The Catering Manager added that there was increased footfall.

It was **RESOLVED** to note and receive the report.

WM22/25 **TOWN CLERK REPORT:** The Committee considered the report (Copy previously circulated) and Cllr Hladkij mentioned that with no Manager currently the costs would be less, the Town Clerk agreed this was one factor but also that there were encouraging signs of improvements in all

areas. The Town Clerk informed the Members that weekly team meetings were being held and that all staff are working hard and always looking for ways of improving and identifying possible events, as well as supporting the staff. He mentioned how well the team work together with support from Town Hall Officers. Cllr Hladkij complimented the staff for their work and said many in the community have passed on positive feedback regarding their experiences at the Watermark.

The Town Clerk informed Members that the broken window on the stairs is due to be fixed and a deposit paid as the window needs to be manufactured as is not standard. The works should be completed soon.

The Assistant Town Clerk and Administration Officer have been liaising with the Catering Manager and Supervisors to do the annual update on all Health and Safety policies, reviews etc.

The Town Clerk informed Members that new price structures and flexibility regarding room hiring are being advertised and an advert had been placed in the Imag recently. Events are selling well but currently not selling out as pre-covid. The Marketing and Events Supervisor is working with Artists to negotiate the best possible deal, ie. Artists responsible for security, lighting and a more favourable split where possible. An event has been advertised for children during half term with 20 places for a science event and half the tickets have been sold. Cllr Munro congratulated the team for their initiatives. To note this year is the 15<sup>th</sup> Anniversary of the opening of the Watermark on 8<sup>th</sup> April 2023. The Catering Manager informed Members the bookings for February are very good.

It was **RESOLVED** to note and receive the report and to thank the Staff for their continued hard work.

The meeting closed at 18.56pm

Signed: ..... Dated: .....  
Chair