

## IVYBRIDGE TOWN COUNCIL

### Minutes of The Watermark Committee meeting held at The Town Hall on Tuesday 14 November 2023 at 6.30pm

**Present:** Cllr P Dredge (Chairperson)  
Cllr L Austen (Vice-Chairperson)  
Cllr C Cao  
Cllr A Khong  
Cllr S Murphy  
Cllr K Pringle  
Cllr M Steele

**In Attendance:** Cllr A Spencer (Mayor)  
Mrs K Elliott-Turner (Town Clerk)  
Mrs M Lord (Watermark Manager)  
Mrs P Cleal (Senior Finance Officer)

WM23/015 **APOLOGIES:** No Apologies.

WM23/016 **INTERESTS TO BE DECLARED:** No interests were declared.

WM23/017 **MINUTES:** Minutes (previously circulated) from the meeting held on 26 September 2023 were confirmed as a correct record.

It was **RESOLVED** to confirm the minutes of 26 September 2023 as a correct record.

WM23/018 **TRADING INFORMATION:** Members considered the income and expenditure information to month 6 of 2023/2024 (copy previously circulated).

The Chairperson informed Members that the information area was above budget, room hire income consisted of a number of bookings and during September there had been one live event which explained the figures but October there are 3 live events scheduled. The bar is above budget and is considered in conjunction with live events. The coffee shop is on budget but catering down due to less functions. The business units are above budget. Overall the figures are good.

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

WM23/019 **WATERMARK MANAGER'S REPORT:** The Committee considered the report (copy previously circulated). The Watermark Manager informed and updated Members regarding the repairs to the auditorium seating, heating and that six additional wall lights have been changed to LED. The cleaning of the building is being investigated. There will be one business unit vacancy on the top floor from the end of November, however there is a waiting list and businesses have been contacted. The

information area is selling calendars which are doing well. The coffee shop is very busy and Christmas lunch bookings are going well. Anti-social behaviour has reduced and the recently installed bin has helped regarding litter outside the building.

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

WM23/020

**DRAFT BUDGET 2024/2025:** Members considered the draft budget (copy previously circulated). Members were asked to approve the budget, 6 Members approved and 1 abstained.

It was **RESOLVED** to recommend the budget in principle to Policy and Resources Committee, subject to any amendments necessary.

The meeting closed at 6.48pm

Signed: ..... Dated: .....  
Chairperson