

## IVYBRIDGE TOWN COUNCIL

### Minutes of The Watermark Committee meeting held at The Town Hall on Tuesday 26 September 2023 at 6.30pm

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

**In Attendance:** Mr J Parsons (Town Clerk)  
Mrs K Elliott-Turner (incoming Town Clerk)  
Mrs M Lord (Watermark Manager)  
Mrs P Cleal (Senior Finance Officer)  
1 x Member of the Public

WM23/011 **APOLOGIES:** Apologies were received from Cllr Steele.

WM23/012 **INTERESTS TO BE DECLARED:** No interests were declared.

Cllr Dredge thanked Mr Parsons for his commitment to the Town Council over the last 11 years, initially as the Business Manager then including the position of Watermark Manager, in his duties wherein along with a dedicated team he successfully developed the business. Mr Parsons spent the final three years of his employment with the Town Council as a respected Town Clerk.

WM23/013 **TRADING INFORMATION:** Members considered the income and expenditure information to month 5 of 2023-2024 (copy previously circulated).

Cllr Dredge informed Members that the cumulative results for the Information Centre compared favourably with the budget. Room hire in the month was made up of several bookings from DCC, SHDC, Rotary and others. There were timing differences with regard to the income and expenditure for both the Cinema and Live Artists. The Coffee Shop had a reasonable month and was in line with budget. The bar is doing very well and is looked at in conjunction with the live events. The building costs are £41k to date which is slightly better than budget and the business units were ahead of budget. Overall, the figures are looking good. Cllr Dredge thanked the Watermark Manager and her staff.

It was **RESOLVED** to note and receive the report and thanks to the Manager and staff.

WM23/014 **WATERMARK MANAGER'S REPORT:** The Committee considered the report (copy previously circulated). The Watermark Manager informed

Members that the repairs to the auditorium seats has been scheduled for 10 November 2023 but the there has been a delay regarding the controls on the heating system with the engineer due on 3 October 2023 instead of 27 September 2023. The coffee machine is due a mandatory service which will be arranged as soon as convenient as this takes a few hours. The Watermark Manager also highlighted that bookings had been made by the Cricket Club and Magistrates and that the footfall has increased which is encouraging and currently the business units are full.

The anti-social behaviour has reduced with the new bin helping with regard to rubbish however, at the weekend there was broken glass and food which needed to be cleared and cleaned.

Cllr Austen enquired about the Christmas Lunch at The Watermark and whether the Mayor and Councillors could be emailed as it would be good to be part of the event. The Watermark Manager explained that this was something which had been popular in the past but was stopped during the pandemic, and reintroduced, last year it was held in the coffee shop and was extremely popular, so this year the Stowford Hall will be used.

Mr Parsons, thanked Cllr Dredge and the Committee for their support during his time as the Watermark Business Manager and also as Town Clerk.

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

The meeting closed at 6.46pm

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