

IVYBRIDGE TOWN COUNCIL

Minutes of The Watermark Committee meeting held at The Town Hall on Tuesday 26 March at 6.30pm

Present: Cllr P Dredge (Chair)
Cllr L Austen
Cllr A Khong
Cllr S Murphy
Cllr K Pringle
Cllr M Steele

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

WM23/028 **APOLOGIES:** Apologies received from Cllr C Cao.

WM23/029 **DISCLOSURE OF MEMBERS INTERESTS AND DISPENSATIONS:**
In accordance with the Code of Conduct, Members were invited to declare any personal or disclosable pecuniary interests.
a) No interests were declared.
b) There were no written requests for dispensations from members.

WM23/030 **PUBLIC SECTION:** No members of the public were present.

WM23/031 **MINUTES:** Minutes (previously circulated) from the meeting held on 30 January 2024 were confirmed as a correct record.

It was **RESOLVED** to confirm the minutes of 30 January 2024 as a correct record.

WM23/032 **TRADING INFORMATION:** Members considered the income and expenditure information to month 11 of 2023/2024 (copy previously circulated). The Chair informed Members that there was a small profit in the month, the information area was ahead of budget, room hire slightly behind budget but a good month. The cinema result to date so far is good as is live artists. The coffee shop takings for the month were very good and cost of sales lower than budgeted. The bar is ahead of budget, the buildings general maintenance was underspent and the management fee yet to be transferred to the income. The top floor business units are doing very well. The Chair congratulated the Watermark Manager and staff.

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

WM23/033

WATERMARK MANAGER'S REPORT: The Committee considered the report (copy previously circulated). The Watermark Manager highlighted the list of items in her report, some had been rectified and others awaiting repairs. The Watermark Manager informed Members that they had secured a booking from South West Blood Donation for later in the year. The Town Clerk mentioned the building was aging and both her and the Watermark Manager would be putting together a list of things which need attention. Staff reviews, team meetings and appraisals are on going at the moment. The anti-social behaviour has reduced.

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

WM23/034

WATERMARK HIRE FEES: Members considered a report regarding a proposal to increase room hire fees (copy previously circulated). The hire fees have not increased since 2016 and it is proposed an increase of 10% for 2024-25 as per the report and be reviewed annually.

It was **RESOLVED** to increase room hire fees as per the report.

WM23/035

WATERMARK STAGE LIGHTS: Members considered a report regarding the stage lights and quotations (copy previously circulated). The Watermark Manager informed Members she had received another quotation, after consideration Members agreed to upgrade the lights to LED and a lighting desk.

It was **RESOLVED** to upgrade the lights to LED and lighting desk.

The meeting closed at 6.53pm

Signed: Dated:
Chairperson