

Bundle Tourism & Leisure Committee 9 March 2021

1 Apologies
To receive and accept apologies for absence

2 Interests

3 Minutes

To take as read and confirm as accurate the minutes of the meetings held on:

TL Minutes 09 February 2021.docx

4 Matters Arising

5 Open Session for Electors of Newquay – Verbal/Written Questions (15 minutes)

To receive previously notified public questions, followed by verbal questions (if technologically possible) from attending electors of Newquay.

In line with Standing Order 3(e), members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda of the meeting.

In line with Standing Order 3(f), the time allowed under this item is 15 minutes unless directed by the Chair.

In line with Standing Order 3(g), members of the public shall not speak for more than 3 minutes.

6 Town Criers Report

To receive an update from the Town Crier on his activities.

7 Visit Newquay Update

To receive a verbal/written report from the Visit Newquay Tourist Information Centre Manager and to make any operational decisions that may be required for the service.

TL Committee Report 09.03.21.docx

8 Library/Information Service Update

To receive a verbal/written report on the Library/Information Service (if any) and to make any operational decisions that may be required for the service.

LIS Report Mar 21.docx

9 Newquay BID Update (if any)

To receive a verbal/written report from the Newquay BID Manager.

10 Killacourt Enhancement Project

To discuss and make any decisions in relation to Killacourt Enhancement Project and/or the management of the site.

Water Refill Presentation.pdf

11 Town Council Events

To discuss and make any decisions appertaining to Town Council events in 2021/2022 to include their organisation, funding and promotion and receive any reports the Event Management Working Party.

TL Update 090321.docx

12 Other Correspondence (if any, relevant to Tourism & Leisure only)

13 Financial Statement

To receive, consider and authorise the release of payment in respect of committee purchases in-line with Financial Regulations 5.2.

Payment Authorisation List - T&L.pdf

14 Governance and Accountability (if required)

15 Exclusion of the Press and Public

That under section 100A (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

15.A Visit Newquay Tourist Information Centre (if required)

To receive a verbal/written report from the Visit Newquay Tourist Information Centre Manager and to make any operational decisions that may be required for the service.

15.B Library/Information Service (if required)

To receive a verbal/written report on the Library/Information Service (if any) and to make any operational decisions that may be required for the service.

15.C Killacourt Enhancement Project

To discuss and make any decisions in relation to Killacourt Enhancement Project and/or the management of the site.

16 Chairman's Other Business

17 Date of the next meetings

The next scheduled Tourism & Leisure Committee meeting will take place on Tuesday 13 April 2021 at 7pm at a virtual location to be advertised.

NEWQUAY TOWN COUNCIL

MINUTE REF:	Minutes of the Tourism & Leisure (T&L) Committee Meeting held on 09 February 2021 at 7:00pm as a Virtual Meeting.	ACTIONS:
	<p><u>Present</u></p> <p>Cllrs M North (Chair), G Jones (Vice-Chair), M Johns, S Michael-Jones, A Clatworthy, L Gardner, and A Goudge</p> <p><u>Also attending</u></p> <p>Mr J Piwecki (Deputy Town Clerk), Miss E Murray (Events Coordinator) and Mr S Richards (Administration Apprentice)</p> <p>There were two members of the public in attendance.</p>	
T019/21	<p><u>Apologies</u></p> <p>Apologies were received from Cllr Craze and the Visit Newquay Manager.</p>	
T020/21	<p><u>Declarations of Interest and Dispensations</u></p> <p>None.</p>	
T021/21	<p><u>Minutes</u></p> <p>i. 12 January 2020</p> <p>It was proposed by Cllr M North, seconded by Cllr G Jones and</p> <p>RESOLVED unanimously to confirm the accuracy of the minutes of the meeting held on 12 January 2020.</p>	
T022/21	<p><u>Matters Arising</u></p> <p>None.</p>	
T023/21	<p><u>Matters Referred</u></p> <p>None.</p>	
T024/21	<p><u>Public Question time</u></p> <p>There were no written or verbal questions from members of the public.</p>	
T025/21	<p><u>Town Criers Report</u></p> <p>The Town Crier was not present at this time and no written report was given.</p>	
T026/21	<p><u>Visit Newquay Update</u></p>	

	<p>The Visit Newquay manager was not present, but a written report was given.</p> <p>Cllr A Goudge noted that in the report it stated the TIC was providing services such as photocopying and requested that this be updated given the current lockdown.</p> <p>Cllr L Gardner was concerned with the condition of the trailer. He suggested that maintaining the trailer should be the responsibility of a different service within the Council.</p>	
T027/21	<p><u>Welcome to Newquay Signage</u></p> <p>Cllr M North briefed the committee on the signage and asked for the committee's thoughts on the proposed designs. The matter was discussed in full.</p> <p>It was proposed by Cllr M North, seconded by Cllr A Clatworthy and</p> <p>RESOLVED unanimously to create a working party to work alongside the Duchy of Cornwall in designing the Welcome to Newquay signage.</p>	<p>Cllr M North/Cllr S M Jones</p>
T028/21	<p><u>Library/Information Service Update</u></p> <p>The Library Manager had recently retired, and a new Library Manager had been appointed. Cllr L Gardner informed the committee that he gave the Library Manager a Mayors Commendation and a presentation. Cllr M North also said that she would write a letter on behalf of the T&L and Staffing committees.</p>	
T029/21	<p><u>Newquay BID</u></p> <p>The BID Manager was not present, and no report was given. The committee wanted to express concern again that not contact had been made to the Committee from BID.</p>	
T030/21	<p><u>Killacourt</u></p> <p>The Deputy Town Clerk informed the committee that the project was still going ahead through lockdown.</p> <p>Cllr L Gardner wanted to know the current situation with the signage regarding plastic free Newquay. The Deputy Town Clerk informed the committee that the design was still being finalised. After this they committee would decide the location of the signs.</p>	
T031/21	<p><u>Town Council Events</u></p> <p>The Events Co-ordinator was present, and a report was provided. All virtual events had been successful.</p> <p>Cllr L Gardner inquired into the Annual Town Meeting and that because it is mandatory how was it going to be executed. The Deputy Town Clerk informed the committee that the Annual Town Meeting would be carried out virtually. Concern was raised over the awards and how they have not been</p>	

	<p>handed out yet from last year. The Events Co-Ordinator will put out an invite for a working party meeting regarding the Awards Ceremony.</p>	
T032/21	<p><u>Other Correspondence</u></p> <p>None.</p>	
T033/21	<p><u>Financial Statement</u></p> <p>It was proposed by Cllr M North, seconded by Cllr L Gardner and</p> <p>RESOLVED unanimously to accept the financial statement totalling £40,654.81.</p>	
T034/21	<p><u>Governance and Accountability</u></p> <p>None</p>	
T035/21	<p><u>Exclusion of the Press and Public</u></p> <p>It was proposed by Cllr M North, seconded by Cllr G Jones and</p> <p>RESOLVED unanimously that under section 100A(4) of the Local Government Act 1972, the press and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of except information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.</p> <p>A. Visit Newquay & Tourist Information Centre</p> <p>None</p> <p>B. Library and Information service</p> <p>None</p> <p>C. Killacourt</p> <p>See Confidential Addendum Ref: 09.02.2021/TL001</p> <p><u>Chairman's Other business</u></p> <p>There was a discussion in regards to the request from the Town Team to use the Town Council Notice Boards.</p>	
T036/21	<p><u>Date, venue and time for the next meeting</u></p> <p>The next Tourism & Leisure Meeting will be held on 09 March 2020 at 7pm on a Virtual Meeting Online</p>	

T037/21	<p>The Chair thanked all members for their attendance and closed the meeting at 8.25pm.</p> <p>Signed..... Chairman</p> <p>Cllr M North</p> <p>Date.....</p>	
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DRAFT

NEWQUAY COUNCIL

Full Council Report	
Report to:	T&L Committee
Date:	9 th March 2021
Title:	Visit Newquay Tourist Information Centre Report
Service Area:	Visit Newquay Tourist Information Centre
Ward(s) Affected:	All Ward (indirectly)
Relevant Working Party/Committee:	T&L

Key Decision:	N	Procurement Method:	N/A
Urgent Decision:	N	Date next steps can be taken: (e.g. referral on of recommendation or implementation of substantive decision)	To Note

Appropriate pre-decision notification given to ward member if delegated?	N
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Author:	Susan Deakin	Role:	Newquay Tourist Information Centre Manager
Contact:	01637 838516 susan.deakin@newquay.town		

Overview:

Visit Newquay Tourist Information Centre (TIC). Are currently operating Winter opening times 9.00am - 5.00pm Monday to Friday Saturday and Sunday 10am - 3pm. As from April 12th we will change to Summer opening times.

TIC Office

The TIC office has been closed to the public since 5th January. All staff are working to a monthly rota. One member of staff will be in the TIC each day, other staff members will be working from home answering emails, phone calls and updating the website.

Looking at the Governments recent road map the TIC will be allowed to reopen on 12th April. All our social distancing measure are in place such as floor signage, protective screens, all staff will be wearing face covering whilst serving customers. All surfaces within the office and door handles will be cleaned throughout the day.

2 staff members from the TIC attended the virtual Cornwall Tourism Awards on 25th February. I am delighted to say Newquay TIC won Gold, Bodmin came 3rd picking up Bronze and Falmouth 2nd picking up Silver.

All media outlets have been informed. On the back of winning Gold at the awards for Visitor Centre of the year, I was asked to take part in a 10 minute interview on Radio Cornwall. The interview was kept light and very friendly. (I was very nervous)

This year winners have to purchase their own award. I would like permission to go ahead and buy this from. jodowns.com

Current Membership Scheme:

We would like to look at offering a discount on all our membership packages this year. Anyone signing up before 30th April will get 20% discount. After such a bad year in the industry I feel it would be a nice gesture, people would see this as a positive from one business supporting others. In previous years people who signed up early received a 10% discount.

I am still chasing some outstanding invoices from last years membership.

Stands at 79

VisitNewquay.org

Continues to be updated with new information, images and events.

Events

I have made enquiries with Boardmasters, Royal Cornwall, Pride and Newquay Fish festival this week. Still waiting to hear back from them about either having a stand or the trailer at their event. Unfortunately Royal Cornwall and Newquay Fish Festival dates clash.

The Trailer

The cover on the trailer is a great success. On inspection of the trailer last week no water has come in since the cover has been on. The humidifier will be in situ by the end of next week. TIC staff will be going inside and cleaning up.

Simon from APS will quote to replace some of the cupboard door fronts and touch up where needed inside.

Social Media

Constantly being updated by Comms officer.

Services Provided in the TIC:

Due to Tourist Information Centre being closed at present we are not offering any of our usual services.

Staff

Only one member of staff will be working in the TIC office each day, other members of staff will be working from home or on annual leave.

Staff still using up the remainder of this year's annual leave in February and March.

Susan Deakin

Visit Newquay Tourist Information Centre Manager

Report to:	Tourism & Leisure		
Restricted Report:	No		
Date:	27/02/2021		
Title:	Library / Information Service Update		
Ward(s) Affected:	N/A		
Relevant WP/ Committee:	N/A		
Key Decision:	Y	Procurement Method:	N/A
Urgent Decision:	Y	Date next steps can be taken: (e.g. referral on of recommendation or implementation of substantive decision)	N/A
Appropriate pre-decision notification given to ward member if delegated?			N/A
Author:	Library & Information Service Manager	Role:	Joanne Carter
Contact:	Tel: 01637 878388 Email: joanne.carter@newquay.town		

The Library footfall for February was 494 and has been very consistent since the start of the year with people collecting books that they have ordered online. Whilst we are looking forward to opening our doors again later on in the Spring we are keen to continue with the click and collect service which we believe has brought new clients to our doors.

New borrowers have continued to increase since the beginning of the year, both in terms of people using the click and collect service and in terms of online borrowing. Borrowbox, who provide the virtual book service on Cornwall libraries behalf, report a 78% increase in useage across Cornwall since the COVID restrictions began, the biggest increase being for e-audiobooks.

The Book pack initiative for children continues to be popular, particularly so during half term. In February we have loaned 31 packs to families and continue to get very positive feedback on this. Obviously, this does not replace the joy that children experience in being able to choose their own books and we are working hard to be able to encourage families back in once we are allowed to.

February also saw National Storytelling week; the theme of which was alternative fairy stories this year, Sandra and Kathy had great fun delivering their renditions across our social media platforms. We concluded the month with our online half term resource pack with a host of activities to keep the little ones occupied during the break.

We continue to promote the Library Offers via our social media and this month we have showcased: International Mother Language Day, LGBTQ+ History Month and the Reading Friends Initiative. This is as well as continuing to deliver a weekly story -time and highlighting new services such as the new resource Medici.tv where library users can access Operas, ballets and concerts online for free.

Finally, although we are unfortunately not able to run an actual event this year, we have been working with the St Piran's festival organisers to provide a daily activity for the children's section of the festival, this will all be showcased on our social media next month.

We understand from the latest government roadmap that libraries will be able to open their doors again to the public from 12th April at the earliest. That being the case we are busy reviewing our risk assessments and working closely with Town Council colleagues as well as taking guidance from Cornwall Council library colleagues to see how we can do this safely and effectively. There will be more detailed information on our plan in next month's report.

Our Only World

Water Refill Station Project

Tina Robinson

Founder and Treasurer



Registered Charity (No. 1182056)

Our Mission

To inspire and raise awareness of our fight against marine plastic pollution and its effect on our only world.

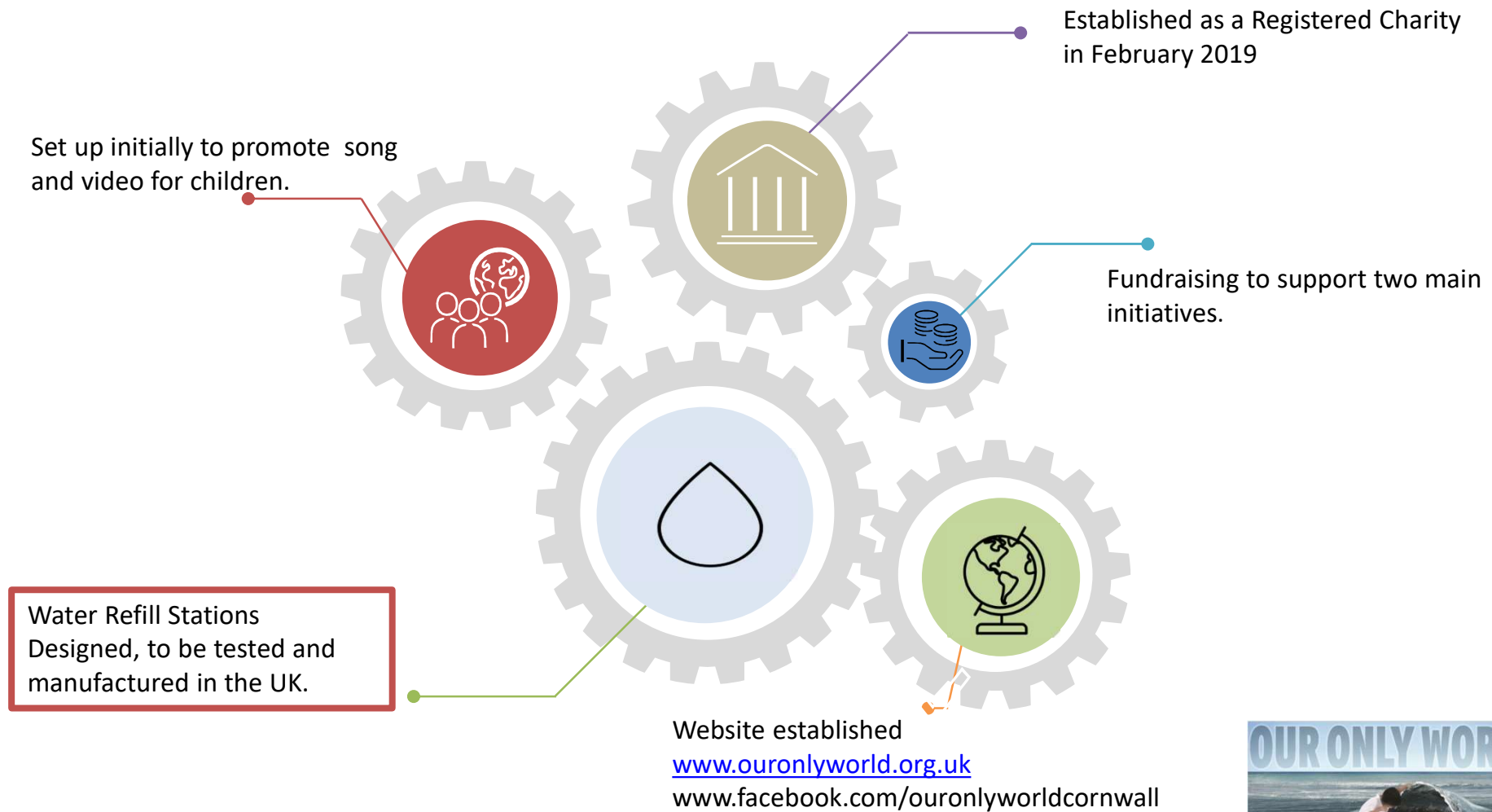


Income arising from our projects will fund marine conservation projects.



Progress to date

Working hard since July 2018.



The water refill station project

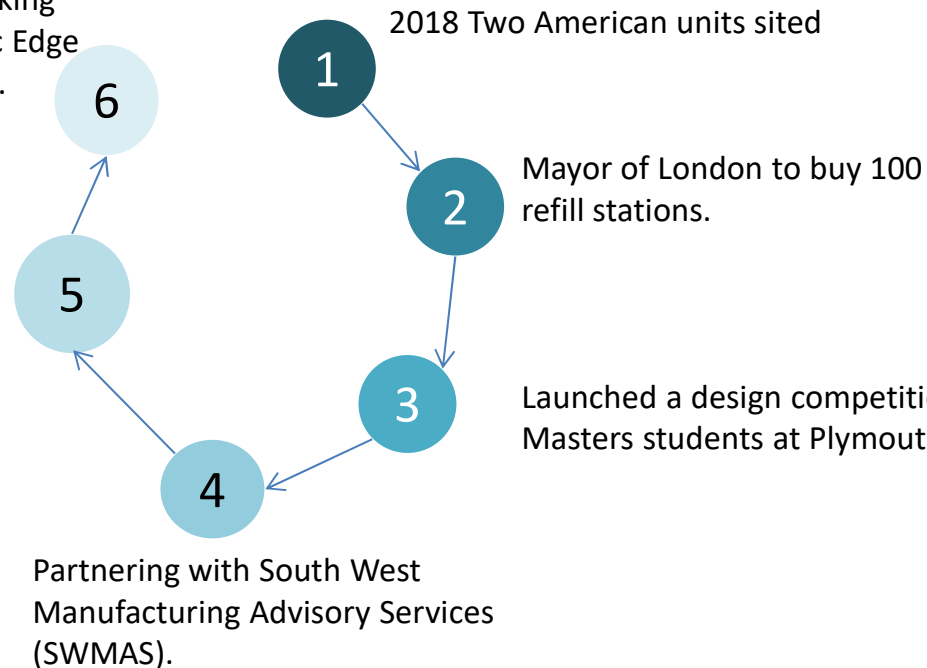
Our aim is to reduce single use plastic by having a water refill station which is designed, tested and manufactured in the SW.



During the Covid-19 crisis, working with Sam Baynham of Dynamic Edge Innovations on detailed design.



Ross Mackley's Aqua Tap design won first prize !!



The design competition

We launched a design competition for Masters students at Plymouth University.
The winner – Aqua Tap designed by Ross Mackley.

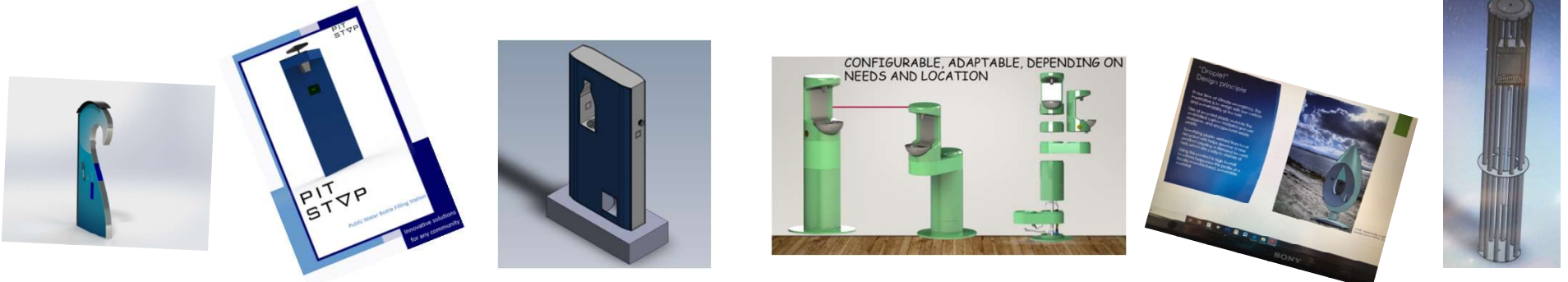
THE WINNER

This design can be mounted on a wall or board which gives an opportunity for displaying sponsors/ information.



Outer case to be made from recycled fishing nets.

Some of our other entries



Our Aqua Tap designed and tested in the UK

We cannot achieve a zero carbon economy in a linear economy

Strengths

- First unit to be designed and made in the UK
- Low carbon footprint.
- Outer case made from recycled fishing nets
- Affordable price
- Quick delivery time
- Creating employment
- WRAS* tested unit
- Donation to Our Only World- marine conservation charity



Weaknesses

- New product on the market.
- Manufacturer will need to create a social media presence for the product

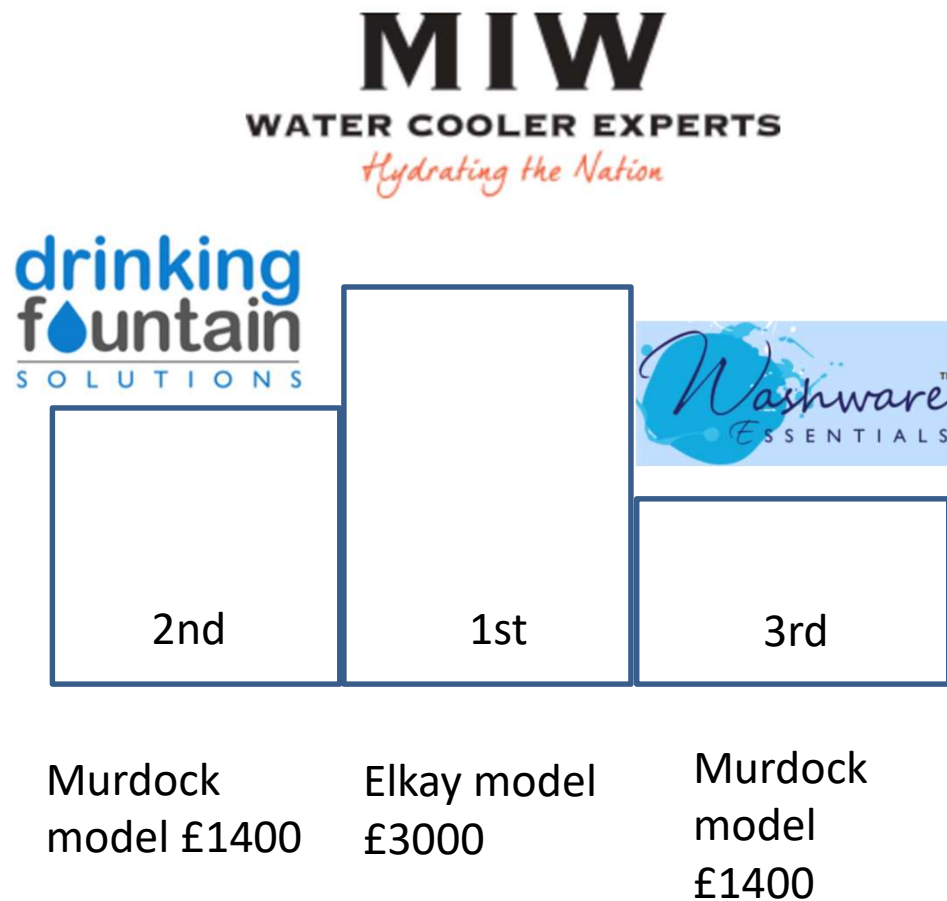


*protection of public health by preventing contamination of public water supplies



Market Competition

Although there are three main suppliers in the UK, there are only two models on the market – both are manufactured in the USA.



Two main US models

Elkay model



Strengths

- Models are designed by well established companies.
- MIW now donate 10% to charity.
- Elkay unit is WRAS tested

Murdock model



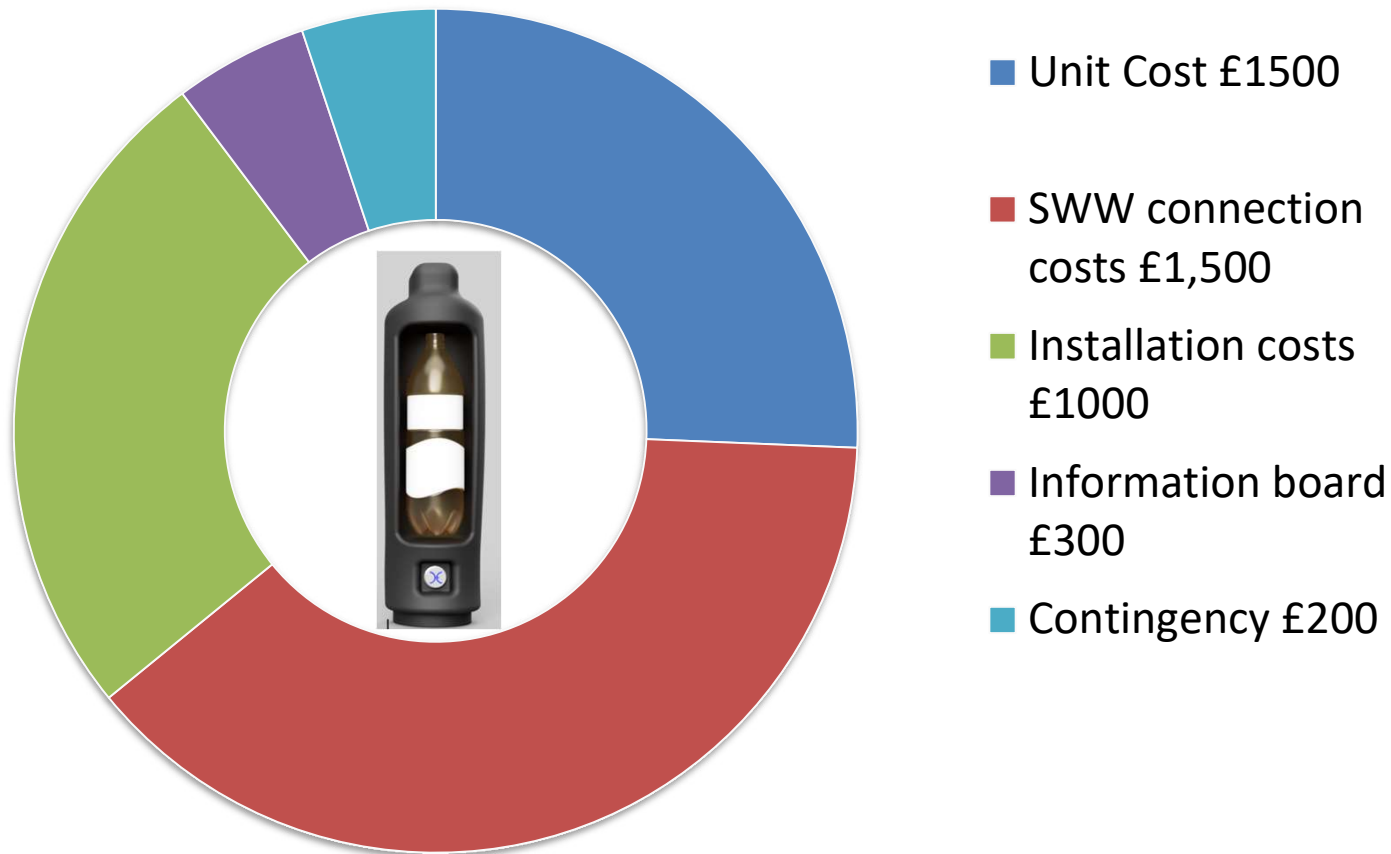
Weaknesses

- Both models are imported so have a huge carbon footprint
- Long delivery time (approx. 12 weeks)
- High unit cost
- Murdock model is not WRAS tested, rather relies on WRAS tested components.



Estimated costs to install one unit £4500

We hope to work with SWW to reduce connection costs and also to make applying for a connection easier and quicker.



Looking Forward

In the first 24 months of production, our goal is to place 15 units, liaising with marine/conservation groups and councils.

The minimum expected service life of the first 15 units will be 10 years giving a total lifetime saving of 3 million bottles.



The Your Shore Network

● VMCA

● YSBR Focus Areas

● Marine Conservation Group



We expect each station would deliver at least 10,000 Litres of water per year. The cost of this tap water is about £30

'Half of the eight million tonnes of plastic dumped in our ocean each year comes from disposable plastics that are only used once.'

Marine Conservation Society



Funding received to date

We would like to thank the following organisations who have donated to the water refill project.

- ATI (Acceleration Through Innovation),
- The Quinnian Trust,
- The Rotary Club of Wadebridge,
- Sea Changers,
- South West Water,
- SWMAS
- TEVI



Our Inspiration 'Splash' 10 day old grey seal pup 2017



Original design by Ross Mackley in 2019



Potential Sites in Cornwall

Other sites include Wadebridge, St Agnes, Portreath, St Mawes, Par.



New design 2020



The steps you need to consider if you are interested in establishing a water refill station.



- 01 Register interest
- 02 Contact Our Only World with idea for siting.
- 03 Investigate and secure sources of funding.
- 04 Determine water supply. Either mains or private.
- 05 Permission to site the unit from land owner.
- 06 Arrange delivery and connection.



Thank you for your time

“What you do makes a difference, and you have to decide what kind of difference you want to make.”

Jane Goodall

T&L Update 09/03/2021

Annual Town Meeting & Citizen Awards

- Town meeting to be carried out via GoTo meetings.
- Citizen awards will be pre recorded and published directly after the meeting has ended.

Lockdown Live Sessions

- Going well with new artists every Friday night, and more booked in.
- Will finish then on the 9th April before more restrictions lifted on the 12th April.

Season Opener Party/ Feel The Love

- A real life in person version of the virtual Feel The Love Festival will take place on the 29th May as a season opener on the Killacourt, and all proceeds will go to the mayors charities.

Summer Sessions

- All plans to go ahead with new announcement and roadmap – which will start Saturday 3rd July, with the Civic Parade planned to go ahead on Sunday 4th July.
- Every weekend bar Boardmasters and Pride.
- Closing Sessions Saturday 21st August.

Tour De Britain

- 5th September
- With route looking into event on the Barrowfields.
- There will be a 25minute rolling road closure with finer details of timings etc to be released next month.

Summer Finale

- Saturday 18th September

Christmas

- Still waiting on final confirmation of dates whether they're the last weekend of November (26/11/21-28/11/21) or the first weekend in December (03/12/21)
- Padstow is first weekend in December
- I asked traders and they were 70/30 towards the December date as said November felt a bit too early.

Personal License Application

- Awaiting T&L approval to submit application.
- Means I can be the DPS on events and apply for more TENS as a License Holder.
- Qualifications already been done so just need to pay for the application (£27), and also the DBS Check (£27).

If you have any questions please do not hesitate to email me:

eryn@newquay.town

Tourism and Leisure Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	T&L (TIC & Library)					
IB 7239		B.E.White	Accounting Support (TIC)	£141.50	£0.00	
IB 7240		Deltor	Printing of Guide	£3,590.00	£0.00	
IB 7241		Cornwall Council	Seagull Sacks	£300.00	£0.00	
IB 7242		Cornwall Wildlife Trust	Stock for Resale	£8.40	£1.40	
IB 7243		APS Construction Services	Killacourt Works	£22,800.00	£4,000.00	
IB 7244		Aventail Security	Security Invoice	£780.00	£130.00	
				£27,619.90		