



**Minutes of The Tourism and Information Services Committee held on
Tuesday 6 November 2018 at 5.15pm at the Town Hall**

Present: Cllrs: Young (Mayor), Gordon (Deputy Mayor), Nancarrow (Chairman), Allen, Hogan and Penhale

In attendance: Christopher Drake: Town Clerk
Ewan Murray: TIC Manager
Public attendees: 1

1811/01 Apologies for absence
There were no apologies for absence

1811/02 Declarations of Interest
There were no declarations of interest

1811/03 Public Representation Session
Mr Simon Hirsh (TAVATA) raised the following questions:
1. What are the benefits to TAVATA members for joint TIC/TAVATA membership?
2. How many members and joint members are there?
3. What are the strategic plans for the TIC?

The Chairman advised that officers would provide a written response to the points raised

1811/04 Minutes of the last meeting
The minutes of the meeting held on 4 September 2018 were agreed and signed as a correct record

1811/05 Financial Report
It was **resolved** that committee members would collect hard copies of agendas from the Town Hall.

1811/06 Manager's Report
It was **resolved unanimously** to;
i) note the new staffing complement
ii) note the current financial position
iii) note that any emerging H&S issues are being addressed promptly
iv) request that officers explore the options in regards to any future changes to the remit and nomenclature of the TIC

1811/07 Footfall Recording
It was **resolved unanimously** to accept the TIC Manager's proposal for an alteration to the footfall record sheet.

1811/08 Coach Park Signage
It was **resolved unanimously** to gain the appropriate permissions from Cornwall Council to install signage in the town square and Race Hill

- 1811/09 Tourist and Business Promotional Event**
It was **resolved unanimously** that the TIC manager liaise with the Chamber of Commerce which would take the lead in promoting a business event , supported by the Town Council and for events to be planned in advance with prior agreement by the committee.
- 1811/10 TIC Opening Hours**
It was **resolved unanimously** that the TIC Manager monitor bank holiday footfall for a period of 12 months and report back to the committee for further consideration.
- 1811/11 TIC Membership fees and Relationship with TAVATA**
It was **resolved unanimously that** TIC manager investigate the fee and relationship structure of TIC/TAVATA and report back to the committee at an Extraordinary meeting on Monday 17 December at 5:15 pm.
- 1811/12 Items to Note and any Urgent Matters**
It was **resolved** to note;
i) The current fee structure for TIC/TAVATA membership
ii) The costing structure of a town guide leaflet
- 1811/13 Date of Next Scheduled Committee Meeting**
The next meeting is scheduled for Tuesday 8 January 2019 at 5.15pm

The meeting closed at 6.10pm

Signed

Date