

MINUTES OF THE SPECIAL MEETING OF PENZANCE TOWN COUNCIL
held in Committee Room No. 3, St. John's Hall, Penzance on Thursday 8th March 2007
at 7.00 pm.

PRESENT

Councillor D.J. Axford (Town Mayor)
Councillor F. Granger (Deputy Town Mayor)

Councillors R. Clark
M.R. Cotton
C.A. Dennis
J.H. Dixon
M. Freeman
J.S. Lambourn
R.M. Lawrence
J. Moreland
J. Parkin
K.L.W. Perry
S.J. Reed
P.C.H. Rendle
J. Ruhrmund
C.A.C. White

80. **APOLOGIES FOR ABSENCE**

Councillors S. Bennett, R.A. Mann and T.E. Williams

81. **GOLOWAN FESTIVAL 2007**

The Town Mayor advised the meeting that its purpose was to provide an up to date report to all members in respect of the proposed Golowan Festival 2007 and to seek approval for a proposed budget.

The Town Clerk then spoke to the paper which had been prepared and which had been circulated to members in advance of the meeting, together with the proposed budget and a copy of the proposed programme of events for the Golowan Festival period (the documents now appear as the following appendices to the minute book copy):-

Appendix "A" - Golowan 2007 Report

Appendix "B" - Proposed Budget

Appendix "C" - Proposed Programme of Events at the Acorn and the Marquee

Referring to the paper, the Town Clerk advised that in order to protect the Town Council's position, the Lease on the Community Building had not been signed and the agreement, in the first instance, would be for 2 months only and that with regard to the appointment of a Festival Co-ordinator, interviews had taken place and a Co-ordinator had been appointed for one month only in the first instance to assist officers and the Management Group in establishing the extent to which a Festival could be delivered in 2007.

With regard to the District Council contribution, the Town Clerk had outlined the process to be followed for the release of the grant and any decision on the part of the Town Council would be subject to confirmation of the District Council contribution - reduced to £25,000.00 to acknowledge Penwith District Council's present budgetary constraints.

The Town Clerk went on to advise that the Town Council would be the accountable financial body in respect of the Festival and a Memorandum of Agreement was to be drawn up to clearly establish decisions regarding expenditure, the placing of orders and the banking of all receipts.

Anticipated income had been set at prudent and achievable levels based on previous years information and to protect the Town Council's exposure to risk. In the event of financial failure of the festival, the Town Clerk identified a number of areas of over achievement of income and under spends to the value of £20,000.00

.Appointment of sub-co-ordinators to deal with various aspects of the Festival, eg. street stalls, advertising and schools participation would be made through the Management Group on which the Town Council had representation through two elected members and two members of staff.

It was noted that because of the very tight time schedule, it would not be possible to advertise in respect of sub-co-ordinators but people with appropriate skills and expertise would be appointed to these positions.

Finally, the Town Clerk advised that programmes would be prepared as soon as possible and would be free of charge as usual and distributed through the Town Clerk's Office.

Members offered thanks to the Town Clerk for his hard work in drawing together the report which covered all aspects of the Festival and it was

RESOLVED: to approve and accept the report and, further, to approve the proposed budget, subject to confirmation of the District Council's contribution to the Festival.

Finally, it was

RESOLVED: to approve the proposed events in respect of the Acorn Theatre and the marquee.

7.40 pm

Town Mayor
19th March 2007