

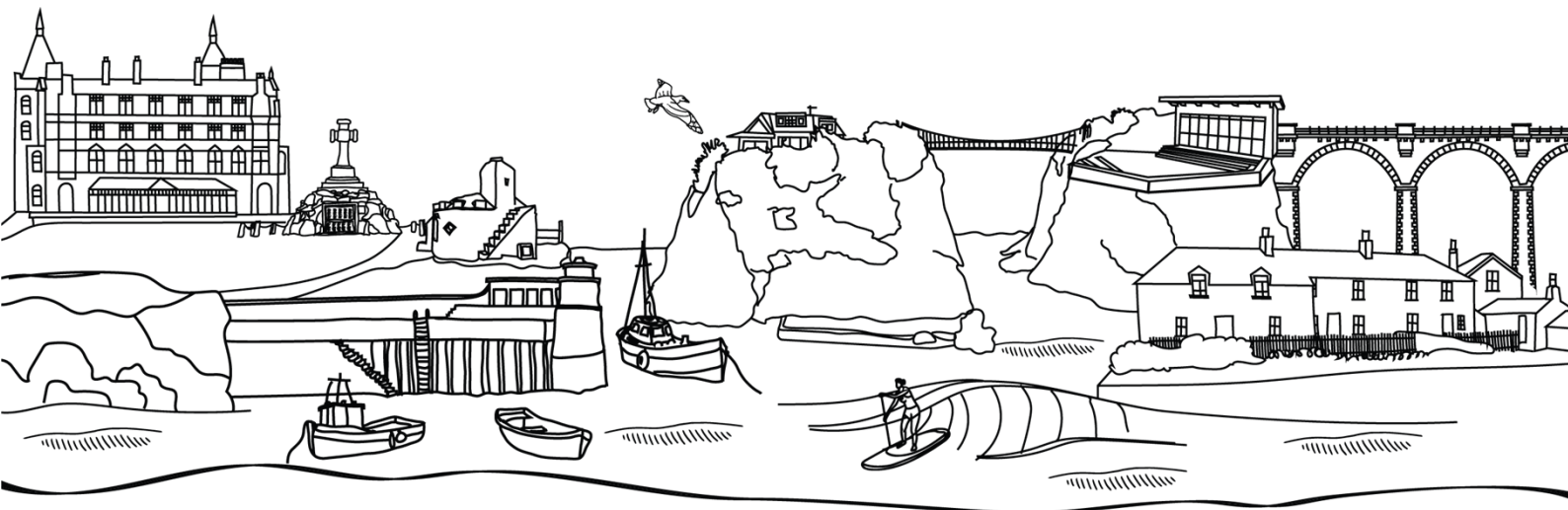


NewquayCouncil

CorporateService

Environment and Facilities Committee

Killacourt Improvements (Various)



Report to:	Committee		
Restricted Report:	No		
Restricted to:	Environment & Facilities Committee		
Date:	29/07/2022		
Title:	Killacourt Improvements (Various)		
Ward(s) Affected:	All		
Relevant WP/ Committee:	N/A		
Key Decision:	Y	Procurement Method:	RFQ
Urgent Decision:	Y	Date next steps can be taken: (e.g. referral on of recommendation or implementation of substantive decision)	
Appropriate pre-decision notification given to ward member if delegated?			N/A
Author:	Joe Piwecki	Role:	Deputy Town Clerk
Contact:	Tel: 01637 878388 Email: joe@newquay.town		
Recommendation(s)			
<ol style="list-style-type: none"> 1. Recommend delegated authority to the Deputy Town Clerk, Chair (or Vice-Chair) and Cllr North to identify the preferred option for the replacement hatch. 2. Recommend proceeding with the installation of the advertising signage for the Killacourt Water Fountain. 3. Recommend permitting tenants the right to additional signage on the sides of their units subject to having a suitable baseboard installed. 			

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1.0 Background

Advertisement of Retail Opportunities

We currently have one available unit to let on the Killacourt (Unit 10). The other vacant unit (Unit 12) is still under negotiation with the previous tenant. There is also a tenant that has expressed an interest in vacating (Unit 9) (expanded upon in another report).

Units 7 & 11 have submitted their break notices and therefore will be leaving as of September. This will mean there will be 4 units vacant and immediately available with 1 still in negotiation.

The retail opportunities are currently advertised via Facebook, Instagram and the Town Council website. Cllrs Creek and North have reviewed the most up to date Expression of Interest spreadsheet and have not identified any applicants to take forward to interview.

The Office have obtained a quote from a local Estate Agent to advertise the opportunity, vet the applicants and put up a 'To Let' board outside the vacant units.

Retail Unit Signage

The Office have been approached by various tenants who would like the Town Council additional signage on the sides of their units facing East Street.

The reasoning is that the signs would hopefully attract more attention from passers-by, as their front-facing signage is only visible from the bottom at the site due to the angles of the units.





The tenants have been asked for a mock-up of some uniform signage (see images above), and they've said the following:

It wouldn't be massive, probably a 3rd of the main sign on the front and square shape. I just think it will draw people to walk down the path more if they can see the shop name without having to walk half way down the other path and look back to see the current signage.

The tenants have stated they are willing to fund the additional signage and are purely seeking consent as it is outside the scope of permitted signage allowed within their lease agreements.

I would recommend if this was approved that there is a proviso the tenants should investigate a suitable baseboard that their signage is attached to similar to the front of the units so the signs are not affixed directly onto the cladding.

Café Hatch

The new operator of the Killacourt Café has requested whether the Town Council would consider replacing one of the two service hatches with something which is more functional. Whilst the current hatch facing onto the Killacourt does serve the purpose it is not easy to operate or particularly user friendly. The Office has sourced two quotations from local suppliers to provide and fit new, more functional service hatches.

Fountain Signage

I have been working with the Charity Our Only World to install a water fountain at the Killacourt. After a year the fountain is now finally installed and fully grant funded. There is remaining funding for signage for the fountain itself. Working with the signage company that delivered the other signs on site, they have produced a design which fits in with the theme of the site and is within budget. However, whilst there is funding for the sign this would not cover the installation cost which is something Committee would need to consider taking on.

Quotations

Retail Advertising Opportunity

Quotation 1:

- £400.00 (Ex VAT) to advertise the vacant units on the Killacourt, vet potential applicants and place a 'To Let' board outside the units. The quote is per unit. We are currently negotiating the price for advertising multiple spaces (Appendix A – Retail Advertisement)

Café Service Hatch replacement

Quotation 1:

£1,018.00 (Ex VAT) (Appendix B)

Quotation 2:

£1,080.00 (Ex VAT) (Appendix C)

Fountain Signage

Quotation 1:

£386.86 (Ex VAT) (Appendix D)

2.0 Summary of Financial Implications (or Cost Benefit Analysis)

Retail Advertising Opportunity

There is currently no identifiable budget for this proposed expenditure however given the value is low it could be offset by the income from the rental of the units & Café. The interest level for the units has started to decrease moving into the Summer season.

Café Service Hatch replacement

There is currently £3,005 remaining in the Maintenance, Repairs and Renewals budget line for the Killacourt. Depending on Committee's intentions for the site in this financial year in regard to maintenance, there is sufficient budget to replace one of the hatches. The price difference between the two quotes is not significant.

Fountain Signage

As stated above there is currently £3,005 remaining in the Maintenance, Repairs and Renewals budget line for the Killacourt. Should the Committee progress with the Café replacement hatch there would still be sufficient budget for the installation of the fountain signage.

3.0 Recommendations

4. Recommend delegated authority to the Deputy Town Clerk, Chair (or Vice-Chair) and Cllr North to identify the preferred option for the replacement hatch.
5. Recommend proceeding with the installation of the advertising signage for the Killacourt Water Fountain.
6. Recommend permitting tenants the right to additional signage on the sides of their units subject to having a suitable baseboard installed.

4.0 Approval and Clearance of Report

Final report sign offs		Date
Working Party	N/A	N/A
Committee	N/A	N/A
Head of Service		
RFO		
Delegated Authority		
Town Clerk & Chief Executive		

PREPARED BY:

Joe Piwecki
Deputy Town Clerk

