



Joint Management Committee 21st January 2025 - New Tea Room Arrangements

I am grateful to the Museum Manager for the following information. At the meeting, the Cttee will be asked to give their formal consent.

The new tea room proprietor is Catherine Cook. Catherine has run the Whitby Deli for the past ten years so has plenty of experience in the industry. She is keen to bring a fresh new look to the café including an expanded coffee range for the first time.

Re proposed changes to the tea room –

- Equipment
 - The old water boiler will be replaced as this has reached end of life.
 - There will be replacements for the; cooker, tall fridge and freezer and sink unit.
 - The old formica worktops will be replaced for stainless steel.
 - A new coffee machine and dishwasher will be installed.
 - I have been in touch with NTL and given them all of the appliance wattages, they may need to make some slight adjustments to the circuits but this will be funded by WLPS.
 - We hope to use Comgas for any plumbing works again to be funded by WLPS
- Flooring
 - Catherine had hoped to lay new flooring before opening. However, costs have precluded this. She will reconsider at the end of 2025.
- Lighting
 - The new proprietor wishes to install new lighting. I have given her the contact details for Fusion LX (who do all of the museum lighting) and they are going to give her some recommendations. They are very used to the building and our systems. I will send further details as soon as I have them.
- Décor
 - The new proprietor also wishes to redecorate the space and is providing all new furnishings and a new counter space.

As you can see the new proprietor, Catherine Cook, is making a substantial investment in the tea room and we hope that the councillors will be receptive to the changes she wishes to make. We are sure that this new offer will drive footfall to the museum and gallery as a whole thus boosting numbers and revenue for us all. Catherine already has a very good reputation in the town which will also be of benefit to us all. As you can see from the amount of investment she is making Catherine is taking the opportunity very seriously and intends to run the tea room for the long term. Her contract will be reviewed at least every three years and regular meetings will be held to iron out any difficulties should they arise.

The Society hope that councillors are receptive to the changes and recognise the benefit to us all.