

MINUTES OF THE PENLEE HOUSE AND PARK COMMITTEE MEETING
held in Committee Room No. 3, St. John's Hall, Penzance on Tuesday 17th January 2006
at 7.00 pm.

PRESENT

Councillor M. Freeman (Chairman)
Councillor A.J. Richings (Vice-Chairman)

Councillors J.W. Champion
R. Clark
M.R. Cotton
F. Granger
R.M. Lawrence
P.C.H. Rendle

ALSO PRESENT

Mrs. A. Bevan (Director of Penlee House Gallery & Museum)

29. **APOLOGIES**

Councillor J.H. Dixon

30. **MINUTES OF MEETINGS HELD ON 22ND NOVEMBER AND
6TH DECEMBER 2005**

Having been circulated, it was

RESOLVED: that they should be signed as a true and correct record.

31. **REPORT OF DIRECTOR**

(a) **Exhibition, Income and Visitor Number Report**

The Director advised that although the Serpentine Exhibition had been very well received and appreciated by those who had attended, some of them travelling long distances, the overall attendance figure was not high and the overall figure for the month of December, 800 visitors, was the lowest December total since the extension and refurbishment of the building.

However, the Director was pleased to advise that the attendance figures for the Richards Brothers Photographic Exhibition had already passed 800 and this was largely due to the excellent coverage on both television channels, Radio Cornwall and the "Cornishman" newspaper.

Income up to the present time stood at £104,681.00 and appeared to be on target for the year end estimated total and it was

RECOMMENDED: that the Director's Report be received.

(b) Forthcoming Exhibitions

The Director provided details of forthcoming exhibitions over the next 2 years and the details now appear as Appendix "A" to the minutes and it was

RECOMMENDED: that the position be noted.

(c) Resolution to Exclude the Press and Public

Due to the confidential nature of the next matter to be discussed, it was

RESOLVED: to exclude the press and public from the next part of the meeting.

(d) Staffing

See Confidential Appendix "B".

(e) Resolution to Re-Admit the Press and Public

It was

RESOLVED: to re-admit the press and public to the next part of the meeting.

(f) Friends of Penlee House - Agenda for Meeting 23rd January 2006 and Minutes of Previous Meeting

The above papers had been circulated to all members for information and it was

RECOMMENDED: that receipt be noted.

(g) Leadership Course

The Director reminded members that the second part of her Leadership Course would take place on the weekend beginning the 11th March at the University of East Anglia and the course fee and accommodation costs had already been met with the initial payment, with travelling to be covered from the training budget and it was

RECOMMENDED: that the position be noted.

(h) Report on Essential Conservation Works

The Director advised that because of their higher than normal use in relation to Education Workshops, two Walter Langley paintings, "Among the Missing" and "Departure of the Fleet", had been the subject of essential works, namely re-glazing in museum glass at a cost of £530.00, which had been met from the conservation budget, and it was

RECOMMENDED: that the action be approved.

32. **REPORT OF TOWN CLERK**

(a) Park Improvements

The Town Clerk referred to the “Cornishman” newspaper article of the 5th January 2006 and advised that he had received a number of positive comments with regard to the proposals.

He had also been invited to SureStart Lescudjack where he had made a presentation to a parents group and had received an enthusiastic response and some comments relating to seating which would be taken up with Venturplay and it was

RECOMMENDED: that the position be noted.

The position with regard to the individual improvements was as follows:-

(i) Pond Project

Commencement date now set for the 23rd January 2006, with the project to be completed by the end of February.

(ii) Playground

All the equipment had now been ordered and Venturplay advised that they hoped to be on site by the end of January, with work completed by the end of February.

(iii) Sensory Garden

On completion of the thinning out work at the rear of the playground, the Head Gardener would commence work on the sensory garden which he estimated would take approximately 2 months.

In this respect, the Town Clerk advised that a Newlyn Copper craftsman had been located in Newlyn and the water feature within the garden would be made of Newlyn Copper to relate to the collection held in Penlee House.

(iv) Resurfacing Main Drive

The Town Clerk advised that he would be going out to tender on the 23rd January with a closing date of mid February and, again, the target date for completion, weather permitting, was the 31st March 2006, providing all other works had been done.

(v) Northern Boundary Railings

Again, the Town Clerk would go out to tender on the 23rd January, with a closing date of mid February and on receipt of planning consent, the work would commence again with a target date of the 31st March.

(vi) Woodland Walk

The first phase of improvements to the woodland walk were nearing completion and the provision of a temporary path would be made following completion of clearance work at the rear of the playground area and it was

RECOMMENDED: that the position in relation to park improvements be noted.

(b) Donation of Seating

The Town Clerk was pleased to advise that the family of a former Mayor, Lionel Spargo, was proposing to donate the cost of the seating which would be made as part of the sensory garden and it was

RESOLVED: to record appreciation for this generous gesture.

(c) Tree Inspection and Report

The Town Clerk advised that the annual tree inspection had taken place and the schedule had been submitted to Penwith District Council under the prior notice provisions and it was noted that two larger specimen trees were reaching a state of maturity which would require either pollarding or possibly felling and suitable replacement specimens would be planted in near proximity to the existing trees and it was

RECOMMENDED: that the position be noted.

(d) Planting of Trees

The Town Clerk advised that a further range of trees had been ordered for planting in early Spring at suitable locations, which had been determined by staff in conjunction with the garden consultant and the arboriculturalist, and it was

RECOMMENDED: that the position be noted.

33. **FINANCIAL POSITION**

The Committee considered its finances to the 30th November 2005 and it was

RESOLVED: to note the position.

The Committee also considered payments made in the months of September, October and November 2005 and it was

RESOLVED: to approve such payments (see Appendix "C" for both financial position and payments made).

8.10 pm

Chairman
28th February 2006