

**MINUTES OF THE PENLEE HOUSE AND PARK COMMITTEE MEETING**  
held in Committee Room No. 3, St. John's Hall, Penzance on Tuesday 19<sup>th</sup> September  
2006 at 7.00 pm.

**PRESENT**

Councillor M. Freeman (Chairman)  
Councillor R.A. Mann (Vice-Chairman)

Councillors M.R. Cotton  
F. Granger  
R.M. Lawrence

**ALSO PRESENT**

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

12. **APOLOGIES**

Councillors D.J. Axford, J.H. Dixon, J. Parkin and T.E. Williams.

13. **MINUTES OF MEETING HELD ON 27<sup>TH</sup> JUNE 2006**

Having been circulated, it was

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

14. **REPORT OF DIRECTOR**

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

The Director advised that visitor numbers were down for the months of June and July because of the very good weather in those months but the figures for August showed some sign of recovery - 3,643 against 3,958 for the same month in 2005.

Income from both admissions and sales for the financial year stood at £67,286 to the end of August as opposed to £61,439 for the same period in 2005 and it was

**RECOMMENDED:** that the Director's verbal report be noted.

(b) **Forthcoming Exhibitions**

The Director advised that the current exhibitions which opened on Saturday 16<sup>th</sup> September are 'A Century of Art in West Cornwall 1840-1939' and 'A Spotlight on St. Ives' and the exhibitions would run through to the 18<sup>th</sup> November.

In terms of maximising visitor numbers, the Director advised that the Tate at St. Ives would be closed for two weeks and staff at the Tate had been asked to direct visitors to Penlee House where part of the 'Spotlight' exhibition contained St. Ives modernist works.

The initial response to the exhibition had been very positive and in terms of preparation for the following exhibitions, the works for the Richard T. Pentreath (1806-1869) had already been brought to the building with works for the current exhibition, to provide a saving on transport cost.

The Pentreath exhibition would run from the 25<sup>th</sup> November 2006 to the 6<sup>th</sup> January 2007, alongside the annual 'Crafts for Christmas Show', and would be followed by 'Print-Making in Penwith' and it was

**RECOMMENDED:** that the position be noted.

(c) Acquisition of Painting

The Director was pleased to advise that the Stanhope Forbes painting entitled 'On Old Paul Hill' was now at the Gallery and on display and it was being enthusiastically received by visitors.

With regard to the Harold Harvey painting entitled 'A Donkey Meadow', the Director advised that, through negotiation, the offer price had dropped from £160,000 to £155,000 but independent valuations indicated that this price was still too high and, for that reason, there was little point in endeavouring to secure grant aid but the Director would continue to negotiate to reduce the asking price and it was

**RECOMMENDED:** that the position be noted.

(d) Redevelopment of Archaeology Gallery

The Director was pleased to advise that the Archaeology Gallery reopened on the 15<sup>th</sup> July at the commencement of Archaeology Week and the revised layout had enabled twice as many artefacts to be displayed.

The Director advised that she was delighted with the finished product and she wished to place on record thanks to all those who had been involved, including Penlee House staff, a number of volunteers and with the support of the Royal Cornwall Museum at Truro and it was

**RECOMMENDED:** that the position be noted.

(e) Redevelopment of Social History Gallery

Having completed the Archaeology Gallery, the Director was now turning her attention to the redevelopment of the Social History Gallery and had set a target date for completion by 2008, although this would be subject to the receipt of grant aid.

The Director's aim was to integrate the Social History Gallery to be more closely aligned with the Art Gallery and the Director referred to the considerable resource of photographs held at Penlee House and the success of the Richards Brothers Photographic Exhibition and the 'Flash Harry' exhibition, both of which created considerable interest in the recent history of the area.

The Director would bring forward proposals for discussion in due course, together with details of potential funders, and it was

**RECOMMENDED:** that the position be noted.

(f) House of Images

The Director advised that the Royal Cornwall Museum had now agreed to pay the total cost relating to the House of Images project which would contain 2000 images from Penlee House which would be available as prints at a purchase price of £8.00 (£3.00 of which would come to Penlee House).

The agreement was for five years and at no cost, the Director advised that Penlee House would now participate in the project and it was

**RECOMMENDED:** that the position be noted.

(g) Additional Security Measures - Report re. Installation of Cameras

The Director advised that two new cameras had now been installed on the outside of the building, together with a new computer controlled recording device which had the ability to continue filming whilst staff accessed recorded material.

The new recorder had been linked to the interior cameras, whilst the previous machine took recordings from the external cameras, which had saved on considerable disruption and cost which would have been required to wire the new machines in, and it was

**RECOMMENDED:** that the position be noted.

(h) West Cornwall Arts Archive - Report of Meetings

The Director advised that members of the Steering Group had just taken part in an “Away Day” which had been aimed at determining the direction that the group should be taking.

The primary focus of the group will be towards the existing material held in the archive whilst acknowledging that the process is ongoing and there was an awareness in relation to the collection and retention of modern material.

Having appointed a consultant, the group will now work towards the production of a firm Business Plan which could be used to approach potential funders to provide support for the permanent housing of the archive, probably in a shared facility building with the support of other partners, and it was

**RECOMMENDED:** that the position be noted.

(i) Resolution to Exclude the Press and Public

Due to the confidential nature of the next item to be discussed it was

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

(j) Maintenance Contract - New Contract Process

See Appendix "A".

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

It was

**RESOLVED:** to re-admit the press and public to the meeting.

(l) Celtic Congress Report

The Museum Director advised that she had attended the Celtic Congress in Brittany in August and felt that her talk had been successful and very well received.

The Director's careful preparation for such events had come in useful with the failure of the Congress's projector and the Director had used the Penlee House machine which, in turn, remained in place to assist with other Congress events.

The Congress is due to take place in Cornwall in the year 2007 and the Director very much hoped that Penlee House would host a reception for delegates and it was

**RECOMMENDED:** that the position be noted.

(m) Art in the Park and Brunel Education Events

The Director referred to the above events and wished to place on record her appreciation to staff who had worked so hard to ensure their success.

Both events had been extremely well subscribed to and many parents had participated with their children throughout the two weeks and it was

**RECOMMENDED:** that the position be noted.

(n) 'Friends of Penlee House'

The Town Clerk referred to the settlement of the estate of the late Joan Godfrey and was pleased to advise that the 'Friends' had received a bequest of £9,000.00 and, given their recent substantial support for the acquisition of the Stanhope Forbes painting, this was a welcome boost to their funds and it was

**RECOMMENDED:** that the position be noted.

Because of a glitch in the photocopying equipment, the papers for the next ' Friends' meeting, to be held on the 25<sup>th</sup> September, had not been reproduced but would be sent to members for information with the papers for the full Town Council Meeting and it was

**RECOMMENDED:** that the position be noted.

15. **REPORT OF TOWN CLERK**

(a) Park Improvements

(i) Play Area

The Town Clerk advised that the play area had proved to be very popular over the summer season and it had attracted a great many visitors and a number of complimentary telephone calls and e-mails.

A post-installation inspection was carried out by a ROSPA Inspector and any issues raised had been swiftly dealt with by the equipment provider through his sub-contractor.

There had been some instances of minor vandalism in the playground but there had been no serious damage and the ground was now being cleared and rotovated in readiness for seeding, in the hope that the grass will have a chance to re-establish before the Autumn half-term break, and it was

**RECOMMENDED:** that the position be noted.

(ii) The Pond

The planting of the area at the rear of the pond had now been completed and the pond itself had been cleared of rubbish and weeds during the week.

It was noted that water from the lion's head fountain was spilling over the path because the pipe through to the pond was becoming clogged with gravel.

The Town Council's maintenance man would be asked to remedy this matter and it was

**RECOMMENDED:** that the position be noted.

(iii) Sensory Garden

The Sensory Garden is now complete and many favourable comments have been received.

The Copper water-feature, created by Michael Johnson, is a stunning piece of work and members also placed on record their appreciation of Andy Gregory and Vaughan Glover in respect of the hard landscaping works, and it was

**RECOMMENDED:** that the position be noted.

(iv) Resurfacing the Main Drive

The resurfacing of the main drive had been completed and the brown gravel/dust finish was aesthetically pleasing and much more in keeping with the park's surrounds and it was

**RECOMMENDED:** that the position be noted.

(v) Northern Boundary Railings - Further Quotes for New Gates

The northern boundary railings had now been completed and the Clerk advised that he had now obtained quotes in respect of new metal gates at Trewithen Road and at the Bellair entrance.

These quotes would be held until the commencement of the budgetary process to establish whether funding could be provided for their acquisition.

The Hawthorn hedge on the northern boundary was now beginning to grow back through the railings and within two years the railings which provide a secure boundary to the park should be obscured by the natural green hedge and it was

**RECOMMENDED:** that the position be noted.

(vi) Woodland Walk

The preparation work for the replanted woodland walk would take place over the next two or three weeks, with plants and bulbs having already arrived for this purpose, and it was

**RECOMMENDED:** that the position be noted.

(vii) Park Signage

The final element of the improvement works would be to provide a suite of new signs for the park and examples and quotations were now being sought.

The Town Clerk reminded members that the council had set an original budget of £130,000.00 for park improvements, £50,000.00 of which was provided through the Liveability Grant.

The council had already agreed to attach the contingency fund in the sum of £8,333.00, and the former CCTV contribution in the sum of £5,581.00, and the Town Clerk advised that this contingency had now been fully utilised and during the budgetary process, the Town Clerk would endeavour to identify unexpended monies which could be vired in support of new gates and signage and it was

**RECOMMENDED:** that the position be noted.

(b) 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.

(c) Maintenance of Park

See Confidential Appendix "B".

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

It was

**RESOLVED:** to re-admit the press and public to the meeting.

(e) Security of Park

Copies of the reports provided by the security firm were distributed to members to give an indication of the number and type of issues which guards were having to deal with at the time of their patrols.

Typical examples were that dogs were not being kept on leads and that there were continuing instances of alcohol abuse.

The patrols took place during the summer months and because of the number of youngsters using the new playground, the Town Clerk had arranged for a specific presence during the early evening in an attempt to deter people from misuse.

Apart from varying the timing of the patrols, it was recognised that the guards' duties were not easy and that the Town Council was making a reasonable attempt, within the finances available, to ensure appropriate use of the park and it was

**RECOMMENDED:** that the position be noted.

(f) TRACT - Live Art Events - House and Park

The above events would be taking place on Saturday 23<sup>rd</sup> September and involved various performances which would be taking place throughout the park and the gallery.

The proposed performances were all in line with the focus of the gallery and it was

**RECOMMENDED:** that the position be noted.

(g) UN Day of Peace and Global Ceasefire

The Town Clerk advised that this annual event was taking place in the park on Thursday 21<sup>st</sup> September and it was

**RECOMMENDED:** that the position be noted.

(h) Open Air Theatre Season

A report from the Acorn Theatre would be received in due course and would be circulated to members, either with the papers for the full Town Council Meeting or during the next cycle, and it was

**RECOMMENDED:** that the position be noted.

(i) Floodlights - Courts 6/7 - To be Carried Forward to Full Council

A decision on the provision of floodlights for courts 6 and 7 would be deferred to the full Council Meeting on the 2<sup>nd</sup> October and it was

**RECOMMENDED:** that the position be noted.

16. **FINANCIAL POSITION**

The Committee considered its finances to the 31<sup>st</sup> July 2006 and it was

**RESOLVED:** to note the position.

The Committee also considered payments made in the months of May, June and July 2006 and it was

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

8.45 pm

Chairman  
31<sup>st</sup> October 2006