

MINUTES OF THE PENLEE HOUSE AND PARK COMMITTEE MEETING held in Penlee House, Penzance on Tuesday 20th May 2008 at 7.00 pm.

PRESENT

Councillor M Lovegrove (Vice-Chairman)

Councillors R Clark
MR Cotton
D Nebesnuick
J Parkin
CAC White (from 8pm)

ALSO PRESENT

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

1. **APOLOGIES**

Councillors JH Dixon, RM Lawrence, RA Mann, J Moreland.

2. **TO RECEIVE DECLARATIONS OF INTEREST**

No declarations of interest were received.

3. **MINUTES OF MEETING HELD ON 26TH FEBRUARY 2008**

Having been circulated, it was

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

4. **TOUR OF PARK AND TOWN CLERK'S REPORT**

Prior to the business of the meeting, the Town Clerk conducted a tour of the park for members in order to point out the improvements that have been made over the past months and the ongoing work on the Sensory Garden. Those present were delighted with the overall appearance of the park and it was

RESOLVED: that a letter of appreciation should be sent to the gardening staff for the high standard of maintenance in the park and thanking them for the hard work they have put into ensuring the park is an asset to the town.

(a) **Open Air Theatre Season – proposed programme**

The proposed programme for the summer theatre season in the park had been received from Acorn Arts Centre and events would run from 30th July to 28th August inclusive.

Councillor Nebesnuick raised a question over the alcohol ban notices that are in the park that are often ignored by people attending the theatre and it was suggested that the ban could be

lifted for the duration of the theatre season and that maybe the café proprietor could extend her licence to cover the theatre area.

Councillor Clark mentioned that the quality of sound is sometimes not very clear and it was

RECOMMENDED: that this should be mentioned to the Director of the Acorn Arts Centre with an enquiry as to whether they require any assistance in improving the sound equipment.

(b) 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.

(c) Insurance report re incident August 2006

See Confidential Appendix 'A'.

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

It was

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

(e) Progress Report – sensory garden and extension to Orangery Café seating area

The renovation of the stonework at the sensory garden had started and it was estimated that it would take another three weeks to finish.

The proposed new seating area for the café would be carried out in-house and it had been decided to delay this project until the Autumn (after the Summer season) and it was

RECOMMENDED: that the position be noted.

(f) 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.

(g) Access to Garden of Remembrance

See Confidential Appendix 'B'.

(h) Security Patrols

See Confidential Appendix 'B'.

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

It was

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

(j) Signage for Park

The Town Clerk reported that the new, improved signage for the park was now in place and it was

RECOMMENDED: that the position be noted.

(j) Staff Training

A programme of training requirements for the park staff in order to comply with health and safety regulations had been drawn up and training was ongoing and it was

RECOMMENDED: that the position be noted.

(k) Friends of Penlee – agenda for meeting 28th April 2008 and minutes of meeting on 17th March 2008 and ‘Artefact’ Newsletter

The agenda for the meeting held on 28th April and the minutes of the meeting held on 17th March had been distributed to members for information with the agenda and the Town Clerk advised members that copies of the latest Artefact Newsletter were available for anyone wishing to receive a copy and it was

RECOMMENDED: that the position be noted.

5. **REPORT OF DIRECTOR**

(a) Exhibition, Income and Visitor Number Report

The Director reported that, once again, income and visitor figures had increased over those of previous years with visitor numbers standing at 37,934 at the end of the financial year 07/08 against 30,328 for the preceding year and 3,491 for April 2008 as opposed to 2,069 for April 2007.

Shop takings for the financial year 07/08 had reached £110,679.92 against £98,303.40 for 06/07 with total takings for the financial year being £150,072.32 against £129,749.56 for the preceding year (an increase of over £20,000).

It was

RECOMMENDED: that the Director’s verbal report be noted.

(b) Forthcoming exhibitions

The next exhibition, entitled 'Dawn of a Colony' would be a joint project with Tate St Ives and would open at the Tate on 24th May ('Dawn of a Colony – Picturing the West, St Ives 1811-1888') and at Penlee House on 14th June ('Dawn of a Colony – Lyrical Light, St Ives 1889-1914'), finishing on 13th September.

The subsequent exhibition, running from 20th September to 22nd November, would be 'The Magic of a Line' and would present a selection of rarely seen drawings and etchings by artists including Stanhope Forbes, Walter Langley and Laura Knight. The nephew of Laura Knight had agreed to open the exhibition.

A 'thank you' party for the stewards was being organised to coincide with the opening of 'Dawn of a Colony' and the stewards had also been invited for a free tour of Tate St Ives and it was

RECOMMENDED: that the position be noted.

(c) Acquisitions

- (i) Using funds provided by The Friends of Penlee House, the museum had recently purchased a model replica of a Cornish range that would enhance the social history display. The range was accompanied by two medals belonging to the previous owner and also a piece of shrapnel from the bomb that fell on the owner's house and killed him!

It was

RECOMMENDED: that the position be noted.

(ii) 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.

(iii) Acquisitions cont'd

See Confidential Appendix 'C'.

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

It was

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

(d) Joint Ticketing with Tate St Ives and other galleries

The joint ticketing venture would be in place for the summer season and the newly designed leaflets would be available at Tate St Ives to coincide with the opening of the next exhibition on 24th May. Ticket prices would be £12 for a standard ticket and £7 for concessionary tickets, with £2 from the sale of each ticket going to Penlee House. During re-hangs at Tate St Ives the tickets would be reduced to £7 / £4 but it had been decided not to reduce the price for Penlee House but to make the public aware of the times that Penlee House would be closed for re-hangs and it was

RECOMMENDED: that the position be noted.

(e) Joint Project

This item having been covered under item 5. (b) it was

RECOMMENDED: that the position be noted.

(f) Education/Open Air Theatre Eco Building – appointment of consultant

The Director advised members that a consultant to draw up the brief for the proposed new ‘Eco Building’ had been chosen from a very strong field.

This was seen as a very exciting project that could attract funding from various organisations involved with sustainability and it was

RECOMMENDED: that the position be noted.

(g) One Cornwall – report of meeting

The Director had attended two meetings of all the lead museums in Cornwall that had been organised to ensure that the museums presented a united front when faced with the inevitable changes that would result from the move to a unitary authority. A decision had been made to remain as a united group rather than have one lead ‘partner’ and one of the main aims of the group was to ensure that current grants are safeguarded when the middle level of local government (the Districts) disappears. Newlyn Art Gallery and The Exchange were not included in this group as it only involved registered accredited museums and it was

RECOMMENDED: that the position be noted.

(h) 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.

(i) Security System

- (i) Review of contract
- (ii) Review of 'call out' payment to staff

See Confidential Appendix 'D'.

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

It was

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

6. **FINANCIAL POSITION**

The committee considered payments made in February and March 2008 and its financial position to the 31st March 2008 and it was

RECOMMENDED: that the payments and financial position and notes thereto be approved.
(See Appendix 'E' for both financial position and payments made.)

8:55pm