

MINUTES OF THE PENLEE HOUSE AND PARK COMMITTEE MEETING held in Committee Room No. 3, St. John's Hall, Penzance on Tuesday 1st July 2008 at 7.00 pm.

PRESENT

Councillors JF Moreland (Chairman)
M Lovegrove (Vice-Chairman)

Councillors RA Mann
D Nebesnuick

ALSO PRESENT

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

7. **APOLOGIES**

Councillors R Clark, MR Cotton, JH Dixon, F Granger, J Parkin, CAC White, TE Williams

8. **TO RECEIVE DECLARATIONS OF INTEREST**

No declarations of interest were received.

9. **MINUTES OF MEETING HELD ON 20TH MAY 2008**

Having been circulated, it was

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

10. **REPORT OF DIRECTOR**

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

The Director reported that the current exhibition, "Dawn of a Colony: Lyrical Light" was running very well and the feedback from visitors was very enthusiastic.

The total number of visitors for the calendar year at the end of June was 17,465 against 14,387 at the end of June 2007 making it the second highest figure in calendar year terms so far.

Shop takings for the financial year so far stood at £28,618.48 as opposed to £27,218.23 at the end of June 2007 and total takings at the end of June were £40,016.48.

The Director also informed members of a one day symposium that would be taking place on Friday 4th July in conjunction with Tate St Ives (in the Tate St Ives Gallery) with a variety of speakers and there had been a lot of interest in this event that should prove to be a very enjoyable day for everyone attending and it was

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

(b) Forthcoming exhibitions

The next exhibition would be “The Magic of a Line”, running from 20th September to 22nd November 2008 and preparations were well underway with many agreed loans already in place. The exhibition would be opened by Laura Knight’s nephew and it was

RECOMMENDED: that the position be noted.

(c) Acquisitions

Penlee House had been successful in acquiring a Bryan Pearce painting at a recent local auction for which funding had been received from various sources and the Director reported that this was an important addition for the gallery although some restoration work would need to be undertaken.

At the same auction a small portrait on vellum of Norman Garstin by Stanhope Forbes had been acquired and it was

RECOMMENDED: that the position be noted.

(d) Education/Open Air Theatre Eco Building – report of meeting

The Director and the Chairman had recently met with the newly appointed consultant and it was reported that developments were progressing well and he had already spoken to a local architect (who was responsible for the re-design of Penlee House) who had drawn up some provisional plans. The consultant had compiled a draft feasibility study and it was agreed that a suitable name for the building should be found.

The Director of the Acorn Arts Centre had also attended the meeting and expressed a lot of interest in the project. The need to encourage interest from a variety of community groups was recognised and confirmed diverse usage of the facility would assist with the acquisition of funding for the project. The Director felt that usage of the facility in the daytime should be flexible regular group bookings in the evening for which extra security would need to be reviewed and it was

RECOMMENDED: that the position be noted.

(e) Joint Ticketing Project - update

The joint ticketing project with Tate St Ives and other major local galleries was launched on 23rd May and was progressing well with Penlee House having received 75 visitors who had purchased their tickets elsewhere and it was reported that this was also attracting a slightly different client base to the gallery and it was

RECOMMENDED: that the position be noted.

(f) Museums Libraries Archives South West - Newsletter

Members were informed that the most recent newsletter from the Museums Libraries Archives South West was available from the Town Clerk's office for anyone who wished to read this and the Director reported that the MLA had undergone a major review and would be shutting down all the regional offices by April 2009 at which the South West regional office would also cease to exist although one member of the staff would still be based somewhere in the region.

Although this would not have so great an impact on Penlee House as on other smaller organisations within the region, there were concerns that some of the services would be withdrawn, especially the government indemnity service which could have a severe impact on insurance issues and it was

RECOMMENDED: that the position be noted.

(g) Renaissance South West Newsletter

The latest Renaissance South West Newsletter was also available for any member who wished to view this and the Director reported that it was hoped that the Renaissance organisation would be able to provide a wide range of services to all the museums and galleries in the region.

An advocacy document was being prepared for presentation to the Unitary Authority which would stress the value of the larger museums and galleries in the region and the need to retain current levels of support and it was

RECOMMENDED: that the position be noted.

(h) St. Piran's Day – staff holiday

The Director thanked members for the extra staff holiday and confirmed that Penlee House would remain open to the public on St Piran's Day with a skeleton staff (as happened on Bank Holidays) and those members of staff working on that day would take a different day off in lieu and it was

RECOMMENDED: that the position be noted.

11. **REPORT OF TOWN CLERK**

(a) Penlee House Car Park – report re re-lining of bays and one-way system

The Clerk reported a quote for the re-lining of the bays in conjunction with the introduction of a one-way system had been received and a meeting with the contractor would take place in the near future to discuss timing of the project that would now be put on hold until after the summer holidays and it was

RECOMMENDED: that the position be noted.

The Chairman expressed concerns about the brown tourist sign at the entrance to the car park that was positioned directly in front of the Town Council's green sign and it was agreed that the green sign might be more suitably placed nearer the ticket machine. Concerns were also

raised about the condition of the pedestrian signs in the town (most notably those at the top of Morrab Road and at the top of Market Jew Street) that were difficult to read and some of which were not fixed and so were continually being rotated to face in the wrong direction and it was

RECOMMENDED: that the possibility of relocating the green sign at the entrance to the car park should be looked into and that Penwith District Council should be contacted about the condition of the pedestrian signs.

(b) Update re extension to Orangery Terrace area

Quotations for the new tables and benches and for the ground surface had been received and the project was now on hold until the autumn and it was

RECOMMENDED: that the position be noted.

(c) Progress report re Sensory Garden

The Clerk reported that the work on the Sensory Garden was now almost complete with only some more planting to be carried out and the Chairman was thanked for his efforts and 'hands-on' approach in facilitating this work. It was agreed that the stone work and general design was a great improvement and it was

RECOMMENDED: that the position be noted.

(d) Resolution to exclude the press and public

Due to the confidential nature of the next item it was

RESOLVED: to exclude the press and public.

(e) Access to Garden of Remembrance

See confidential Appendix 'B'.

(f) Resolution to re-admit the press and public

It was

RESOLVED: to re-admit the press and public.

(g) Staff Training

It was reported that an ongoing training programme for the park staff was in place and it was

RECOMMENDED: that the position be noted.

(h) Open Air Theatre Season

The Open Air Theatre Season would open at the end of July and the programme had now been distributed.

The Chairman felt that the advertising of the Open Air Theatre would be a good opportunity to promote Penlee Park and it was

RECOMMENDED: for next year, Acorn Arts Centre could be asked to highlight Penlee Park as the venue for the Open Air Theatre and that the franchisee of the Orangery Café would be approached with a view to extending the current licence to cover the Theatre area also.

12. **FINANCIAL POSITION**

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

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

8:10pm

Chairman
16th September 2008