

**MINUTES OF THE PENLEE HOUSE AND PARK COMMITTEE MEETING** held in Committee Room No. 3, St. John's Hall, Penzance on Tuesday 15 September 2009 at 7.00 p.m.

**PRESENT**

Councillors J F Moreland (Chairman)  
M Lovegrove (Vice-Chairman)

Councillors M R Cotton (from 7.10pm)  
J H Dixon  
M Freeman  
R M Lawrence  
R A Mann  
T E Williams (left at 8.55pm)

**ALSO PRESENT**

Alison Bevan (Director, Penlee House Gallery & Museum)

**12. APOLOGIES FOR ABSENCE** – were received from

Councillors D Nebesnuick, J Parkin, KL W Perry, J Ruhmund and C A C White.

**13. TO RECEIVE DECLARATIONS OF INTEREST**

No declarations of interest were received.

**14. MINUTES OF MEETING HELD ON 30 JUNE 2009**

Having been circulated, it was

**RESOLVED** - that the Chairman should sign the Minutes as a true and correct record.

**15. REPORT OF DIRECTOR**

(a) Exhibition, income and visitor number report

The Director reported that the visitor numbers for the calendar year to date stood at 30,829 which represented a record year. Visitor numbers for the summer exhibition were also very good but not as high as 2008.

Unfortunately, income figures were not in line with the high number of visitors with the shop takings standing at £54,840.62 at the end of the day against £65,127.31 at the end of September 2008. Total takings for the financial year stood at £82,110.31 against £92,348.31 at the end of September 2008.

The effectiveness of looking at other marketing and advertising streams was discussed and the Director would investigate the 'Cornwall Association for Tourist Attractions' (CATA).

(b) Forward Plan approval for Penlee House

The Director reminded members that Penlee House was accredited by the Museums Libraries Archives Council (MLA) approximately 3 years ago and a requirement of this accreditation was to produce a Forward Plan and it was

**RESOLVED:** that the Forward Plan produced by the Director should be approved.

(c) Acquisitions

The Director was delighted to inform members that she had been successful in acquiring the Frank Bramley painting 'Eyes and No Eyes' with financial assistance from the Town Council, The Friends of Penlee House, the Art Council and the Victoria & Albert. The oil painting was in mint condition and already hanging in the Gallery.

The Friends of Penlee House had also recently purchased a pocket watch dated 1775 inscribed with the name 'Lazarus Solomon' who was a Jewish trader in Penzance.

The Committee thanked the Director for all her efforts in obtaining new and relevant artwork for the Gallery and Museum.

(d) Breton Project

Correspondence had been received from the Head Curator and Director of the 'Conseil Général in Brittany outlining plans for a 'Cornwall Project' based on a partnership between museums and other institutions in Brittany and Britain aimed at reinforcing links between the two sides of the Channel and the two 'Cornwalls'.

The aim was to create a series of exchanges and discussions followed by exhibitions and other events from 2011/2012 onwards and the Director invited members to attend a seminar taking place in Penlee House on Tuesday 22 September from 3pm. As well as delegates from Brittany, the Head of the Culture Services for Cornwall Council would also be present.

(e) 'Pictures in Public' Seminar

The Director informed members that she had recently attended a seminar in Oxford in connection with the Public Catalogue Foundation and a project was being tabled between various universities, The Tate and the BBC to make art available online through the BBC. The seminar had been very informative and had provided an excellent networking opportunity.

(f) Penlee House break-in

Members were assured that, despite the recent break-in at Penlee House, the security of the house was 'state of the art' and first class. The break-in had affected the café and shop area only and it would have been extremely difficult for the burglars to access the museum and galleries.

However, the break-in had highlighted the need for a sensor-operated light outside the front door. The cost of a new glass door and a new front door had formed part of a claim on the Council's insurance.

**16. REPORT OF TOWN CLERK**

(a) Naming of new Education Centre

The former Playgroup building had recently been refurbished and would be used as an education centre for the Museum and Gallery. Various new names for the building had been discussed and it was

**RESOLVED:** that the name 'The Coach House' should be adopted.

(b) Park machinery update

The Town Clerk reported that the tractor and accessories had now been repaired and all were in working order, along with all the other park machinery.

(c) Repairs to Memorial Chapel

The structural engineer had provided draft drawings for the under-pinning of the Memorial Chapel and would be drawing up a detailed plan for the repairs needed to the roof. The Town Clerk hoped that this would enable the beams of the Chapel to be exposed, giving the building a more 'Chapel-like' perspective. The drawings and technical report supplied by the structural engineer would be used to form the basis of a grant application to be submitted to the War Memorials Trust.

The Committee thanked the Town Clerk for moving this long-outstanding issue forward.

(d) Resolution to exclude the press and public

Due to the sensitivity of the following items, it was

**RESOLVED:** to exclude the press and public.

(e) Staffing matters

See Confidential Appendix 'A'.

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

It was

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

**17. FINANCIAL POSITION**

The Committee considered its financial position to 30 June 2009 and also considered payments made in the months of April, May and June 2009 and it was

**RESOLVED:** to approve the financial position and payments (see Appendix 'B' for both financial position and payments made).

The meeting closed at 9.10 pm

Chairman  
3 November 2009