

MINUTES OF THE HERITAGE & CULTURE COMMITTEE

MEETING HELD ON THURSDAY 22 JANUARY 2009

Present: Cllr W B Garvie – Chairman

Cllrs: J Bryson, P La Broy, L Moores, F Partridge, H Partridge

Mr C Jewell – Bude Canal & Harbour Society (BCHS)

Mrs A Longley – Archive Volunteer Coordinator (AVC)

Miss C Manning – Education & Lifelong Learning Officer (ELLO)

In Attendance: Cllrs

Mrs C Kett – Town Clerk

HC/01/09 **To receive & accept apologies for absence**

The Chair reported to the Committee that the Community Heritage Centre Manager was seriously ill. The Committee wished Mr Baxter a speedy recovery and the Chairman agreed to send a card

Cllrs J Blatchford, K Harris, H Phillips, N Tucker (non-committee members)

Mr J Baxter – Community Heritage Centre Manager (CHCM)

Miss S Meads – Museum Development Officer (MDO)

Miss C Manning

HC/02/09 **To receive Members Declarations of Interest**

Cllr L Moores declared personal in a item 9

HC/03/09 **Presentation by representatives from the ‘Wildworks’ Arts in the Community Project**

Representatives were not present

HC/04/09 **Maximum 15 minutes for electors present to put questions or make observations regarding the Heritage & Culture Committee**

None were present

HC/05/09 **Minutes**

- (i) **To consider the approval of the minutes of the Heritage & Culture Committee meeting held on 13 November 2008**

Resolved: That the minutes are a true and accurate record and should be signed by the Chairman

- (ii) **Matters arising**

None

HC/06/09 **Helebridge Barge Workshop: Update**

The MDO had sent her apologies. The Town Clerk, on her behalf, updated the Committee as to the progress of the grant application for funding for the restoration and interpretation of Helebridge Barge Workshop. Discussion followed regarding the opening of the Barge Workshop during the summer 2009 season and as to what conditions BCHS would have to comply with. The Risk Assessment was discussed

Resolved: That the Town Clerk arrange a meeting of the Committee at Helebridge in order for members to consider the implications of the Risk Assessment and also for them to consider the HLF application – the Town Clerk to arrange for the MDO to be present at said meeting

HC/07/09 **The Castle Heritage Centre & Gallery**

- (i) **Site Survey: update**

The Town Clerk reported that she had just received a copy of the suggested maintenance programme for The Castle, but had not had chance to consider it in detail. This would be referred to the Properties Committee

- (ii) **Education & Lifelong Learning Officer: report on strategy, progress & forthcoming events**
The Town Clerk updated members as to the recent activities of the ELLO. This was noted
- (iii) **Shop Supervisors Report**
Copies of the report had previously been circulated. This was noted
- (iv) **Archive Volunteer Coordinator: report**
A person on a work placement in the archive section had now completed her placement. Considerable headway had been made with the cataloguing backlog. It was agreed that a letter of thanks for her assistance should be sent to her.
The store room organised and work had begun on cataloguing and arranging the book collection on loan from Dr Knight.
- (v) **Website: update by Town Clerk**
Resolved: That the Town Clerk arrange for the website designers who had submitted a proposal be invited to make a presentation to the Committee
- (vi) **Entrance Charges: consideration of temporary reduction in admission charges during February and March 2009 (in line with 2008 policy)**
Resolved: That half price entry be approved during February and March 2009
- (vii) **Residents Season Ticket: consideration of proposal for the introduction of an annual residents season ticket (report by Town Clerk)**
Various options and offers were discussed
Resolved: That an annual season ticket be approved which is open to all at a charge of £5 per adult, £4 per concessions, £2.50 per child and £12 for a family ticket; no additional offers to be included

HC/08/09

Museum Development Officer: report

The Town Clerk had already reported on behalf of the MDO

HC/09/09

Former Museum Building: report on progress

The Town Clerk reported that this was ongoing and, as yet, there was nothing further to report. A letter had been received from the BCHS in which BSTC's offer of accommodation in a section of the building had been declined. This was noted

HC/10/09

Public Bodies (Admission to Meetings) Act 1960 S1(2) & S1(6) - To consider passing the following resolution: "That in relation to the following item publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw". The following item is confidential and the meeting will proceed 'in committee'

Resolved: That in relation to the following item publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw". The following item is confidential and the meeting will proceed 'in committee'

The following minutes are currently confidential and only available to Cllrs

Signed.....Dated.....