

MINUTES OF THE HERITAGE & CULTURE COMMITTEE MEETING HELD ON

THURSDAY 12TH JANUARY 2017

Present: Cllrs: A Biggs, L Deely, H Partridge and P Tilzey

Mark Berridge – Castle Manager

- HC/01/17** **To receive and accept apologies for absence**
Cllr P Kelly
(Non-committee member Cllrs J Bryson, P Moores and N Tucker)
- HC/02/17** **To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests**
None
- HC/03/17** **Dispensations: to consider requests for dispensations (for which a 'Dispensation Request' form must have been completed and submitted to the Proper Officer at least 3 working days prior to the meeting)**
None
- HC/04/17** **Minutes: To receive and adopt minutes of the Extraordinary Heritage and Culture Committee meeting held on 23rd November 2016**
Resolved: that the minutes are a true and accurate record of the meeting and they were signed by the Chairman
- HC/05/17** **Maximum 15 minutes for public present to put questions or make observations regarding the Heritage & Culture Committee Questions must be directed through the chairman**
Members of the public commented on: their concern that Councilors were absent without sending apologies, enquired if there was any progress on the mill timbers and advised regarding information on the Forge
- HC/06/17** **To receive reports from officers of the Council and agree any associated actions:**
i) From the Heritage Development Officer
The committee noted the report
- ii) From the Castle Manager**
The committee noted the report and asked that the following be added to the next meeting agenda:
Room hire prices for Private functions
Friends of Castle Membership scheme
Pricing structure for clubs
- HC/07/17** **Summer opening hours – to consider bringing forward by one month**
Resolved: That Café Limelight open for a trial one month early this year
- HC/08/17** **Wedding Fair: to consider the proposal from the Castle Manager/Events Co-ordinator and agree any associated actions and expenditure**
Resolved: That the Castle Manager go ahead with a maximum spend of £500
- HC/09/17** **Branscombe painting – to receive a quotation for restoration and agree any associated expenditure**
Resolved: to approach Z Dales Harris to complete the works (*quote £1691.00 +vat*)

- HC/10/17** **CCTV cameras – to receive a report from the Castle Manager and consider the installation of CCTV cameras in the Heritage Centre and agree any associated actions and expenditure**
Resolved: To accept the quote received and proceed with the work (£1285.00 +vat)

- HC/11/17** **To consider the request to use the Castle Grounds for the start and finish line of a Cross Country Marathon**
Resolved: This committee supports the suggestion but the decision is with the Recreation Committee

- HC/12/17** **Budehaven painting – to receive an update and agree any associated actions and expenditure**
Resolved: Accept R Howell’s estimate to restore the painting with Schott Mirogard Protect 535 x 720mm glass, providing a guarantee of 5 years loan is confirmed in writing (*quote maximum £950.00 + £151.20 +vat*)

- HC/13/17** **Grant for British Science Week – to receive an update**
Noted

- HC/14/17** **To consider the request to support an American WWII event in 2017**
Agreed to defer the item pending further information from the organiser

- HC/15/17** **To consider proposals for the Living History Event and agree any actions and expenditure**
Agreed that the committee are supportive of the event however they defer to the Recreation Committee regarding the use of the Castle Lawn

- HC/16/17** **The Cone – to consider any recommendations from the Properties Committee (if any) and agree any actions and expenditure.**
None

- HC/17/17** **Marquee Hire – to ratify the final invoice cost for the Christmas Fare marquee hire**
Resolved to ratify the final invoice of £2,447.85 +VAT

The Chairman closed the meeting at 7.58pm

Signed.....Date.....