

MINUTES OF THE HERITAGE AND CULTURE COMMITTEE MEETING HELD ON
10TH MAY 2018

Members Present: Cllrs J Bryson (Chairman), S Browning, L Deely, T Gibbs,
P La Broy, L Moores, T Philp, D Towl, B Willingham

Non-voting members: Cllr P Tilzey

Officers present: Mrs D Bennett - Town Clerk
Mr M Berridge - Castle Manager
Mrs J King - Heritage Development Officer

Public present: Two

- HC/139/18** **Election of Chairman**
Nominations were received: Cllr J Bryson was proposed and seconded
Resolved: That Cllr J Bryson was elected as Chairman of the Heritage and Culture Committee for the ensuing year
- HC/140/18** **Election of Vice-Chairman**
Nominations were received: Cllr P Kelly was proposed and seconded
Resolved: That Cllr P Kelly was elected as Vice-Chairman of the Heritage and Culture Committee for the ensuing year
- HC/141/18** **To receive and accept apologies for absence**
Cllrs P Kelly, I Mason, F Partridge and H Partridge
- HC/142/18** **To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests**
None
- HC/143/18** **To consider requests for dispensations**
None
- HC/144/18** **Minutes: To receive, confirm and sign the Minutes of the Heritage and Culture Committee Meeting held on 29th March 2018**
Resolved: That the Minutes were a true and accurate record and they were signed by the Chairman
Requested that any appendix was added to the Minutes on the Council's website
- HC/145/18** **Maximum 15 minutes for public present to make comments concerning the business of the Heritage and Culture Committee**
Comments received:
That the Bude Canal and Harbour Society have offered to make a contribution towards the digitization of microfiche records held by the CRO
Bude Canal – bicentenary 2019 – planning was underway and hopefully by September the plan for the year should be set. Two full size replica boats should be displayed for a day
The rota for the Barge Workshop volunteers was being drafted

- HC/146/18** **To receive reports from Officers**
a) The Castle Manager – received and noted – attached Appendix A
b) The Heritage Development Officer – received and noted – attached Appendix B
c) The Facilities Manager – received and noted – attached Appendix C
- HC/147/18** **To consider Heritage Day for 2018 including a progress update, expenditure in relation to the project and feedback**
Preparations so far included:
Performers; Carnkie Cloggers, a Cornish clog dancing group and a local Ukulele band. Traditional fete style classes to encourage members of the public to get involved. A marquee will be in place on The Castle Lawn, which will house the show class winners, a small number of heritage based stalls, as well as providing a base for a herbalist to run workshops and talks.
A ‘mini green zone’ is also planned for the Community Orchard, including so far, Friends of the Earth and A Greener Bude.
- HC/148/18** **To consider the Bude Light lighting- to include a progress update and agree associated actions and expenditure**
The Facilities Manager is waiting for sample lighting for the top part of the Bude light. Once the lighting arrives it will be attached and tested. A more thorough check of all underground cables pertaining to the seating and other lighting is yet to be checked for damage, to establish whether or not this will need to be replaced. It was noted that a crack was still present in the sculpture.
- HC/149/18** **To consider an update on the decking changes at the Castle and agree associated actions and expenditure**
Responses from Cornwall Council had been received.
Patio: Planning Permission required and an archaeological assessment is required
Decking ‘lean to’: Listed Building consent is required
- HC/150/18** **To receive an update regarding the request for records for the parish being kept and managed by the Town Council rather than Cornwall Council Records Office**
A request had been made by Bude Canal and Harbour Society for the Town Council to hold the records currently held by Cornwall Records Office (CRO) on microfiche. The records could be digitalized. Discussion took place regarding the safety and costings, which are not yet available.
Resolved: That the Committee supports the digitization of the archives and will make a firm decision when the costs are known
- HC/151/18** **To review the Collection Policy and make recommendations as necessary**
Cllr P La Broy suggested that additions were made to the ‘existing collections, subjects/themes and periods’ section of the policy of for it to include - Tug boat, Green technology, Surfing, Lifesaving and Tourism

Cllr P La Broy left the Meeting

Resolved: To accept, with the additions (listed above), the Collections Policy proposed by the Heritage Development Officer

HC/152/18 **To consider recommendations/actions to celebrate Bude Canal and Harbour Society and Bude Canal Trust bi-centenary in 2019, including expenditure**

As per Standing Order 3 e – a member of the public was asked questions in regards to this item

If the Bude Canal had not been built then Bude itself may not be here, as the Canal brought traders, employment and activity and changed the topography of the area. It is felt that this is a worthy celebration. The actual anniversary is 23rd July 2019, which falls within the week of the Town Council’s Heritage Festival. Plans so far include such items as a heritage dinner, keynote speaker and full size replica boats.

The comments were noted, the Committee will look at the matter further closer to the end of this year.

HC/153/18 **To consider purchasing a working model of the Bude railway line**

The Heritage Development Officer distributed photographs of a model railway that the owner wished to sell to the Town Council. It was believed the model was a replica of Bude railway. Discussion took place regarding the likeness of the model to the old railway station.

Agreed that more research was required

The Meeting closed at 8.24pm

Chairman’s signature.....Date.....

Castle Manager Report
Heritage & Culture Council Meeting 10-05-18
Café Limelight

The café continues to be busy and the updated menu is now 'live'. The new dishes are proving to be popular with positive feedback with no negative comments being made or noticed on the few prices increases.

The Café Supervisor (CA) is going to re-introduce monthly specials, both savoury and sweet, this coming month.

High Tea vouchers are selling well which are popular as birthday or anniversary presents. Further marketing in the form of posters and online required to reach the potential of sales.

Proud to announce that ALL water is now only available in glass bottles or by tap refills. The Happy Turtle Company are going to be delivering the non-plastic takeaway coffee cups and straws imminently with the milkshake cups coming in a couple of weeks. Once these have arrived, Café Limelight will be S.U.P. FREE!

The Castle team provided the buffet, for 80 people, for the recent Twinning event hosted by the Mayor. We were pleased how this went, especially due to the size and has given us confidence that we can cater for this size event in the future. We have also received great positive feedback and thanks for it. This is an area that we want to explore further, ie, corporate catering.

The CA is working on offering a selection of buffet options for functions with a variety of prices to suit people's budgets. This can then be rolled out and advertised for functions and weddings.

As we have lost one of our cake suppliers, Staff are looking into creating our own Castle Cakes making use of the catering kitchen in The Parkhouse Centre.

With a member of staff leaving us, we are in the process of recruiting another Castle Assistant and , hopefully, another couple of casual staff.

Decking changes & circular patio

I have had a decision back from Cornwall Council regarding both proposals. Please see the attached.

In summary:

Patio: Planning Permission required + archeological assessment

Decking lean to: Listed Building consent required.

The Facilities Manager (FM) & I are going to formulate a plan to move forward with these consents.

Studio Space & Workshops

I now have 16 workshops booked in until the end of August. I will continue to promote and seek further workshops for the summer and going into the winter months.

Castle Bookings

I have been approached by another outdoor cinema company who would like to show 'The Greatest Showman' in August. It is a company from Instow, Devon, but unlike last year, they do play the sound through speakers. I am in the process of seeking further information and it has been put in on the agenda for the next Rec' meeting to consider. The event last year was supported well by locals and we received great feedback afterwards.

I have had further discussions with Natwest and we have decided to use the Studio for their weekly meet & greet. Felt this room would be more visible and wouldn't disturb the archive rooms. Natwest said that they would be happy to speak to anyone, regardless of who they bank with, about financial matters and protecting themselves from scams. They are covered by their own public liability but Town Clerk is just checking if there are any legalities to be considered before the booking can be finalised.

Visitor Numbers

We have put a new people counter in the main entrance and have taken a reading for the month of April. After some working out, it is estimated that we have 85,000 visitors a year. This puts us in the next bracket of 'museums'.

Own Art Scheme

The RFO continues to work on this as more paperwork was required. It is moving forward and hopefully there will be more to report by the time of the meeting.

Weddings in the Conservatory

We had a visit on Wednesday 2nd May from Cornwall Registrars to assess the conservatory – she loved it! I showed her the pictures of the room dressed for a wedding and she is more than happy to approve our application. She mentioned that as long as the wedding party were in the conservatory, guests could be seated out on the decking thus making it possible to accommodate a larger wedding. She even said that she would love to do a sunset wedding in there! The 21 day period is almost up and we should have our new licence within the next couple of weeks. I will then start marketing this with earnest.

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Heritage Development Officer report

Railway exhibition

Branch Line to Bude will open from the last May Bank holiday weekend. A preview evening has been arranged for Wednesday 23rd May, 5-7pm for Councillors and other invited guests where the exhibition will be revealed for the first time.

Coastal Communities fund

We have been approached by Cornwall Museums Partnership, who are trying to secure investment from the Coastal Communities Fund. A bid is being put together to develop a project with a small group of museums with a maritime heritage. The investment will help them use technology to develop new visitor experiences, for example virtual shipwrecks, 360 degree films or 3D effects. If successful, it would be an incredible opportunity for the Heritage Centre to bring its interactive displays right up to date.

Heritage Festival

Preparations are well under way with traditional favourites alongside new performers, such as the Carnkie Cloggers, a Cornish clog dancing group and a local Ukulele band. This year there will also be some traditional fete style classes to encourage members of the public to get involved. A marquee will be in place on The Castle Lawn, which will house the show class winners, a small number of heritage based stalls, as well as providing a base for herbalist Linda Moran to run workshops and talks. A 'mini green zone' is also planned for the Community Orchard, including so far, Friends of the Earth and A Greener Bude.

Helebridge filming

A few weeks ago I was approached by a community TV channel called Cornwall Stress Free Television. They are a not for profit organisation whose aim is to produce short films that promote Cornwall in a positive way. They wanted to produce a film about the history of the canal and were especially interested in filming the tub boat at Helebridge. After obtaining permission from the Town Clerk, filming took place, and it will soon be able to be seen on their website;

www.cornwallstressfreetelevision.com

Gurney display boards

Since the last meeting, I have considered how to use both of the display boards at The Barge Workshop. There is space for one of the boards to be used to display interpretation. The base of the other board could be made into a display table, to replace the one that is already in use

Forge display

I am currently sourcing suitable, high quality mannequins to create a permanent display in the forge, as well as looking at how to create a fire effect within the forge itself. I will have more information for the committee at the next meeting.

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Facilities Manager's Update

HC/92/17 The Forge – to receive an update on attaining a working Forge

The Facilities Manager and Castle staff are working together in order to purchase all equipment required to create the forge.

HC/134/18 To consider the Bude Light lighting- to include a progress update and agree associated actions and expenditure

The Facilities manager is currently waiting for Mr Nigel Marshall to obtain sample lighting for the top part of the Bude light. Once the lighting arrives it will be attached and tested. A more thorough check of all underground cables pertaining to the seat and other lighting is yet to be checked for damage to establish whether or not this will need to be replaced. The Facilities Manager will report back to the relevant chair once he has more details.

There are no other updates at this time.