

MINUTES OF THE HERITAGE AND CULTURE COMMITTEE MEETING HELD ON
26TH OCTOBER 2017

Councillors present: J Bryson (Chairman), L Deely, P Kelly,
P Moores, L Moores, F Partridge, H Partridge, P Tilzey
(non-voting members): N Tucker

RFO: Keith Cornwell
Castle Manager (CM) - Mark Berridge
Heritage Development Officer (HDO) - Janine King

Public present: 3

- HC/68/17** **To receive and accept apologies for absence**
Cllr S Browning
- HC/69/17** **To receive declarations of interests**
None received
- HC/70/17** **To consider requests for dispensations**
None received
- HC/71/17** **To confirm the accuracy of the Minutes of the Heritage and Culture Committee meeting held on 10th August 2017**
Resolved: That the minutes were a true and accurate record and they were signed by the Chairman.
- HC/72/17** **Maximum 15 minutes for public present to make comments concerning the business of the Heritage and Culture Committee**
Feedback was given by a member of the Bude Canal Society on another successful summer of open sessions at the Helebridge workshop run by its volunteers. In total 162 visitors had attended. The Council was requested to take a more proactive approach to the workshop. There have been talks with the HDO to progress the information leaflet, which the Trustees were willing to make a financial contribution towards. The fact that 2019 will be the 200th anniversary of the construction of the Bude Canal was raised. Some sort of celebration should be undertaken and Cornwall Council as the Canal's owners are being encouraged to do something. The Chairman thanked the Society's volunteers for their hard work and suggested that the Committee visit Helebridge.
- A question on the plans for the lights in the Bude Light was raised. Plans for the Wharf Store were also questioned. Both matters were on the Committee's agenda.
- HC/73/17** **To receive reports from Officers of the Council and agree any associated actions**
The CM report included Café Limelight, Clubs, Wine Evening and Outdoor Cinema. The HDO reported on the Barge Workshop, Volunteer recruitment and the Railway exhibition. It was noted that the conditions of the Ready to Borrow grant require the refurbished exhibition space to house temporary displays. The Railway display will be moved to a different part of the Heritage Centre after 18 months. Reports given by the CM and HDO are attached to these minutes.

- HC/74/17** **To confirm Christmas closure dates/times of The Castle Heritage Centre 2017**
Resolved: Christmas closure times were agreed as from 2pm 24th and the 25th, 26th and 27th December for the Christmas period and 31st December -1st January for New Year. The Castle will be closed 8th – 19th January for maintenance
- HC/75/17** **To approve the fitting of secondary glazing in second Gurney room as part of the Ready to Borrow grant refurbishments**
 Practical implications of fitting secondary double-glazing in the Gurney Room are being explored with alternatives also under consideration. Improving security is a requirement of the grant funding
Resolved: To authorise the CM and HDO to secure the room to the standards required by the Ready to Borrow Grant
- HC/76/17** **To receive an update from the Facilities Manager (FM) re: the condition of the ground floor small store room and agree any associated actions and expenditure**
 The FM's report stated that he had been in contact with the Planning Officer at Cornwall Council and Listed Building Consent did not need to be sought to carry out the repairs needed to the store room, but that BSTC staff would not be able to carry out the works and quotes would need to be sought from outside companies. It was noted that the roof needs to be explored as a matter of priority
Resolved: Authority be given to the FM to obtain quotes and bring these back to a relevant committee
- HC/77/17** **To discuss maximising use of unused space at the Castle Heritage Centre and Wharf Store**
 The Wharf unit is being used as a store, though could be considered a prime site on the canal front, other areas in the Castle are unused: former toilet, basement, the Cone. Possibilities to move the museum store were discussed including redesigning the proposed Parkhouse entrance to have an extra floor. The HDO advised that a lot of volunteer time had gone into cataloguing and arranging the store and a move would be a major task. Certain items could ideally be put on display and books and records can be condensed. The Committee expressed the view that the store area be condensed and the remaining space be let
- HC/78/17** **The Cone:**
 a) The future use of the Cone was discussed. It did not appear to be financially viable to move the shop there
Resolved: The CM be allowed to market the area known as the Cone to the best effect. The success of which will be reviewed after twelve months
- b) To consider renaming the Cone
Resolved: that the area have no name
- HC/79/17** **Formalising the management of and opening of The Forge doors: to include seasons and opening times**
 There is a desire to open the doors of The Forge to allow the public to see in, Castle staff opening the gate should be able to fit this into their work patterns
Resolved: that the opening of The Forge be under the management of the CM

- HC/80/17** **To discuss and consider any future actions re: a working railway model to be housed in the forthcoming display changes**
 The HDO reported that the possibilities for a working model are being explored

- HC/81/17** **To discuss and consider a proposed permanent wedding gazebo to be sited left of the conservatory at The Castle**
 The outline of the idea for a small gazebo for intimate wedding ceremonies was tabled. Planning and other considerations would need to be addressed
Resolved: The construction of a wedding gazebo is considered by the Properties Committee

- HC/82/17** **To discuss and consider a proposed plan for the decking area of Café Limelight**
 An idea to remodel the decking area was tabled; this would open up the area and provide more seating and some shelter. Planning considerations may need to be addressed
Resolved: New tables and chairs to be procured through existing budgets

Resolved: To recommend the project to the Properties Committee

- HC/83/17** **Ready to Borrow Grant – approval of specialist supplier and agreement of advance payment**
Resolved: To proceed with the purchase from a specialist supplier and make advance payments as required by the contract

- HC/84/17** **To consider increases to Castle Heritage Centre hire charges for financial year beginning April 2018/19**
Resolved: The increases in hire charges be approved

- HC/85/17** **Preparation of Annual Estimates for 2018/19, including The Bude Light Lighting**
 The programme for events was circulated in support of the budget paper. It was noted that the procurement of a marquee was being reassessed by the FM, but the provision for hire would remain in the budget until the matter was resolved. A provision for the Bude Light lighting had been made, though solutions were still to be costed.
Resolved: Agreed the estimates as presented

Meeting closed at 9.10pm

Chairman’s signature.....Date.....