

MINUTES OF THE COMMUNITIES COMMITTEE MEETING HELD ON THURSDAY 1ST AUGUST 2019

Voting members present: Cllrs: T Gibbs (Chairman), J Bryson, P La Broy, L Moores, P Moores, F Partridge, H Partridge, T Philp, P Tilzey, N Tucker
B Willingham

Officers present: Keith Cornwell – Town Clerk
Mark Berridge – Castle & Communities Manager (CCM)
Diane Hill – Café Supervisor

Public present: 2
Meeting start time: 6.30pm

- C/024/19** **To receive and accept apologies for absence**
Cllrs: S Browning and L Deely
- C/025/19** **To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests**
None
- C/026/19** **Dispensations: To consider requests for dispensations**
None
- C/027/19** **Minutes: To receive, confirm and sign the Minutes of the Communities Committee Meeting held on 20th June 2019**
Resolved: that the minutes were a true and accurate record of the meeting and were signed by the Chairman.
- C/028/19** **Public participation – a maximum of 15 minutes for public present to make comments concerning the business of the Committee (maximum of 2 minutes per person - dependent on numbers present; questions must be directed through the Chairman)**
A representative of Bude Coastal Community Team spoke of communication between community groups.
A representative of Bude Canal and Harbour Society thanked the Council for helping with the transport costs of the Tub Boats for Heritage Day and of the success of the day in general.
- C/029/19** **To receive a reports from:**
a) Castle & Communities Manager (CCM) – The success of Heritage Day was reported and all staff and volunteers involved were thanked for their efforts. A question over civic events was raised. Staff name badges would be examined further. The report was noted.

b) Heritage Development Officer (HDO) – The Wave Project is progressing and sea based stories are being explored as the basis of the Bude installation. Clarification was requested on the operation of the acquisitions policy. A previous resolution for an interpretation board on the Canal will be studied. The report was noted.

C/030/19 **To agree the strategic objectives and priorities of the Committee**
Resolved: To agree the strategic objectives and priorities of the Committee with the deletion of the named events at the end of the Community links section.

C/031/19 **To establish a working group to develop a strategic plan for the future operation of the Parkhouse Centre**
Resolved: To form a working group to develop a strategic plan for the future operation of the Parkhouse Centre, which will engage with appropriate community groups, this will be led by Cllr T Gibbs along with Cllrs P La Broy, P Tilzey and B Willingham

C/032/19 **To agree new charges for hireable spaces at the Castle**
The booking terms and conditions will be further reviewed to ensure control is retained.
Resolved: To agree the new pricing structure as tabled and to review their operation in six months.

Cllr N. Tucker left the meeting 8.25 p.m.

C/33/19 **To agree an appropriate level of support for community groups communication activity and any associated actions and expenditure**
Lengthy discussion took place as community groups were still undertaking discussions to determine their requirements and no clear ask had yet been made.
Resolved: In view of the information currently available the Town Council does not agree a level of support at this time.

C/34/19 **To receive the budget report for Quarter One 2019/20**
Resolved: To note the budget report.

The meeting closed at 8.57 p.m.

Chairman's Signature.....Date.....

Café Limelight

June was a really busy month with our cafe takings up by 17% on last year – the weather helped as always and we seemed to have a large number of the older generation visiting us, making the most of the time before the schools finish for the summer! I have increased the number of staff on each day already to ensure that our high standards of customer service are constantly maintained and will be looking to increase this further once the summer season is fully upon us. All of the team are now fully trained and I am confident that we will be able to deal extremely well with the pressures of the next few weeks!

July is already shaping up to be a record month, the first 3 weeks of the month saw takings equal to the whole of July last year.

We had a high number of weddings throughout June and the majority had mini receptions afterwards with a small buffet and/or a drinks reception. All wedding parties seemed happy and we received lots of lovely compliments.

July heralded the start of some school holidays; Scotland broke up at the beginning of the month and I have noticed a fair few Scottish accents in the conservatory!

The Christian's Family Fun Day on the Castle lawn was extremely well attended and consequently we benefited from an increase in visitors to the Castle itself and the café.

Heritage Day is always much anticipated and involves an incredible amount of work to pull it off smoothly. This year I decided to continue with the pop-up café in the Parkhouse Centre but only offering a selection of drinks and scones. This seemed to pay off as we took nearly 60% more than the previous year! Upstairs in the café, we were as prepared as we possibly could be and that helped to make the extremely busy day more manageable! The team worked brilliantly together and I was so proud of them for achieving what seemed like an impossible target; we took an incredible 30% more than last year! It was also great to have a caretaker here during the whole day which meant that any issues could be dealt with promptly.

Looking forward, the network evening that was cancelled last month has rebooked and are still having the buffet and drinks as previously organised. This is booked for the 31st July and further feedback can be given at the meeting. Miracle Theatre are putting on a performance on the 6th August on the lawn which we are offering a picnic box and café facilities during the evening. A week later, after the dance event on the lawn, we will be catering a post-show party for invited guests with cream teas and refreshments.

Lifeboat Day, at the end of August, brings a huge number of visitors to the Castle and café and involves a great deal of forward planning to ensure that the day runs as smoothly as it can.

Café Supervisor

Heritage Festival The display in the Parkhouse Centre was completed in time for the Heritage Festival. Bude Juniors and St Petrocs students produced artwork and these were mixed with old photographs and information. The Show Class entries were slow coming in with the majority coming in during the last week. There were lots of comments on the day about taking part next year but also comments that people didn't know about it. We will evaluate our advertising methods this year and improve on this for next year. For those who did take part were really happy to be a part of the event. Those who won a trophy were highly delighted. A couple of the entrants for the jam and chutney classes were keen to read the critique from the judge so they know what to improve on next year to either get a trophy or to gain first place.

Overall, I am thrilled how successful the event and the amount of people who attended, I don't think we have had a busier and dryer Heritage Festival. The BSTC team worked really hard on the day which provided great results and I am so grateful for all their efforts. I am particularly proud of our Heritage Officer and the Events Organiser for all their hard work and extra time in organising such a great event. Feedback has been brilliant with lots of people saying how much they enjoyed the day.

Lawn Events during August 4th August – Brass on the Grass

6th August – Miracle Theatre with 'A Perfect World' The Castle will be open for refreshments before the show and remain open until the start of the second half for interval drinks after which the café and The Castle will close. This show has been featured in The Guardian's What's on guide.

15th August – DanceRepublic2 with Southpaw Dance Company with 'Icarus' This will be held on the Castle lawn primarily with a walking spectacle beforehand around the wharf area. This a free event to attend and the company just look for donations on the day. This will be their first show in Cornwall and the organisers are making this their 'flagship' performance and are inviting a number of theatre/dance companies and are holding an 'after-show' party on the Castle Lawn for the invited guests. Details of which can be found at <http://dancerepublic2.com/icarus-southpaw-dance-company/>

17th August – Carnival – Day event on the lawn.

18th August - Brass on the Grass

23rd – 26th August – RNLI Weekend

27th – 31st August – Craft Fair

Weddings Weddings were the main feature of June with 7 held for during the month. These have all gone tremendously well with all the couples being happy with how their day went.

Our Wedding Coordinator, Katherine, has had several enquiries and some firm bookings for next year and 2021. She is also looking at offering complete packages for couples, themed weddings and refreshing some of the flowers and wedding décor that we currently have. A key focus is to improve on the number of winter weddings we hold and she will be working with the PMC Officer on how best to advertise these. Katherine has worked with the Café Supervisor on a selection of buffet options and will be looking to include the Parkhouse Centre in our reception options.

Re-pointing of The Castle The work should last for another couple of weeks and I feel The Castle is looking great!

School Visits Over the past month there has been several local schools who have used the Castle for educational visits, these included Bude Juniors, Stratton Primary and Holsworthy Primary. The latter was split into year groups and were given guided tours for each group by myself. Feedback from the schools have been good with Holsworthy expressing their thanks for the time I gave them.

The Bell Ringers Painting As we are not able to have the original painting back on loan, we are in the process having the print we have on display framed, with a gilt style frame, to help emulate the original frame. This will be completed in September.

Signage 3 new signs have been ordered to help promote and sign-post The Castle from the back, from the wharf.

Library

The staff have been promoting the Summer Reading Challenge within the library, outside with an 'A' frame and on social media. They have also visited 9 local schools and participated in assemblies endorsing the advantages of reading and giving out information on the Library Services and regular events i.e. Saturday morning activities/Lego Club etc.

The Summer Reading Challenge (SRC) has been launched with over 120 children signed up so far. SRC Event, Storytelling Rhymetime with Alisha Horton (Usborne Books), is planned for Friday August 9th where she will be reading space themed books for the SRC.

A member of the library staff has started to paint the mural in the children's section and will hopefully take another week to complete.

On August 12th it is International Youth Day and the library will be promoting the Young Adult section/graphic novels. A member of staff may also run a workshop.

Bude Literary Festival has been set for 22nd – 25th October 2020. We did not want to clash with Appledore and the North Cornwall Book Festival in St Endellion which are both around the end of September /early October. Staff are putting feelers out, gathering ideas and making initial contact with local/Cornish Authors.

Staff are also planning for: Think Pink Coffee morning on the 19th October, the new in-house Book Group starting in September and the new Home Education Group, also starting in September.

Community Banker, Karen Timms from Natwest, provided an afternoon session offering advice on Digital Safety. This was well attended and another session is being planned for the future.

The interview rooms have been hired by Cormac and there is talk that they will use this as a resource for future interviews/small meetings.

Visitor numbers are a monthly statistic last month's figures were: 4,475. Included in this was a visit from St Petrocs School.

A new D.O.E Student has begun Volunteering at the Library. She is doing 3 hours a week and is learning many of the tasks required in the library on a day to day basis.

The Book Sale Trolley continues to be outside and are selling well.

On a Friday morning is Rhymetime and recently these have been held outside on the grass to the side of the library. These Feel Fresh Rhymetimes have been very well supported and a good time has been had by all.

We are looking to site a Council Notice Board outside the library to advertise BSTC activities/services. This will help provide the library users and the many people who walk along the wharf with information.

Heritage Development Officer – Report 1st August 2019

Item 6b

Heritage Festival:

This year's Heritage Festival was a great success. We were blessed with good weather, and the amount of visitors exceeded expectations. Normally, the Front of House volunteers track visitor numbers during events through a manual clicker. Although they did start to do this, by the afternoon, visitors were arriving so thick and fast it became impossible to keep up! 650 people were counted through The Castle entrance in the morning, which gives some indication of how busy we were. I tried to speak to as many people as I could throughout the day. The vast majority were very happy and had a successful day. This year, I had worked hard to increase the visibility of the Parkhouse Centre, through purchasing flags for outside and advertising. This paid off, and many of the community stallholders commented that they felt much more included within the main festival and there had been many more people visiting the hall than previous years. As with any event, there are always areas for improvement. A meeting is to be organised within the next few weeks to look at what can be improved for next year and how the overall organisation of the event can become more manageable for everyone.

wAVE Project:

I met with the wAVE Project Manager, on the 10th July to discuss the initial stages of the project. We are now scheduled to start the project, the first job being to decide which story we want to focus on. Myself and the CCM will then be meeting with the team from Falmouth University in mid-August,

who will be creating the interactive equipment to start working towards developing a prototype. The project will also help us with other areas, such as devising ways in which to gather visitor data to help tailor our offer. It is estimated that the new product will be launched in early 2020. I will have a much clearer understanding of the project and what it will involve over the coming weeks and will keep the committee fully informed of progress.

Donations:

- A collection of photographs depicting scenes from Bude, including some interesting views of the canal frozen during the winter of 62/63.
- Another collection of photographs and postcards, one of which had been sent to The Castle in 1953. This collection also included some intriguing photos of some workmen working on the cliff under Compass Point, estimated to be sometime during the 1920's. It is not clear what they are doing and unfortunately, no further information is available.
- A booklet entitled 'The Lions Directory of things to see and do', produced by the Holsworthy Lions in the late 1970's. The booklet is quite extensive and covers a wide area, including many references to Bude. There are also adverts for local shops and businesses, some of which no longer exist. It provides a fascinating snapshot of local social history.
- Boundary stone relating to the Bude Canal, clearly date 1839 and a mile post stamped '19 ¾'. Both of which were appropriately donated during Heritage Festival.

