



MINUTES OF THE ARTS AND CULTURE COMMITTEE MEETING held in the St Piran's Room, Penlee Centre, Penlee Park, Penzance on Monday 29 July 2024 at 7:00pm.

PRESENT

Councillors: MJ Beveridge (Chair)
R Sorrell (Vice-Chair)

SJ Reynolds P Young
N Tonner

Co-opted Advisors: Trevor Thorne

Also present: Katie Herbert (Curator / Deputy Director, Penlee House), Zoe Burkett (Learning Officer, Penlee House) and Elliot Ridington (Democratic Services Officer).

Prior to the consideration of the formal business set out within the Agenda, the Chair wished to place on record her thanks to former Councillor Dennis Axford for his many years of service to the former Penlee House Committee, for which Penzance Council owed him a debt of gratitude. This sentiment which was unanimously supported by the Committee.

11. APOLOGIES FOR ABSENCE

Apologies for absence were received from Arwen Fitch and John Swarbrooke and Councillors W Elliott and How.

12. TO RECEIVE DECLARATIONS OF INTEREST

There were no declarations of interest.

13. PUBLIC PARTICIPATION

There was no public participation.

14. TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

There were no confidential matters to be considered.

15. MINUTES OF THE MEETING HELD ON 3 JUNE 2024

Having previously been circulated, it was

RESOLVED that the Minutes of the meeting held on 3 June 2024 be approved as a true and accurate record and signed by the Chair.

(Proposed: Councillor Reynolds; seconded: Councillor Sorrell)

Vote; Four in favour. One abstention.

16. REPORTS FOR DECISION



(a) Procurement Support for Plant Replacement Project

The specification document for the replacement plant at Penlee House Gallery and Museum had been presented to this Committee at a previous meeting and it was now necessary to tender for the plant upgrade works. It was recommended that a procurement specialist was engaged to assist with the project in order to ensure best value for the Council and to further ensure that best practice was followed.

To ensure that this work could begin as soon as possible, and in time to secure a contractor to undertake this work in the proposed window of January 2025, it was recommended that expenditure to meet the cost was approved.

Following consideration, it was unanimously

RESOLVED that a virement of up to £5,000 be made from the Plant Fund earmarked reserve (4995/1/7) to the Contracts budget (4100/2/8) to fund the specialist procurement support for the Penlee House plant replacement project.

(Proposed: Councillor Beveridge; seconded: Councillor Young)

(b) Informal Workshop Meeting of the Arts and Culture Committee

One of the actions listed within the Arts and Culture Forward Plan was for the Committee to meet on an annual basis to undertake a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis, while also reviewing admissions pricing from time to time.

It was therefore proposed that the Committee met for an informal workshop session to consider these issues, and any additional matters, prior to the meeting scheduled to take place on 25 November 2024 where any recommendations could be presented for consideration.

Following consideration, it was unanimously

RESOLVED that

1. An informal workshop meeting of the Arts and Culture Committee be held in September to undertake a SWOT analysis, discuss admission pricing and any other matters required.
2. Any matters arising from said meeting, which require decision, be presented to the meeting of this Committee due to take place on 25 November 2024.

(Proposed: Councillor Young; seconded: Councillor Reynolds)

(c) Penlee House Audience Development Strategy

The Audience Development Strategy was intended to identify the audiences which visited Penlee House Gallery and Museum and to identify any barriers which may have prevented new audiences from visiting.



The Strategy had been split into three main aims which were to Grow, Broaden and Deepen, which reflected a desire to grow audience numbers, broaden the range of people visiting and to deepen the level of engagement experienced by audiences. It was therefore envisaged that document could be used to focus budgets and programming towards attracting and maintaining audiences.

The Strategy outlined the planned actions and those which it was hoped would commence within the 2024-26 period.

Following consideration, it was unanimously

RESOLVED that the Audience Development Strategy, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor Beveridge; seconded: Councillor Tonner)

(d) Coach House Grant Funding Outcome and Next Steps

This item has been withdrawn from the Agenda. However, the Chair advised that planning permission had now been granted for the proposed Coach House development and that she remained hopeful for positive news regarding Town Deal funding in the near future.

17. REPORTS FOR INFORMATION

The following reports for information were noted:-

- a) Penlee House Director's Report
- b) Budget Comparison Report – 1 April 2024 – 30 June 2024

18. MATTERS ARISING FOR REPORT ONLY

There were no matters arising for report.

The meeting closed at 7:43 pm

Chair
30 September 2024