



MINUTES OF THE ARTS AND CULTURE COMMITTEE MEETING held in the St Piran's Room, Penlee Centre, Penlee Park, Penzance on Monday 30 September 2024 at 7:00pm.

PRESENT

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

JM How N Tonner
SJ Reed P Young
SJ Reynolds

Co-opted Advisors: Arwen Fitch
Trevor Thorne

Also present: James Hardy (Town Clerk), Anna Renton (Director, Penlee House), Greg Martin (Communications Officer) and Elliot Ridington (Democratic Services Officer).

19. APOLOGIES FOR ABSENCE

Apologies for absence were received from John Swarbrooke and Councillor W Elliot.

20. TO RECEIVE DECLARATIONS OF INTEREST

There were no declarations of interest.

21. PUBLIC PARTICIPATION

A member of the public was in attendance and made representations in relation to a number of topics, including the perceived need for greater celebration of Sir Humphry Davy within the area, particularly in Penlee House, the perception that Penlee House could be more reflective of the local cultural identity and not purely focussed on the Newlyn School, the perceived need for support for cultural activities in the area and the perception that there could be a greater use of the Cornish language within Council business.

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

There were no confidential matters to be considered.

23. MINUTES OF THE MEETING HELD ON 29 JULY 2024

Having previously been circulated, it was

RESOLVED that the Minutes of the meeting held on 29 July 2024 be approved as a true and accurate record and signed by the Chair.

(Proposed: Councillor Tonner; seconded: Councillor Young)

Vote; Six in favour. One abstention.

24. REPORTS FOR DECISION

(a) Arts and Culture Fees and Charges

The Council's Financial Regulations prescribed that fees and charges for Council services were reviewed annually. The report set out the areas of income for which the Arts and Culture Committee held responsibility, along with recommendations from the respective budget holders as to the proposed scales of fees and charges.

Following consideration, it was unanimously

RESOLVED TO RECOMMEND TO PENZANCE COUNCIL that the fees and charges which fall within the purview of the Arts and Culture Committee, as set out in Appendix 1 to the report, be adopted from 1 April 2025 and used to inform the draft budget for 2025/26.

(Proposed: Councillor Reed; seconded: Councillor How)

(b) Funding for Penlee House Fire Door Replacement

A fire risk assessment of Penlee House was undertaken on 28 June 2024 which stated that the fire doors and hinges may not have been compliant. A specialist fire door company was subsequently engaged to undertake a full inspection of the fire doors and stated that two of the doors required replacement, a further 15 required the replacement of all ironmongery and that the glass panels in those fire doors with glass required further testing.

One quotation of £9837.54 to undertake these works had been received and further quotations were being sought in order to obtain best value.

Following consideration, it was unanimously

RESOLVED that the use of up to £10,000 from the Penlee House Buildings Fund earmarked reserve (4995/1/2) for the urgent replacement and repair of fire doors, as set out in the report, be approved.

(Proposed: Councillor Young; seconded: Councillor Beveridge)

(c) Penlee House Plant Upgrade – Expenditure and Project Support

At the meeting of this Committee held on 18 March 2024 it was resolved that authority be delegated to the Town Clerk to refine the specification of the proposed plant upgrade and to undertake a procurement exercise to find a suitable contractor to undertake the works.

The detailed specification had now been completed and this formed the basis of a tender which was currently open for applications, with a closing date 16 October 2024. This tender had a maximum value of £190,000.

Alongside this work, it was also necessary to appoint a consulting engineer to provide oversight and support to the project during the procurement and subsequent works. GPJ



consulting engineers were appointed following a competitive process to provide the specification for the works and it represented best value to the Council to continue to work with them during the next phase of works, to ensure that they were delivered to their specification and to protect the Council from any risks associated with changing contractors at that point. Their specific duties were highlighted within the report.

Following consideration, it was

RESOLVED TO RECOMMEND TO THE FINANCE AND GENERAL PURPOSES COMMITTEE AND, SUBSEQUENTLY, PENZANCE COUNCIL that

1. A virement of up to £27,000 be made from the Penlee House Buildings Fund earmarked reserve (4995/1/2) to the Capital Refurbishment budget line (4100/2/9) for the Penlee House plant upgrade project.
2. A virement of up to £200,001 be made from the Penlee House Plant Fund earmarked reserve (4995/1/7) to the budget line 4100/2/9 Capital Refurbishment for the Penlee House plant upgrade project.
3. GPJ Consulting Engineers be appointed to provide the services detailed in the report on the basis of the total project percentages provided.
4. The expenditure associated with (3.) above be approved.

(Proposed: Councillor Sorrell; seconded: Councillor Tonner)

25. REPORTS FOR INFORMATION

The following reports for information were noted:-

- a) Penlee House Director's Report
- b) Penlee Coach House Redevelopment – Progress Report
- c) Penlee Learning Centre – Progress Report
- d) Arts and Culture Informal Workshop Meeting – 4 September 2024
- e) Arts and Culture Forward Plan Update
- f) Budget Comparison Report – 1 April – 31 August 2024

26. MATTERS ARISING FOR REPORT ONLY

There were no matters arising for report.

The meeting closed at 7:57 pm

Chair
25 November 2024