



**PENZANCE  
COUNCIL**

**PENLEE CENTRE  
PENLEE PARK  
PENZANCE  
CORNWALL TR18 4HE  
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Email: [info@penzance-tc.gov.uk](mailto:info@penzance-tc.gov.uk)**

**TOWN CLERK: JAMES HARDY**

22 September 2025

To: Councillors

P Young (Chair)  
JR Pugh (Vice-Chair)

NC Broadhurst  
JM How  
PA Law  
PM Hadley  
PL Jameson  
TS Marrington

PI Osborne  
SJ Reed  
SJ Reynolds  
D Smart Knight  
PC Trevail

The Press and all other Town Councillors for information.

**ARTS AND CULTURE COMMITTEE**

**YOU ARE HEREBY SUMMONED** to a meeting of the Arts and Culture Committee to be held in the St Piran's Room, Penlee Centre, Penlee Park, Penzance on Monday 29 September 2025 at 7.00 pm to discuss the business set out in the Agenda below.

James Hardy  
**TOWN CLERK**

**Prior to the commencement of the business, there will be an opportunity for members of the public to address the Committee.**

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **we cannot guarantee this**, especially if you are speaking or taking an active role.

## **AGENDA**

1. Apologies for Absence

2. Declarations of Interest

Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda, including any gifts or hospitality exceeding £25. (Cornwall Code of Conduct 2021 as amended by Penzance Council 24 May 2021)

3. Public Participation

4. Exclusion of the Press and Public

If necessary, to resolve to exclude members of the press and public. To agree any items to be dealt with after the public and press have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted. (*Public Bodies [Admission to Meetings] Act 1960*)

5. Minutes of the Meeting held on 4 August 2025

6. Reports for Decision

- (a) Expenditure from the Penlee House Plan Fund for Plant Maintenance
- (b) Updated Collections Care and Collections Documentation Policies

7. Reports for Information

- (a) Penlee House Director's Report
- (b) Outcome of the Arts and Culture Committee Informal Workshop Meeting Held on 10 September 2025
- (c) Penlee Coach House Redevelopment – Progress Report
- (d) Budget Monitoring Report – 1 April – 31 August 2025

8. Matters Arising for Report Only

Where a Member of a Committee is unable to attend a meeting they may arrange for a substitute to attend on their behalf, drawn from the list of substitutes approved by the Council. The Town Clerk or Democratic Services Officer must be notified, normally by the Member of the committee to be substituted, orally or in writing, of the substitution three days before the meeting. If this requirement is not met, the substitute shall not be permitted to participate in the meeting.

|                     |           |           |
|---------------------|-----------|-----------|
| Substitute Members: | KM Baker  | J McKenna |
|                     | B Jackson | JS Power  |
|                     | P Lapin   | MA Wilson |