

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Cultural Services and Leisure Committee held on 11th June 2025 at 6.10 pm in the Atherton Suite, The Old Post Office, The Moor, Falmouth TR11 2RT.

Present: Councillors J C Robinson (Chair), H M Stephens (Vice-chair), G P Andrewartha, S R Carmichael, L E Howes, D A Konik, D W Saunby CC and J A R Stowell

Also present: Councillor D E Clegg, D V Evans BEM CC and J A Walkden

Attendance:	A M Williams	(Town Clerk)
	R J Gates	(Town Manager)
	M Lewis	(Cultural Services Director)
	M C Palmer-Williams	(General Manager, Princess Pavilion)
	V Rogers	(Administrative Officer)

The Chair reminded attendees that the Council had committed to the Civility and Respect Pledge, that is to treat everyone participating in the meeting tonight with civility and respect in their roles. For us respect is treating others with dignity, recognizing boundaries, being non-judgmental and accepting of differences. Behaviour breaching that commitment will not be tolerated. In dealing with the business of the meeting we will adhere to our agenda and the processes set out in our Standing Orders. Please be aware that the meeting is a public one and there may be recordings of your participation.

A1035 APOLOGIES

None received.

A1036 INTERESTS AND DISPENSATIONS

None received.

A1037 MINUTES

It was proposed by Councillor Robinson, seconded by Councillor Stephens and

RESOLVED that the Part I minutes of meeting held on 24th March 2025 be confirmed as a correct record of the proceedings and signed by the Chair.

A1038 TOWN MANAGER REPORT

The Town Manager presented his report which was noted and forms part of these minutes.

A1039 CULTURAL SERVICES REPORT

The Cultural Services Director presented her report and responded to questions. The report was noted and forms part of these minutes.

A Committee tour of Cultural Services had preceded the meeting.

Councillors Howes, Saunby, Stowell and Walkden would meet, along with Councillor Evans, to discuss the viability of future museum provision and report back to the Committee at the next meeting to decide if this should be included in the long term plan objectives.

A1040 PRINCESS PAVILION REPORT

The Princess Pavilion General Manager presented his report and responded to questions. The report was duly noted and forms part of these minutes.

A tour of the Princess Pavilion would be arranged for members of the Committee.

During the above report the Chair, under Standing Order 2, stood to restore order to the meeting.

A1041 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor Robinson, seconded by Councillor Stephens and

RESOLVED that in view of the confidential nature of contractual matters and personal information, it is advisable, in the public interest that the press and public, be excluded from the meeting.

Events:

As this is the first report to the new Town Council Cultural Services committee, I thought it was important especially for new Cllrs to give background to the various events:

Civic events, as you might expect these all come under the Town Council. St Nazaire, Sea Sunday, Mayor's Civic, Remembrance.

Town Events:

St Piran's Day (safety operations overseen by the Town Team)

Falmouth Food Festival

Falmouth International Sea Shanty Festival (overseen by the Town Team)

Falmouth Week (overseen by the Town Team)

Falmouth Food Festival (separately organised)

Oyster Festival (separately organised)

Christmas Lights Switch-On (overseen by the Town Team)

Falmouth's Festive Weekend (overseen by the Town Team)

Harmony Choir (safety operations overseen by the Town Team)

Then one-off events will be case by case but most we are involved with to a lesser or greater degree. An example would be VE Day.

Falmouth International Sea Shanty Festival:

As you are no doubt aware the scale of this event is substantial and is truly international from right here in Cornwall to across the UK and beyond.

Key points of the festival:

85 groups across 27 venues, the venues are spread out right across the town from small to large main venues. Main venues are the Greenbank Stage, Church Street Car park stage,

Events Square stage, The Falmouth stage new on the lawn at the hotel for 2025). Also, as you are no doubt aware the Princess Pavilion features as a key venue throughout the weekend. All venues are free to attend, and the only exception is the seated 'Gala Concert' at the PP on the Friday evening at 7pm.

The official opening is at 1pm at Events Square followed by the Breton Bash through the afternoon. The official closing is also Events Square at 6.30pm approx.

11 venues start at 1pm on the Friday

11 schools involved (approx. 240 children) split across Friday and the Saturday including the school's parade on the Friday from the Moor to Church Street Car Park stage, leaving the Moor 2.45pm for 3pm at the stage. There is also the main groups parade which the schools are also involved in. The parade leaves Prince of Wales Pier at 11am led by the Falmouth Marine Band and makes its way to Events Square.

There is official merchandise available from the Cornish Store in Arwenack Street now and it will also be available at the festival shops over the actual weekend. This includes the printed Programme Schedule and Group Guide that has an insert within detailing the performances.

Please note Falmouth Town Station is closed for the three days of the festival. This is due to the short platform, train distance from the platform and the effective queuing system at Falmouth Docks station. Roads are closed through the town centre main streets and extended for the two parades.

There is a wealth of information on www.falmouthseashanty.co.uk including additional travel details.

Sea Sunday:

A civic event but closely linked with the Royal Navy Association (RNA). This always takes place the third Sunday in July and is very much a naval event.

Falmouth Week:

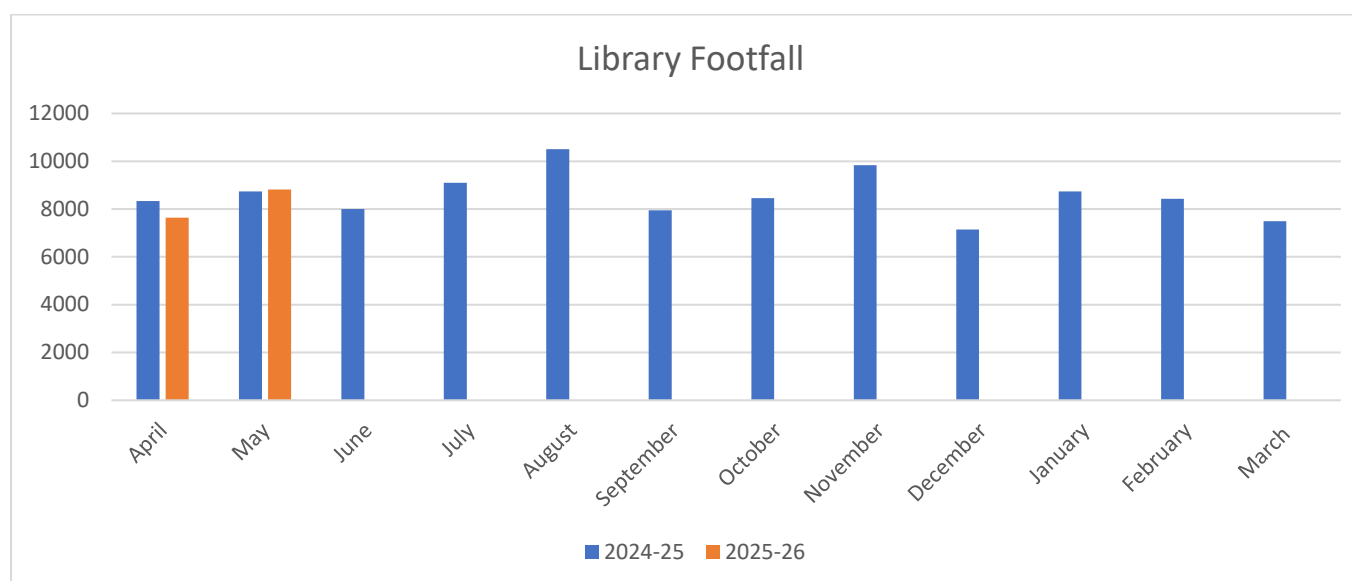
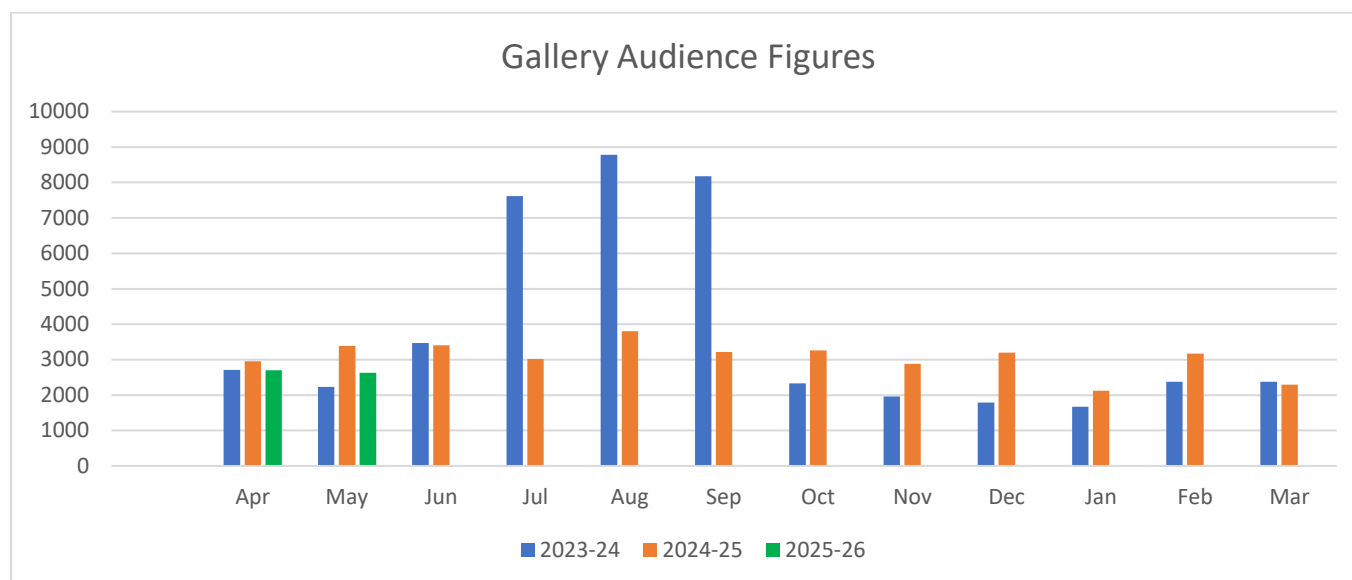
This is coming together well, I have kept the focus of this report on the various events as well as detail on shanty as it is taking place very soon.

Key points however for Falmouth Week:

- 1) Pink Wig returns working with Royal Cornwall Hospital Charity Fri 8th Aug**
- 2) Falmouth Carnival, a revamp this year working with Falmouth Marine Band to bring floats back for 2025, Sat 9th**
- 3) Sailing taking place Sun-Sat organised by the Port of Falmouth Sailing Association**
- 4) The various evening entertainment at the Waterfront tent, Church Street Car Park organised by South West Bars & Events**
- 5) The Family Fun Day including the Red Arrows air display Weds 13th**
- 6) The Fireworks display on Fri 15th (delayed until the Sat 16th if weather inclement)**
- 7) Comic & Movie Fest at the Princess Pavilion Sat 16th & Sun 17th**

Cultural Services Report – 11th June 2025

Part 1



Activity Report

- The Library works to relocate the children's section is underway, and is expected to be complete by the end of June. The official opening by the Mayor is scheduled to take place on 19th July, and all councillors will receive an invite.
- The Cultural Services 15-hour Marketing Officer vacancy was filled and the new post holder started on 7th May. It is hoped this new role will help consolidate and upscale the Gallery and Library's marketing output

- The Gallery's main summer exhibition is now up, featuring work from local practitioners including Falmouth University 2nd year robotics students and Co-Motion, a collective of neurodivergent artists. The exhibition will be evolving throughout the summer with new features over the coming weeks.
- Delivery of the Art Fund [Herds](#) project is continuing, with outreach workshops being held at the Gallery's school partner, Falmouth Primary. There pupils took part in mask-making and creative writing workshops run by our freelance facilitators, and there are further outreach workshops planned for June including a visit from Cirk Hes, a Circus company based near Helston.
- The Gallery's Easter Holiday and May half-term activities were popular, with 235 children and young people participating.
- Splanna, the Gallery's youth climate activism group, have been involved in a partnership project with Falmouth University and English Heritage, creating 'future myths' for Pendennis Castle, as part of their forthcoming project in the castle keep which will be conserving and reinterpreting the building. See also details below of their involvement in the forthcoming Festival of the Ocean.
- Phase 1 of the Municipal Building improvement works is starting on Monday 2nd June, and is expected to take 4 weeks. This is a pilot approach to tackling the penetrating damp affecting the landing office, and if successful, will be applied across the rest of the building fabric, subject to funding.

Upcoming and current events & exhibitions

17th May – 27th September	Exhibition – Where Are We?	The Gallery's summer exhibition examining the interplay of art and technology, featuring immersive, experimental and algorithmic installations
8th June	Festival for the Ocean	Celebrate our marine environment with free hands-on workshops, artistic activities, conservation demos, and more.
Various	Little Fingers, Baby Jam & Baby Paint	Our early years core offer Check website for details
9th June – 14th July	Creative Practice for Wellbeing	The next two blocks of our Happy Mondays Group – 3 week course focused on a different theme led by professional facilitator
20th June	Sketch Club	Roving drawing group this month held in the Gallery
26th June – December	Exhibition - Collections Display update	Rotating display of the Gallery's permanent collection
9th – 28th June	Exhibition – Truro College SEND group	A selection of work from Truro College students from their regular workshops at the Gallery
1st Saturday of every month	Free family craft workshop	A monthly themed activity hosted by the Gallery's learning & engagement team
9th – 15th August	Falmouth Week workshops	Daily crafts on the Moor and in the Gallery, including Carnival prep on the 9 th .

Decision required: To note the report

CS Manager introductions

Below is a summary of all the different 'departments' within Cultural Services, to give you an overview of the different functions we provide.

Access & Interpretation Manager (exhibitions)

My role is to develop and deliver the gallery's exhibition programme and oversee marketing activities. In my team is the new Marketing Officer, the Technical Assistant, and the freelance exhibition technicians.

We have recently adopted a collaborative approach to programming so that everyone, from the exhibitions team to front of house, has the opportunity to attend meetings where we suggest ideas, give feedback on themes, artists and artworks as well as putting forward what needs to be considered for each department to meet our aims and logistical requirements.

Our ultimate aim is to develop a framework so we can consult with the community as well and make programming truly collaborative. To start this process we are currently delivering a two year programme entitled 'Discovering Identity', this involves staging six very different exhibitions, gauging audience responses to each show and actively building our networks of community partners.

Access & Interpretation Manager (learning & engagement)

The Gallery's Learning Department consists of two dedicated part-time staff members who work collaboratively to ensure arts and culture are accessible to our entire community.

We are passionate advocates for the value of arts and culture in everyday life. Through partnerships with local schools, community groups, and charitable organizations, we deliver high-quality, creative arts workshops that inspire participation and foster engagement.

In addition to our workshop programs, we host annual events and festivals that celebrate our diverse communities and rich cultural heritage.

In times of social and economic challenge, the arts provide more than just enrichment—they offer nourishment, a sense of belonging, and opportunities for meaningful connection. In an increasingly individualistic world, galleries and libraries serve as vital communal spaces where people can feel seen, heard, and supported.

Collections Manager

I work with support from the collections assistant on all aspects of collection management. Responsibilities include:

Collections Development - Developing the gallery's accessioned collection to ensure its continued relevance for current and future service users. Actions include periodical audits and reviews, and the disposal and acquisition of items according to legal and ethical processes.

Caring for the Collection - Providing the highest standards of collections care to ensure the longevity and the condition of the collection. Actions include environmental control and monitoring, overseeing physical improvements to individual items such as reframing and cleaning, and ensuring safe and appropriate handling, storage and display of the collection.

Collection Management - I am responsible for ensuring the collections are documented according to sector standards. Actions include adding and updating records to the collections management system (CMS), overseeing the administration of loans in to and out of the gallery, and enriching collections information through research.

Visitor Services Manager & Volunteer Coordinator

Visitor Services is a two-person, part-time team, and covers all front of house services; we are the welcoming face for our visitors, volunteers, community groups and schools, recruit new volunteers and plan and facilitate a range of events for our community. We also manage our commercial activities through our shop, buying in stock and designing and creating unique products to highlight our art collection, and our supporters scheme.

Library Manager

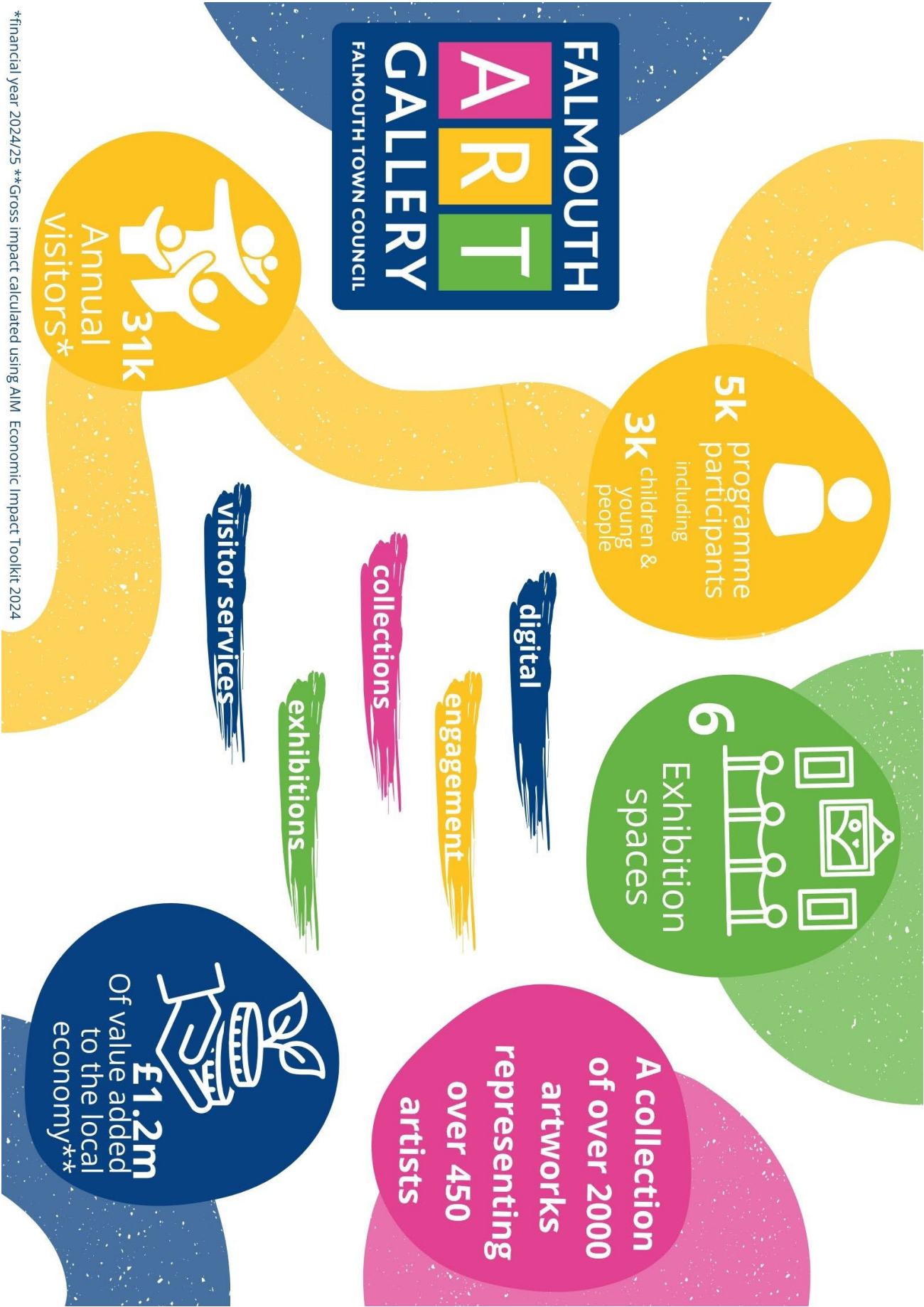
Falmouth Library is part of Cornwall Libraries, managed by Falmouth Town Council. It delivers on the four Universal Library Offers which are Culture & Creativity, Health & Wellbeing, Information & Digital, and Reading. There are a lot of services libraries provide that people aren't aware of, and we're trying to change that! The Library gives free access to:

- Books (including ordering books from other Cornwall Library branches, and inter-library loans) audio books, e-books e-audio books using Borrowbox, newspapers and magazines using Pressreader
- Rhyme-time and Storytime sessions
- School and nursery class visits to introduce children to the library
- Craft activities during school holidays
- Knit and Natter group
- Board games for different ages, a Jigsaw table plus jigsaws you can borrow.
- Author talks (recent ones have been a local author, a crime writer and a childrens author)
- Access to the internet via wifi, desk top computers or tablets as well as printing.
- Supply sets of books to book groups
- Music scores and theatre scripts

Online there is access to:

- Driver's Theory Test
- Comic Plus (graphic novels)
- LOTE4Kids - An online collection of digital children's books in over 70 languages. It allows children access to picture books that they can enjoy in LOTE - Languages Other Than English.
- Practice British citizenship tests
- Online language learning and genealogy resources
- The online reference library is a collection of trusted websites to help you find the information you need. Examples include Companies House, Care Quality Commission, Oxford Dictionary, Nobel Prize Foundation, British Newspaper Archive and many more.

**Decision required: To note the report
Gallery at a Glance**



*financial year 2024/25 **Gross impact calculated using AIM Economic Impact Toolkit 2024



Gallery Strategic Overview (Adopted by Council 22nd January 2024)



STRATEGY 2024-28

PEOPLE | IDEAS | ART

To be an empowering voice for
creativity in our communities

VISION

Offering spaces to connect,
enabling our communities to thrive

MISSION

ADVOCACY - Sustain and develop public support for and investment in the Gallery

DIVERSITY - Encourage a wider diversity of audiences, collections and stakeholders to engage with the Gallery

SUSTAINABILITY - Diversify income streams and minimise environmental footprint

CAPACITY BUILDING - Ensure staff are equipped to carry out their roles and responsibilities effectively

OBJECTIVES

VALUES

CREATIVITY - Inclusive and safe platform; Expression of diverse identities; Explore new perspectives

CONNECTION - Creative community spirit; Belonging and pride; Empowering civic space; Meaningful collaboration.

GENEROSITY - Equity; Recognising and tackling barriers; Kindness and empathy

RELEVANCE - Challenging expectations; Telling stories; Measuring impact; Responsive programming

Short, Medium and Long Term Planning				
	Objective	Date for completion	Progress	Notes
Short Term - next 12 months	Develop a Cultural Strategy	15.01.2025		Completed but will be submitted to new Council post-May
	Meeting room for community use	30.08.2024		Reviewed and original room unsuitable due to server equipment; focus now is on Library computer room
Medium Term 2-4 years	Building redevelopment	30.09.2025		Changes to be made to Library layout May-Sept 2025 - plan to be funded from cost savings in facilities/CS budgets but may need to make request to general reserves.
Long Term 5+ years	Reconfiguring layout of Municipal buildings			Start to coincide with 50th anniversary of Gallery opening in MB in 2028; Assess feasibility of Museum service
	Large public art / multi-media installation at Prince of Wales Pier			Consider Automata civic art piece for public display

Decision required: To review format and agree structure of planning going forward.

The Princess Pavilion

Cultural Services Report June 2025

Chas Palmer-Williams General Manager



Community Impact

CLASSIFICATION: DRAFT - NOT YET RATIFIED BY COUNCIL COMMITTEE



An increase of 271%
in free community
group usage from
2023-2024



142,000 people
visited the Princess
Pavilion in 2024



260% increase in
music events from
2023-2024



A 208% increase in
community Theatre
2023-2024



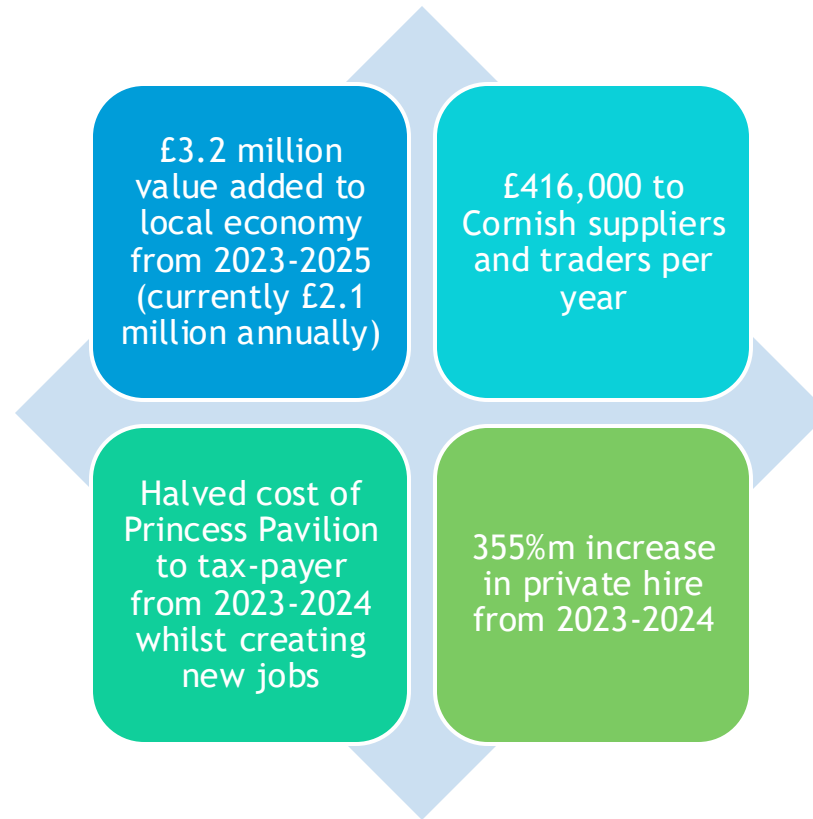
An increase of 204%
in charity fundraising
attendance 2023-
2024



We organised and
hosted **1122** events
and community
groups in 2023



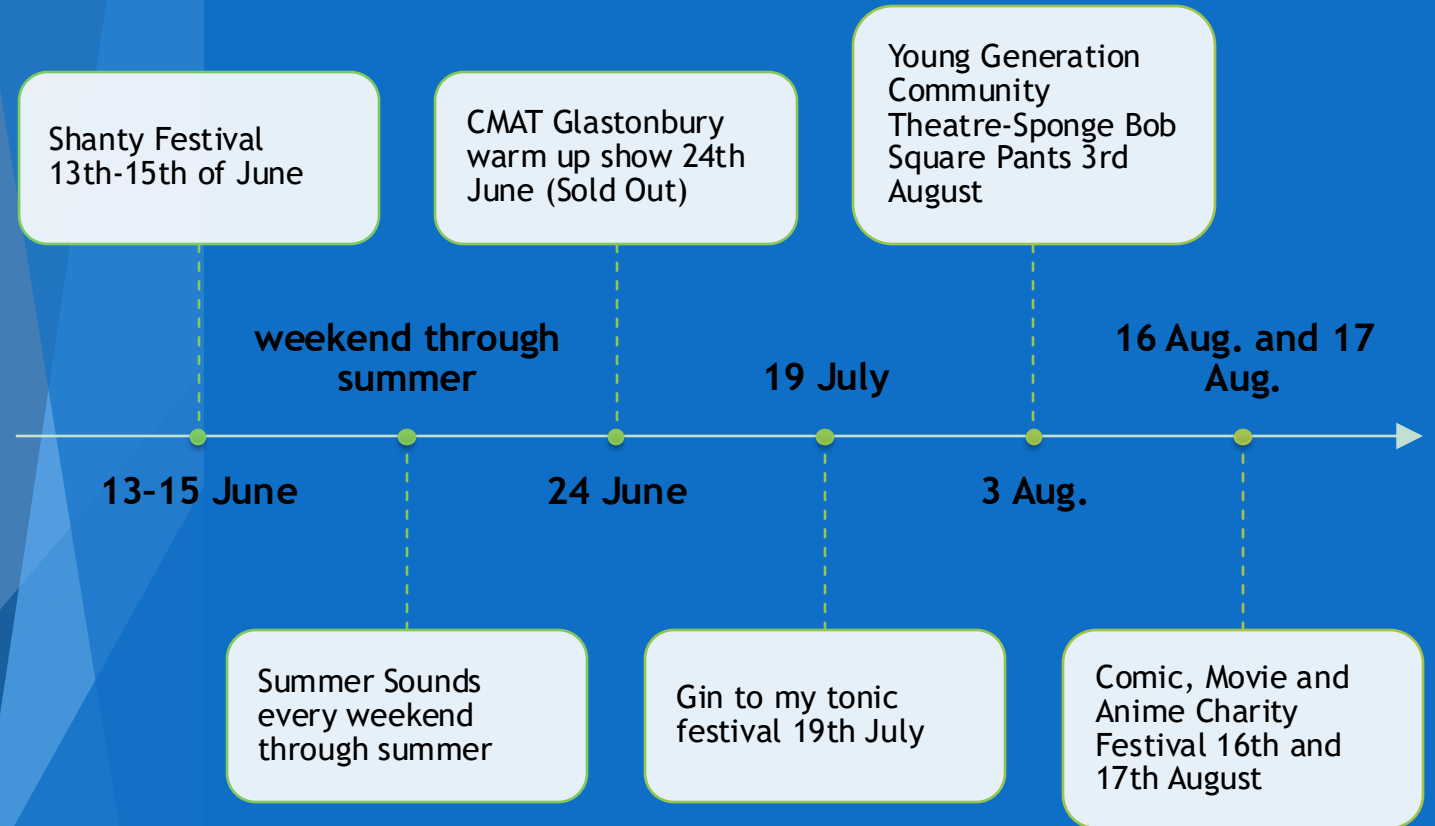
Local Financial Impact



Weekly Free Community Groups

Alex piano recital	Machine sewing group	Friday friendship group	Stitch craft stitching group	Crafternoon craft group	Woolnuts Knitting group
Repair Café	Home education lessons	Sketch Club	Falmouth Stroke Café	Games Club	Tory Sings
Four thought sax quartet	Sheila's charity stand	Summer Sounds brass bands and choirs	Squidlets toddler group	Meditation in the grotto	3 x Tai chi groups
Crafty Buggers	Fit 2 Wiggle S.E.N fitness	The Rock Pool Project	Cancer Support Group	Lindy Hop Dance classes	Together, S.E.N arts and drama
In the loop knitting group		Aggie folk band	Fal Breton Band		

Upcoming Events



Report



The 250k improvements due to successful community ownership fund bid have been signed off



Increase in daily usage from the community with a change in demographic potentially due to increase in social media targeting



Coast Medics contract being finalised



Summer Sounds Season: Brass Bands and Choirs



Dutchy Opera in residence



New Theatre chairs delivered



Currently Averaging 103 events and community meetings per month

The Princess Pavilion 2025 Objectives

- ▶ Continue as an essential community service and facility for Falmouth residents
- ▶ To provide a platform for culture and the arts in Falmouth
- ▶ To offer a safe space for all

