

**FALMOUTH TOWN COUNCIL**

Minutes of a meeting of the Cultural Services Committee held in the Council Chamber, Municipal Buildings, The Moor, Falmouth on Monday 5<sup>th</sup> June 2017 at 7.00pm.

Present: Councillors G F Evans CC (Chairman), Ms A Gillett, Mrs P A Minson, A Parker, Ms J Robinson, B M A Ross and D W Saunby CC.

Also attending Councillor Ms C Atherton CC.

In Attendance: A M Williams (Town Clerk)  
Ms H Boex (Director)  
R May (Dracaena Centre Manager)

**A826 APOLOGIES**

An apology for absence was received and approved from Councillor McCarthy ( he had requested the Council relinquish his Committee seat).

**A827 INTERESTS**

None received.

**A828 MINUTES**

It was proposed by Councillor Mrs Minson, seconded by Councillor Ross and

RESOLVED that the minutes of the meeting held on the 13<sup>th</sup> March 2017 be confirmed as a correct record of the proceedings.

**A829 PRESENTATION**

The Committee received a presentation regarding the delivery of integrated Cultural Services by the Town Council from the Director. Supported by a presentation regarding youth services delivery by the Dracaena Centre Manager. These were duly noted and they responded to questions.

**A830 CULTURAL SERVICES REPORT**

The Cultural Services Director presented the Cultural Services Report including budget monitoring and Youth Project Data reports (attached as part of these minutes).

There being no further business to transact the Chairman declared the meeting closed at 7.10 pm.

Signed: ..... Date: .....

### Introduction

This report covers the eight weeks since the Cultural Services committee meeting on 13<sup>th</sup> March 2017 when Committee Chair, Maureen Davies, announced that she was standing down and retiring from her long service on the Council. Following the local elections in May the new Cultural Services Committee members are Cllr G F Evans (Chair), Cllr A Gillet, Cllr M McCarthy, Cllr P A Minson, Cllr A Parker, Cllr J Robinson, Cllr B M A Ross and Cllr D W Saunby. 2016-17 Financial Accounts are not available at the time of writing as the Finance Officer has been on leave.

### Library and Information Service (formerly One Stop Shop):

#### 1. Library Management

- 1.1 We have managed to sustain additional Friday opening without any additional cost by supporting trained staff with volunteers/FTC existing staff.
- 1.2 Volunteering in the Library has continued to grow and diversify and will be invaluable during the Summer Reading Challenge.
- 1.3 The former Cornwall Council member of staff off on long-term sick has applied to the Town Clerk to take early retirement. This will allow us to redeploy her 21 hours – possibly by recruiting a dedicated Information Service employee.
- 1.4 The Director attended a mini briefing event run by Cornwall and Penwith College for Cornwall Museum's Partnership on apprenticeships. We are pursuing the idea of recruiting at least one apprentice in the Autumn who could be trained part Library skills, part Information Service/Reception skills, part admin, part art gallery, part festival admin. Apprentice pay rates vary but we are able to get a grant of £3,000 towards this post from the Cultivator fund.
- 1.5 There were 207 new borrowers in the three months from February-April (the most recent data available from Cornwall Council) and just short of 21,215 books issued (the statistics are remarkably similar to the Nov-Jan quarter) and a footfall of 22,010.
- 1.6 There were 3,499 computer sessions booked. We identify logging users on the Netloan system as a role that could be supervised and run by a semi-trained volunteer.
- 1.7 Payments taken at the Information Service: Feb 31,486, Mar 58,971 and April 84,751. Cash handling is an issue with some employees.

## **Art Gallery:**

### **2. Supporters Scheme, donations and grant Income**

- 2.1 Now that Cultural Services has become a reality and the library has come into the fold we will be exploring the idea of reinventing the supporters scheme – no update on this yet.

### **3. Acquisitions, Gifts and Bequests**

- 3.1 We have accessioned two illustrations from Professor Alan Livingstone and purchased and accessioned two small automata from L & A St Ledger (£50 each) and a limited edition of the ten prints from *Tinth* which were exhibited for the first time at the Gallery as part of the *Press Gang* show, created by Jesse Leroy Smith and Bernard Irwin and printed by master printer John Howard in his Penryn studio.

### **4. Exhibitions and displays**

- 4.1 The current exhibition *Artists Afloat* opened on 25th of March. As always, visitors to the Gallery are hugely appreciative of our exhibitions and notice the amount of effort that has gone into the hanging. Two representative quotes: “*One of the best small gallery exhibitions I have ever seen. Focused and informative with highly engaging works and just enough info about artists’ techniques*”, Elizabeth from Ellesmere, Shropshire, “*A wonderful, inspiring gallery. So welcoming for a 7 year old and a puppy and a mummy who adores galleries! Thank you, Sian and Annabel McVegh, Bristol.*”
- 4.2 Our next exhibition, *Winifred Nicholson, Liberation of Colour* is a touring exhibition curated by the artist’s grandson. The exhibition opened at the Middlesbrough Institute of Modern Art (MIMA) and is currently at the Lakeside in Nottingham and will open here on 24<sup>th</sup> June (preview evening from 18:00 on 23<sup>rd</sup> June).
- 4.3 The ‘blue’ walls have been well received and we now have two galleries with new LED lighting which is helping to reduce costs and improve environmental conditions. These improvements to the gallery are being funded by Arts Council England Major Partner Museum grant money.

## 5. Visitor Statistics – art gallery

	Cumulative						Counted	
	2012	2013	2014	2015	2016	2017	2018	% inc
Jan	2,355	2,469	2,645	2,814	3,116	2,870		-8%
Feb	5,724	5,519	6,081	6,564	6,925	6,830		-1%
March	8,898	8,909	9,040	11,000	10,575	10,735		2%
April	12,141	12,685	12,305	14,820	14,471	14,045		-3%
May	15,257	17,523	16,121	19,056	18,447	18,377		0%

- 5.1 The lovely spring weather made an impact on visitor numbers in April, however we nearly made up the shortfall in May. We have two volunteers who come in weekly specifically to conduct visitor surveys using Audience Finder which we are obliged to do as part of our commitment to Arts Council England Major Partner Museum funding.

## 6. Community and learning – art gallery

	Cumulative						% inc	
	2012	2013	2014	2015	2016	2017		2018
Jan	370	361	410	1,016	763	879		15%
Feb	936	756	887	2,171	1,775	2,118		19%
March	1,473	1,385	1,597	3,611	2,685	3,210		20%
April	1,900	2,017	1,994	4,300	3,417	3,726		9%
May	2,523	2,703	3,586	5,697	4,525	4,584		1%

- 6.1 Despite a strong start to the year the community engagement numbers have levelled off to equal last year. It is heartening to know, however, that 25% of all our visitors are getting an enriched experience whether it is through a workshop, talk or other activity.
- 6.2 The Director gave talks to U3A, the Art Fund, Supporters, Look Group, TellTales, Point & Penpol WI, Mawnan WI, HF Holiday, The Lamorna Society. The Falmouth Art Society, Age Concern AGM, the Constantine History Society and Penryn WI.
- 6.3 We have continued to work with all the Falmouth Primary schools this term.
- 6.4 We launched the first ever Falmouth & Penryn Repair Workshop (the only one in Cornwall) on Sunday May 7<sup>th</sup> which proved very popular. It is hoped that it will become a regular event hosted by the Methodist Church on the Moor.

## **7. Staffing**

- 7.1 All appraisals have been undertaken.

## **Youth Services**

- 8.1 At time of writing awaiting report (annual leave). Henrietta will present at meeting.

## **Festivals & Events**

- 9.1 <https://www.falmouth.co.uk/wp-content/uploads/2014/10/Falmouth-Events-2017-1.pdf>

This is covered by the Town Team's report to full council

## **Parks & Gardens**

- 10.1 At the time of writing awaiting report (annual leave). Henrietta will present at meeting.

## **Ponsharden Cemeteries**

- 11.1 Falmouth Town Council are the lead partner on the project to restore and conserve the Dissenters and Jewish graveyards at Ponsharden. We have commissioned a Conservation Management Plan which is being prepared by Cotswold Archaeology in conjunction with PDP Green and is due for completion mid July.
- 11.2 Henrietta and two of the trustees from the Friends of Ponsharden Cemeteries visited the Heritage Lottery Fund offices in Exeter to get advice on how to proceed. We are now preparing our Round One bid which we hope to submit mid-August. As a consequence of this visit it looks like we may have to raise additional match-funding.
- 11.3 Should the project pass Round One, we will enter the development phase which we have been advised should take about nine months before submitting Round Two complete with Activity Plan to demonstrate how and why this project is important for people and communities.

## **Joint Marketing and Publicity**

- 12.1 The second Cultural Services 'What's On in Falmouth' leaflet covering July-Dec incorporating feedback from all parties concerned has just been signed off. It will be delivered to 14,500 Falmouth households and will be widely distributed throughout the town and county.

## **2017 – some future projects and partnerships**

13.1 Please see Appendix One to show a diary of some of the activity that we are progressing over the next couple of months

Henrietta Boex, June 2017

## Appendix One

Date	Project	Lead
June		
5th	Plymouth Looking at Art Group 11:45	HB
5th	Baby Paint 13:30-15:30	GW
6th	Cornwall Carers 18:00-20:00	HB
7th	Baby Jam 11:00-12:00	GW
7th	Truro College SEN - 11:15-12:30	JL
8th	MIND 10:00-12:00	TJ
11th	Hang Rose Hilton in Entrance Gallery	DW, HB, NR
12th	New Councillor tour of Old Post Office 17:00	HB
14th	Baby Paint 10:30-12:00	GW
14th	WEA - Dr Jo Mattingley: The Joy of Stuff 18:00-20:00	HB
16th	St Mary's - Year 1 10:00-12:00 - Workshop	JL
16th	Perranarworthal School -13:00-14:45 Workshop	JL
16th	Falmouth Classics reception 18:00-20:00	HB
17th	Rose Hilton Private View 12:00-14:00	HB
18th	ALL WEEK Hang Winifred Nicholson	All
22nd	Jovan Nicholson talk at Poly 7:30	HB
23rd	Dress Rehearsal - Shallal Library/Cornish Doorways	HB/JC
23rd	Supporters Talk by Jovan Nicholson 11:00	HB
23rd	Private View Winifred Nicholson 18:00-20:00	HB
26th	Little Fingers 10:30-12:00	JL
26th	Poetry Group 14:00-16:00	HB
28th	Sketch Club 10:00-11:30	TB, PC
28th	Little Fingers 13:30-15:00	JL
28th	Book Launch: Sue Kittow 18:30-20:00	HB
29th	Mawnan WI - Winifred Nicholson talk	HB
29th	St Day School - 10:00-14:30 including visit to Fox Rosehill	SS, JO
30th	St Francis Yr 6 - 10:00-14:30	TJ
July		
1st	Family Workshop - feltmaking 11:00-15:00 drop in	
6th	Home Ed 10:00-12:00	TJ
6th	Falmouth Primary - TBC	SS
6th	Poetry Group 14:00-16:00	HB
7th	Falmouth Primary - TBC	SS
10th	Baby Jam 14:00-15:00	JW
12th	Drym Valley SEN 10:30-13:00	JL
12th	Little Fingers 13:30 - 15:00	JL
13th	Marlborough School - 10:00-15:30 Flotsam workshop	TJ
13th	Falmouth Primary - TBC	SS
13th	MIND 10:00-12:00	??

13th	Look Group 15:00-17:00	HB
14th	Shallal Cornish Doorways performance 13:30, 16:30 and 18:00	HB
14th	Falmouth Primary - TBC	TJ
15th	Poetry Group 10:00-13:00	HB
19th	Baby Jam 11:00-12:00	GW
20th	Little Fingers 10:30-12:00	JL
23rd	Hang Roll Up, Roll Up	HB, DW, NR
24th	Poetry Group 14:00-16:00	HB
28th	Knit and natter 10:00-12:00	TB, PC