

BARNSTAPLE TOWN COUNCIL

MINUTES of HERITAGE, CULTURE AND COMMUNITY COMMITTEE held on THURSDAY, 14th JANUARY 2016 at 7.00pm in the GUILDHALL, BARNSTAPLE

Present: Councillor Mrs E Davies (Chairman)
Councillors I Roome, Mrs J Hunt (Deputy Mayor Ex Officio), C Haywood, Ms N Haywood, M Chamings, I Williams, G Langford, A Rennles and L Dawson.

Also present: Mrs Kate Graddock (Deputy Town Clerk).

HCC36 APOLOGIES FOR ABSENCE

Apologies for absence, as recorded on the attendance sheet were received from Councillor Mrs V Elkins (Indisposed), F Jefferies, Miss M Lovering and Mrs A Dawson (Indisposed).

HCC37 DECLARATIONS OF INTEREST AND DISPENSATIONS GRANTED

Councillor I Roome and Mrs J Hunt declared an interest as members of North Devon Council but have been granted a dispensation to discuss all items on the agenda, in accordance with SO66.

HCC38 MINUTES

Subject to the inclusion of Cllr Mrs J Hunt on the apologies list, it was

RESOLVED: That the Minutes of the Meeting held on 14th December 2015 be approved as a correct record and signed by the Chairman.

(NC)

HCC39 UPDATE REPORTS

Members were circulated an update report from the Culture and Community Development Manager giving an outline of proposed activities for 2016. Members congratulated Ms Sears on the programme.

Some members felt that the opening of the Dodderidge Room would benefit from more publicity and asked whether the Craft Market Organiser would incorporate the opening onto their poster or whether a separate poster could be produced.

RESOLVED: That the report be received and approved for actioning.

(NC)

Members were circulated a report by the Wedding Co-ordinator. The report outlined proposals for marketing and future costings for Weddings.

Members felt that further marketing on weddings could increase the number of bookings and that the Wedding Co-ordinator could network with other local businesses to increase publicity of Weddings at the Guildhall. Cllr Ms N Haywood offered to take some photographs for the new style brochures.

After some discussion, it was

RESOLVED:

1. That the Wedding Co-ordinator attend as many Wedding Fayres as possible to increase the marketing and publicity of the Guildhall and a budget of £500 for attendance is allocated from April 2016.
2. That a budget of £800.00 is allocated for the production of promotional items and that the Deputy Town Clerk work with the Wedding Co-ordinator on this project to produce a clean, professional, attractive brochure, leaflet and possibly purchase pop up banners.
3. That there is not sufficient promotional items to attract people from a specific wedding marketing website. Therefore, the advertising website suggestion to be reviewed in 6 months
4. That professional photographs are taken of Weddings and/or The Guildhall for the brochures.

(NC)

There was some discussion of pricing for the Weddings at the Guildhall. Some members suggested that reducing the cost would hopefully attract more bookings. It was

RESOLVED: That the hire charges for the Guildhall from 1st April 2016 will be £150.00 + VAT.

(8.1.1abs)

Members felt that the idea of the Town Council hosting a Wedding Fayre at the Guildhall was great and it was

RESOLVED:

1. That the Wedding Co-ordinator organise a Guildhall Wedding Fayre for 2016 and that any money made from this would go back into allowing the Wedding Co-ordinator to attend further weddings fayres.

(NC)

*** Cllr A Rennles left the meeting. ***

HCC41 TOWN TOURS

Members were circulated a report written by the Heritage, Culture and Community Manager and the Heritage Centre Manager which outlined proposals for Town Tours including marketing, times of tours, costings, special event tours and volunteer opportunities after the closing of the Heritage Centre.

*** Cllr A Rennles returned to the meeting.***

Members felt that the Tours should be more structured and that the price of tours is investigated further, as some members felt that the proposed cost was quite high. Members felt that partnerships should be explored to provide the public with a wider Heritage offering.

After much discussion, it was

RESOLVED:

1. That a more structured approach for Town Tours be investigated and that a Saturday Town Tour is provided
2. That the cost of Town Tours and a family ticket price be investigated
3. That the idea of a stamp card be investigated
4. That a package of Town Tours be investigated
5. That partnerships with Museum, Penrose Almhouses and other local businesses and organisations be explored to improve and provide the Council's offering to the community
6. That a member of staff lead each tour along with volunteers
7. That no further budget be allocated for volunteer training at present.
8. That a budget of £1000 be set aside for the Sealed Knot event and that the Culture and Community Development Manager continue with the organisation of this event.

(NC)

HCC42 FUTURE OF HERITAGE SERVICES

The Deputy Town Clerk reported to members that Full Council had resolved to form a new committee named "Buildings Review" committee. This committee would oversee the feasibility study.

Members discussed how they wished to see the future of Heritage services. Some members felt that although the Arts and Culture events were fantastic in St Anne's and they should continue, more community engagement events should take place and Cllr Chamings suggested that coffee mornings, drop in centres and events for the hard to reach groups could be investigated. This would also help with forming partnerships and encouraged a wider range of people into the Council's buildings.

RESOLVED: That an Arts and Culture aspect remains for St Anne's Arts and Community Centre, however, more community engagements

(community) events such as above are investigated and proposals brought back to a future meeting.

(NC)

HCC43 GUILDHALL USES

Members were asked to consider future uses of the Guildhall. The Culture and Community Manager asked the committee to consider offering the Guildhall as a potential venue for Theatrefest. Some members raised concerns regarding possible security issues and whether the Council would need to supply staff for the event despite the member of staff offering to volunteer.

The committee also considered future uses of the Mayor's Parlour.

RESOLVED:

1. Members were keen to support the project by offering the Main Chamber however, felt that more information was needed as to what event would take place in the Guildhall and asked the Clerk to investigate costings for a member of staff to open/close the building.
(7.3abs)
2. That the Mayor's Parlour should only be available/hired at the Mayor's discretion and permission will need to be granted for each occasion as sometimes the Mayor holds meetings in the room.

(NC)

Meeting closed at 8.23pm.

Signed:

Dated: