

**WESTON-SUPER-MARE TOWN COUNCIL
NOTES OF THE MUSEUM AND HERITAGE
SUB-COMMITTEE MEETING
HELD AT GROVE HOUSE ON 21st JUNE 2018**

Meeting Commenced: 10.00am

Meeting Concluded: 11.59am

PRESENT: Councillors John Crockford-Hawley, Catherine Gibbons, Jan Holloway, James Davis, Malcolm Nicholson (Town Clerk), Sarah Pearse (Deputy Town Clerk and RFO), Matt Hardy (Visitor Services Manager), Lisa Clemons (Volunteer Coordinator), Molly Maher (Development Officer), Amal Khreishah – SWHT, Jonathan Rose (Volunteer); Cat Lodge (Archaeologist) and Cara MacMahon (Heritage Action Zone Officer, both of North Somerset Council); Heather Morrissey (Friends Group) and Mary Flower (Artist).

27	<p>Election of Chairman The Town Clerk invited the sub-committee to elect a chairman.</p> <p>PROPOSED BY: Councillor Clive Webb SECONDED BY: Councillor Jan Holloway</p> <p>RESOLVED: That Councillor John Crockford-Hawley be elected Chairman</p>
28	<p>Apologies for absence and notification of substitutes Apologies were received from Councillor Peter Crew (substituted by Councillor Clive Webb), Councillor Robert Cleland, Tom Mayberry and Steve Townsend</p>
29	<p>Election of Vice Chairman</p> <p>PROPOSED BY: Councillor Clive Webb SECONDED BY: Councillor John Crockford-Hawley</p> <p>RESOLVED: That Councillor Peter Crew be elected Chairman</p>
30	<p>Declarations of interest There were no declarations of interest received.</p>
31	<p>Minutes of the last meeting The minutes of the meeting held on the 12th April had been previously circulated with the agenda.</p> <p>PROPOSED BY: Councillor John Crockford-Hawley SECONDED BY: Councillor Clive Webb</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman</p>
32	<p>ACE Grants for the Arts Project The Chairman brought this item forward on the agenda.</p> <p>Artist Mary Flower gave a presentation about her proposal to create an artwork using the strong feature of the cobbles used in the wooden floor. Old cobbles are available and she proposed a sculpture on a fixed but moveable trolley opposite the Community Gallery.</p>

	<p>Debate ensued. The proposal was welcomed and it was felt that technical matters could be left for discussion outside the meeting. Listed building consent was not required and the artist was invited to go ahead and submit a detailed proposal. It was envisaged that the sculpture would be in place by November this year to allow for final designs to be approved and for manufacture.</p>
<p>33</p>	<p>Worlebury Hill Fort A report by the Archaeologist, had been previously circulated with the agenda.</p> <p>The Archaeologist gave a presentation about the hillfort project. The report circulated was a brief précis of a much longer survey report. She had been approached by the Friends of the Hillfort group in 2016 expressing their concern about ongoing damage to the hillfort. As a result North Somerset Council has put in a bid working with community groups and the Town Council for Heritage Lottery funding for a project to restore and protect it.</p> <p>The hillfort is a designated ancient monument and on the list of heritage at risk. Historic England rates it among the top ten hillforts in England as it is multivallate and mostly in stone. The main risk is from falling trees and tree roots. The next step is to produce a management plan. This will need to include some clearance of trees but this could be controversial.</p> <p>Debate ensued. There were two research projects on the hillfort which can be accessed via the South West Heritage Trust. Felling could be problematic because it could itself cause further damage to the hillfort and there may be concern about biodiversity. However it was felt that felling was necessary to protect the hillfort and North Somerset Council needed to be bolder in justifying such action.</p> <p>There needed to be public education about the hillfort and ideas included a report in North Somerset Life, speaking to community groups such as eg. the Women’s Institute and working with schools. It was confirmed that the Museum could help be mounting a display on the hillfort project.</p> <p>The Town Clerk advised that there was opportunity to use the Museum as a information point for the project. The Deputy Town Clerk and VSM confirmed that this would be perfect for the display boards funded by the Sharing Heritage Project that could be placed in the Courtyard – this would help with the awareness of the project to the public which the chairman felt was lacking.</p> <p>Overall the project was welcomed as good news.</p> <p>RESOLVED:- That the NSC Archeologist liaise with the VSM to get a information point and project update into the museum as soon as possible using the Sharing Heritage funded display boards.</p>
<p>34</p>	<p>HLF update - South West Heritage Trust Progress Report The report of Amal Khreisheh was circulated.</p> <p>Amal Khreisheh informed members that the Trust had recruited a new Exhibitions and Programme Officer, Sarah Cox, who would be assisting with temporary exhibitions in future. The accreditation application had been given to the panel on 28th June and a positive outcome was expected on 12th July. The Punch and Judy exhibition was now</p>

	<p>open and as previously reported, the next one would be on Alfred Leete.</p> <p>It was noted that there were, generally, enough invigilators for the Punch and Judy exhibition and that the blue plaque for Alfred Leete was being unveiled tomorrow.</p> <p>The Clevedon Torque had at last been approved for loan for three years from the British Museum.</p> <p>RESOLVED:- That the report be noted.</p>
<p>35</p>	<p>Business Plan and Activity Plan Development</p> <p>Volunteer Engagement The report of the Volunteer Coordinator had previously been circulated with the agenda.</p> <p>Jonathan Rose (Volunteer) advised that he had re-written the Museum’s Wikipedia page which was currently outdated and very short. He was adding a lot more information as well as updating the page. Wikipedia is much used for ‘web scraping’ for other websites. Many people use it in preference to proprietary website when deciding where to go for a day out. It was important to keep the page updated to keep it high in Google rankings. While Wikipedia guidelines require information to be factual and accurate having a good page on the Museum would still be a useful subtle promotional tool within those guidelines.</p> <p>The Chairman thanked Jonathan for his excellent work and enthusiasm..</p> <p>RESOLVED:- That the committee were happy for the updates to be undertaken in line with the reports provided.</p> <p>Learning and Events The report of the Learning and Events Coordinator had been previously circulated with the agenda.</p> <p>The Visitor Services Manager advised that the Museum was over its projections for school visits. New tea and talks events were starting, run by volunteers. This had been promoted on social media but he would also circulate councillors by email. The Rusty Club had paid a visit to the Banwell Bone Caves which had been very successful. Other events were noted including a networking event for teachers in September and a ‘Lego and Beer’ event.</p> <p>The sub-committee were excited to hear how much was going on.</p> <p>RESOLVED:- That the report be noted.</p> <p>Museum Operations The report of the Visitor Services Manager had been previously circulated with the agenda.</p> <p>The Acting Visitor Services Manager advised that visitor numbers since opening had reached 30,000 in less than a year since opening, this was well above the target in the Business Plan. A new Café Assistant, Triliria Newbury, had been appointed to assist in Clara’s Café.</p>

	<p>Councillors Cleland, Crockford-Hawley and Gibbons were thanked for assisting with invigilating the temporary exhibition.</p> <p>A number of other past and upcoming events were reported.</p> <p>Costanzi Consort had been booked to give a concert on Monday 17th December at 7.30pm. It was noted that this clashed with the Policy and Finance Committee budget setting meeting.</p> <p>RESOLVED:- That the report be noted</p> <p>Community Engagement The report of the Community Liaison Officer had been previously circulated with the agenda.</p> <p>RESOLVED:- That the report be noted</p> <p>Retail, Marketing and External Bookings The report of the Acting Senior Visitor Services Assistant had been previously circulated with the agenda.</p> <p>The Chairman hoped that people would start to use the Museum shop as their first port of call for Christmas shopping.</p> <p>The Visitor Services Manager reported that bookings had been very diverse. A hen party had purchased a lot of stock.</p> <p>The Heritage Action Zone Officer said that as an external hirer she had found staff very helpful and wished to record her thanks. She was pleased to see the evening rate was now higher than the daytime rate for hire.</p> <p>RESOLVED:- That the report be noted</p>
<p>36</p>	<p>Café Report The report of the Café Supervisor had been previously circulated with the agenda.</p> <p>It was noted that the café offer was improving. The café would be subject to a business review at Expenditure and Governance Working Party on 3rd September.</p> <p>The café was being used by a group formed on 'Nextdoor' and a 'knit and natter' group was also being organized to take place in the café.</p> <p>RESOLVED:- That the report be noted</p>
<p>37</p>	<p>Museum Fundraising ACE Resilience funding</p> <p>The Deputy Town Clerk and Responsible Financial Officer reported that the final report had been submitted to the Arts Council.</p> <p>Sharing Heritage</p> <p>The Deputy Town Clerk and Responsible Financial Officer further reported that more</p>

	<p>work was required to demonstrate the use of the grant and what use has been made of it.</p> <p>The Archaeologist reported that North Somerset Council was willing to help with this.</p> <p>RESOLVED:- That the verbal report be noted</p>
<p>38</p>	<p>Grove Park War Memorial</p> <p>The Chairman noted that the work on the World War 1 Memorial had been completed, the statue had been repaired and commented on how much better the memorial looked. It was noted that the sub-contractor had also cleaned the plaques on the World War 2 Memorial free of charge and these now matched the newly cleaned plaques on the World War One memorial.</p>
<p>39</p>	<p>Blue Plaque scheme</p> <p>The Chairman advised that the running order of blue plaques had been rejigged due to an error with the dates on the Dr. Long Fox plaque. He wanted it to be clear that it was his error and not that of the officers.</p> <p>The next plaque would now be for Alfred Leete and was being erected tomorrow (Friday 22nd June) at 10am at Addington House.</p> <p>It was noted that the next two blue plaques to be erected in 2018 would be for Hans Price (School of Art) for which listed building consent was awaited and Emmeline Pethick Lawrence (Trewartha) where contact was still being made with the landowner.</p>
<p>40</p>	<p>Heritage Action Zone Update</p> <p>Heritage Action Zone</p> <p>The Heritage Action Zone Project Officer reported that she is working on a consultation process regarding a combined Weston-super-Mare Conservation Area to replace the patchwork of existing conservation areas. Two consultation meetings had already taken place at the Museum and the next meeting is to take place on 17th July.</p> <p>Once the Conservation Area was in place a management plan and a design guide would be produced to ensure that future development enhanced the area. It would also be possible then to apply for grant aid from Historic England.</p> <p>A photography exhibition was being launched at Tiffany's on the Grand Pier on 23rd June.</p> <p>The sub committee was reminded that the Heritage Open Weekends would take place on the 6th to 9th September and 13th to 16th September. Premises likely to be opened to the public included Grove House, the Museum and the Blakehay Theatre.</p> <p>A meeting had been arranged on 5th July at Emmanuel Church to progress the event further.</p> <p>It was hoped to restore the historic 1866 signal box which was the oldest existing signal box on Britain's railways and possibly the oldest in the world. Contact has been made with the SS Great Britain who were interested in making a link with the Brunel Museum.</p>

	<p>However in order to meet Network Rail a sum of £50,000 had to be raised to cover their costs of £70 per hour for discussions. Incredulity at this was expressed by councillors who suggested an approach to John Penrose MP.</p> <p>RESOLVED:- That the verbal report be noted</p>
<p>41</p>	<p>Friends of Weston Museum</p> <p>Heather Morrisey from the Friends of Weston Museum group reported that 9 meetings had taken place in the last year and future events included a Garden party on 21st July and a Walk to the Hillfort on 28th July. The Friends AGM would be held on 12th September.</p> <p>The Town Clerk confirmed that the Town Council’s noticeboards could be used free of charge to promote Friends’ events and that only about 7 to (preferably) 10 days’ notice was required before a notice could go up.</p> <p>The Friends were looking at sponsorship from ‘Thatchers’ Foundation for an apple tree in the Clara’s Cottage garden. Other fundraising opportunities included the ‘Easy Fundraising’ website, Amazon and the Co-op.</p> <p>The sub-committee thanked the Friends for their continuing valuable work and support.</p> <p>RESOLVED:- That the verbal report be noted</p>
<p>42</p>	<p>Accreditation update</p> <p>This item had already been dealt with in the SWHT report.</p>
	<p>There being no further business the meeting concluded at 12.02pm</p> <p>The next meeting will be Thursday 16th August at 10am at the Weston Museum.</p>

Signed..... Dated.....
 Chairman