

**WESTON-SUPER-MARE TOWN COUNCIL
NOTES OF THE
HERITAGE ARTS AND CULTURE COMMITTEE
HELD VIA ZOOM ON 12th NOVEMBER 2020**

Meeting Commenced: 10:03 am

Meeting Concluded: 12:04 pm

PRESENT: Councillors John Crockford-Hawley (Chairman), Peter Crew, Catherine Gibbons, Jan Holloway and Peter Mcaleer; Malcolm Nicholson (Town Clerk), Sarah Pearse (Deputy Town Clerk), Molly Maher (Development Officer), Matt Hardy (Visitor Services Manager), Sally Heath (Theatre Manager), Matthew Holden (Visitor Services Supervisor), Becky Walsh (Communications Officer), Michele Green and Sam Astill (South West Heritage Trust), Richard Blows (Transformation Programme Manager Corporate Services), Fiona Matthews and Tom Newman (Theatre Orchard) and Peter Barrington (parishioner).

IN ATTENDANCE: Councillor Sonia Russe.

83	Apologies for absence and notification of substitutes There were no apologies for absence received.
84	Declarations of interest There were no declarations of interest received.
85	To approve the accuracy of the Minutes of the last meeting held on 10th September 2020 The minutes of the meeting had been previously circulated with the agenda. PROPOSED BY: Councillor John Crockford-Hawley SECONDED BY: Councillor Peter Crew RESOLVED: That the minutes be approved and signed by the Chairman
86	Budget for 2020/2021 A detailed income and expenditure report had been previously circulated with the agenda. The Deputy Town Clerk advised that the figures had already been submitted to the Policy and Finance Committee. It was noted that it had been a difficult time for the Museum and the Blakehay. However, there was still hope that the budget would be balanced at the end of the financial year as long as the expenditure remained at a reasonable rate. A member was pleased to see that Weston Museum had joined the 'virtual

	<p>high street' for the gift shop stock and enquired whether targets had been set. The Visitor Services Supervisor clarified that in order to for this function to be available, 10 or more high street shops had to sign up, with Weston Museum having been the first. It was noted that sale or return stock partners could be approached to join, but that they were currently part of a rival platform run by North Somerset Council. A member suggested that dual hatted members could make enquiries into this. The Chairman suggested that the Visitor Services Manager and Supervisor should speak with Councillor Mark Canniford.</p> <p>RESOLVED: That the report be noted</p>
87	<p>Marketing Report</p> <p>The report of the Communications Officer had been previously circulated with the agenda.</p> <p>The Chairman wanted to give thanks for the work that was being done at the Cemetery and the film that had been created, and work done through the Blue Plaque scheme. Some of the plaques had made international news, and the plaque of Bob Hope had featured on 'Have I Got News For You'.</p> <p>The Communications Officer informed that there had been some changes since the report had been circulated. Work had begun on a film for the Christmas Lights but was limited by Covid restrictions. The use of a drone had been considered, but a pilot's license would be required to operate this. Instead images would be used to supplement the filming already done and work would continue when restrictions had been lifted. The events at the quarry had been cancelled due to the poor weather.</p> <p>A Remembrance service film had been created and had been partially broadcast on Points West.</p> <p>Debate ensued. The Chairman queried the work done on the noticeboards with authors. It was explained that due to Covid and the lack of events, the noticeboards were empty. The Communications Officer worked with local authors to create presentations of books in all the noticeboards. This had been arranged through the Literary Festival Facebook page and featured summaries, images and content from books created by local authors. It was noted that this may be changed for Tree Week to support the work the Council was planning through the Climate Change Working Group.</p> <p>A member gave thanks to the Communications Officer and all those involved in the Covid Stories project and expressed her sadness that this did not work out due to lack of participation. The work and guidance that was created could be useful in the future.</p> <p>At North Somerset Council the planning department had been discussing the use of drones for planning applications. Another member informed that she knew someone who could operate a drone. The Town Clerk advised that time was the main issue, as the Communication Officer was busy with lots of</p>

	<p>projects.</p> <p>It was explained that it was not as simple as it would seem to gain a license. In order to carry out 'commercial' work, a license was required more than just locally, and flight plans and other issues would have to be considered. The Communications Officer</p> <p>RESOLVED: That the report be noted</p>
88	<p>Weston Museum Management Report</p> <p>The report of the Museum Visitor Services Manager had been previously circulated with the agenda.</p> <p>The Visitor Services Manager advised that the report had been formulated prior to the second lockdown.</p> <p>The Chairman asked for more information regarding the new function room for the benefit of members who had not had the opportunity to see it. The room which used to be the old pottery gallery was nearly completed, with snagging taking longer than usual due to Covid. The future aspiration was to be able to host celebrations in there, including Weddings. The Chairman felt it was good that works had been able to take place during lockdown, to have the least amount of impact on visitors.</p> <p>The Chairman asked what the position on the concert by Costanzi Consort was, as there was a need to be clear on how the Museum was allowed to proceed. It was queried whether the performance could be broadcast. The Visitor Services Manager advised that with the uncertainty nationally due to Covid, it did not leave a suitable amount of time to generate the buzz required to sell enough tickets to make it a worthwhile event. A concert at All Saints Church was planned for a few days before the performance at the Museum.</p> <p>The Chairman added that it was a very different performance, more of a carol concert with no admission charge, whereas the Museum event was ticketed. The Chairman queried where the majority of the workload fell to, either the Museum or Costanzi. Whilst both worked together, a substantial amount of work was required from Weston Museum. The Visitor Services Manager felt that it was worth exploring in the future, but was not feasible at this point.</p> <p>The Town Clerk reiterated the uncertainty of the national situation, with things unlikely to return to normal on the 2nd December. Regions would fall back into the tiered system and it was felt this would likely be a high tier for North Somerset.</p> <p>Richard Blows of North Somerset Council agreed with the assessment of the Town Clerk that the town would be likely going into a higher tiered system as this allowed for more support for businesses during restrictions.</p> <p>The Theatre Manager gave some clarity regarding the differences between professional and amateur performances. It was noted that the nation was</p>

	<p>currently on Stage 3 of the 'Roadmap for Theatres', which meant that the only people allowed in theatres were those whose work place it was.</p> <p>Sam Astill of the South West Heritage Trust informed that they had made the decision to pull events in Somerset Museums due to the uncertainty.</p> <p>The Chairman referred to the report where there was a desire to expand the volunteer operation across the Town Council. He asked how discussion would be proceeding. It was informed that the Volunteer Coordinator had already met with the different service managers, but progress had been halted due to lockdown. It was felt that volunteering could be embedded across the Town Council due to the success at Weston Museum. There were opportunities with the Blakehay Theatre, and the Grounds Team through Weston in Bloom, as well as other services.</p> <p>The Deputy Town Clerk added that they had changed the culture at the Museum, which had been valuable in so many ways. It was noted that there was a need to work more with the community, with Weston Museum acting as a catalyst for this.</p> <p>It was noted that the increase in spend per head at the Museum was positive. Volunteering was beneficial for participants as people could increase their skills. It was queried whether the team had considered working with the college to encourage current volunteers to undertake NVQ's. The Visitor Services Manager informed that this could be explored and that currently, those with the desire to do this had already been referred to the Museum through organisations who assisted with this. The Deputy Town Clerk added that discussion was being had at all levels and was being explored.</p> <p>RESOLVED: That the report be noted.</p>
89	<p>Blakehay Theatre Management Report</p> <p>The report of the Theatre Manager had been previously circulated with the agenda.</p> <p>The Chairman congratulated the team on obtaining the Cultural Recovery Funding totaling £323,000. Particular thanks were given to those who formulated the application in a limited timeframe. The Chairman queried whether the areas that had been granted funding were future proof. The Theatre Manager informed that whilst all of the items applied for were strictly necessary for the theatre to reopen and become Covid compliant, they would have benefits beyond the grant. Whilst the ventilation was a necessity to get patrons in the building, it would also ease comfort during the summer months when the theatre was usually stuffy. The streaming equipment also had future uses and when the theatre fully reopened, would allow sold out shows further engagement online.</p> <p>The Theatre Manager reported that two outdoor events would take place before the grant deadline of 31st March 2021, hoping to take place on the 26th and 27th March. The first event would be a comedy performer and the second</p>

	<p>an opportunity for local theatre companies to come together and perform, offering them a percentage of the ticket sales. It was noted that the event on the 27th March was World Theatre Day.</p> <p><i>Councillor Robert Payne entered the meeting at 10:56 am</i></p> <p>It was queried whether the hybrid model of live streamed and live performances would affect the number of people physically visiting the theatre. The Theatre Manager advised that in a survey carried out in partnership with UK Theatres, the results indicated that people wanted to get back into theatres as they missed the physical theatre experience. It was not felt that live streaming would affect ticket sales.</p> <p>There was general agreement from members to pursue the Theatre Manager's events plan.</p> <p>RESOLVED: That the report be noted</p>
90	<p>At this point in the meeting, the Chairman brought forward item 9 on the agenda.</p> <p>Application to Weston Town Council for events support</p> <p>The report from Culture Weston had been previously circulated with the agenda.</p> <p>An application for funding had been submitted to the Community Services Committee totaling £32,000 for a winter lights event and Arts and Health Weekend to be carried out by Culture Weston. The Chairman informed that the Community Services Committee had agreed to fund the £20,000 required for the Winter Lights events and requested results from the event before they would agree to support the £12,000 required for the Arts and Health Weekend.</p> <p>The Deputy Town Clerk advised that the events funding budgeted for the year 2020/2021 had been given little direction so far due to Covid. Members felt that this first event would be a way to test the waters. This event should be a collaboration, working together on execution and marketing to ensure its success. The Community Services Committee were particularly sympathetic to the fact that the event would not go ahead without financial backing.</p> <p>The Chairman agreed it would be sensible to report back to the Community Services Committee after the winter lights event for them to consider further funding. It was important that the Town Council were viewed as partners and not simply a financial backer.</p> <p>Giving background to the report, Fiona Matthews informed that there had been a need to host an event which encouraged footfall, with the winter lights event emerging from this. This would take the form of a trail around Grove Park. Whilst December had previously been suggested for this event, it was felt that January may be a better option. The event also included a winter</p>

	<p>wonderland, a national event which encouraged people to light up their windows.</p> <p>The Chairman queried how the advisory group functioned within Culture Weston and requested that he, the Mayor and the Deputy Mayor should be involved, as they had visited Hildesheim the previous year, during their festival of light.</p> <p>PROPOSED: Councillor John Crockford-Hawley SECONDED: Councillor Jan Holloway</p> <p>RESOLVED:</p> <p>90.1 To support the view of Community Services that £20,000 be granted to Culture Weston for the Winter Lights event.</p> <p>90.2 That the additional £12,000 requested be reconsidered after the winter lights event to ensure its aims have been met and that the event had been successful, Culture Weston working with the Town Council on evaluation.</p> <p>90.3 That the change in date from December to January for the event be agreed.</p> <p>90.4 That a report be submitted to the Community Services Committee following the evaluation offering recommendations on the following request for £12,000.</p> <p>Fiona welcomed Tom Newman to the meeting as Culture Weston's new manager. It was advised that they would be taking part in a kickstart scheme locally. Tom in his new role would be supporting the creation of opportunities for young people. Culture now occupied two spaces in Weston, with an office on the first floor of Arts Space, as well as a unit in the Sovereign Centre.</p> <p>Culture Weston was working with Cara and the Heritage Action Zone on memory bank.</p> <p>A resource list had been created detailing activities and resources. This included items from Weston Museum, the libraries and many other organisations.</p> <p>Fiona informed that the next Boredom Buster being created by Culture Weston was focused on trees. The Chairman suggested there could be a potential link with the Communications Officer. A member highlighted the need to address anything regarding the Hillfort with care.</p> <p>RESOLVED: That the report be noted.</p>
91	<p>WSMTC Grant Development Report</p> <p>The Development Officer verbally reported on the following:</p>

	<p>91.1 Cultural Recovery Fund: The Town Council were required to complete another action plan, budget and cash flow documents regarding the Cultural Recovery Fund. It was felt this was not an issue for the Town Council, and was more likely an aim at those organisations who had planned for events to take place in November which were affected by the lockdown. No changes would be made to the budget or action plan, but the cash flow document may change to reflect the delay in funds being released.</p> <p>Procurement had begun for the ventilation, separation of dressing rooms, and external entry ramp. The Expression of Interest phase had ended, with a good amount of uptake. A mechanical and electrical engineer had been instructed to create a specification for the tender to be sent to contractors.</p> <p>91.2 Know Your Place: It was noted that the project was now in phase two, with funding from Cara MacMahon and Historic England through the Heritage Action Zone to bridge the gap before a second funding application could be completed for the National Lottery Heritage Fund.</p> <p>91.3 Museum wedding license: It was noted that now the Function Room had been completed, a wedding license for Weston Museum would now be explored.</p> <p>RESOLVED: - That the verbal report be noted.</p>
92	<p>South West Heritage Trust (SWHT) Report</p> <p>A report from Michele Green had been previously circulated with the agenda.</p> <p>It was noted that the conservation of the William Mable portrait had been completed at a total cost of £300.</p> <p>Preparation on the Ivy Millicent Exhibition had continued and the Clevedon Torc would be returned to the British Museum in November 2021. Michele had begun research into a replacement option, with a bronze figure of Capricorn being suggested to members, which had been discovered in Burrington, North Somerset in 2012 and could come to the Museum on a 6-month loan.</p> <p>The Chairman welcomed the loan.</p> <p>The exhibition currently in the Museum now had a name: Reaching for Rainbows: The Lockdown Photography of Jason Bryant.</p> <p>The unveiling of the exhibition for the Ivy Millicent James exhibition could be done alongside the unveiling of her plaque.</p> <p>RESOLVED: - That the report be noted.</p>
93	<p>To receive a verbal report from the Friends of Weston Museum</p>

	Heather Morrissey was unable to attend the meeting.
94	<p>North Somerset Council and Heritage Action Zone update</p> <p>The report of the Heritage Action Zone Officer had been previously circulated with the agenda.</p> <p>Richard Blows reported that North Somerset Council were working hard to agree measures with Parkwood for The Playhouse.</p> <p>The Chairman informed that Councillor Solomon of North Somerset Council, who was the Executive Member for Communities, Tourism and Leisure, was keen to support the Town Council with arts and heritage. He suggested that it might be prudent to extend an invitation to the committee to get him involved in discussions, to which members agreed. The Chairman wanted to give particular thanks to Cara for her work with the Heritage Open Days. It was noted that Weston had had the most successful Heritage Open Days at a distance nationally. He highlighted that there were many films which included Weston, and wondered if there was an opportunity for a film festival. Sam Astill suggested that the Film and Television Archive in Plymouth could be used to do this.</p> <p>The Theatre Manager informed that the theatre and the Museum were currently working with a charity to bring a virtual film festival to Weston.</p> <p>RESOLVED: That the report be noted and Cllr Solomon be invited to attend future meetings of the Committee</p>
95	<p>Town Council Involvement in the Town Quarry</p> <p>The report of the Town Clerk and Deputy Town Clerk had been previously circulated with the agenda.</p> <p>The Chairman gave his thanks to staff for the work that went in to the events at the quarry.</p> <p>The Town Clerk informed that the Civic Society had approached the Town Council around five years previously, regarding the acquisition of the Town Quarry. This had been stalled by North Somerset Council as the parks team had had some interest in taking it over.</p> <p>This had not been pursued by North Somerset Council and the Civic Society had again approached the Town Council again two years ago. The budget at the time was tight, and it was coming up to the election. The costs associated were substantial with the Quantity Surveyor having quoted £120,000 to get the Quarry up to acceptable working order. The Stable were also interested in the Quarry and it was felt it could be run in partnership. There had been a substantial Community Infrastructure Levy (CIL) receipt which would cover the costs of bringing the Quarry up to an acceptable standard.</p> <p>Currently the quarry had a café, substantial outdoor space, and artists' studios. In informal discussions with Alex Hearn of NSC it had been felt that working with</p>

	<p>the Stable on the venture could be viable. It had been suggested that the Town Council could lease the Quarry, and the Stable sub-lease part. It had been suggested that it could be used as a base for the Grounds Team. Without intervention the Quarry was at risk of closure as a public facility and so the committee needed to make a clear recommendation.</p> <p>The Deputy Town Clerk advised that the venture would enable working in alternative ways, and could support other departments, giving the example of the use of the outdoor space by the Theatre and the Museum. The Halloween event at the Quarry had been put together in 4 weeks, which was a success despite the weather. She had been working with John Martell regarding condition surveys and it was felt that since the initial cost of £120,000 for improvements had been estimated, some improvements had already been made and so the cost would reduce.</p> <p>The Town Clerk added that the Quarry was a key arts and culture location, with lots of opportunities for heritage too.</p> <p>A member highlighted the need to take nesting peregrine falcons into consideration during any planning. It was reiterated that the Quarry was a partial native reserve.</p> <p>PROPOSED BY: Councillor John Crockford-Hawley SECONDED BY: Councillor Peter Crew</p> <p>RECOMMENDATION: To support the proposal for discussions to take place with North Somerset Council, the Civic Society and the Stable to develop a proposal to keep the Quarry open as a community facility, with further reports to be submitted to Committee as and when they become available.</p>
	<p>There being no further business the meeting concluded at 12:04 pm</p> <p>Signed.....Dated..... Chairman of the Heritage Arts and Culture Committee</p>