

**WESTON-SUPER-MARE TOWN COUNCIL
NOTES OF THE HERITAGE ARTS AND CULTURE COMMITTEE
HELD VIA ZOOM ON 10th SEPTEMBER 2020**

Meeting Commenced: 10:09 am

Meeting Concluded: 11:41am

PRESENT: Councillors John Crockford-Hawley (Chairman), Peter Crew, Catherine Gibbons, Jan Holloway and Peter Mcaleer, Malcolm Nicholson (Town Clerk), Molly Maher (Development Officer), Matt Hardy (Visitor Services Manager), Sally Heath (Theatre Manager), Becky Walsh (Communications Officer), Samantha Bishop (Office Manager/Committee Officer), Michele Green and Sam Astill (South West Heritage Trust), Richard Blows (Transformation Programme Manager Corporate Services), Fiona Matthews (Theatre Orchard) and Cara MacMahon (North Somerset Council).

IN ATTENDANCE: Councillor Marcia Pepperell.

The Town Clerk apologised for the delay in starting the meeting due to a technical misunderstanding.

20	Apologies for absence and notification of substitutes Apologies for absence were received from Peter Johnson.
21	Declarations of interest There were no declarations of interest received.
22	To approve the accuracy of the Minutes of the last meeting held on 5th March 2020 The minutes of the meeting had been previously circulated with the agenda. PROPOSED BY: Councillor Jan Holloway SECONDED BY: Councillor John Crockford-Hawley RESOLVED: That the minutes be approved and signed by the Chairman
23	Budget for 2020/2021 A detailed income and expenditure report had been previously circulated with the agenda. The Town Clerk advised that a six-month review would be reported to the Policy and Finance Committee in October. Whilst there would had been an obvious loss of income, there had also been a dip in expenditure which should help when balancing the budget. A vote was taken and carried . PROPOSED BY: Councillor Peter Crew SECONDED BY: Councillor Catherine Gibbons

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	<p>RESOLVED: That the income and expenditure report be noted.</p>
24	<p>Marketing Report</p> <p>The report of the Communications Officer had been previously circulated with the agenda.</p> <p>The Chairman highlighted that the Dwight Eisenhower Blue Plaque had been unveiled, and that the Bob Hope blue plaque would be unveiled on Friday 11th September. Dwight Eisenhower's plaque had coverage in The American, The Telegraph, The Sun, the BBC, Bristol Live and The Mercury.</p> <p>There were two plaques remaining to be unveiled: Deborah Jane Kerr-Trimmer CBE and Ivy Millicent James. The unveiling of the Ivy Millicent James' plaque would coincide with the temporary exhibition featuring her work at Weston Museum. It was noted that the law change regarding gatherings over six may affect the unveilings of these plaques, but that they would be finalised and made in anticipation.</p> <p>A member queried the possibility of whether Cary Grant might have been a visitor to Weston with his mother having permanent residence in Bristol. It was agreed that research could be undertaken.</p> <p>The Chairman reported that there had been a request from the Rotary Club, as they were coming up to their centenary anniversary. He queried whether the next step with the blue plaques was commemorating buildings and organisations. He informed that he would send a letter to the Rotary Club acknowledging their request and informing that their request had been put to the committee for consideration.</p> <p>The Communications Officer reported that she had been asked by the Climate Change Working Group to work with a tree expert and film the trees in Milton Road Cemetery. They worked with a professional videography to produce the footage, with the tree expert offering a voiceover. A walking tour that had been produced previously for Milton Road Cemetery was then rediscovered which was also included in the video. It was noted that this project had also helped produce an additional three pages for the Town Council website with the content and information that was created during this project.</p> <p>RESOLVED: That the report be noted</p>
25	<p>Weston Museum Management Report</p> <p>The report of the Museum Visitor Services Manager had been previously circulated with the agenda.</p>

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	<p>The Chairman asked if the limited opening hours that were mentioned within the report could be circulated amongst members for their information.</p> <p>Guidance had been released regarding the law change, which would affect reopening risk assessment plans resulting in the Museum team having to encourage groups not to mix in the Museum.</p> <p>The Museum held its first live event in the form of a pub quiz, with around 20-25 participants. A member queried if these types of events could be live streamed. The Visitor Services Manager explained that this could hypothetically be done, but they did not have the capability currently. It was considered early on in the lockdown, but the market was saturated with online events, and they were not sure they would get the uptake.</p> <p>The Chairman queried the loan of the Clevedon Torc coming to an end. It was noted that the original agreement was to run until 2021, and whether or not to extend the loan needed to be considered. Sam Astill of the South West Heritage Trust advised that the Trust needed direction on how to proceed. It was noted that the loan of the Torc had put considerable strain on the Museum team due to the insurance considerations. Two options were suggested:</p> <ol style="list-style-type: none"> 1. Put in a request to extend the loan 2. Return the loan and replace it with something else <p>The Town Clerk advised that whilst the Clevedon Torc was a prestigious item, it had not made much of an impact on the general public, and had been difficult to manage with the need for constant invigilation.</p> <p>Debate ensued. It was noted that COVID might also put more pressure onto the team, as they were not as able to work with volunteers for invigilation. A member queried the possibility of acquiring a replica. The Visitor Services Manager advised that he had been consistently checking with the company who made the replicas with no luck so far, but would continue to pursue.</p> <p>The Chairman noted that the general consensus appeared to be to return the loan.</p> <p>PROPOSED: Councillor Peter Crew SECONDED: Councillor Jan Holloway</p> <p>A vote was taken and carried.</p> <p>RESOLVED: That the Clevedon Torc be permitted to return to the British Museum at the end of its current loan.</p> <p>Sam Astill asked what members would like to go in its place, noting that with good infrastructure in place, another loan item could be considered or an item from the permanent collection. Whilst the loan was not right for the Museum</p>

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	<p>currently, it could be considered again in the future. Michele Green had already begun looking for an item, and would bring suggestions back to the next meeting.</p> <p>RESOLVED: That the report be noted.</p>
<p>26</p>	<p>Blakehay Theatre Management Report</p> <p>The report of the Theatre Manager had been previously circulated with the agenda.</p> <p>The Blakehay Theatre Manager reported that whilst the theatre was closed, there had been working going on behind the scenes operating virtually, planning content and completing grant applications including one for the Arts Council England Recovery Fund.</p> <p>The Chairman asked whether there was cross organisation coordinating happening regarding the cultural and artistic offer between the Town Council, North Somerset Council and Culture Weston.</p> <p>The Theatre Manager informed that the Blakehay had taken part in a reopening survey as part of a national campaign. Results indicated that people were excited to be able to visit the theatre again, but anxious about COVID-19.</p> <p>The Communications Officer reported that she had met with Fiona Matthews of Culture Weston, and that they had discussed setting up theatre tutor classes online. The aim was to use a national online platform to put Weston on the map. The Theatre Manager added that there was a delay in programming due to having to wait to her about the success of the grant from the Arts Council.</p> <p>Richard Blows reported that he was in discussion with Alex Hearn, Assistant Director Placemaking and Growth at North Somerset Council, with regards to bringing heritage arts and culture into the wider Weston goal.</p> <p>The Chairman said that he did not get the impression that everyone was working together.</p> <p>Richard Blows suggested that a conversation outside of the meeting should be held to achieve more of a cultural alliance.</p> <p>RESOLVED: That the report be noted</p>
<p>27</p>	<p>WSMTC Grant Development Report</p> <p>The Development Officer verbally reported on the following:</p> <p>27.1</p>

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	<p>Know Your Place – This National Lottery Heritage Funded project was due to end on 30th September. Cara had kindly offered to support the project through funding to enable it to continue until further funding can be awarded. When an appropriate funding stream became available this would be pursued.</p> <p>SEN at the Blakehay Theatre – A grant application had been submitted before lockdown, which was return unsuccessful due to changes in priorities. When funding becomes available and the time is appropriate another application will be submitted.</p> <p>Reopening grants for the Museum had been submitted for online education sessions. The deadline to hear back was the 21st September.</p> <p>Reopening grants for the Blakehay Theatre had been submitted, with the deadline to hear back on the 5th October.</p> <p>27.2</p> <p>The Museum roof works had been completed.</p> <p>A grant for Clara’s Cottage had been submitted before lockdown, which was return unsuccessful due to changes in priorities. When funding becomes available and the time is appropriate another application will be submitted.</p> <p>The Wedding license for the Museum’s function room was being pursued again.</p> <p>The Chairman asked for an update on the Museum’s extension progression to which the Visitor Services Manager informed that the function room was looking great and was two weeks off completion. Fire risk assessments needed to be undertaken and the wedding license obtained. He hoped that this facility would unlock a promising income stream.</p> <p>It was agreed that a site visit of the function room would be arranged by the Visitor Services Manager and members would be contacted accordingly.</p> <p>The Chairman informed that he had produced a leaflet on the history of the Blakehay Theatre and would send electronically to members.</p> <p>The Theatre Manager added that the leaflet would be launched the following day and was available through the website and from the Museum gift shop.</p> <p>RESOLVED: - That the verbal report be noted.</p>
28	<p>South West Heritage Trust (SWHT) Report</p> <p>A report from Michele Green had been previously circulated with the agenda.</p> <p>Michele reported that the South West Heritage Trust had been supporting Weston Museum with blog posts. The Temporary exhibition gallery timetable</p>

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	<p>had been adjusted due to the lockdown. The need to be flexible with future exhibitions was discussed.</p> <p>It was queried how the portrait frame for William Mable was damaged. The Visitor Services Manager explained that it was damaged during the works for the new function room. The Town Council's appointed planned maintenance Surveyor was working with the contractors to understand what had happened. Michele advised that she was obtaining a quote for the cost of the repairs. It was felt that should the contractors be found at fault they should pay the repair costs.</p> <p>It was noted that South West Heritage Trust's two museum sites had reopened. The Trust liaised with members of the Weston Museum team and gave thanks for their help. A new online booking system was being used, but numbers were significantly down, which was to be expected. Whilst the total number of donations were down, the amount of donation per visitor was up. The previous donation amount was 30p per visitor, and was now £1.30 per visitor.</p> <p>The Trust were installing contactless donation points in their museums. Support was received from the National Lottery Heritage Fund to cover the costs of reopening including PPE, signage, and social distancing apparatus. They had received support from both Somerset and Devon Council.</p> <p>Cara MacMahon reported that through the Village to Town Exhibition, she had funded three enhanced workshops for schools. Due to restrictions it was felt that these sessions may not be able to take place, but she was happy to reserve the funds for the future and discuss with the Visitor Services Manager.</p> <p>RESOLVED: - That the report be noted.</p>
29	<p>To receive a verbal report from the Friends of Weston Museum</p> <p>Heather Morrissey was unable to attend the meeting.</p>
30	<p>Heritage Action Zone update</p> <p>The report of the Heritage Action Zone Officer had been previously circulated with the agenda.</p> <p>A member queried the timescale of the stone wall project mentioned in the report. It was advised that the work would not start until at least January, with public consultation due to take place. A 6-month time frame was provided for the planning stage.</p> <p>The report mentioned engaging with a local photographer for a specific project. A member suggested the A1 Camera Club who frequently supported</p>

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	<p>Weston Museum. Cara informed that she was working with Culture Weston to create a tender opportunity for the project, with a budget of approximately £5,000.</p> <p>Virtual Heritage Open Days were due to take place the weekend of the 11th-13th September and 25th-27th September. Cara gave thanks to everyone who had helped, and asked if everyone would help spread the word on social media.</p> <p>The Communications Officer suggested drafting a collaborative press release with North Somerset Council and Culture Weston to send out a cohesive message. Cara welcomed this idea as it symbolised collaborative working and would contact the Communications Officer to discuss further.</p> <p>RESOLVED: That the report be noted.</p>
<p>31</p>	<p>To receive a verbal report from Culture Weston</p> <p>Fiona Matthews updated the committee on what had happened during lockdown. The launch for Culture Weston in the form of the Arts and Health Weekender did not happen due to lockdown. Some events happened in the form of online seminars.</p> <p>The Boredom Buster Magazine was created to be circulated at Weston Hospital. Since it had been circulated to 60,000 hospitals nationwide, and there were plans for a winter edition.</p> <p>Next March a commission would be coming to Weston in the form of 60 flags on the seafront, as part of a national tour which was launched at Greenwich. The Culture Weston website was under development.</p> <p>The first live event took place on August Bank Holiday weekend with Loves Café and was successful. That coming weekend a Spray Jam would be taking place at the old police station with 25 street artists.</p> <p>The following two weekends Virtual Heritage Open Days would be taking place in Weston.</p> <p>On the 19th September the Ballard of Anchor Head Cove would be taking place, with the associated walking tour fully sold out. Carboot Disco Bingo would be taking place in the Italian Gardens on the 19th September also.</p> <p>It was noted that event planning for winter was taking place. The Chairman suggested that the Town Council and North Somerset Council needed to discuss the Christmas festivities as they would need to be an alternative programme.</p>

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	<p>Culture Weston were developing a creative professional development programme. Fiona advised of the new kickstart government scheme that supports creative individuals. She asked if anyone at the Town Council had explored this. The Theatre Manager informed that The Stables were looking into this. The Development Officer asked Fiona to email her to discuss this further.</p> <p>Sam Astill asked if they could provide some content about the museum for the Culture Weston website.</p> <p>Fiona informed that all the information provided was on the website.</p>
	<p>There being no further business the meeting concluded at 11:41 am</p> <p>Signed.....Dated..... Chairman of the HAC Committee</p>