

MINUTES OF THE PENLEE HOUSE COMMITTEE MEETING held in the St Piran room, Penlee Centre, Penzance on Monday 4 June 2018 at 7 pm.

PRESENT

Councillors D J Axford
 K M Baker
 A Bates
 N C Broadhurst
 J M How
 P Young

Also present: Louise Connell (Director, Penlee House) and Sandra Paternotte (Administrator, Penlee House).

1. ELECTION OF CHAIR AND VICE-CHAIR

The election of the Committee Chairman and Vice Chairman took place as follows:

Councillor Dennis Axford for Chairman, proposed by Cllr Young. It was unanimously

RESOLVED that Councillor Dennis Axford is duly elected as Chairman of Penlee House Committee.

Councillor Penny Young as Vice-Chairman, proposed by Councillor Axford, seconded by Councillor Broadhurst. It was unanimously

RESOLVED that Councillor Penny Young is duly elected as Vice-Chairman of Penlee House Committee.

Councillor Axford then took the Chair.

2. APOLOGIES FOR ABSENCE

Councillors R B Cliffe, S Cordel, J H Dixon.

Absence without apologies: Councillor S J Reed

3. TO RECEIVE DECLARATIONS OF INTEREST

None received.

4. TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted **Public Bodies (Admission to Meetings) Act 1960**.

In respect of agenda item 7a, it was unanimously

RESOLVED that the public (including press) should be excluded from the meeting due to the commercial sensitivity of the item to be discussed.
(Proposed: Councillor Axford).

5. MINUTES OF THE MEETING HELD ON Monday 5 March 2018

Having been circulated, it was unanimously

RESOLVED that the Chairman should sign the Minutes as a true and correct record.

6. REPORTS FOR INFORMATION (see attached)

(a) Penlee House Director's Report

- (i) Exhibitions
- (ii) Events and Education
- (iii) Acquisitions
- (iv) Staff
- (v) Income
- (vi) Groups

The Director summarised her report, highlighting some points - including the two recent awards won by Penlee - and asked if there were any questions or comments.

(b) Audience Finder Survey Report

The Director went through the report highlighting some of the statistics, e.g. 33% of the respondents said that they had planned their trip to Cornwall particularly to visit Penlee House. Councillor How, being new to the Committee, asked about collaboration and/or competition between local galleries. The Director confirmed that the local galleries in Cornwall work very closely together, collaborating on many projects and information sharing exercises, to promote the art and culture in Cornwall as a whole.

(c) Finance Report

The Director explained that this, relatively new, report provides a snapshot of performance against budget, on a monthly basis. Although some overspends are shown on the current report, she feels sure that these will balance out as the year progresses.

7. CONFIDENTIAL REPORT FOR DECISION

(a) Cleaning Contract

The Director explained that, following advice from Duchy Cleaners of their intended cost increase, she had invited three local companies to tender a like-for-like quote for cleaning services at Penlee House. Two of the companies submitted tenders, both of which were similar to that of Duchy's, although

slightly higher. As Duchy Cleaners provide a friendly and reliable service that is competitive

It was unanimously

RESOLVED that the Committee recommends to the Finance and General Purposes Committee, the continuation of the services of Duchy Cleaners at Penlee House.

8. MATTERS ARISING FOR REPORT ONLY

Councillor Axford suggested a 'Behind the Scenes' tour of Penlee House for any new Councillors that are interested, and it was agreed that this would take place at 6.30pm on 23 July 2018 - immediately prior to the next committee meeting.

The Meeting closed at 7.37 pm

Chairman
23 July 2018