

## FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Cultural Services and Leisure Committee held on 22<sup>nd</sup> January 2024 at 6:00 pm in the Atherton Suite, The Old Post Office, The Moor, Falmouth TR11 2RT.

Present: Councillors L D Coley (Vice Chair in the Chair), K J Edwards, D V Evans BEM, G F Evans MBE, and J M Spargo.

Attendance: A M Williams (Town Clerk)  
R J Gates (Town Manager)  
M Lewis (Cultural Services Director)  
M C Palmer-Williams (General Manager, Princess Pavilion)  
M F Bennett (Administrative Assistant)

### **A973 APOLOGIES**

Apologies for absence were received and approved from Councillors Chin-Quee (ill) and Seiler (ill).

### **A974 INTERESTS AND DISPENSATIONS**

None received.

### **A975 MINUTES**

It was proposed by Councillor Edwards, seconded by Councillor G F Evans and

**RESOLVED** that the part I minutes of meeting held on 4<sup>th</sup> December 2023 be confirmed as a correct record of the proceedings and signed by the Chair.

### **A976 TOWN MANAGER REPORT**

The Town Manager presented his report that was duly noted.

The Chair thanked the Town Team for a very successful 2023 in regard to operations and event provision.

### **A977 CULTURAL SERVICES REPORT**

The Cultural Services Director presented her Part 1 report.

It was proposed by Councillor Edwards, seconded by Councillor D V Evans and

**RESOLVED** that the

- (i) report be noted;
- (ii) feasibility works for the Arts Council's Museums Estates and Development Fund application be progressed as a matter of urgency to enable the full application;
- (iii) repurposing of the Library IT Suite be approved;
- (iv) Gallery vision, mission statement and objectives be approved.

### **A978 PRINCESS PAVILION REPORT**

The General Manager, Princess Pavilion presented his report which was duly noted.

**A979 EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Edwards and seconded by Councillor Spargo and

**RESOLVED** that in view of the confidential nature of contractual matters and personal information, it is advisable, in the public interest that the press and public, be excluded from the meeting.



## **Town Management Events to Cultural Services 22/01/24**

### Events

- Christmas Lights Switch-On

This went well and was well received. There was a large turn out on the night even though it was cold. The primary schools supported it well plus the various supporting acts.

There was a great selection of nominations and a very worth winner to switch the Christmas Lights on.

As with all the other Christmas events that have taken place this only happens with everyone working together from the various parties to ensure it is a success.

- Falmouth's Festive Weekend

We were extremely fortunate with the weather for the weekend as the forecast close to the event was looking much worse.

All activities went ahead including the artificial ice rink, curling lane, snow machines, snow globe, mountain bike stunt display, various musical entertainment, and other street artists.

The only thing that did not take place was the markets on both the Moor and Events Square although some did attend the Moor on the Sunday when the windspeed was lower.

There was very positive feedback for the weekend as it is spread across the town centre, businesses reported uplift in footfall and customer spend and many people commented on the positive family atmosphere in the town.

- Harmony Choir

We did a big promotion on this to ensure the local and wider community were aware of the date change to the day before Christmas Eve. This was because the choir do not perform on a Sunday.

There were a large number attending and the morning went smoothly with the Harmony Choir collectors supporting local charities. Again the various resources of security/4x4/Coast Medic as well as our teams ensure this is a safe and well organised event.



**Cultural Services Report – 22<sup>nd</sup> January 2024**

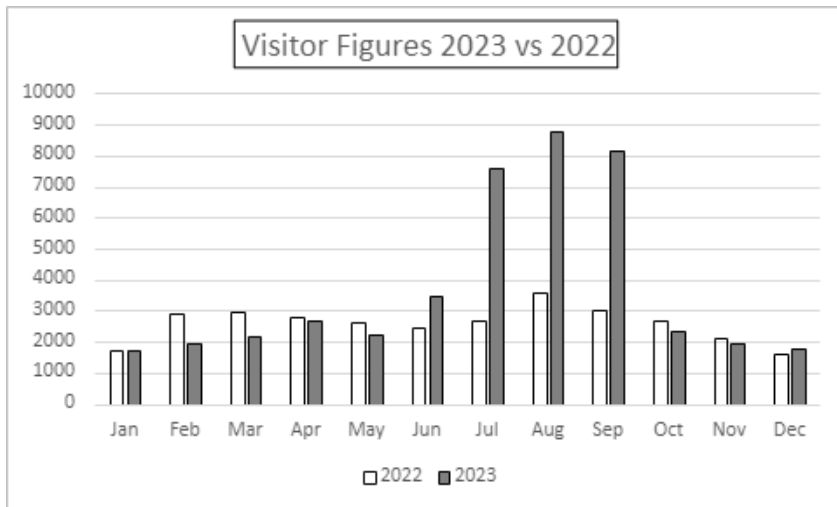
**Part 1**

- Visitor Figures – Gallery**

	Nov	Dec	
Total Onsite	1958	1788	
Adults	48	8	
CYP	160	104	
Unknown (clicker)	1750	1676	

**2023 Totals**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
<b>2022</b>	1718	2937	2942	2803	2646	2488	2701	3613	3011	2698	2117	1586	33282
<b>2023</b>	1723	1979	2205	2710	2233	3470	7614	8781	8179	2333	1958	1788	46996



**User Figures – Library**

	Nov	Dec	
Total Issues	6515	5201	
New borrowers	92	70	
Public Network Usage (Computers)	495	360	

**2023 Figures**

**Library figures to follow**

- Christmas Grotto**

The Christmas grotto was a great success, with lots of positive feedback and even the offer of donations. A voluntary donation may be something to consider for the 2024 grotto. The staff would like to give a big thank you to Cllr Eva for his time and convincing impersonation!

- **Exhibitions**

Opening on 13<sup>th</sup> January will be *Chosen Terrain*, a co-curated exhibition between the Gallery team and two professional artists who have walked the Cornish landscape together for 20 years, informing their artistic practice.

In the exhibition there will be a selection of new paintings by both artists, alongside works from the Gallery collection, that celebrate their joint interest in the Cornish landscape and their passion for painterly abstraction. The new works will also reflect some of the concerns they have with the environment and climate change. It will feature an audio visual project created by members of Splanna, the Gallery's youth environmental activism group.

Decision required: To note the report

- **Staff activity (additional to routine events)**

### **Gallery Strategic Development**

The Gallery team have developed a draft vision and mission statement, supported by draft objectives, and would welcome comment from Councillors, ahead of drafting the final forward plan, which will include a more detailed activity plan:

Vision: 'We want to be an empowering voice for creativity in/and our communities.'

Mission: 'We will achieve this through the co-creation of an arts service which offers new perspectives, space for communities to thrive and people to connect.'

### **Objectives:**

#### **Advocacy**

- The development of a communications strategy to deliver on audience engagement and to demonstrate impact to stakeholders.

#### **Networking**

- (Re)establish individual and organisational contacts and networks to support the promotion of the Gallery's activities and impact.
- Support staff in plugging into wider sector trends, examples of best practice and skills sharing.

#### **Diversity**

- Create a consultation framework to help identify the priorities of users and non-users, both in engaging with arts and culture, and other important areas of their lives.
- Develop an engagement plan to support distributed benefit of Gallery resources to marginalised/less-engaged/protected characteristics groups.
- Pro-actively participate in wider initiatives which could impact on future collecting and interpretation priorities e.g. Decolonising Falmouth.
- Seek out and develop opportunities to elevate under-represented voices both in the collection and the Falmouth and wider artistic communities.

#### **Sustainability**

- Research and develop new and innovative income generation, fundraising and charitable giving channels, through benchmarking, training and professional support.
- Ensure responsible stewardship of the Gallery's core budget, through delegation of budget headings to managers, empowering them and delegating responsibility and ownership.
- Review ACE consortium grant funding (MC7) to ensure wider benefit across Gallery operations.

- Identify achievable priorities within the FTC environmental strategy to deliver against through Gallery programming.

### **Capacity Building**

- Ensure staff are sufficiently equipped to carry out their roles and responsibilities effectively through effective management, relevant and regular training opportunities, and meaningful consultation.

These objectives will be framed by the guiding principles/values of :

**Creativity | Connection | Relevance | Generosity**

Decision Required: To note the report and provide comment

### **Cornwall Heritage Awards Nomination**

The *Legend of King Arthur – A PreRaphaelite Love Story* Exhibition, has been shortlisted for the *Exhibition* category at the Cornwall Heritage Awards. The award winners will be announced on 7<sup>th</sup> February at Heartlands.

Decision Required: To note the report

- **Objective Setting (Updates in bold)**

SHORT TERM (1 YEAR)

- Develop a Cultural Strategy

**In progress – draft objectives for Gallery submitted; Director will be undertaking similar piece of work with the Library in early 2024.**

- Meeting room for community use

**On hold until return of library manager (early 2024)**

- MEND Application – moved from long term. Define, agree and apply for building funding  
**Verbal update will be provided.**

- Staffing – moved from medium term

**To be removed**

- Well-being champions and to reach people with wellbeing through art course.

**No update**

MEDIUM TERM (2-5 YEARS)

- Building redevelopment – MEND and LIF funds with match funding from other sources e.g. Levelling up, charitable trusts and foundations

**In early stages of planning and development**

LONG TERM (5 YEARS +)

- Layout of Municipal buildings – to reimagine and reorganise the municipal buildings for maximum effectiveness.

- Large public art / multi-media installation at Prince of Wales Pier.

Decision required: To approve/reject recommendations for amendments.



## **Princess Pavilion's General Manager Report** **22nd January 2024**

The Princess Pavilion team are making the most of the usual quiet month of January. We have seen a lot less drop off in casual staff leaving for Christmas as we did last year which resulted in a much smoother service across events and the café.

Please note the below numbers do not include customers who visit the Pavilion outside of community groups or events.

- We organised and hosted **1,122** events and community groups last year
- We saw **61,658** guests last year at events and community groups
- We hosted **86** shows in the theatre, with a combined total of **22,950** guests
- There were **898** community-focused or charity events, with **22,494** people attending
- We celebrated **16** weddings
- **3,054** guests attended corporate conferences and events

We are undertaking the following during January:

- Strategizing our larger more comprehensive and co-ordinated, cross platform marketing plan to maximise foot fall and revenue
- Working on the second round of the COF bid due end of Jan
- Reviewing internal processes and software to improve cross team task/time management
- Essential site maintenance and improvements
- A focus on improvements and marketing of the café for 2024

Our team are motivated and looking forward to an even more successful 2024