

NEW MILLS TOWN COUNCIL

Minutes of the HERITAGE CENTRE MEETING of NEW MILLS TOWN COUNCIL held in the Council Chamber, Town Hall, New Mills Derbyshire, on 17th January 2019, starting at 16:00hrs.

Present :-

Cllr Atkins (in the Chair), Cllr Bate, Cllr Whewell, Andy Cooper, Judith Lanham, Lesley Bramwell (Town Clerk), Sue Mycock (Minute Taker)

1 Member of the Public was also present.

The Meeting was recorded for the accuracy of the minutes. Meetings open to the public may be recorded by representatives of the media or by members of the public.

Any persons intending to record this meeting are requested not to film the public seating area and to respect the wishes of members of the public who have come to speak at a meeting but do not wish to be filmed; and are reminded that it is not permitted for oral commentary to be provided during a meeting.

The Chairman of the meeting may ask people to stop recording and leave the meeting if they act in a disruptive manner.

PART I – NON CONFIDENTIAL INFORMATION (PUBLIC IN ATTENDANCE)

HC/2019/001 To receive and accept apologies for absence (Agenda item 1)

Apologies were received from Cllr Lamb.

HC/2019/002 Variation of order of business (Agenda item 2)

NONE

HC/2019/003 Declaration of Members Interests (Agenda Item 3)

a) NONE

b) NONE

RL

**HC/2019/004 Public speaking
(Agenda Item 4)**

- a)** A volunteer from the Heritage Centre (HC) reported that:-
- i. The HC have had a successful December with increased visitors over that period and particularly good sale of Calendars and Cards from local artists.
 - ii. 2018 visitor numbers were down but this has been a trend over the last few years.
 - iii. The HC volunteers had received some complaints about the closure and the lack of informative signage of the Millennium Bridge Walkway.
 - iv. There had been a mixed response from customers about the new coffee supply.
- b)** There was no Police Liaison Officer (PLO) present.

There was no County Councillor present.

No District Councillor wished to speak.

c) NONE

**HC/2019/005 To receive and confirm the Minutes of the:
(Agenda Item 5)**

NMTC Heritage Centre Committee 3rd December 2018

It was RESOLVED that the Minutes of the Heritage Centre Committee Meetings of NMTC of 3rd December 2018 be accepted as true and accurate record of the meeting, with the following amendments.

- i. Andi Cooper to be amended to Andy Cooper.
- ii. **MIN No HC/2018/049 - 4th Paragraph** - to be inserted after "under receipts)." "Andy Cooper queried the scale of the discrepancies but it was felt that the Town Hall was too busy to provide these."

2 votes **FOR** 1 **ABSTENTION** 0 votes **AGAINST**

HC/2019/006 Heritage Centre - financial report (Agenda Item 6)

There was no financial report available owing to workload constraints.

The Clerk reported on the HC Weekly Sales Sheet (see **MIN No 2018/049**) and confirmed that she would:-

- i. Arrange till training for the volunteers.
- ii. Arrange for NMTC's IT specialist to investigate the consistency of the Wi-Fi connection and the issue of not being able to print till receipts at the HC.

It was RESOLVED that the Clerk arrange for the till supplier to check all parts of the system which they supplied for any faults.
3 votes **FOR** 0 **ABSTENTIONS** 0 votes **AGAINST**

HC/2019/007 Update of Heritage Centre Co-ordinator (Agenda Item 7)

The remaining candidates for this post (the previous interview had to be cancelled owing one of the interviewers being ill) will take place on Friday 18th January 2019, following which Cllr Atkins hoped that a candidate could be put forward to Full Council at their meeting on 11th February 2019 for ratification. The name of this candidate would not be released until ratification from Full Council had been granted.

HC/2019/008 Appointment of volunteer assistants (Agenda Item 8)

Andy Cooper informed the meeting that the HC was awaiting a copy of the full advert for recruitment of volunteers. Cllr Bate agreed to amend the full advert.

The Clerk reported that the short recruitment advert had been published on NMTC's website before Christmas, and it was confirmed that a Role Description and Person Specification were available from the Clerk.

Andy Cooper reported that a briefing had been completed for the volunteers.

It was RESOLVED that Cllr Bate amend the full advert and then arrange distribution widely on as many platforms as possible, including social media.

2 votes **FOR** 1 **ABSTENTION** 0 votes **AGAINST**

HC/2019/009 Appointment of Committee vacancies (Agenda Item 9)

Discussion took place about this matter. The previous museum specialist has been contacted and is unable to help due to other commitments.

It was RESOLVED to send a letter of thanks to the previous museum specialist for his contributions and help since 1997.

3 votes **FOR** 0 **ABSTENTIONS** 0 votes **AGAINST**

Cllr Bate reported that he was continuing to make informal enquiries about the "museum" committee vacancy and asked that if anyone had any other ideas of where to source expertise in this area, they would be gratefully received. He also advised committee that Marketing the Peak District and Derbyshire Group had agreed to loan a Tourist Information and Marketing specialist from their team to attend HC Committee meetings to offer experience and advice about this area of the HC's remit. As she will be attending the next scheduled HC Committee meeting, Cllr Bate felt that a structured plan is needed to obtain maximum benefit from her time and expertise.

16:34 It was RESOLVED to suspend the meeting.

3 votes **FOR** 0 **ABSTENTIONS** 0 votes **AGAINST**

The HC volunteer asked about publicising the closure of the Millennium Walkway (MW) more prominently.

Following discussion **it was agreed** that:-

- i. An Information Notice about the closure would be provided on the HC railings including DCC contact details.
- ii. The volunteers send a letter to Cllr Ashton asking for an appropriate notice to be placed on HPBC's noticeboard at Torr Top Car Park.
- iii. A short information bulletin about the agencies involved in resolving the problems which have caused the MW to be closed will be placed on NMTC's website (this was agreed at Full Council on 14th January 2019).

16:38 It was RESOLVED to close the meeting.

3 votes **FOR** 0 **ABSTENTIONS** 0 votes **AGAINST**

