

NEW MILLS TOWN COUNCIL

Minutes of the HERITAGE CENTRE TOWN COUNCIL MEETING of NEW MILLS TOWN COUNCIL held in the Council Chamber, Town Hall, New Mills Derbyshire, on 4th February 2019, starting at 16:08hrs.

Present :-

Cllr Atkins (in the Chair), Cllr Bate, Cllr Whewell, Andy Cooper, Judith Lanham, Danielle Sorsby, Marketing Campaigns Manager for Marketing Peak District and Derbyshire, Lesley Bramwell (Town Clerk), Sue Mycock (Minute Taker)

2 Members of the Public were 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/2019/009 To receive and accept apologies for absence (Agenda item 1)

Apologies were received from Cllr Lamb, and it was noted that Cllr Lamb had resigned from NMTC as of the 4th February 2019.

HC/2019/010 Variation of order of business (Agenda item 2)

It was RESOLVED to move Agenda Item 9 from Part II to Part I of the meeting.

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

**HC/2019/011 Declaration of Members Interests
(Agenda Item 3)**

a) NONE

b) NONE

**HC/2019/012 Public speaking
(Agenda Item 4)**

a) No member of the public wished to speak.

b) There was no Police Liaison Officer (PLO) present.

There was no County Councillor present.

No District Councillor wished to speak.

c) NONE

**HC/2019/013 To receive and confirm the Minutes of the:
(Agenda Item 5)**

NMTC Heritage Centre Committee 17th January 2019

It was RESOLVED that the Minutes of the Heritage Centre Committee Meeting of NMTC of 17th January 2019 be accepted as true and accurate record of the meeting.

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

**HC/2019/014 Heritage Centre - financial report
(Agenda Item 6)**

Cllr Atkins informed the meeting that there would be no budget set at this meeting - NMTC were due to have an Extraordinary Meeting on the evening of 4th February 2019 to discuss and set the precept and budget. Cllr Atkins also highlighted that there would be pressures on NMTC's budget but that a wish list for the Heritage Centre (HC) could be submitted for consideration by NMTC.

Andy Cooper informed the meeting that list had been put together by the HC volunteers which highlighted some suggestions which the

volunteers considered as priorities. The list had been circulated to Cllrs Atkins and Bate.
The Clerk asked for a copy of the list.

Following discussion.

Cllr Bate highlighted the following items to be considered by the High Peak Borough Council (HPBC) Health & Safety (H & S) Adviser during his next visit:-

- i. Emergency alarm system not working - to ask if it is worth repairing or whether a new system would need to be sourced.
- ii. Possibility of replacing chairs and tablecloths in the cafe area.
- iii. Dust being shed by the brickwork, stonework and lime mortar.
- iv. Whether the lighting is suitable within the premises.

It was RESOLVED that the HPBC H & S Adviser be asked to advise on:-

- i. Emergency alarm system not working - to ask if it is worth repairing or whether a new system would need to be sourced.
- ii. Possibility of replacing chairs and tablecloths in the cafe area.
- iii. Dust being shed by the brickwork, stonework and lime mortar.
- iv. Whether the lighting is suitable within the premises.

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

Several further matters were raised by the HC volunteer Committee members, including:-

- a) If the Centre is used in the evenings event by event would have to be specifically agreed by NMTC Full Council to comply with NMTC's Insurers requirements.
- b) Only 1 set of keys available to the volunteers - The Clerk reminded the meeting that this was a recommendation of NMTC's insurers and that when the new HC Co-ordinator was in post he/she would be the official key-holder.

The volunteers asked that a request for more keys to be available be taken to Full Council.

It was RESOLVED that the Volunteers Report be taken to Full Council as part of the budget process and financial planning.

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

After discussion.



It was RESOLVED that a proposal to sell copies of a DVD 'From Track to Trail' be sold at the HC at cost price, as the makers were not making any profit from the sales, be taken to Full Council as part of the report from the HC Committee.

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

There was some discussion about a proposed event to celebrate the 30th Anniversary of the opening of the HC.

It was RESOLVED to ask the volunteers to prepare a detailed, formal proposal for this event, including, where possible, costings and bring it to the next HC Committee meeting and once the proposal was agreed it would go to Full Council for agreement by Resolution.

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

HC/2019/015 Appointment of volunteer assistants (Agenda Item 7)

It was agreed that Cllr Bate would take the lead in producing adverts to promote the recruitment of volunteers.

Cllr Bate suggested that the volunteers bring a person specification for specialist volunteers to the HC Committee, which if agreed, would then go to Full Council for approval.

HC/2019/016 Recruitment of Committee vacancies (Agenda Item 8)

Cllr Bate introduced Danielle Sorsby, who has a role within Marketing Peak District and Derbyshire (MPDD), particularly in Tourist Information Centres (TIC). Danielle is going to attend Heritage Centre Committee meetings and will provide advice and guidance to help in the marketing of the HC and TIC.

Discussion took place about website and social media exposure, which Danielle would be happy to offer advice about, including links to various outlets and how to promote special events on Derbyshire tourist websites.

Danielle also advised that there is a Tourism Officer's Group meeting once a quarter which the new HC Co-ordinator would be welcome to attend.



Danielle advised that MPDD are linked to some surrounding area websites.

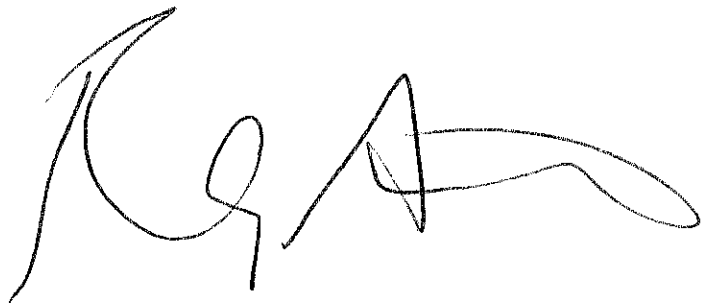
Cllr Atkins thanked Danielle for her input.

Cllr Bate advised the meeting that he had not been able to progress on the last specialist Committee vacancy.

**HC/2019/017 Update on Heritage Centre Co-ordinator
(Agenda Item 9)**

The Clerk stated that due process had been followed and that a decision on the appointment will be made by Full Council. Staffing Committee can make recommendations to Full Council, but the appointment would have to be ratified by Full Council.

17:02 It was RESOLVED to close the meeting.
3 votes **FOR** 0 **ABSTENTIONS** 0 votes **AGAINST**

A handwritten signature in black ink, appearing to be 'K. Bate', written in a cursive style.