

## NEW MILLS TOWN COUNCIL

Minutes of the HERITAGE CENTRE COMMITTEE MEETING of NEW MILLS TOWN COUNCIL held in the Council Chamber, Town Hall, New Mills Derbyshire, on 4<sup>th</sup> June 2018, starting at 16:00hrs.

Present :-

Cllr Atkins (Temporary Chair), Cllr Lamb, Cllr Whewell, Andi Cooper, Judith Lanham, 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.

**NB** As a Chairman had not been elected it was agreed that Cllr Atkins would chair this meeting, as an informal meeting.

### **PART I – NON CONFIDENTIAL INFORMATION (PUBLIC IN ATTENDANCE)**

#### **HC/2018/001 To receive and accept apologies for absence (Agenda item 1)**

Apologies were received from Cllr Bate.

#### **HC/2018/002 Variation of order of business (Agenda item 2)**

**NONE**

**HC/2018/003 Declaration of Members Interests  
(Agenda Item 3)**

a) NONE

b) NONE

**HC/2018/004 Public speaking  
(Agenda Item 4)**

a) A member of the public expressed their support for the Heritage Centre (HC) in bringing in visitors to New Mills, but felt that the appointment of an experienced administrator would benefit the HC.

A member of the public (also a HC volunteer) felt that the appointment of a HC administrator, as soon as possible, would provide to support the volunteers, using skills such as rota management, marketing, sales and publicity.

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

There was no County Councillor present.

No District Councillor wished to speak.

c) NONE

**HC/2018/005 Terms of reference for the Heritage Centre  
Committee  
(Agenda Item 5)**

See **MIN No 2018/043** for NMTC Resolution to accept the Heritage Centre Committee (HCC) Terms of Reference.

**HC/2018/006 Constitution of the Heritage Centre  
(Agenda Item 6)**

See **MIN No 2018/043** for NMTC Resolution to accept the Heritage Centre Constitution.

**HC/2018/007 To discuss the membership vacancies on the  
Committee  
(Agenda Item 7)**

It was noted that the Heritage Centre Committee's composition is 4 elected members of New Mills Town Council (NMTC), the Town Clerk, (**NB** the Town Clerk is to investigate whether her role is ex-officio) the HC Administrator, 2 HC volunteers and 2 further members who could be drawn from particular areas of expertise, as required.

The Clerk informed the meeting that the Parks Manager (PM) would like to be considered for a post on the HCC.

There was a general discussion about the HC and the future.

The volunteers on the HCC raised the following points for consideration: -

- 1) A HC administrator would ideally have marketing and retail expertise to "open up horizons", and leadership skills
- 2) The current involvement of the external Curatorial Adviser.
- 3) The distribution of responsibilities between NMTC and the HC.
- 4) The current security of tenure of the leased building.
- 5) The need to attract more volunteers, particularly younger volunteers, with different skills (There are currently 26 active volunteers and 4 non-active volunteers). Ideally a figure of 40 volunteers is considered necessary.
- 6) Ability to provide more varied displays, but this incurs additional costs.
- 7) Forward Plan review which is due in February 2019.

Responses to the above points.

- 1) The NMTC Staffing Committee (NMTCST) could consider the HC Administrator post, hours of work, role and responsibilities if a request was received for it to be on the NMTCST July Agenda. Following consideration by the Full NMTC it might be possible to appoint to the post for September 2018.
- 2) Curatorial Adviser - to be contacted re current involvement.
- 3) This would be considered within discussion about the Administrator's role.

- 4) The current tenure of the HC building is unsure and it was felt that considering a contingency plan could be advisable eg alternative premises or the possibility of having to mothball collections if no suitable alternative premises were available.
- 5) The use of Social Media to attract more and younger volunteers could be a useful tool.
- 6) Could be considered by the Administrator within the constraints of the HC budget.
- 7) The Forward Plan including policies and procedures would need to come back to NMTC Full Council.

An officially elected Chair would need to co-ordinate actions highlighted within this meeting.

#### **HC/2018/008 Dates of future meetings (Agenda Item 8)**

It was agreed to hold Heritage and Information Centre Committee meetings on the 1<sup>st</sup> Monday of the month at 16:00, the next meeting being Monday 2<sup>nd</sup> July 2018.

**16:56 It was RESOLVED** to close the meeting.  
3 votes **FOR** 0 **ABSTENTIONS** 0 votes **AGAINST**