

# WHITBY TOWN COUNCIL

Minutes of the meeting of the **Pannett Art Gallery and Whitby Museum Joint Management Committee** held on **Thursday 17 March 2022 at 1:00pm** in the Normanby Room, Whitby Museum.

**Present** Whitby Town Council: Councillors Mrs A Brown, Mrs H R Coughlan, R Dalrymple (Chair), G Goodberry, G Jackson, A Jones (sub), J Nock, and Mrs N L Wilson; Whitby Literary & Philosophical Society: Ms S Booth, Mrs W Price, C Pyrah, Mrs A Roberts. Mrs H Wright (sub)

**Also:** Michael King, Town Clerk, Helen Berry, PAG Curator.

**NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.**

## **JM220/22 APOLOGIES**

Received from Mrs D Gilroy and Councillor Mrs L Wild. (It was noted that C Pyrah had replaced S Barnard as a Lit & Phil nominee.

## **JM221/22 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION**

None.

### **STANDING ORDERS SUSPENDED**

## **JM222/22 PUBLIC PARTICIPATION SESSION**

No public participation.

### **STANDING ORDERS REINSTATED**

## **JM223/22 MINUTES**

**MOVED** by Councillor J Nock, seconded by Councillor Mrs N Wilson and

**RESOLVED** unanimously that the minutes of the Joint Management Committee held on 30 September 2021 having been circulated be taken as read and signed as a correct record subject to the minor attendance amendments.

## **JM224/22 NEW WHITBY MUSEUM MAIN ENTRANCE PROPOSAL**

The Town Clerk reported the response of the Pannett Art Gallery and Whitby Museum Trust and the Pannett Park Trust to the proposals referred from the meeting held on 30 September 2021.

**MOVED** by Councillor J Nock, seconded by Councillor G Jackson and

**RESOLVED** unanimously (a) that the Clerks report is noted;  
(b) that issues relating to the access and flow of the building be considered at the next meeting of the committee.

## **JM225/22 REPORT ON PROPERTY MATTERS**

### **COSTS**

Figures for Income and Expenditure on building maintenance were submitted.

### **BUILDING SURVEY, HEATING, RE-WIRING AND FLOORING**

An ITT covering this work had been accepted by a contractor to be appointed through the YorHUB framework agreement. A response was awaited.

### **LIFT UPDATE**

recent work had added shaft lighting and an access ladder to the lift shaft. An auto dialler had been installed to connect to the phone system. Clarification was being sought on the announcement by BT/Openreach of plans to switch off their PSTN (Public Switched Telephone Network) and ISDN (analogue) lines in 2025 and to stop installing new lines in 2023.

### **FIRE DRILL AND ESCAPE ROUTE**

It was confirmed that fire exits must comply with the building standards from the date of installation, subject to a re-evaluation if major works are carried out to the building.

### **OUTSIDE DECORATION**

Quotations were being sought from suitably capable decorators covering all external woodwork, painted stonework and ironwork including rainwater goods. It is anticipated that this work would be carried out in late spring, during favourable weather.

### **FLOOR**

Remedial work to 'grind' ill-fitting metal grills was identified. Suitable contractors would be sought. The Literary & Philosophical Society's Health and Safety concerns regarding the grating in the museum are noted.

### **SIGNAGE**

Proposed signage for the front and rear of the building was discussed – it was agreed that a walk-around and photo survey would be undertaken to finalise the specification for new signage and co-ordinated into the (separate) external decoration.

### **AIR CONDITIONING**

It was identified that additional units fitted as part of the refurbishments would revert to the town council as landlord once any purchase warranty was exhausted. Future maintenance would be commissioned by the landlord and recharged to the tenant.

### **WORK UNDERTAKEN BY THE MUSEUM**

It was confirmed that work had been completed to the Tea Room, Normanby Room, including AV and lighting, and to the museum's telephone and WiFi.

**MOVED** by Councillor Mrs N Wilson, seconded by Councillor G Jackson and

<b>RESOLVED</b> unanimously that the above information is received.
---