

WHITBY TOWN COUNCIL

Minutes of the meeting of the **PANNETT ART GALLERY** Committee conducted on **Wednesday 18 July 2023** at 2:00pm in the Pannett Art Gallery, Pannett Park, Whitby.

Present: Councillors Mrs L Wild (Chair) with Councillors Mrs A Brown, Mrs H Coughlan, A Jones, J Nock, C Riddolls and Mrs N Wilson.

Also: Mrs A Cowey - Deputy Clerk, Mrs H Berry – Curator and Councillor Mrs S Turner.

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

107/23 ELECTION OF CHAIR

MOVED by Councillor Mrs Coughlan, seconded by Councillor Riddolls

RESOLVED unanimously that Councillor Mrs L Wild is elected Chair of the Pannett Art Gallery Committee for the ensuing year – 2023-2024

108/23 APOLOGIES FOR ABSENCE

Apologies for inability to attend was received from Councillor R Dalrymple (Ex Officio).

109/23 ELECTION OF VICE-CHAIR

Two nominations for the position of Vice- Chair were proposed and Voted on

Councillor Mrs Brown was Moved by Councillor Mrs Wilson, seconded by Councillor Nock - 4 in favour

Councillor Mrs Coughlan was Moved by Councillor Mrs Wild, seconded by Councillor Mrs Coughlan - 3 in favour

MOVED by Councillor Mrs Wilson, seconded by Councillor Nock

RESOLVED that Councillor Mrs Brown be appointed the Vice-Chair of the Pannett Art Gallery Committee for the ensuing year, 2023-2024

110/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

There were no declarations of interest.

111/23 PUBLIC PARTICIPATION

No public participation

112/23 ACTIONS REQUIRED IN ACCORDANCE WITH THE TERMS OF REFERENCE

a) MINUTES

MOVED by Councillor Mrs N Wilson, seconded by Councillor Nock

RESOLVED that the Minutes of the meeting of the Pannett Art Gallery Committee held on the 25 January 2023 having be circulated be taken as read, approved and signed by the Chairman. 1 Abstention

MOVED by Councillor Mrs A Brown, seconded by Councillor Nock

RESOLVED unanimously that agenda items b-e be taken on block and received.

113/23 CURATORS REPORT

The Curator, Mrs Berry was thanked for all the good work she was doing for the Pannett Art Gallery.

MOVED by Councillor Nock, seconded by Councillor Mrs Coughlan

RESOLVED unanimously that the Curators Report is received.

114/23 FINANCE

a) UNAUDITED ACCOUNTS FOR 2022-23

Councillors considered and discussed the accounts and would like to see a breakdown of financial information – Exhibitions sales listed separately to merchandise sales. Members were informed that a new credit card machine has been purchased with much smaller charges.

MOVED by Councillor Mrs Brown, seconded by Councillor Riddolls

RESOLVED unanimously that the unaudited accounts for 2022-2023 are approved and received.

b) INDEPENDENT AUDITORS

MOVED by Councillor Nock, seconded by Councillor Riddolls

RESOLVED unanimously that an independent auditor is appointed to undertake an independent examiner's report of the accounts.

c) ANNUAL REPORT AND ACCOUNTS

MOVED by Councillor Mrs Brown, seconded by Councillor Nock

RESOLVED unanimously that the consequent annual report and accounts are submitted to the Trustees for approval.

115/23 VOLUNTEER OFFER

MOVED by Councillor Mrs Coughlan, seconded by Councillor Nock and

RESOLVED that the Clerk is given delegated authority to engage with Mr Baylis (Solicitor) to progress this voluntary arrangement, and an investigation is carried out to ascertain who has the relevant documentation. 1 Against, 1 Abstention

116/23 SYSTEM SOFTWARE MANAGEMENT SYSTEM

Pre Covid the committee approved the purchase of the above which is a required facility for accreditation. The Curator reported that following research, the preferred system for the Pannett Art Gallery is MODES which will be purchased imminently.

MOVED by Councillor Mrs Wilson, seconded by Councillor Jones

RESOLVED unanimously that the above report is received.

117/23

SOPER COLLECTION

The Curator informed members of the various grant applications submitted for funding to assisting with the collection management and storage of the Soper collection. £10,000 came with the collection to help with the upkeep of the collection, and could be used as match funding if required with any successful applications.

MOVED by Councillor Mrs Brown seconded by Councillor Jones

RESOLVED unanimously that the £10,000 Soper fund is used if necessary, as match funding.

118/23

ACCREDITATION

As yet the Pannett Art Gallery has not been invited to re-apply. Members were asked if they would volunteer to handout visitor surveys in the Art Gallery, Councillors Mrs Wilson, Mrs Wild, Mrs Brown and Mrs Turner offered to help.

MOVED by Councillor Nock, seconded by Councillor Jones

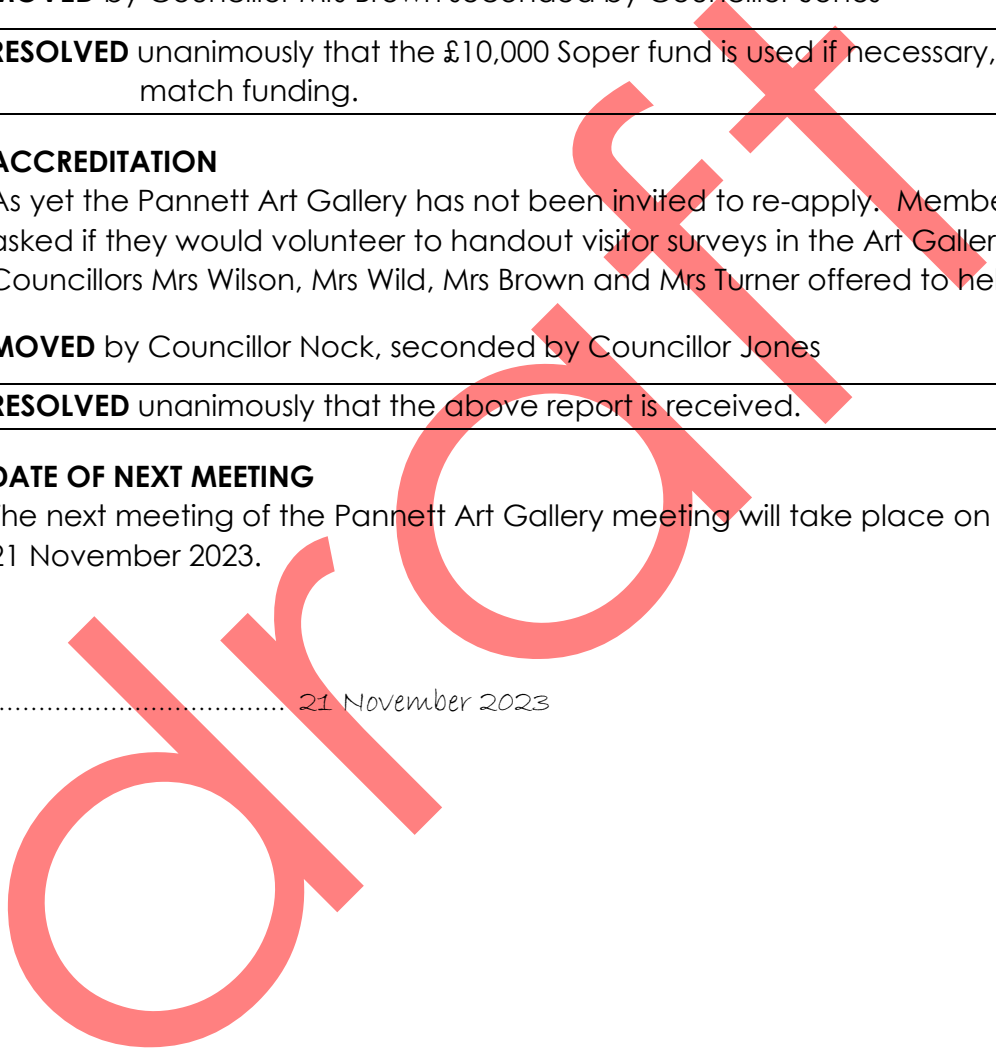
RESOLVED unanimously that the above report is received.

119/23

DATE OF NEXT MEETING

The next meeting of the Pannett Art Gallery meeting will take place on Tuesday 21 November 2023.

Signature 21 November 2023



Initial

Pannett Art Gallery Curator's Report July 2023

Soper Collection

We have been monitoring the new storage spaces created to hold the collection and are now confident that the environmental conditions are appropriate for our artworks. Work has started to relocate the artworks from the Weatherill Gallery.

As agreed, we have re-hung one wall of the Weatherill Gallery with Soper artworks and are looking to reorganise the remaining walls to ensure watercolour paintings are properly rested.

The website has been updated, with a new section added to introduce our audience to the Soper Collection.

Museums Development Yorkshire are paying for three days of Dieter Hopkins's time, to support me with the development of a work programme and action plan to help us get a fuller understanding of this collection, and the opportunities it brings. This work will strengthen future funding bids.

Workshops and Events

Esk Estuary Event

I attended the Esk Estuary event at the Mission to Seamen, with a stall promoting our collections, focusing on paintings of the River Esk and harbour. This extremely well attended event provided a great opportunity to chat to visitors about our artworks, raising the profile of the gallery and the collection and networking with other community organisations in Whitby.

Art UK Wild Escape

With Funding from Art UK we delivered a programme of craft, and creative writing workshops for families, focussing on the birds in the Soper Collection.

Though art, craft and creative writing sessions, participants were able to make strong connections between the collection and the garden birds they may see in our park or in the garden. We delivered three school workshops, including a visit to the gallery, seven family activities in the gallery, and a day of activities for Earth Day, including a display of work created, nature workshop, and a natural history talk.



Through this project participants learnt about the bird paintings and ceramics in the Pannett Art Gallery collection. They also learnt about local native birds and their habitat, including how to identify different species, where they can be seen locally, what they eat, and their size and weight, and scale of population, as well as what they can do to encourage these species, and how to protect them.

Four visitor-led activities about birds were created for the gallery, which we can use as an ongoing resource. We worked with the Friends of Pannett Park to produce a trail around the park to create direct connections between the birds in our collection, and those outside in the park, and produced a similar trail around the gallery to encourage visitors to view the artwork differently.

In total, **583 people took part in these activities**. This was part of a national project, and our activities were promoted to families across the country.

March Maths Month

With the National Literacy Trust we once again hosted a highly successful storytelling session in the gallery. Promoted primarily to local primary schools we attracted a mostly local audience. All children attending enjoyed the story telling and were able to choose a free book from a wide selection of age-appropriate stories. **46 children attended, accompanied by 24 adults.**

Initial

Fish and Ships Festival



Building on the success of Wild Escape we delivered two full days of creative activities for families raising awareness of the Endangered Herring Gull.

58 children

participated in this event which included a mini pop-up exhibition about the birds, questions inviting closer study of two original prints, a 'have your say' board, a craft activity and a chance to add to the cliff diorama display.

Yorkshire Fossil Festival





An extremely large and diverse audience attended the Yorkshire Fossil Festival, which this year took place across the whole of the art gallery, museum and into the park. This fascinating event attracted hundreds of people who would not otherwise have visited the gallery.

Stalls and workshops took place in the gallery and an evening event included close up illusionists in the Staithes Gallery.

Big Green Week

As part of this year's national Big Green Week I organised a display in the gallery and made activities exploring wildlife, natural habitats, and the environment available for visitors to enjoy.

Work Placement

An MA Student from Aberdeen University applied to work with Pannett Art Gallery for a short period of research. During her fortnight of study in Whitby she created a timeline for the Soper Collection, identifying key moments in the lives of each family member and putting these into context by including local, national and international events.

2023 Exhibitions

Exploring the Pannett Paintings, February 4th –May 7th

This was the first time we displayed works from the Soper Collection. I used a questionnaire to gather opinions about this display and to learn about which themes people would be interested in seeing more of. The exhibition was extremely well received, with visitors wanting to know more about these reclusive artists.

Whitby Art Society. 'Still Life to Save Lives', May 8th – June 15th

A charity selling exhibition in aid of the Air Ambulance. Eleven paintings sold, and the Art Society ran an art tombola in the gallery throughout the exhibition, raising funds for the charity.

Caedmon College Whitby, June 17th – 21st

A vibrant exhibition of artwork from Whitby Sixth Form and GCSE students.

The Natural World - The Artwork of George, Eileen, and Eva Soper, June 24th – September 17th

Currently on display is a diverse display of artworks by these three artists.

This exhibition has been featured twice in the Country Life magazine

Remaining 2023 Exhibitions

Fylingdales Group of Artists - Annual Exhibition, Sept 19th – October 29th

Whitby Art Society - Annual Exhibition, October 31st – Christmas Closing

Acquisitions

Mr George Bednar has recently donated four framed etchings by George Soper.

Mrs Joy Baker has sent us a further three unframed etchings of Whitby, also by George Soper.

George Bednar is also hoping to purchase a set of etchings by Staithes Group artist Frank Henry Mason.



Draft Annual Accounts Statement 2022-23

Summary Trial Balance

Year ending 31/03/23

	Credit	Debit
Income		
Donations	11,050.00	
Grants	2,655.00	
Interest	248.00	
Other Income	0.00	
Reimbursements	60.00	
Sales 11,925.44		
VAT on income/Vat repayments	0.00	
Fixed assets	0.00	
Expenditure		
Cost of Sales		7,336.36
Direct Expenditure		7,641.00
Marketing		0.00
Overhead Expenditure		2,128.65
Recharges		19,842.00
S. 137 Payments		0.00
VAT on Payment		62.49
Balance Sheet Assets		
Stocks		0.00
Stock Adjustment		0.00
VAT Recoverable		0.00
Debtors		0.00
Payment in Advance		0.00
Cash in Hand && at Bank		3,823.55
Investments		107,337.85
Long term assets		0.00
Loans Made		0.00
Restricted fund - fixed assets total		0.00
Balance Sheet Liabilities		
Loans Received	0.00	
VAT Payable	0.00	
Creditors	0.00	
Receipts in Advance	0.00	
Reserves (at start of year)	122,233.46	
Trial Balance Total	148,171.90	148,171.90

Total of credits and debits match.

Cost Centre Analysis

Income

Heading	Net (£)	Vat (£)	Gross (£)
1101 Current Account Loyalty Reward	14.13	0.00	14.13
1102 Tracker Account Interest	233.87	0.00	233.87
1201 Sales (Card Payments)	8,452.76	0.00	8,452.76
1202 Sales (Cash & Cheques)	3,472.68	0.00	3,472.68
1203 Exhibition Sales	0.00	0.00	0.00
1301 Donations (Individual)	11,050.00	0.00	11,050.00
1302 Donations (Box)	0.00	0.00	0.00
1303 Bequests	0.00	0.00	0.00
1401 Grants (Facilities)	0.00	0.00	0.00
1402 Grants (Collection)	2,655.00	0.00	2,655.00
1403 Grants (Statutory)	0.00	0.00	0.00
1501 Preview Expenses	60.00	0.00	60.00
1999 Misc Income	0.00	0.00	0.00
Total	25,938.44	0.00	25,938.44

Expenditure

Heading	Net (£)	Vat (£)	Gross (£)
2001 Bank Charges	151.04	0.00	151.04
2002 Stationery & Printing	124.11	0.00	124.11
2003 It Software & Equipment	0.00	0.00	0.00
2004 Telephone & Broadband	0.00	0.00	0.00
2005 Business Expenses	1,547.50	0.00	1,547.50
2006 Training	0.00	0.00	0.00
2007 Audit	0.00	0.00	0.00
2008 Subscriptions	65.00	0.00	65.00
2009 Website	241.00	0.00	241.00
2099 D-Bid Levy	0.00	0.00	0.00
3001 Merchandise	2,568.86	62.49	2,631.35
3002 Card Processing Charges	722.10	0.00	722.10
3003 Balance of Exhibition Sales (To Seller)	4,045.40	0.00	4,045.40
3004 Books for Resale	0.00	0.00	0.00
3005 Preview Costs	0.00	0.00	0.00
4001 Gallery Improvements	0.00	0.00	0.00
4002 Collection Acquisitions	1,287.60	0.00	1,287.60
4003 Projects	6,353.40	0.00	6,353.40
5001 20% Commission on Exhibition Sales	0.00	0.00	0.00
5002 Facilities Management (Recharge)	19,842.00	0.00	19,842.00
6001 Advertising & Publicity	0.00	0.00	0.00
6002 Hospitality	0.00	0.00	0.00
Total	36,948.01	62.49	37,010.50