

PANNETT PARK | WHITBY | YO21 1RE  
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Dear Councillor,

12 March 2024

Your attendance is requested at a meeting of the **PANNETT ART GALLERY COMMITTEE** to be held in the Normanby Room, Whitby Museum, Whitby on **Tuesday 19 March 2024 at 2.00 pm**; the agenda for which is set out below.

*A Cowey*

Anne Cowey  
Deputy Clerk & Civic Officer

To: Councillors Mrs A Brown, Mrs H Coughlan, R Dalrymple (Ex Officio), A Jones, J Nock, C Riddolls, L Wild, Mrs N Wilson. Substitute Mrs S Turner  
Clare Hunt Accreditation Mentor

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

## AGENDA

- 1. APOLOGIES**  
To receive apologies for inability to attend
- 2. DECLARATION OF INTERESTS**  
To declare any disclosable pecuniary interests or any other interests which members may have in the following agenda items and consider any dispensation requests.
- 3. PUBLIC PARTICIPATION SESSION**  
Standing Orders will be suspended up to 15 minutes to allow members of the public to ask questions, make statements or give evidence about business items on the agenda (limited to 3 minutes per person).
- 4. MINUTES**  
To confirm as a correct record the minutes of the PANNETT ART GALLERY Committee held on 12 December 2023 (herewith)
- 5. CURATORS REPORT**  
To receive the Curators Report (to be circulated).
- 6. FINANCE**  
To approve payments and receipts since 5 December 2023 to February 2024 and receive a cashbook statement of accounts to 29 February 2024 (attached).
- 7. COLLECTION**  
To consider and approve any donation received.
- 8. SHARED PROSPERITY FUND**  
To receive a report on the above funding application.

**9. ACCREDITATION**

To receive an updated report regarding accreditation

**10. DATE OF NEXT MEETING**

The next meeting of the Pannett Art Gallery Committee will take place on Tuesday 16 July 2023 (to be confirmed at the Annual Meeting)

# WHITBY TOWN COUNCIL

Minutes of the meeting of the **PANNETT ART GALLERY** Committee conducted on **Tuesday 12 December 2023** at 2:00pm in the Normanby Room, Whitby Museum, Whitby.

**Present:** Councillors Mrs L Wild (Chair) with Councillors, 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

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

## 290/23 APOLOGIES FOR ABSENCE

Apologies for inability to attend were received from Councillors Mrs A Brown, R Dalrymple (Ex Officio) and Mrs S Turner (substitute).

**MOVED** by Councillor Mrs Wilson, seconded by Councillor Nock

**RESOLVED** that apologies for inability to attend received from Councillors Mrs Brown, Dalrymple (Ex-Officio) and Mrs Turner (Substitute) are accepted.

## 291/23 DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATION

There were no declarations of interest.

## 292/23 PUBLIC PARTICIPATION

No public participation

## 293/23 CURATORS REPORT

The Curator went through her report. Councillors Mrs Wilson, Mrs Wild, Jones, Nock and Mrs Coughlan volunteered to help gather information from visitors to the Pannett Art Gallery.

**MOVED** by Councillor Jones seconded by Councillor Nock

**RESOLVED** unanimously that the Curators Report is received.

## 294/23 FINANCE

**MOVED** by Councillor Jones, seconded by Councillor Riddolls

**RESOLVED** unanimously that the payments and receipts to the 5 December 2023 are approved and received.

## 295/23 SOPER COLLECTION

The following donations relevant to the Soper Collection have been offered to the Pannett Art Gallery:

- A painting entitled 'A Family of Otters' by Eileen Soper
- A box of pottery by Eva Soper
- An Oak sign of the Soper Trust

**MOVED** by Councillor Mrs Wild seconded by Councillor Mrs Wilson

**RESOLVED** unanimously that the donations listed above are accepted and become part of the PAG Soper Collection

**296/23**

**SHARED PROSPERITY FUND**

The Curator reported on the Pannett Art Galleries application to the Shared Prosperity Fund and the requirement for 50% match funding.

**MOVED** by Councillor Mrs Coughlan, seconded by Councillor Nock

**RESOLVED** unanimously that an additional £7500.00 is contributed from the PAG account towards match funding for the Shared Prosperity Funding application.

**297/23**

**ACCREDITATION**

See Curator's Report.

**298/23**

**DATE OF NEXT MEETING**

The next meeting of the Pannett Art Gallery meeting will take place on Tuesday 19 March 2024.

Signature ..... 19 March 2024

# **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**

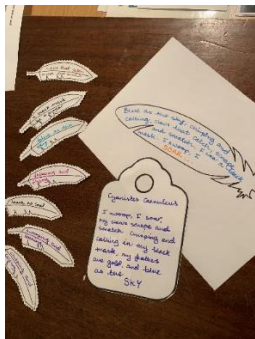
### **Esk Estuary Event**

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.

Through 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.**

### 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 4<sup>th</sup> –May 7<sup>th</sup>**

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 8<sup>th</sup> – June 15<sup>th</sup>**

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 17<sup>th</sup> – 21<sup>st</sup>**

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

**The Natural World - The Artwork of George, Eileen, and Eva Soper, June 24<sup>th</sup> – September 17<sup>th</sup>**

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 19<sup>th</sup> – October 29<sup>th</sup>**

**Whitby Art Society - Annual Exhibition, October 31<sup>st</sup> – 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.



## Item 6. Finance

To approve payments and receipts between 05 December 23 & 29 February 2024

### Payments

Date	Tran.	Gross (£)	Supplier	Details	Heading
19/12/2023	1037	£941.50	Whitby Art Society	Exhibition sales	3003
09/01/2024	1038	£19.30	Barclays	e-payment Plan charges	2001
05/02/2024	1039	£12.76	Barclays	e-payment Plan charges	2001
14/02/2024	1040	£25.00	Nature's Laboratory	Shop stock	3001
27/02/2024	1041	£100.00	Gordon Fletcher	Audit report	2007
		<b>£1,098.56</b>			

### Receipts

Date	Tran.	Gross (£)	Organisation	Details	Heading
22/12/2023	20/3	£663.55	Transaction	Cash and Cheques	1202
22/12/2023	20/5	£36.00	Transaction	Donations	1302
22/12/2023	20/6	£5.16	Transaction	SumUp	1201
22/12/2023	22	£283.56	Transaction	Donations (Box)	1302
09/01/2024	23	£3.24	Barclays	Loyalty Reward	1101
26/01/2024	24	£600.00	George Bednar	Donation for acquisition	1301
05/02/2024	25	£1.28	Barclays	Loyalty Reward	1101
06/02/2024	26	£4,107.49	Soper Trust	Donation	1301
29/02/2024	27/3	£105.93	Transaction	Card Transactions	1201
13/12/2023	21	-£925.00	To WTC	Contra 6, Locality Funding	1401
		<b>£4,881.21</b>			

# Financial Statement - Cashbook

Statement of receipts and payments between 01/04/23 and 29/02/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

## Ordinary Accounts

Pannett Art Gallery £3,823.55

## Short Term Investment Accounts

Pannett Art Gallery Tracker account £107,337.85

**Total** **£111,161.40**

<b>RECEIPTS</b>	<b>Net (£)</b>	<b>Vat (£)</b>	<b>Gross (£)</b>
Pannett Art Gallery			
1101 Current Account Loyalty Reward	11.37	0.00	11.37
1102 Tracker Account Interest	864.54	0.00	864.54
1201 Sales (Card Payments)	5,568.14	0.00	5,568.14
1202 Sales (Cash & Cheques)	2,086.11	0.00	2,086.11
1203 Exhibition Sales	3,991.43	0.00	3,991.43
1301 Donations (Individual)	4,957.49	0.00	4,957.49
1302 Donations (Box)	415.90	0.00	415.90
1303 Bequests	0.00	0.00	0.00
1401 Grants (Facilities)	295.00	0.00	295.00
1402 Grants (Collection)	430.00	0.00	430.00
1403 Grants (Statutory)	0.00	0.00	0.00
1501 Preview Expenses	0.00	0.00	0.00
1999 Misc Income	0.00	0.00	0.00
<b>Total Receipts</b>	<b>18,619.98</b>	<b>0.00</b>	<b>18,619.98</b>

<b>PAYMENTS</b>	<b>Net (£)</b>	<b>Vat (£)</b>	<b>Gross (£)</b>
Pannett Art Gallery			
2001 Bank Charges	131.32	0.00	131.32
2002 Stationery & Printing	0.00	0.00	0.00
2003 It Software & Equipment	1,680.00	0.00	1,680.00
2004 Telephone & Broadband	0.00	0.00	0.00
2005 Business Expenses	18.75	0.00	18.75
2006 Training	0.00	0.00	0.00
2007 Audit	100.00	0.00	100.00
2008 Subscriptions	0.00	0.00	0.00
2009 Website	216.00	0.00	216.00
2099 D-Bid Levy	0.00	0.00	0.00
3001 Merchandise	749.30	0.00	749.30
3002 Card Processing Charges	251.24	0.00	251.24
3003 Balance of Exhibition Sales (To Seller)	3,735.50	0.00	3,735.50
3004 Books for Resale	225.00	0.00	225.00
3005 Preview Costs	0.00	0.00	0.00
4001 Gallery Improvements	0.00	0.00	0.00
4002 Collection Acquisitions	65.00	0.00	65.00
4003 Projects	2,831.94	0.00	2,831.94
5001 20% Commission on Exhibition Sales	0.00	0.00	0.00
5002 Facilities Management (Recharge)	226.55	0.00	226.55
6001 Advertising & Publicity	0.00	0.00	0.00
6002 Hospitality	0.00	0.00	0.00
<b>Total Payments</b>	<b>10,230.60</b>	<b>0.00</b>	<b>10,230.60</b>

Closing Balances

### **Ordinary Accounts**

Pannett Art Gallery £11,348.39  
£11,348.39

### **Short Term Investment Accounts**

Pannett Art Gallery Tracker account £108,202.39  
£108,202.39

**Total** **£119,550.78**