



WHITBY TOWN COUNCIL

PANNETT PARK - WHITBY - YO21 1RE

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9th October 2019

Dear Sir/Madam

You are requested to attend a meeting of the **PANNETT ART GALLERY AND WHITBY MUSEUM JOINT MANAGEMENT** Committee to be held in the Pannett Art Gallery on **Tuesday 15th October 2019 at 4.30 p.m.** the agenda for which is set out below.

Yours faithfully

P. A. Dobson
Town Clerk

To: Whitby Town Council: Councillors (9)
Whitby Literary & Philosophical Society (6)

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

A G E N D A

1. **ELECTION OF CHAIRMAN**
To elect a Chairman of Joint Management Committee for 2019/2020
2. **APOLOGIES**
To receive apologies for inability to attend.
3. **ELECTION OF VICE CHAIRMAN**
To elect a Vice Chairman of Joint Management Committee for 2019/2020
4. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION**
To declare any disclosable pecuniary interests or any other interests which members may have in the following agenda items and consider any dispensation requests.
5. **PUBLIC PARTICIPATION**
The Chairman will suspend Standing Orders for 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 3mins per person). Questions regarding the Museum & Literary & Philosophical Society are not permissible).
6. **MINUTES**
To approve the Minutes of the Meeting held on the 19th October 2017 and sign as a correct record. (copy herewith)

7. TO CONSIDER ACTIONS REQUIRED

- (a) Review of terms of reference of the Committee. (copy herewith)
- (b) Review of terms of reference of any sub-committee(s) of the Committee
- (c) Review of delegation arrangements to employees and to any sub-committee(s) of the Committee
- (d) Review and adoption of appropriate standing orders, policies and procedures relating to the functions of the Committee.
- (e) Review of the anticipated Committee workload for the coming year.

8. REPORT FROM TOWN CLERK ON PROPERTY MATTERS ADDRESSED SINCE LAST MEETING - To receive information on matters resolved, those still ongoing and new items which have arisen or been notified by WLPS. (copy herewith)

- a. Heating system – report on progress
- b. Renewal of Safety gear rope on Lift and other planned lift repairs.
- c. List from WLPS of items of concern
- d. Request from WLPS to site additional noticeboard.

9. BUDGET REQUIREMENTS 2020-2021 – To discuss budget requirements for those items relating to building management and forecast of admissions income from WLPS.

10. PAG 140/19 EVENTS – To consider a request from Pannett Art Gallery to use the Gallery for an acoustic folk music event in 2020 and consideration of using the Gallery for holding events in general.

11. PANNETT ART GALLERY – list of 2020 exhibitions for information (copy herewith)