

WHITBY TOWN COUNCIL

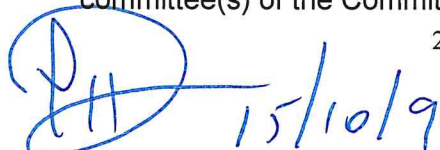
Minutes of the meeting of the **PANNETT ART GALLERY AND WHITBY MUSEUM JOINT MANAGEMENT COMMITTEE** held in the Pannett Art Gallery on **Thursday 19th October 2017** at 4.00 P.M.

Present Whitby Town Council: Councillors, D Collins, Mrs. H Coughlan, J Freeman, J Harston, Ms. R Pearson and P Trumper.
Whitby Literary & Philosophical Society: Mr. P Ainger, Mrs. S Booth, Mrs. B Veitch, Mrs. W Jones, Mrs. A Roberts and Mr. S Barnard.

Also Present Mrs. P A Dobson Town Clerk

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

- JM383/17 ELECTION OF CHAIRMAN 2017/2018**
Nominations were invited for the appointment of Chairman
Proposed by Councillor D Collins, seconded by Councillor Ms. R Pearson and unanimously
RESOLVED that Councillor J Freeman is appointed Chairman of the Pannett Art Gallery and Whitby Museum Joint Management Committee for 2017/2018
- JM384/17 APOLOGIES**
Apologies for absence were received from Councillors Mrs. L Wild and Mrs. N Wilson (WTC).
- JM385/17 ELECTION OF VICE CHAIRMAN 2017/2018**
Nominations were invited for the appointment of Vice Chairman, nominations were received for Councillor Mrs. H Coughlan and Councillor P Trumper
Proposed by Councillor D Collins, seconded by Councillor Mrs. H Coughlan and with 9 votes
RESOLVED that Councillor Mrs. H Coughlan is appointed Vice Chairman of the Pannett Art Gallery and Whitby Museum Joint Management Committee for 2017/2018
- JM386/17 DECLARATION(S) OF INTEREST & REQUEST FOR DISPENSATION**
There were declarations of personal interest by Councillors J Harston and J Freeman as ordinary members of WLPS.
- JM387/17 PUBLIC PARTICIPATION**
There were no members of the public present.
- JM388/17 MINUTES**
Members had been circulated with the Minutes of the last meeting of the Committee held on 29th November 2016
Proposed by Councillor D Collins, seconded by Mr P Ainger and unanimously
RESOLVED: That the minutes of the meeting of the Pannett Art Gallery and Whitby Museum Joint Management Committee held on the 29th November 2016 be taken as read and approved as a correct record.
- JM389/17 TO CONSIDER ACTIONS REQUIRED**
(a) Review of terms of reference of the Committee. (adopted 2016)
(b) Review of terms of reference of any sub-committee(s) of the Committee (none)
(c) Review of delegation arrangements to employees and to any sub-committee(s) of the Committee (no changes required)

A handwritten signature in blue ink, possibly 'D.H.', followed by the date '15/10/19'.

- (d) Review and adoption of appropriate standing orders, policies and procedures relating to the functions of the Committee. (no changes required)
- (e) Review of the anticipated Committee workload for the coming year. (see Clerks report)

Proposed by Councillor D Collins, seconded by Councillor Ms. R Pearson and unanimously

RESOLVED: That the above items having been reviewed are noted.

JM390/17

REPORT FROM TOWN CLERK ON PROPERTY MATTERS ADDRESSED SINCE LAST MEETING

Building Report

The Clerk submitted a report on matters resolved and those still ongoing which was circulated to all members.

Proposed by Councillor J Freeman, seconded by Councillor Mrs. H Coughlan and unanimously

RESOLVED: That the Building report is received, and the actions taken as specified on the Report as discussed are agreed.

General Report

Pannett Art Gallery exhibitions 2018 – attached

Request to close access to lower ground floor from 4.00 p.m. as a lone working issue, to allow cleaning of the toilets to take place. Suggest installation of chain barrier at top of stairs with sign?

Request to change the first-floor toilet lay out. Current ladies and disabled – change to unisex disabled. Current gents change to staff toilet.

Proposed by Councillor J Freeman, seconded by Councillor Mrs. H Coughlan and unanimously

RESOLVED: That the 2018 Exhibitions are noted, and agreement is given in principle to the above items subject to signage etc.


JM391/17

BUDGET REQUIREMENTS 2018-2019

The Clerk had circulated copies of the income and expenditure for the last 3 years on building management as requested by WLPS. Members discussed budget requirements 2018/2019 for those items relating to building management which will be submitted to the Finance Committee. WLPS confirmed £38,000 as the projected 60% income for admissions for 2018/2019 as required under the terms of the lease.

Proposed by Councillor Mrs. H Coughlan, seconded by Councillor Ms. R Pearson and unanimously

RESOLVED: That this information is noted and included in the 2018/2019 budget.

 15/10/19