

BURSLEDON WINDMILL JOINT MANAGEMENT COMMITTEE

Wednesday, 2 February 2011 (11:30 am – 12:57 pm)

The meeting was held at the Civic Offices, Eastleigh Borough Council

PRESENT:

Representing Eastleigh Borough Council - Councillor Airey

Representing Hampshire County Council – Councillors Broadhurst, Davidovitz and Kyrle

Representing Bursledon Parish Council – Councillor Misselbrook

Ian Douch	- County Museums and Archives Service
Jo Lawler	- County Museums and Archives Service
Stephen Lowy	- County Museums and Archives Service
Janet Owen	- County Museums and Archives Service
Diccon Bright	- Local Area Co-ordinator

Apologies for absence were received from Councillor O'Sullivan and from Mrs Sutton, Hampshire Buildings Preservation Trust

Also in attendance: Councillor House

1. MINUTES

RESOLVED –

That the Minutes of the meeting held on 13 October 2010 be agreed as a correct record.

Matter Arising

Public Access to the Woods: The Area Co-ordinator reported that negotiations were still taking place with regard to the cost of the licence to allow public access to the woods.

2. CURATOR'S REPORT

Consideration was given to a report detailing activities and events at the Windmill between August and December 2010.

Visitor figures had increased on the previous year's numbers during the autumn, reflecting the activities and events during this period. Visitors using the Culture-all Passport card had also increased from 53 in 2009 to 221 in 2010.

A full structural survey had been completed in June 2010, which had

identified a small number of minor, non-urgent works which were to be completed before the end of June 2011.

A cost-effective solution to the repair of the windshaft was still being sought. It was pointed out that, under the terms of the lease, the County Council had to give the Windmill back to the Hampshire Buildings Preservation Trust in the same condition as it had been received and confirmation was given that regular liaison took place with the Trust.

A full Health and Safety audit had been carried out in November 2009 and any remaining audit actions were to be completed by the end of June 2011. Fire extinguisher training had been provided and updated First Aid training was also to take place. Following specialist training, climbing harnesses were to be acquired for any repairs to canvases and sail frames.

The bookable, charged family activity sessions run during the school summer holiday had been very popular, as had the free, drop-in family sessions during the October half-term and the Christmas holiday. An activity was planned for the February half-term based around the Creatures Great and Small exhibition in the barn.

The Archaeology Roadshow set up by the Museum Service's Archaeology Team had visited the Windmill on 1 August and was a free, added extra for the 137 visitors on that Sunday.

The Windmill Children's Centre had booked the site for a free trial as a venue for their activities during the autumn and held a successful exploring nature session for 16 under 5s and 13 adults.

A total of 355 visitors attended six Big Draw events across the Windmill, Brickworks and Windmill Children's Centre sites in October. This was a community event, co-ordinated by the Windmill, with the three sites being advertised together, enabling a wider spread of information and benefits to all sites.

The Pumpkin Festival at the Royal Victoria Country Park on 9 October was very successful and provided an opportunity to meet 351 people and make good sales.

Flour sales increased significantly in 2009/10, largely due to an arrangement to supply flour for resale to 14 Southern Co-operative stores across Hampshire. However, work needed to be undertaken both to re-examine costings in the light of increased global wheat and fuel costs and to investigate alternative supply models.

It was AGREED –

That the report be noted.

3. 2011-12 TRANSITION YEAR

a) Revenue Budget Estimate 2011-12

The Museums Resources Manager presented a report which outlined progress with the current year's budget and made proposals regarding the forward estimate for 2011-12.

The cash limit of £66,800 for 2010/11 had been agreed at the Joint Management Committee meeting on 13 October 2009 and current budget monitoring indicated that it would be possible to manage within this limit.

The report took account of the Phase 1 strategic organisational changes outlined in the County Council's Executive Member for Culture and Recreation report of 17 November 2010 in response to changes in Renaissance funding with effect from 1 April 2011.

Renaissance funding of over £1M per year had, since 2002, increasingly supported core museum activities and enabled the Joint Management Agreement with the Borough Council to benefit significantly from enhanced educational and marketing activities, temporary exhibitions and collections management, all of which had widened audience participation. These benefits had not been specifically identified to partners, nor represented in budgets, although they supported work across the County.

The current Renaissance funding programme was to be terminated from 2011/12 onwards and replaced by a different model of funding and support. Details regarding the new model were to be issued during 2011, but it was likely that museums would need to apply competitively and demonstrate ability to reach a range of criteria. These would probably emphasise areas of significant population and the regional and national excellence of collections. It was proposed that a core Hampshire and Solent group bid involving Hampshire County Council, its District and Borough partners, Portsmouth City Council, Southampton City Council, Winchester City Council and other partners including the Mary Rose Trust, Isle of Wight Council and the National Motor Museum Beaulieu would have the greatest chance of success and work had commenced to secure such a consortia approach.

Transition funding from Renaissance had been successfully negotiated for the 2011/12 financial year to support the Museum Service's exit strategy from the current arrangements, allowing current staffing and organisational arrangements to remain until 30 June 2011. A strategic review of the Service had been undertaken and Phase 1 of the review approved by the Executive Member for Culture and Communities on 17 November 2010. The staffing and operational changes incorporated in Phase 1 would be implemented from 1 July 2011.

In order to deliver the draft Service Plan for 2011/12, for consideration as the

next item on this agenda, it was not envisaged that any further changes to budget or service provision at the Windmill would be required, other than those already approved under Phase 1 Reorganisation.

The budgets presented to the Committee in previous years had not incorporated the full costs of providing marketing, learning, temporary exhibition support and collections management for the Windmill. These activities would need to be funded from County and Borough contributions following the changes to Renaissance funding from 2011/12 and the draft budget for 2011/12 would show the full costs of this support. This would allow both partners to make informed decisions regarding the management of any budget reductions required as an outcome of the October 2010 Spending Review process.

The Committee considered the draft budget proposals for 2011/12 in conjunction with the draft Service Plan 2011-2012 (Item 4b on the agenda). This was presented by the Community Museums Team Manager and supported both authorities' corporate priorities. The proposed budget figure was provided for each key activity. Work was still taking place on the Plan and any comments could be included. Once updated, the Plan would be circulated to the Committee.

A revised budget was distributed at the meeting, which showed that the figures of 33% of the Area Community Curator and 12.5% of the Community Museums Manager posts were for Bursledon Windmill and Eastleigh Museum combined, with one third of this time charged to the Windmill.

During the discussion of the two reports, the following issues were raised:

- Volunteers: Following an article in the Borough News, a number of people had shown interest in volunteering at the Windmill. A Community Partnership and Volunteer Co-ordinator was to be appointed to develop a volunteer team to support and enhance public access during 2011/12. Use would be made of the site's open space and available natural history for school sessions, which would be more flexibly arranged according to when schools were able to visit. A charge would be made for these sessions, enabling the Learning and Community Engagement Team also to provide support.
- The potential for commercial milling: It was hoped that commercial milling could be exploited, but Parish Councillor Misselbrook, speaking in his professional capacity, advised that the Windmill would never be able to produce flour on a commercial basis. He suggested that sponsorship be sought, that the Windmill be branded and a logo created with, for example, an advertisement for the sponsor on the Windmill's webpage. The Committee agreed that sponsorship was the way forward, whilst still maintaining the Windmill's key functions.

- Shared costs: It was advised that the Borough's costs of servicing, accommodating and supporting the Windmill needed to be taken into account in the 2011/12 budget. In addition, the rationale behind the 1/3rd and 2/3rd staffing split between the Windmill and Museum needed clarifying. The Area Co-ordinator and Head of Museums agreed to liaise with a view to providing more detail of these costs to the next meeting of the Committee.

It was AGREED -

- (1) That the proposed budget for Quarter 1 (April – June 2011) of 2011/12 be approved and the constituent authorities notified of their required contributions; and
- (2) That, for budgeting purposes, Quarters 2 – 4 (July 2011 – March 2012) be approved provisionally and the constituent authorities notified of their required contributions, and that final approval be given when further information on both authorities' costs is provided at a meeting of the Committee to be arranged during Quarter 1.

b) Draft Service Plan 2011-12

This item was considered under Item 3a.

4. NEXT STEPS: TOWARDS A LONG-TERM SUSTAINABLE FUTURE

The Head of Museums firstly provided a verbal update on Phase 1 of the Strategic Review, reiterating that the current staffing and organisational arrangements would be in place until 30 June 2011. Staffing and organisational changes under Phase 1 of the Review would take place from 1 July 2011. She thanked Jo Lawler, the Visitor Services Manager, for her hard work over a number of years.

Appointments had been made to the new posts of Area Community Curator and Learning and Community Engagement Officer, which would take effect from 1 July 2011. Phase 1 of the Strategic Review would see Renaissance funding ending and Phase 2 would address the financial pressures arising from the Comprehensive Spending Review. From 2012-13 a 10-16% reduction would be required by the County Council, and any pressures required by the Borough Council would also be required as part of this Phase. The key principles of Phase 1 would be built on by 1) widening participation in cultural activities; 2) taking a strategic approach to heritage and assets; 3) integrated working with Museums and Arts; 4) partnership working, including the development of a consortia of museums in Hampshire and the Solent area for a bid under the "New Renaissance" model; and 5) generating income and external funding.

Key dates for Phase 2 included; an Executive Member's report confirming the principles of Phases 1 and 2 on 8 March 2011; a further report on 8 July 2011 seeking consultation on preferred options; and a decision regarding

Phase 2 in November 2011. These were provisional dates, with a view to Phase 2 being implemented on 1 April 2012.

Phase 1 would include the development of the Community Partnership, involving volunteers and commercial partners. Liaison had also taken place with the Hampshire Buildings Preservation Trust and Eling Tide Mill and it was suggested that a meeting of representatives from all organisations be held to explore partnership arrangements for 2012/13.

Parish Councillor Misselbrook advised that Bursledon parishioners had expressed great interest in being involved in the running of the Windmill site. In addition, the Parish Council was able to contribute funding and would like to be more involved. It was suggested that, in the longer term, there was the potential for Bursledon Parish Council to become the lead agency and take ownership of the site, supported by partner organisations. The Head of Museums advised that a bid for a model for such an initiative would be eligible for 2011/12 funding for from the Transitions Policy Fund. However, the application would need to be made by an organisation and not by the County Council. Councillor Misselbrook confirmed that this would be placed on the agenda for a meeting of Bursledon Parish Council and that help from the Museums Service, through the Area Co-ordinator, would be much appreciated.

It was AGREED that the verbal report be noted.

5. DATE AND VENUE OF NEXT MEETING

It was agreed that the next meeting would take place on 18 May 2011 at 11.30am at the Civic Offices, Eastleigh Borough Council.

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