

BURSLEDON WINDMILL JOINT MANAGEMENT COMMITTEE

Wednesday, 28 January 2015 (11:30 am – 1:10 pm)

PRESENT:

Councillors A Broadhurst, Cross and Kyrle

Representing Hampshire County Council – Councillors

Representing Bursledon Parish Council – Councillor

Annabel Cook	- Hampshire Arts and Museums Service
Mr Jackson	- Hampshire Buildings Preservation Trust
Tim Kelly	- Hampshire Arts and Museums Service
Diccon Bright	- Local Area Co-ordinator

Apologies for absence were received from Councillor Tonia Craig, Councillor Keith House, Councillor Diane Andrewes and Councillor Colin Davidovitz

1. MINUTES OF THE PREVIOUS MEETING

RESOLVED that the Minutes of the meeting held on 24 September 2014 be approved as a correct record of the meeting.

2. CURATOR'S REPORT

Annabel Cook reported that Erica Munro had joined Hampshire Cultural Trust (HCT) as the South East Area Curator in place of Tom de Wit. She had come with excellent exhibition experience, with two years as the Museum Officer at Gosport Discovery Centre and four years as part of the Hampshire Exhibitions team.

The Committee was updated on the re-opening of the Windmill. The opening had been very successful and Cass Productions' animated film of "Phoebe Mouse" had been very popular with visitors. 268 people had attended the event on 30 November 2014 and this had created over £600 of income for the Windmill. In order to manage the queues of visitors, a number of activities had been organised. Activities included a folk band, storytellers, tours of the Windmill and refreshments including a Windmill birthday cake. The Mayor formally opened the site and comments from visitors had all be very positive. The re-opening of the Windmill was also attended by BBC South today and ITV Meridian as well as other local press.

It was reported that following the period of site closure, the team had begun training as well as health and safety training. Members of the Team also attended a specialist milling training course. This was overseen by SPAB's Vice Chairman Jonathan Cook at Foster's Mill in Cambridgeshire.

Annabel reported that Gift Aid had been introduced onto the site's admission

fees and there had been a conversion rate of approximately 80% for Gift Aid.

The Committee were further advised that had been an increase in visitor numbers. These numbers reflected the closure of the site and the winter re-opening. The re-opening in November demonstrated a significant rise in visitor numbers. The Windmill had been struggling to meet demand from visiting school parties as the site fits very well with the new National Curriculum and offers a complete learning experience for visiting school children; tours are more interactive, in-depth and longer as a result.

Tim Kelly gave an update on the proposed toilet block and volunteer room. Diccon Bright advised that nothing had been secured and that some funding may need to come through community engagement projects and donations as a result of a local campaign. Annabel advised that this was certainly a possibility that would be explored further.

In response to a question regarding the position of trees in the areas adjacent to the Windmill site, the Committee were informed that following investigative work, the removal of trees would make little impact on the Windmill and its sails. However, Annabel informed the Committee that an update would be provided on this issue.

Annabel Cook showed a short video clip detailing the Windmill's restoration process and its re-opening.

3. FINANCE REPORT

Tim Kelly reported that following the previous meeting in September 2014, the budget was presented in a different way. He advised that greater sources of income were required and that suggestions such as philanthropy had been made. The Committee were advised of the recent Heritage Lottery Funded programme, Inspiring a Culture of Philanthropy in the Hampshire Solent Area. Tim highlighted that the project would create opportunities for HCT and other local sites to develop their funding networks and fundraising skills. This would then hopefully lead to the use of volunteers with the appropriate experience which would directly benefit the running of the Windmill. The Committee were also advised the use of gift aid had been used on entrance fees to the museum but this could not be extended to any classes and workshops because there were different models for the use of gift aid.

Annabel Cook advised the Committee of the income from entrance fees, the shop and recent bookings at the Windmill; particularly wedding receptions. She informed Members that customers had been delighted with the Windmill as a venue and that word of mouth enquiries had increased. The Committee discussed the need for greater publicity in relation to bookings and fully supported the exploration of the idea of using the Windmill site as a licensed

venue.

Tim highlighted that the Budget for 2015/16 would be the Windmill's first Budget under the management of the Trust. He informed the Committee that the budget for business development had increased as a result of the time spent on the Windmill's re-opening and in order to increase income due to these changes. The budget was presented to articulate the changes.

4. DRAFT 2015/16 VENUE PLAN

The Committee were advised that HCT wanted the Windmill to be known for an annual August Bank Holiday Weekend Event. Such an event would use the Windmill site as a venue for craft workshops with a particular focus on traditional crafts which would be related to the historical context of the Windmill's site.

The main theme for sites across Hampshire in 2015 would be Dinosaurs. Annabel Cook informed the Committee that the Windmill's planned contribution to this theme would be a willow-based project that would create a Dinosaur sculpture using willow as its material. By using this material, the planned sculpture fitted with the traditional crafts theme.

5. PARTNERSHIP COMMITTEE AGREEMENT - HEADS OF TERMS

Tim Kelly advised that the Heads of Terms for Partnership Funding Agreement had been drafted by legal officers at Hampshire County Council. It was highlighted that as Hampshire County Council had transferred its arts, museum and heritage services to HCT, the function of the Committee remained the same with regard to the recommended statutory powers.

6. CULTURAL CONVERSATIONS - HAMPSHIRE CULTURAL TRUST UPDATE

Tim Kelly gave a brief statement on behalf of Janet Owen. He advised the Committee that in March and April 2015, HCT would hold Cultural Conversations. Local stakeholders would be invited to the Trust's venues and given the opportunity to share views and thoughts regarding plans over the next ten years. HCT would use this feedback in order to shape its programme over this period.

It was reported that between the 9 March and 30 April 2015, a small, evening exhibition would take place in each venue and ideas would be brought together over a glass of wine.

7. DATE AND VENUE OF NEXT MEETING

RESOLVED

**That the next meeting would take place at 10:00 am on 17 June 2015
with the venue to be decided.**

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