

KENILWORTH TOWN COUNCIL

Minutes of the Meeting of the

ENGLISH HERITAGE LIAISON GROUP

held in the Council Chamber, Jubilee House
on 24 March 2022, at 2.30pm

PRESENT: Councillor A G Chalmers (Chair)

Councillors: K S Dickson, P J Jones, A J Kennedy

M Bulford and D Chandler (English Heritage).

Town Clerk: Miss M S Field.

Deputy Town Clerk: N Eaton.

EH.62 **SUBSTITUTE MEMBERS**

None.

EH.63 **DECLARATIONS OF INTEREST**

None.

EH.64 **APOLOGIES**

Councillors: M F Coker, A M Dearing

EH.65 **MINUTES**

The minutes of the English Heritage (EH) Liaison Working Party Meeting held on 28 October 2021, which were approved by the Town Council on 02 December 2021 were NOTED.

MATTERS ARISING

EH.66 **GENERAL EH UPDATES INCLUDING CHANGES TO STAFFING ARRANGEMENTS**

Dean Chandler updated on staff movements, including a New Catering Manager, Tom Brooks.

Post Covid, the Castle was becoming increasingly busy, with coaches and people returning and the educational programme picking up.

A full programme of events has been arranged, with 7 day a week opening from 01 April.

These updates were NOTED.

EH.67 ESTATE GROUNDS MAINTENANCE

Matt Bulford advised that Estate grounds maintenance continues as programmed. This includes planned replacement of wooden stairs to the Strong Tower.

This update was NOTED.

EH.68 REVIEW OF CASTLE PASS SCHEME

The Town Clerk circulated a new draft Castle Pass, printed in “credit card” format. A short discussion on the new process, including security provisions was held. English Heritage representatives envisaged no problems but would discuss this and report back any issues.

This update was NOTED.

EH.69 TOURISM IN KENILWORTH

Councillor James Kennedy gave an update on Wayfinding signage issues and BLEF funding initiatives, including production of Tourism video clips, to be presented to Members next week.
Matt Bulford commented that the Trail leaflets continued to be popular at the Castle.

EH.70 KENILWORTH CASTLE CONSERVATION MANAGEMENT PLAN

The Chair agreed that KTC Members comments will be collated for feedback to English Heritage between now and the next Meeting

Formal Consultation is open until the end of April, with all comments invited.

KTC agreed to share the Abbey Fields Management Plan draft with EH.

This update was NOTED.

EH.71 IMPROVING ACCESS TO AND FROM THE TOWN

Matt Bulford reported that a number of options were under active consideration, with a consultant having been appointed.

This update was NOTED

EH.72 GEOFFREY DE CLINTON COFFIN

The Meeting discussed the potential restoration of the coffin of Geoffrey De Clinton which is held by Abbey Advisory Group.

Matt Bulford reported that a (regionally based) Conservator for EH will look at issues, including storage and packing. This will be to advise the Abbey Advisory Group - EH have nowhere currently to display this coffin.

This update was NOTED.

NEW MATTERS

EH.73 REVIEW OF BOXING DAY ARRANGEMENTS

The Meeting agreed that the last Boxing Day event worked well, with no issues.

This update was NOTED.

EH.74 ARRANGEMENTS FOR RECEPTIONS 2022-23

The Town Clerk confirmed that as arranged, the KTC Annual Meeting (Mayor Making) will take place on 12 May. The Mayors Civic Tour of the Castle will take place on 27 April.

Two other Receptions are intended to take place at the Castle, to be arranged.

This update was NOTED.

EH.75 OTHER EVENTS TAKING PLACE IN KENILWORTH DURING 2022

Other planned events were discussed, including the Town Councils proposed Platinum Jubilee Street Party, on Warwick Road, Friday 03 June, 11am-4pm.

Arrangement for the Two Castle run have been confirmed.

Nothing has yet been heard concerning the Round Table Fireworks event.

Kenilworth Books has arranged a talk on the House of Dudley, to be held at the Castle on 03 April, with tickets available online.

EH.76 DATE OF NEXT MEETING

The next meeting will take place, subject to confirmation, on 13 October 2022.

The meeting concluded at 3.55pm.

Signed

Dated

Distribution:

External: Mr M Bulford and Mr D Chandler, Kenilworth Castle. *(All by email).*

Internal: Councillors Alan Chalmers, Michael Coker, Alix Dearing, Kate Dickson, James Kennedy.
Mayor