

## KEATS HOUSE CONSULTATIVE COMMITTEE

Monday, 2 February 2015

**Minutes of the meeting of the Keats House Consultative Committee held at the Guildhall EC2 at 2.00 pm**

### **Present**

#### **Members:**

Vivienne Littlechild (Chairman)	Nigel Steward
Ann Pembroke	Jim Burge
Barbara Newman	Steven Bobasch
Martin Humphery	

#### **Officers:**

Saimah Tahir	Town Clerk's Department
Vicky Carroll	Culture, Heritage and Libraries
David Wight	Culture, Heritage & Libraries Department

#### **1. APOLOGIES**

Apologies were received from John Scott, Jeremy Simons, Susan Kirby, Harriet Cullen and Diana Gore.

#### **2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

There were no declarations.

#### **3. MINUTES**

The minutes of the meeting held on the 16<sup>th</sup> September 2014 were approved subject to David Wight being added in attendance.

#### **4. KEATS HOUSE PROGRESS REPORT**

The Committee received a report of the Principal Curator, Heritage and Libraries summarising achievements and developments at Keats House during the six months since the last Consultative Committee meeting.

The Principal Curator at Keats House advised that the visitor figures were generally positive and nearly identical to the previous year although there had been a dip during October to December which could not be explained. It was hoped that the House refurbishment accompanied with the PR campaign would increase visitor numbers. Visitor figures for January were incomplete at the time the report was published.

The Principal Curator was currently planning for the Keats Festival which would take place from the 29<sup>th</sup> May to the 7 June 2015. She had been advised by the Public Relations team to align the House refurbishment launch with the Keats Festival to increase interest and promote the House. Additionally, Keats House

were charging for more events, including a musical concert, as suggested in a previous meeting. A few tickets had been sold for the concert and Members would be updated on its success at the next meeting. A Member from Keats Community Library offered to promote the House to Primary School's within the area.

The Principal Curator informed Members that the cost of venue hire had been increased to better reflect costs incurred during the hire. The increase did not have a detrimental effect on the hiring of Keats House as it had been used for a number of wakes, as well as music lessons and other private events.

A Member reiterated comments from previous meetings regarding fundraising initiatives such as selling plants and erecting a donation box in the garden. It was agreed that these were not priorities for fundraising for Keats House.

**5. QUESTIONS**

There were no questions.

**6. ANY OTHER BUSINESS**

Keats House Poet in Residence

The Principal Curator suggested approaching Michael Rosen as Keats House Poet in Residence. He was a well-known children's poet and would generate good publicity for the House. The Committee agreed that Michael Rosen should be approached.

Maintenance Issues in Keats Library

The Committee were informed that there were ongoing maintenance in Keats Library issues such as water leakage from the roof and broken light bulbs. These issues had been raised through the relevant procedure and were still waiting to be resolved. The Chairman informed the Committee that she would follow up the issue with the Assistant Director of Corporate Property and Facilities Management.

**7. DATE OF THE NEXT MEETING**

The next meeting was agreed to be held on the 22<sup>nd</sup> September 2015.

**The meeting closed at 3.40 pm**

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Chairman

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