

Draft Minutes of the County Hall Museum Management Committee held on 1 November 2011, in the Committee Room, Old Abbey House, Abingdon.

Present

Cllr Julie Mayhew-Archer	Chairman
Cllr Jason Fiddaman	
Cllr Patrick Lonergan	
Cllr Hermann Matheson	
Cllr Helen Pighills	
Cllr Andrew Todd	
Mayor of Abingdon	(ex officio)
Cllr Marilyn Badcock	Vale of White Horse District Council Representative (co-opted)
Mr Peter Clare	Museum Friends (co-opted)

In Attendance

Mr Nigel Warner	Town Clerk
Mrs Sandra Hill	Deputy Town Clerk
Dr Lauren Gilmour	Curator
Mrs Jane Bowen	Interpretation, Media & Display Officer
Mrs Adela Thomas	Audience Development Officer
Mrs Carol Anderson	Museums Services Manager, Oxfordshire County Council

M26 Apologies for Absence

Apologies were received from the Leader of the Council, Cllr Sandy Lovatt and Cllr Monica Lovatt.

M27 Declarations of Interests

Cllrs Jason Fiddaman, Patrick Lonergan, Julie Mayhew-Archer and Helen Pighills personal interests as Members of the Vale of White Horse District Council, who provide grant aid towards the Museum.

The Mayor of Abingdon, Cllr Michael Badcock and Cllr Marilyn Badcock declared personal interests as Members of the Vale of White Horse District Council who provide grant aid towards the Museum. They also declared personal interest as Members of Oxfordshire County Council who provide the curatorial contract for the Museum.

Cllr Jason Fiddaman declared a personal and prejudicial interest in the item at M32, Museum recant, as he is acquainted with the Collections Assistant; he left the meeting during discussion of this item.

M28 Minutes

Resolved to sign as a correct record the open and confidential minutes of the Museum Management Committee held on 6 September 2011.

M29 Matters Arising

There were no matters arising.

M30 **Financial Report**

The Committee received and considered the report of the Town Clerk, as circulated with the agenda, in relation to the above.

Resolved that the report of the Town Clerk be approved.

M31 **County Hall Museum Improvement & Access Project**

The Audience Development Officer gave a presentation outlining her job role, what she is trying to achieve, ideas for education sessions and the links she has developed with families, youth, colleges, guides, brownies, children's centre, clubs and people with disabilities and special needs.

She highlighted the success of the Archeology event that took place in the summer, and showcased the Museum's proposed children's character 'Barney' Bun; a children's competition is being planned to name the bun character. She informed the meeting that schools have been actively involved in a consultation, and that she has received positive feedback on what the museum has offered; teachers are pleased with the service, expressing a desire for interactive sessions in the future. The meeting were informed that replica period costumes have been made using original photographs - which have proved very popular with pupils. She indicated that most educational visits to the museum would be self-led using guides and workshops. Activities that are facilitated would be charged.

The meeting were informed that a MG Roadster would be sited in the museum via entry through one of the windows in the Sessions Gallery.

The meeting considered the tabled Learning & Access Policy and **resolved** to receive the policy.

Resolved to receive the report of the Curator and Team's Three-Monthly Work Plan, subject to the following amendment:

Page 5 – Collections – **should read Françoise Jackson.**

M32 **Museum Recant**

The Curator spoke to her previously distributed report highlighting that the Collections Assistants post should be extended to 2 days a week for a six month period, from November 2011 to April 2012 on a fixed term contract. She reported that the extra day would be part funded by the Heritage Lottery Fund. She also highlighted that additional funding would be required for travelling costs to the Museum's Resource Centre at Standlake.

On taking a vote, this was **agreed** with seven Members voted For, and one Member not voting.

Resolved: that the Collections Assistant's post be extended, for a six month period from November 2011 to April 2012 (inclusive), to two days a week, on a fixed term contract.

M33 **Abingdon Museum Friends**

Resolved to note the previously distributed Abingdon Museum Friends report.

M34 **Future Meeting Dates**

Resolved to note the meeting dates for the remainder of the 2011/2012 municipal year.

M35 **Exclusion of the public, including the press**

Resolved that in accordance with section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972), the public (including the press) be excluded from the meeting because of the confidential nature of the business to be transferred.

M36 **Abingdon County Hall Museum and Access Project**

The Committee received and considered the draft of the Abingdon County Hall Museum Business Plan 2011-2015.

Resolved to agree the County Hall Museum Business Plan 2011-2015, subject to the amendment detailed in the confidential appendix to these minutes.

The Committee received and considered the confidential report of the Town Clerk in relation to the above.

Resolved: that the report be noted.

Recommendations in relation to this matter are detailed in the confidential appendix to these minutes.

M37 **Monks' Map Project**

The Committee received and considered the report of the Curator in relation to the above, together with a number of other background documents.

Resolved: that the report be noted.

Recommendations in relation to this matter are detailed in the confidential appendix to these minutes.

The meeting rose at 9.14 pm.