

16 August 2010

To Members of the County Hall Museum Management Committee
Cllr Margaret Crick
Cllr Patrick Lonergan
Cllr Julie Mayhew-Archer Chair
Cllr Martin Smith Vice Chair
Cllr Lorraine Smith
Chair Finance and General Purposes Committee/ Leader (ex-officio)
Mayor of Abingdon (ex officio)
Cllr Beth Fleming Vale of White Horse District Council Representative

To all other Members for information

Dear Member

Your attendance is requested at a meeting of the County Hall Museum Management Committee to be held in the Committee Room at **the Old Abbey House**, on Tuesday 24 August 2010 at 7.00 pm.

Yours sincerely

Mr Nigel Warner
Town Clerk

AGENDA

1 **Apologies for Absence**

To receive apologies for absence.

2 **Declarations of Interests**

Members are asked to declare any personal interest, and the nature of the interest, which they may have in any of the items under consideration at this meeting (please refer to the notes at the end of the agenda).

3 **Minutes**

To sign as a correct record the open and confidential minutes of the Museum Management Committee held on 18 May 2010 and the minutes of the 10 June 2010 (attached).

4 **Matters Arising**

To discuss any matters arising from the previous meetings that are not covered elsewhere on the agenda.

5 **Report of the Town Clerk**

Members are asked to consider and receive the report of the Town Clerk on the County Hall/ Museum cost centres for the financial year to date, and progress on the Project (attached).

6 **Museum Friends**

To receive a verbal update on the recent meetings and activities of the Museum Friends.

7 **Museum Volunteers**

Members are asked to consider and receive the report of the Volunteer Manager, Mr Peter Gale (attached).

8 **Exhibitions & Decant**

Members are asked to consider and receive the report on the current exhibitions and decant role (attached).

9 **Administrator's report**

Members are asked to consider and receive the museum visitor figures (to follow).

10 **Education and family-friendly activities**

Members are asked to consider and receive the report in relation to education and family-friendly activities (attached).

12 **Dates of meetings for 2010/11**

Dates for the municipal year 2010/2011 are:

2 November

10 January

2 March

During the course of the year, additional special meetings may be required, particularly to consider the County Hall and Museum Improvement and Access Project. As much notice as possible will be given of any such meetings.

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

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 transacted, as summarised below.

- Abingdon County Hall Museum Improvement and Access Project
- Museum Staff

Notes on Declarations of Interest

1. Any member arriving after the start of the meeting is asked to declare personal interests, as necessary, as soon as practicable after their arrival even if the item in question has been considered.
2. With the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a member with a personal interest also has a prejudicial interest if it is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest. In such circumstances, the member must withdraw from the meeting room and should inform the Chair immediately.
3. It is not practical for the Town Clerk to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.