

DRAFT Minutes of the County Hall Museum Management Committee held on 1 December 2009 at the Old Abbey House, Abingdon.

Present: Councillor Margaret Crick
Councillor Alastair Fear
Councillor Julie Mayhew-Archer (Chair)
Councillor Martin Smith (Vice Chair)
Chair Finance and General Purposes Committee/ Leader (ex-officio)
Mr Peter Clare (co-opted, Museum Friends)
Councillor Beth Fleming (co-opted, Vale of White Horse District Council)

32 **Apologies for Absence**

Apologies were received from Cllrs Patrick Lonergan, Lorraine Smith and the Mayor of Abingdon, Cllr Patricia Hobby.

33 **Declarations of Interests**

Cllr Julie Mayhew-Archer declared a personal interest as a Member of the Vale of White Horse Council who grant aid the Museum.

34 **Minutes**

Resolved that the minutes the minutes of the Museum Management Committee held on 13 October 2009 be signed as a true and correct record.

Cllr Margaret Crick joined the meeting at 7.05 pm

The Chair of the County Hall Museum Management Committee invited all Members of the Committee to the Mayor's thank you reception which is being held for those involved in the Museum Project. The reception would take place at 5.00 pm on Monday 14 December 2009.

35 **Matters Arising**

There were no matters arising.

36 **Financial and Performance Monitoring Report and Estimates for 2010/11**

The Town Clerk spoke to his previously distributed report highlighting that the Stage 2 application has been submitted to the English Heritage Lottery Fund and the results were expected in March 2010. The Museum has been fully functional during the period of the project to date, and if the project proceeds to plan it will close at the end of August 2010, with an expected minimum revenue saving of £13,640 net. However, if it does not close at this point and the Museum remains open during the whole of 2010 this saving would not be made; the 2010/11 estimates have therefore been based on this scenario. The rateable value of the property has increased by a factor of five, and the Council is currently appealing against that decision.

Shop and coffee shop income are similar to the previous year, and the formal stocktake is scheduled for March 2010. Expected income for the Children and Families budget has not reached the predicted target.

Resolved: *that the Town Clerk's report as distributed with the agenda be received and noted.*

Resolved:

- 1 Committee base budget for 2010/11 be approved.
- 2 Committee Capital budget 2010/11 be approved.

37 **County Hall Improvement and Access Project**

Dr Lauren Gilmour verbally reported on progress of the County Hall Improvement and Access Project stating that the entire project had been successful in achieving planning permission. She reported that a public meeting had taken place on Thursday 19 November 2009, and some interesting comments were received. The meeting also gave the public an opportunity to express their disappointment over the lift decision. A representative from English Heritage was present at the meeting to explain why English Heritage had taken the decision not to accept the design for the tower lift. A feedback form had been provided and formal responses would be compiled by Dr Lauren Gilmour.

Cllr Margaret Crick left the meeting at 7.40 pm

It was suggested that a photographic record should be kept at each stage of the project.

38 **Exhibition Programme**

Chris Gale updated Members on the forthcoming exhibition programme outlining that income should be generated from the sale of art work. A children's art competition would also be taking place in March 2010 and would link in with the exhibition.

Members were keen to have a painting competition of County Hall for adults and children to promote awareness of the improvement project. Peter Clare offered to research a postcard painting competition he had seen that might be suitable.

Resolved that the exhibition programme, as distributed with the agenda, be received and noted.

39 **Administrator's report**

Members noted that visitor figures equalled the national average.

Resolved that the administrator's report, as distributed with the agenda, be received and noted.

40 **Education and family-friendly activities**

Resolved that the education and family-friendly activities report, as distributed with the agenda, be received and noted.

41 **Museum Friends'**

Mr Peter Clare verbally reported that all Museum Friends' members had completed their Trustee Declaration forms and the application to register as a charity would be submitted soon. The Fund Raising Group continued to discuss its fund raising strategy at its recent meeting, and the Friends' Committee decided to discuss ways and means of fund raising in the local community in the New Year.

42 **Dates of meetings 2009/10**

Resolved that the next meeting would take place on Tuesday 23rd February 2010 and that 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.

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.

County Hall Museum Management Committee
1 December 2009

- The confidential minutes of the meeting held on 13 October 2009;
- County Hall and Museum Access and Improvement Project: Staffing.