

Draft Minutes of the County Hall Museum Management Committee on Monday 10 January 2011 in the Old Abbey House at 8.20 pm.

Present

Cllr Julie Mayhew-Archer	Chair
Cllr Patrick Lonergan	
Cllr Lorraine Smith	
Chair Finance and General Purposes	Committee/ Leader (ex-officio)
Mr Peter Clare	Museum Friends

In Attendance

Mr Nigel Warner	Town Clerk
Mrs Sandra Hill	Deputy Town Clerk
Dr Lauren Gilmour	Curator
Mrs Jane Bowen	Interpretation, Media and Display Officer
Mrs Adela Thomas	Audience Development Officer

10 **Apologies for Absence**

Apologies were received from Cllrs Margaret Crick and Martin Smith.

11 **Declarations of Interests**

Cllr Julie Mayhew-Archer and Cllr Patrick Lonergan declared a personal interest as Members of the Vale of White Horse District Council who provide grant aid towards the Museum.

12 **Minutes**

Resolved to sign as a correct record the open and confidential minutes of the Museum Management Committee held on 2 November 2010.

13 **Matters Arising**

There were no matter arising.

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

Report of the meeting held in relation to the concept design ideas for the Museum education fit out

Members of the Committee had earlier attended a meeting with members of the Project Board to consider the concept design ideas for the Museum education fit out. A copy of a report of this meeting is attached to these minutes and it had been agreed that the comments would be taken into account in developing the designs. It was noted that the meeting had also been attended by the Heritage Lottery Fund associate project monitor, Rosemary Ewles, who had commended the designs as a very good approach to a difficult problem and as thorough and excellent work.

Resolved: that the concept designs be approved for further development.

Project report from the Curatorial Team

Members received and considered the report of the Curatorial team. Members considered that this report gave a comprehensive update on progress and that a similar report, drafted with the website audience in mind, should be produced.

It was **resolved** that the Curatorial Team report should be used as the basis for update reports to be placed on the Museum Website

Resolved to receive the Curatorial Team report.

15 **Report of the Town Clerk**

The Town Clerk spoke to his report, which had been circulated on 24th December, highlighting that revenue expenditure for 2011/12 would be reduced due to the museum's closure. However there had been a revaluation of business rates, with an increase in the rateable value on the building from £2,200 to £13,500 with effect from 5th October 2010; this was unrelated to the development work and the reason for the alteration was apparently a "mistake" made by the Valuation Agency on the valuation list. The impact would be for the annual rates bill from £910 to £5,589 based on the current poundage. Because the effective date of revaluation was after 1st April 2010, transitional relief would not apply, but the change was being appealed.

Resolved to receive the financial report of the Town Clerk on the County Hall Museum Improvement & Access Project.

16 **Museum Friends**

The Committee received and considered the report from the Museum Friends, as circulated with the agenda. Mr Clare outlined the donations already received and pledged and the Town Clerk stated that updates on grants and donations are also produced for the Heritage Lottery Fund draw downs.

Resolved that the Town Clerk and Peter Clare (Museum Friends) should jointly produce a report outlining donations received/pledged for the Museum Project.

The Chair relayed the Council's gratitude to the Museum Friends for their hard work in raising funds for the Museum Project, although there is a need for more a realistic target figure.

17 **Date of Next Meeting**

The date for the next County Hall Museum Management Committee is **Tuesday 1 March 2011**, and not 2 March 2011 as on the agenda.

The Chair informed the meeting about the County Hall Improvement & Access Project Public Meeting on 27 January 2011, and that Catherine Prior from English Heritage should be invited. The Project Board's next meeting would be taking place on Monday 24 January 2011 at 4.30pm.

18 **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 transacted.

- Confidential minutes of the meeting of 2nd November 2010;
- Abingdon County Hall Museum Improvement and Access Project;

There being no further business the meeting was declared closed at 9.10pm