

Abingdon-on-Thames Town Council

Draft Minutes of the County Hall Museum Management Committee held on Tuesday 17th March 2015 at 5.30 pm in the Kempster Room, County Hall Museum, Abingdon-on-Thames.

Present

Cllr Julie Mayhew Archer	Chairman
Cllr Monica Lovatt	Vice-Chairman
Cllr Patrick Lonergan	
Cllr Helen Pighills	
Cllr Aidan Melville	

In Attendance

Mr Nigel Warner	Town Clerk (part of meeting)
Ms Jane Bowen	Museum Curator
Mr Matthew Stevens	Museum Officer
Ms Elin Bornemann	Museum Collections Assistant (Clerk to the Meeting)

M46 Apologies for Absence

Apologies were received from Cllr Jason Fiddaman and Cllr Andrew Todd.

M47 Declarations of Interest

There were no declarations of interest made at the meeting.

M48 Confidential Report of the Museum Curator

The Chairman, Cllr Julie Mayhew-Archer, thanked Members for attending this Special Meeting and for coming at an earlier time than usual, but it gave them an opportunity to see the new cafe, which would be occupied later with the lecture on the restoration of the Monks' Map.

The Committee received and considered the confidential report of the Curator regarding the future use and operation of the museum basement. Following the sale of the Throwing Buns café the new owner had decided that he did not wish to run the museum café for the period to 31st August 2015. The Museum Service had taken over the operation of the café for the time being. This was being operated by volunteers, with support from staff, and the Curator was liaising as necessary with the District Council regarding environmental health considerations.

It was **resolved** that the Museum should continue to operate the café.

In relation to the temporary location for the Community and Visitor Information Centre, the Committee took the view, taking into account the changed circumstances regarding the cafe use of the basement and further consideration given in the confidential report of the Curator, that the the basement would be a suitable location for Community and Visitor Information Centre following the temporary closure of the Guildhall for building works on 31st August 2015 and **resolved** this as the position of the Committee.

It was noted that this would now be subject to approval by the Council, which would need to determine whether it would make this decision in the current cycle or whether to refer the matter onwards for further consideration by other relevant service committees.

(The Town Clerk entered the meeting at this point, it being 6.10pm).

The Committee considered a proposal which had been agreed some time ago, to obtain a premises licence for the Museum. This would allow development of activities and events and increase the potential for income generation. The Chairman, Cllr Julie Mayhew-Archer, reminded the Committee that a premises licence was permissive rather than prescriptive in terms of the licensable activities and the hours of operation.

Whilst the primary purpose of the licence would be to allow the sale of alcohol at events it made sense to include any other activities which could potentially take place in the future, in order to keep options open.

It was **resolved** that the Museum should proceed with its licence application to Vale of the White Horse District Council for a premises licence for both the building and its precincts under the Licensing Act 2003 for the following licensable activities: supply of alcohol, plays, films, live music, recorded music and performances of dance. It was **further agreed** that the licensable hours for the premises should be coterminous with the Market Place premises licence. Authority was delegated to the Town Clerk, through the Curator and in consultation with the Chairman and Vice-Chairman of the Committee, to make the necessary application to the District Council.

The meeting rose at 6.20 pm.