

Abingdon-on-Thames Town Council

Draft Minutes of the County Hall Museum Management Committee held on Tuesday 20th May 2014 at 7pm in the Bear Room, the Guildhall, Abingdon-on-Thames

Present

Cllr. Julie Mayhew-Archer	Chairman
Cllr Monica Lovatt	Vice-Chairman
Cllr Jason Fiddaman	
Cllr Patrick Lonergan	
Cllr Helen Pighills	
Cllr Andrew Todd	
Mr Peter Clare	Abingdon Museum Friends (Co-opted)

In Attendance

Mrs Jane Bowen	Curator (Clerk to the Meeting)
Mr Nigel Warner	Town Clerk (from minute)

M1 Apologies for Absence

Apologies were received from Cllr Angela Lawrence (ex-officio, Mayor), Cllr Sandy Lovatt (ex-officio Leader) and Cllr Aiden Melville. The Town Clerk apologised that he was only able to join the meeting later due to other work commitments.

The Mayor sent her thanks to the museum staff for the enjoyable Museum @ Night event.

M2 Declarations of Interest

There were no declarations of interest made at the meeting.

M3 Co-option of a member of the Abingdon Museum Friends

It was proposed, seconded and **resolved** that Mr Peter Clare, Treasurer of Abingdon Museum Friends, be co-opted as a member of the Committee for the Council year 2014/15.

M4 Minutes

Minute M46: Mr Peter Clare asked that the sentence regarding Gift Aid in relation to Abingdon Museum Friends should be deleted as it could be unintentionally misleading.

Resolved that the committee agreed the above amendment and approved and received the minutes of 25th February 2014 as a correct record to be signed by the Chairman.

M5 Matters Arising

There were no matters arising which would not be covered elsewhere in the agenda.

M6 Financial Report

The Committee received and considered the financial report. In the absence of the Town Clerk, The Curator explained that in the year 2013 – 2014 the Museum had still received some support from the HLF. Hence, the apparent underspend shown in the accounts was not entirely indicative of future costs.

Resolved: that the report be approved.

M7 Report of the Museum Officers

The Committee received the report of the Museum Officers. The Curator spoke to the reports.

The Chairman asked the Museum to purchase a banner for the Market Place that would draw attention to Special events and also to find a method of circulating museum events to all councillors via the Council Calendar or a Google Calendar. The Curator also agreed to e-mail Councillors regularly to draw attention to forthcoming events.

The idea of creating an interactive to illustrate the Doll's House was well received, but the cost needed to be balanced by the educational outcomes and additional fundraising. It was suggested that placing torches adjacent to the Doll's House would be helpful.

The idea of a Preview of the WW1 exhibition on 4th August (exactly 100 years to the day since the declaration of war) was agreed. The Curator confirmed that the Museum would be on standby for any other events which may be planned by the Council. Other ideas include music of the time in the galleries, poetry reading of one of the war poets, and perhaps a small choir.

Draft copies of the proposed book to accompany the WW1 exhibition had previously been circulated to all members of the committee who had requested a copy. It was generally well received, although it was noted that it would be attractive to a fairly small niche market of local people. The majority preferred a font size of 11pt. It was noted that this would push the page count over 100 and cost more to produce. Peter Clare suggested that the Friends would assist with the cost of publication so that the retail price could be kept to under £10. The Committee suggested that a second book based on Peter Gale's book on the history of the County Hall 'Pride of Place' was also desirable.

It was noted that the Museum was promoting itself through advertising opportunities, on line, through websites and twitter feeds. In addition to the double sided banner previously suggested, the Curator was asked to investigate replacing the sign near Rye Farm Car Park that previously pointed visitors to the Museum. Funding for this may be available from the funds administered by the Council in relation to the former Joint Environmental Trust.

Resolved that the Report be approved and the above actions addressed.

M8 Abingdon Museum Friends

Peter Clare reported on the visits arranged for the summer. At the recent AGM Mrs Sue Stevens (Vice Chairman) had agreed to take on the additional role of Secretary and Mrs Pam Martin (previous Chairman) will organise next year's events and outings.

It was noted that the Town Council is a corporate member of the Friends so all Councillors are welcome at friends events.

Resolved: that the report be approved.

M9 Dates of next meetings

The following dates were agreed for future meetings at 7pm in the Guildhall:

- 29th July 2014 (Bear Room)
- 25th November 2014 (Roissey Room)
- 3rd February 2015 (Bear Room)

M10 Exclusion of the Press and Public

The Chairman moved and it was **resolved that**

“In accordance with the 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 press) be excluded from the meeting because of the confidential nature of the business to be transacted.

The Town Clerk, Mr Nigel Warner joined the meeting at this point.

M11 Confidential appendix to minutes

The Committee received and considered the confidential appendix to the minutes of the County Hall Museum Management Committee of 25th February 2014, as circulated with the minutes.

Resolved: that the Committee approve the confidential appendix to the minutes of the above meeting as a correct record and that they are signed by the Chairman.

M12 Confidential Report of the Museum Curator

The Committee received and considered the confidential report of the Museum Curator in relation to the above.

Resolved: that the report be noted and approved.

M13 Confidential Report of the Town Clerk

See confidential appendix which details the report made to the meeting by the Town Clerk.

The meeting rose at 9.00pm.