

## Abingdon-on-Thames Town Council

### Draft Minutes of the County Hall Museum Management Committee held on Thursday 24<sup>th</sup> May 2018 at 7.00 pm in the Roysse Room, Roysse Court, Abingdon-on-Thames

#### Present

Cllr Monica Lovatt	Chairman
Cllr Dennis Garrett	Vice-Chairman
Cllr Samantha Bowring	
Cllr Brian Hedley	
Cllr Angela Lawrence	
Cllr Patrick Lonergan	

#### In Attendance

Mr Nigel Warner	Town Clerk
Mrs Susan Whipp	Treasurer/Responsible Financial Officer
Ms Elin Bornemann	Museum Collections Officer (Clerk to the Meeting)
Mr Peter Clare	Friends of Abingdon Museum

#### **54 Apologies for Absence**

Apologies were received from Cllr Helen Pighills, Cllr Mike Badcock and Cllr Margaret Crick.

#### **55 Declarations of Interest**

There were no declarations of interest made at the meeting.

#### **56 Co-opted Members**

It was proposed by Cllr Pat Lonergan, seconded by Cllr Angela Lawrence and **resolved** that Mr Peter Clare of the Friends of Abingdon Museum be co-opted to serve on the committee. The Chairman thanked Mr Clare for his continued service to the committee.

#### **57 Minutes**

The committee received and considered the minutes of the meetings of 8<sup>th</sup> March 2018 and 9<sup>th</sup> May 2018.

Cllr Angela Lawrence asked that the minutes be corrected to record that she was absent on 8<sup>th</sup> March but present on 9<sup>th</sup> May.

**Resolved** that, subject to the correction above, the minutes of the meetings of 8<sup>th</sup> March 2018 and of 9<sup>th</sup> May 2018 be agreed as a correct record and signed by the Chairman.

**58 Matters arising**

There were no matters arising.

**59 Public Participation**

No representations or questions from the public.

**60 Report of the Museum Officers**

The Committee received and considered the report of the Museum Officers as circulated with the agenda.

The Chairman congratulated the museum staff on their success in adopting new ways to ask for donations and increasing the amount raised.

The committee considered the proposals for the framing of World War I posters. The Collections Officer explained that a grant is being applied for which may cover the total cost (expected to be between £5,000 and £6,000). However, the grant received may be less than required and members agreed that, if required, funding could be sought from the museum acquisitions earmarked reserve. (*The Terms of Reference for this committee require any transfers from earmarked reserves to be referred to Finance and General Purposes Committee who then are required to recommend to Full Council for approval*).

It was **recommended** to Finance and General Purposes Committee: that the release of funds from the earmarked reserve up to a maximum of £5,000 be approved for the framing of the World War I posters, if insufficient grant is received.

It was **resolved** that: the report of the Museum Officers be approved.

**61 Financial Report**

The committee received and considered the Management Accounts for the year 2017-18. Cllr Dennis Garrett proposed, Cllr Angela Lawrence seconded and it was **resolved** that this report be approved.

**62 Abingdon Museum Friends**

The committee received and considered a report on the activities of the Friends given by Mr Peter Clare. The report was noted.

**63 Dates and times of future meetings**

The committee noted the dates of the committee meetings for 2018/19:

27<sup>th</sup> September 2018

13<sup>th</sup> December 2018

28<sup>th</sup> February 2018

**64 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.”

*Ms Elin Bornemann left the meeting, the time being 7:22pm.*

**65 Confidential Report of the Town Clerk**

The committee received and considered the confidential report of the Town Clerk.

Regarding Staffing Matters, the committee considered the Town Clerk’s proposals and agreed three recommendations to Full Council. See **Confidential Appendix** to these minutes.

Regarding Building Matters, the committee noted the report.

The meeting rose at 8:00pm.