

## Abingdon-on-Thames Town Council

### Draft Minutes of the County Hall Museum Management Committee held on Thursday 25<sup>th</sup> May 2017 at 7.00 pm in the Roysse Room, Roysse Court, Abingdon-on-Thames

#### Present

Cllr Monica Lovatt	Chairman
Cllr Samantha Bowring	
Cllr Margaret Crick	
Cllr Brian Hedley	
Cllr Dennis Garrett	Vice-Chairman
Cllr Angela Lawrence	
Cllr Patrick Lonergan	
Mr Peter Clare	Friends of Abingdon Museum

#### In Attendance

Mrs Susan Whipp	Treasurer/Responsible Financial Officer
Mr Matthew Stevens	Museum Manager
Ms Elin Bornemann	Museum Collections Officer (Clerk to the Meeting)
Mr Nigel Warner	Town Clerk
Mrs Jane Bowen	

#### **5 Apologies for Absence**

None.

#### **6 Declarations of Interest**

There were no declarations of interest made at the meeting.

#### **7 Co-opted Members**

The Chairman proposed and Cllr Patrick Lonergan seconded and it was **resolved** that Mr Peter Clare of the Friends of Abingdon Museum be co-opted onto the Committee. The Chairman thanked Mr Peter Clare for his continued support.

#### **8 Minutes**

**Resolved** that the Committee receive the minutes of 9<sup>th</sup> February 2017 as a correct record to be signed by the Chairman.

**9 Matters arising**

Minute 50: Report of the Museum Officers:

It was resolved at the last meeting that the Museum could in principle offer pre-school education sessions, subject to a check of the financial implications. However, the educator who would have offered the pre-school education sessions is no longer able to do so, and they will not be offered.

**10 Public Participation**

No representations or questions from the public.

**11 Report of the Museum Officers**

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

The Museum Manager reported on the exhibition programme, grant applications, events and family activities, the new signage, collections projects and the Museum shop.

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

The Museum Manager reported that the previous Museum forward plan expired as of April 2017. The upcoming forward plan is linked to the development of the Guildhall and will be delayed until the Museum's position is made clear. The Museum Manager **recommended** that the draft forward plan for 2017-2021 be brought before the Committee in September 2017 for approval. The Committee **agreed** to this recommendation.

**12 Financial Report for year to date**

The committee received and considered the Management Accounts for the full year 2016-17 and the new year budget for 2017-18.

It was **resolved** that the Management Accounts for the year 2016-17 be approved.

**13 Abingdon Museum Friends**

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

**14 Progress report to the Guildhall Committee Meeting 18<sup>th</sup> May 2017**

The Committee received and considered the report delivered to the Guildhall committee 18<sup>th</sup> May 2017 in relation to museum matters, given by Mrs Jane Bowen.

Cllr Dennis Garrett thanked Mrs Jane Bowen for her report.

*Mr Nigel Warner and Mrs Jane Bowen left the meeting, the time being 7.49pm.*

**15 Dates and times of future meetings**

The committee noted the dates of the committee meetings and the start times for the remainder of 2017/18:

21<sup>st</sup> September 2017 7 pm

14<sup>th</sup> December 2017 7 pm

8<sup>th</sup> March 2018 7 pm

**16 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.”

**17 Confidential Appendix to the Minutes**

**Resolved** that the Committee approve as a correct record the confidential appendix to the minutes of the meeting of 9<sup>th</sup> February 2017. There were no matters arising from the Confidential Appendix to the Minutes.

**18 Confidential Report of the Museum Manager**

The committee received and considered the confidential report of the Museum Manager.

*Meeting rose at 7.55 pm*