

13<sup>th</sup> February 2019

To: **Members of Museum Committee**

Dear Cllr

A meeting of the **Museum Committee** will be held on **Monday 18<sup>th</sup> February 2019 at 18:30pm** in 3 New Street, Daventry, NN11 4BT.

Yours sincerely



Deborah Jewell  
Town Clerk

**The press and public are cordially invited to be present.**

**Please switch mobile phones and electronic recording devices to silent.**

**Polite request:** If you wish to film or record the meeting, please advise the Clerk in advance so that any necessary arrangements can be made to avoid disrupting the meeting and/or the view of the meeting by other members of the public. Any data collected by persons other than the Town Council is not protected under the Data Protection Act.

**Town Council Audio recording notice:** Please note: this meeting may be recorded - at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained until the Minutes have been signed by the relevant Chairman as a true record.

## **AGENDA**

**Open Forum.**

**M56.1 Apologies for Absence.**

**M56.2 Declaration of Interest.** Members to declare any interests they consider relevant to specific items identified in this agenda.

**M56.3 Minutes.** To approve and sign as a correct record the Minutes of the meeting of the Committee held on 15<sup>th</sup> October 2018 (Appendix 1).

**M56.4 Committee Budget.**

- i.) To review the income and expenditure up to 31<sup>st</sup> January 2019 (Appendix 2).

**Committee Members:**

Cllrs Mike Arnold, Dawn Branigan (Chair), Ron Fox (Vice-Chair), Lynn Jones, Ted Nicholl, and Lynne Taylor

- ii.) To consider and approve virement of £450 from the following budget lines: Training (£100); Travelling Expenses (£100); and Advertising/Promotions (£250) to the Events and Exhibitions budget line to purchase resources for events and exhibitions.
- iii.) To receive a report on donations received (Appendix 3)
- iv.) To approve expenditure of £300.00 from the 2019/20 exhibitions and events budget line for a performance of *Spooky Stanzas for Creepy Kids* by Don't Go into the Cellar Theatre Company (Appendix 4).

**M56.5 Audience Development Update.** To note purchase of: horizontal baby changing unit; leaflets; and leaflet distribution (ref resolution M55.4 ii.) (Appendix 5)

**M56.6 Roman Silver Coin Treasure Case.** To consider valuation report from the DLO on the Cut Quarter Silver Denarius that the DLO had submitted an interest in acquiring for Daventry Museum (ref resolution M48.7 16th October 2017) (Appendix 6).

**M56.7 Accession of artefacts.** To consider report from DLO on acquiring a WW2 Daventry and District Wings for Victory Week poster (Appendix 7).

**M56.8 Relocation of Daventry Library.** To receive a report from the DLO following visit by VMC and DLO to Daventry Library to assess feasibility of transferring newspaper and map archives from Daventry Library to Daventry Museum. (Appendix 8).

**M56.9 World War One Centenary Commemoration.** To receive a report from the DLO on the Empty Chair Project to commemorate the centenary of the end of World War One. (Appendix 9).

**M56.10 British Science Week event 2019 – A Journey in to Science.** To receive a report from the DLO on the museum's science event taking place on Saturday 9<sup>th</sup> March 2019 from 10am to 4pm. (Appendix 10)

**M56.11 Museum Activities.** To receive a report from the DLO on museum activities (Appendix 11).

**M56.12 Correspondence.**

i). Letters enclosing donation, photograph of Women's Voluntary Service (WVS) taken in the Market Square, Daventry, during World War Two (WW2), and a copy of a WW2 Daventry and District Wings for Victory Week poster; offering the original to the museum (ref agenda item M56.7).

ii). Letter enclosing a donation to the museum and thanking the museum and Gerry Thompson for the World War One Centenary Celebration displays.

**M56.13 Date of Next Meeting.** Tuesday 23<sup>rd</sup> April 2019.

Any enquiries relating to this Agenda please contact the Town Clerk:

Tel: 01327 301246

Email: [townclerk@daventrytowncouncil.gov.uk](mailto:townclerk@daventrytowncouncil.gov.uk)

**Committee Members:**

Cllrs Mike Arnold, Dawn Branigan (Chair), Ron Fox (Vice-Chair), Lynn Jones, Ted Nicholl, and Lynne Taylor