

13th October 2021

To: **Members of Museum Committee**

Dear Councillor

You are summoned to attend the meeting of the **Museum Committee** to be held at 3 New Street, Daventry, NN11 4BT on **Monday, 18th October 2021 at 18:30hrs.**

Yours sincerely



Deborah Jewell
Chief Officer

The press and public are cordially invited to be present.

Mobile phones must be switched off or turned to silent during the meeting.

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 recordings made are your responsibility.

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. This part of the meeting is an opportunity for members of the public to speak, for a maximum of three minutes, on any item on the Agenda. Should you wish to speak, please advise the Meeting Host when you join the meeting to facilitate your request.

Please note: members of the public are not permitted to speak during the meeting (from Item M66.1).

M66.1 Apologies for Absence. To receive and consider apologies for absence.

M66.2 Declaration of Interest. Members to declare any interests they consider relevant to specific items identified in this agenda.

M66.3 Minutes. To approve and sign as a correct record the Minutes of the meeting of the Committee held on 22 April (Appendix 1) and 17 May 2021 (Appendix 2).

M66.4 Committee Budget.

Committee Members:

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

- i.) To review the income and expenditure up to 30th September 2021 (Appendix 3).
- ii.) To receive a report on museum donations up to 31st March 2021 (Appendix 4).
- iii.) To consider and recommend draft budget for 2022/23 (Appendix 5).

M66.5 Museum Policies. To review and recommend for approval:

- i.) Collections Care and Conservation Policy (Appendix 6).
- ii.) Museum Monetary Donations Policy (Appendix 7).
- iii.) Forward Plan (Appendix 8).

M66.6 Northamptonshire Heritage Forum - Covid Response Award. To note receipt of the Covid Response Award.

M66.7 Website. To receive an update on the new website.

M66.8 Earth Museum. To receive a report on the Earth Museum Project (Appendix 9).

M66.9 Acquisitions. To receive a report on the following acquisition and make recommendations, thereon:

- i.) Simcock Clock (Appendix 10).

M66.10 Museum Activities. To receive a report from the DLO on museum activities (Appendix 11).

M66.11 Correspondence. To note any correspondence received and advise action, if any.

M66.12 Date of Next Meeting. To confirm the next meeting as 19th April 2022.

Committee Members:

CLLrs Dawn Branigan (Chair), Mike Arnold (Vice-Chair), Emily Carter, Lynn Jones, Ted Nicholl, and Lynne Taylor