

DAVENTRY TOWN COUNCIL

Minutes of the Meeting of the Museum Committee held at 3, New Street, Daventry on Monday 20th August 2018

PRESENT: Dawn Branigan - Chair

Councillors:

Mike Arnold
Ron Fox
Lynn Jones
Ted Nicholl
Lynne Taylor

IN ATTENDANCE: Deborah Jewell – Town Clerk
Sophie Good – Development & Liaison Officer (DLO)
Rod Viveash – Volunteer Museum Curator (VMC)

1 Members of the public
0 Members of the Press

OPEN FORUM

Daventry resident and museum volunteer thanked Cllr Jones, Chairman and Mayor of Daventry Town Council, for her invitation to the Civic Service, and praised the Mayor and the staff for organising such an enjoyable event. The volunteer also wished to record her thanks to Tom Sawyer for removing all the overhanging hanging branches and weeds in the Town Council car park.

M54.1 APOLOGIES

None.

M54.2 DECLARATIONS OF INTEREST

None.

M54.3 MINUTES

RESOLVED:	That the minutes of the meeting held 18 th June 2018 having been circulated, be approved and signed as a correct record (Appendix 1).
------------------	--

M54.4 COMMITTEE BUDGET

i). Members reviewed the income and expenditure up to 31st July and Cllr Branigan, Chair referred to the DLO. The DLO advised no areas for concern and brought members' attention to the budget lines showing zero expenditure and advised; planned expenditure within the advertising and promotions budget to purchase leaflets and distribute via 'Visitor Information' display units and within the travel expenses budget for predicted travel to return loan item to Science Museum, London. Members noted the report.

ii). The Clerk highlighted to members the need to identify museum operational costs and projects for the next five years to generate a draft budget for 2019-25. The Clerk suggested this was best achieved via an informal meeting. It was

RESOLVED:	That members meet informally to identify priorities and projects to generate a five year plan and budget.
------------------	---

Minutes of Museum Committee – 20th August 2018

iii). The DLO spoke to her report, appendix 3, and proposed members appoint 'Don't Go Into The Cellar' to perform *Edward Lear's Stuff and Nonsense* show in April 2019. Cllr Taylor suggested that as the target audience was for young children the performance should be held in a half term during an afternoon. It was

RESOLVED:	That £300 be included in the 2019/20 budget to appoint 'Don't Go Into The Cellar' to perform <i>Edward Lear's Stuff and Nonsense</i> show in April 2019. DLO to agree date and time to suit a younger audience.
------------------	---

M54.5 WORLD WAR ONE CENTENARY COMMEMORATIONS

The DLO spoke to her report, appendix 4, highlighting events being organised by both the museum and the Town Council. Cllr Branigan, Chair, asked for an update on the 'Empty Chair Project'. The DLO referred to her spreadsheet showing the number of organisations who had registered an interest in taking part in the project but asked members to note that this may change, nearer the deadline and opportunities may arise for other organisations to take part early to mid-September. Members noted the report.

M54.6 HERITAGE OPEN DAYS (HODs)

The DLO referred to the HODs details, appendix 5, and advised the Museum's role was to promote and co-ordinate any person or organisation wishing to take part in sharing heritage that may usually be closed to the public. The HODs programme of activities and events was noted.

M54.7 MUSEUM ACTIVITIES

The DLO referred to her report, appendix 6. Members noted current programme, forward plan and positive feedback received from a wide range of visitors from all over the globe. DLO referred to recent work on the MDEM business diagnostic, which highlighted areas for development. Members concurred with the DLO's recommendation to use the business diagnostic outcomes in formulating the forward plan and budget planning.

M54.8 CORRESPONDENCE

- i) The Chair read out the thank you email received from Weedon Women Together who visited the museum in June.
- ii) The Chair read out the letter from the Northamptonshire Coroners informing notice of inquest in to Treasure Case of a Cut Quarter Silver Denarius. Members asked if there was an update on the case and the DLO advised she had not received an update.
- iii) The Chair read out a thank you card from the museum volunteers for the outing to Cottesbrooke Hall and Gardens to celebrate Volunteers' Week 2018.

M54.9 DATE OF NEXT MEETING: Monday 15th October 2018

Meeting closed at 19:00hrs.

Signed  Date 15-10-18.