

BRIDGWATER TOWN COUNCIL
MUSEUM SUB-COMMITTEE
HELD ON TUESDAY 18 JANUARY 2011 - 11.00AM - AT THE MUSEUM

PRESENT: Cllrs P. Smeed and J. Turner

Also present: Alan Hurford(TC), Dr Peter Cattermole (HMC), John Robins & Tony Woolrich (HDCs) & Nick Wallis (Chairman – FOBM), Bryan Gillard (Vice - Chairman)

Apologies: Cllr Granter, Bernice Lashbrook, Kay Robins & Natalie Watson

Decisions and recommendations:

1. **CHAIRMAN:** Cllr Smeed appointed (*Cllr Smeed in the Chair*)
2. **MINUTES & NOTES OF 16/11/10:** Approved
3. **MATTERS ARISING:**
Letter from MLA dated 22 Nov 2010 re: Accreditation – full accreditation maintained with only 3 matters to be addressed – all in hand. The Chairman congratulated all involved and arrangements had been made for the formal presentation of the certificate by the Mayor at the conclusion of the meeting.
4. **STATEMENT OF PERFORMANCE AGAINST BUDGET:** Schedule dated 9/1/11 circulated and revised at 17/1/11 approved. Position with fixed costs noted and refurbishment and capital expenditure for cupboard fronts and display cases approved. FOBM payment for site licences at £764. Continuing budget for 2011/12 to be presented in March.
5. **REPORTS of the Honorary Museum Curator/Deputy Curators:** Accepted and approved – Shortage of names for 'call out' still an issue – payment of retainer to be considered.
6. **LEARNING CO-ORDINATOR REPORT:** Noted and accepted – thanks to Kay Robbins for her work and regret that she is intending to stand down.
7. **FOBM – Chairman's 7th report** covering November and December received. Lesley Withers taken on the role of Treasurer of the FOBM. Next meeting of FOBM and agenda for 14 March 2011.
8. **HONORARY CURATORIAL ADVISOR:** No report received. Town Clerk to check with Natalie Watson her position vis a vis MLA and SCC.
9. **FORMATION OF TRUST: Constitution and Governance – in hand –** contact to be made with advisor for assistance in submission to Charity Commission (Form GD1)
10. **SAFE WORKING PRACTICES:** Noted all ok – subject to written risk assessments (generic) needed – with need for recording (Chairman FOBM to ensure)
11. **AOB – Signs for Museum on Old Mill and back wall** being pursued, possibly with additional sign to indicate access via Blake Street because of concerns over ability to cover back gate
Funding of the Arts and Heritage – written evidence submitted by the Blake Museum noted.

NEXT MEETING: 22 March 2011 – 10.00am – at the Museum

The meeting finished at 1150.

SignedChairman

