

**BRIDGWATER TOWN COUNCIL**  
**MUSEUM SUB-COMMITTEE**  
**HELD ON MONDAY 12 September 2011 - 10.00AM**  
**at the Blake Museum**

PRESENT: Cllrs KF Richards and J Turner  
Also present: Alan Hurford(TC), Dr Peter Cattermole (HMC), Tony Woolrich (HDC),  
Kay Robins (Learning Co-ordinator (Min 30 only)) and  
Nick Wallace (Chairman - FOBM)  
Apologies: Cllr Granter, Brian Gillard & Bernice Lashbrook

**Decisions and recommendations:**

- 24**            **ELECTION OF CHAIRMAN:** Cllr Turner elected (*in the Chair*)
- 25**            **MINUTES & NOTES OF 18/07/11:** Approved
- 26**            **MATTERS ARISING:** i) Skulls display – awaiting information on conservation and future location / preservation ii) Old Mill lorry damage – payment £150 received; second invoiced to other company
- 27**            **STATEMENT OF PERFORMANCE AGAINST BUDGET:** Schedule dated 01/09/11 circulated and approved. Attention drawn to items held against archival materials ie Roman Mosaic from Spaxton (£1500) and Blake House model (£2729) (£1k from FOBM due) and £1459 Display Cases (£1.5k from FOBM due) **RESOLVED:** i) Virement of £500 from Curatorial Fees to Refurbishment ii) Payment for cleaning materials with receipt or contact BTC office for available supplies
- 28**            **REPORTS of the Honorary Museum Curator/Deputy Curator:** Accepted and approved. Highlighted requirements for maintaining Accreditation and improvements in cleaning regime. Pursuing consent with EA to continue repairs to north wall of Durleigh Brook along Museum garden to Old Mill agreed by Finance Committee. Future planned exhibitions and possible events noted. Work on photo collection proceeding stored in Town Hall - grant funding possibilities being pursued. CCTV update of rules in hand. Two additional placements good feedback. Mill door to be decorated. **RESOLVED:** i) Disposal of accessioned items approved ii) addition to call-out list updated and fire alarms contract being re-assessed iii) Chubb painting insurance £75 paid and iv) telephone problems resolved.
- 29**            **FOB M** – Chairman's 11<sup>th</sup> report covering July & August received and items noted. List of exhibitions presented. Museum shop volunteer noted.
- 30**            **LEARNING CO-ORDINATOR REPORT:** Noted and accepted with thanks for for hard work of (KR) including Take 1 outcome of projects. Possible replacement Lynn Terrell introduced and welcomed. SDC still providing CRB check service. Another 4 schools to visit
- 31**            **HONORARY CURATORIAL ADVISOR:** Correspondence and information including course details regularly received.
- 32**            **FORMATION OF TRUST: Constitution and Governance** – Meeting in hand
- 33**            **SAFE WORKING PRACTICES** – noted **and**  
**NEXT MEETING:** Monday 14 November 2011 – 10.00am – at the Museum

The meeting finished at 11.30.

Signed .....Chairman

