

28 January 2002

Dear Sir/Madam

MUSEUM MANAGEMENT JOINT WORKING PARTY

A meeting of the Museum Management Joint Working Party will be held at the Council Offices, London Road, Saffron Walden, on Thursday 7 February 2002 at 7.00 pm.

Yours faithfully

ELIZABETH FORBES

Chief Executive

**A G E N D A
P A R T I**

- 1 Appointment of Chairman for the meeting.
- 2 Apologies for absence and declarations of interest.
- 3 To receive notes of the meeting held on 15 October 2001 (previously circulated)
- 4 Business arising (please see update attached).
- 5 Report of Chairman of the Museum Society Management Committee (verbal report).
- 6 Curator's report (attached).
- 7 Any other business which the Chairman considers to be urgent.

To: Councillors M A Hibbs, Mrs J E Menell, D M Miller, A R Row (Uttlesford Members); Ms S Kirkpatrick, N B Newman, E Planterose and A Watson (Museum Society).

Copy to: Councillor D J Morson (Museums in Essex Committee representative).

Enc: Curator's report.