

MUSEUM MANAGEMENT WORKING GROUP held at the COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN at 4.00 pm on 2 NOVEMBER 2006

Present:- Councillor D J Morson – Chairman.
Councillor J I Loughlin (Uttlesford District Council)
E Planterose and R Wallace (Museum Society).

Officers in attendance:- M T Purkiss and C Wingfield.

MM15 APOLOGIES

Apologies for absence were received from Councillors R P Chambers and V Pedder and J Bullen, D Laing and A Watson.

MM16 MINUTES

The Minutes of the meeting held on 31 August 2006 were received, confirmed and signed by the Chairman as a correct record.

MM17 BUSINESS ARISING

(i) Minute MM10 – Heritage Quest Centre and Trust

It was noted that the wine evening had been very successful and £600 had been raised from ticket sales. It was also noted that Councillor Hughes had agreed to be a trustee and there was now a full complement on the Trust and applications for funding could now be made to Entrust and Viridor.

(ii) Minute MM11 – Report of the Saffron Walden Museum Society

Richard Wallace reported that, in addition to agreeing to the setting up of the Trust, the Society would be sending a letter to all parish and town councils emphasising that the Resource Centre was a district wide initiative and asking whether they would consider providing financial support. Carolyn Wingfield circulated a draft letter which had been prepared and this was approved by the Working Group and would be signed by Richard Wallace as Chairman of the Saffron Walden Museum Society.

MM18 HERITAGE QUEST CENTRE AND TRUST

Carolyn Wingfield reported that by 13 October 2006 a total of £85,110 had been raised, mostly from local donations and grants and fundraising was continuing. She said that, apart from the financial aspect, this demonstrated a very good spread of funding partners and local support. Other potential sources were being investigated including help in kind with landscaping work, further donations or sponsorship from local businesses, further fundraising events, three further trusts (one national and two local) and particularly two substantial landfill grants from Biffa and Viridor Credits. It was hoped that these would bring in at least another £100,000.

MM19

REPORT OF THE SAFFRON WALDEN MUSEUM SOCIETY

Richard Wallace reported that the Society welcomed the finger post signing initiative and hoped that this would all be complete by May 2007. He also pointed out that there had been a 20% increase in customers over the past few months due mainly to holiday activities and educational work. He added that a programme of lectures was about to start which might help attract new members to the Society. Edwin Planterose pointed out that a hearing loop in the Parish Rooms would be a particularly valuable addition.

MM20

CURATOR'S REPORT

Carolyn Wingfield circulated a draft letter inviting comments from the public on what they would like the Museum and Castle site to incorporate in the future. The draft letter was approved by the Working Group and would be signed by Councillor Morson and Richard Wallace.

She reported that Sarah Wilson, the Documentations and Exhibitions Officer, would be leaving shortly and said that she had made a great contribution to the work of the Museum and was sorry to lose her. She said that the Security Officer would also be absent for a six week period. The Working Group also expressed their thanks to Sarah Wilson.

Carolyn Wingfield said that the programme of work on the building was continuing and she particularly mentioned the support given by Martin Stocks.

She reported that a gold and silver ring which had been found at Takeley had been acquired with a 50% grant from the Victoria and Albert Purchase Grant Fund and a 37.5% grant aid from the Headley Trust.

She also pointed out that visitor figures were markedly up on last year and the holiday activities had been particularly successful, especially "Snakes Alive". She said that the summer social event and the car boot sale had been very useful as they had brought different groups of people into the Museum area. She said that the next special exhibition would be the Living Costume Road Show from 6 November until 4 January 2007.

She reported that the accreditation application had been submitted some weeks ago and she understood that this was progressing satisfactorily.

MM21

NEXT MEETING

It was agreed that the next meeting would be held at 4.00 pm on Tuesday, 30 January 2007 at the Museum.

The meeting ended at 4.40 pm.