

MUSEUM MANAGEMENT WORKING GROUP held at THE SCHOOL ROOM SAFFRON WALDEN MUSEUM at 4.00 pm on 29 MAY 2007

Present:- J Bullen, D Laing, E Planterose and R Wallace (Museum Society).

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

MM1 CHAIR

It was agreed that Richard Wallace would Chair the meeting.

MM2 MINUTES

The Minutes of the meeting held on 30 January 2007 were received, confirmed and signed by the Chairman as a correct record.

MM3 HERITAGE QUEST CENTRE AND TRUST

David Laing reported that the application for registration as a charity had been submitted to the Charity Commissioners in February. He said that since that time there had been two requests from the Charity Commissioners for further information. The last request had questioned whether the objectives of the company were 'entirely charitable' and this matter had been discussed between representatives of the Council and the Museum Society. A reply had been prepared and it had been suggested that a face to face meeting would be the best way of resolving any outstanding issues.

Carolyn Wingfield said that Sarah Kenyon had contacted Viridor and had been advised that it was not necessary to register with Entrust prior to making a grant application and this would enable the grant application process to be brought forward.

Carolyn Wingfield also reported that former Councillor Barbara Hughes had not been re-elected and it would be necessary to appoint a replacement trustee to represent the Council.

Mick Purkiss reported that this matter would need to be approved by the Council at its meeting on 31 July 2007.

MM4 REPORT OF THE SAFFRON WALDEN MUSEUM SOCIETY

Richard Wallace reported that the Society's AGM would be held on 28 June and he hoped that district councillors would attend. It was also hoped to arrange a Museum briefing for district councillors which would incorporate a tour of the museum. It was hoped that a date in June could be arranged.

It was also reported that a medieval silver-gilt brooch, declared treasure, had been offered for purchase for the Museum, and this had been agreed by Museum Society officers.

MM5 CURATOR'S REPORT

Carolyn Wingfield submitted the quarterly report for the period from January to March 2007. In particular, the committee noted the loans out which had been agreed.

MM6 OTHER ISSUES

The Members of the Society said that they were keen to see work starting on signage to the Museum. In answer to a further question, Carolyn Wingfield said that the possible use of the Castle site would be looked at following the submission of the HLF application.

MM7 NEXT MEETING

It was agreed that the next meeting would be held on either a Tuesday or Thursday in September commencing at 4.00 pm.

The meeting ended at 4.40 pm.