

5 September 2008

Dear Councillor

MUSEUM MANAGEMENT WORKING GROUP

A meeting of the Museum Management Working Group will be held in the Museum School Room, Saffron Walden Museum, on **Monday 15 September 2008 at 3.00 pm.** *(Please note this meeting follows directly on from the meeting of the Museum Resource Centre Project Team which is scheduled for 2.00 pm.)*

Yours faithfully

JOHN MITCHELL

Chief Executive

A G E N D A

- 1 Apologies for absence and declarations of interest.
- 2 To receive notes of the meeting held on 31 July 2008 (attached).
- 3 Report on Permission to Start Heritage Quest Centre Project (to follow).
- 4 Report on Biological Records in Essex (BRIE) (attached).
- 5 Any other business the Chairman considers urgent.

To: Councillors E C Abrahams, R P Chambers, **K Eden**, D J Morson and S Schneider (Uttlesford Members)

And to:

J Bullen, D Laing, C Law, S Hollingworth and A Watson (Museum Society);
Maureen Evans, Sarah Kenyon, Carolyn Wingfield (Uttlesford District Council).

Democratic Services Officer: Maggie Cox

Enc: Minutes, Report on Biological Records in Essex