

**MUSEUM MANAGEMENT WORKING GROUP held at the  
COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN at  
6.00 pm on 13 OCTOBER 2010**

Present: Councillor K L Eden – Chairman (Uttlesford  
Member)  
J Bullen, D Laing, P Salvidge and A Watson  
(Museum Society).

Officers in attendance: C Wingfield (Curator) and C Roberts  
(Democratic Services Officer).

MM8 **APOLOGIES FOR ABSENCE AND DECLARATIONS OF  
INTEREST**

Apologies for absence were received from Councillors R  
Chamberlain and S V Schneider.

MM9 **PREVIOUS MINUTES**

The Minutes of the meeting held on 26 July 2010 were received,  
confirmed and signed by the Chairman as a correct record.

MM10 **REPORT OF SAFFRON WALDEN MUSEUM SOCIETY LTD**

The Working Group considered the report of the Chairman of  
the Saffron Walden Museum Society Ltd, Mr A Watson.

Mr Watson informed the meeting that the Society's next meeting  
would take place on 28 October. He also referred with praise to  
the two exhibitions which had taken place since the last meeting  
of the Group.

MM11 **CURATOR'S QUARTERLY REPORT**

The Group considered the very comprehensive report of the  
Curator covering the quarter ending September 2010. The  
Curator drew attention in particular to the following:-

**Paragraph 1.2 - Learning Officer**

The Curator expressed her pleasure at the remarkable progress  
being made by the part-time Learning Officer who had been  
recovering school sessions and the income arising from them  
which the Council had foregone due to the absence of such an

officer. Bookings for the current term were limited by what two days a week would allow, but they would number at least 18, which was excellent, and the Learning Officer was now marketing Tudor related events with next term's school studies in mind. The Curator added that it was important to press for long term recognition of this post. In answer to a question from Councillor Morson she explained that the post had previously been full time providing a full service during term time and a lead officer for the holiday and half-term activities and adult learning. It would be essential for this post to continue alongside the Heritage Quest Centre and its project Outreach Officer; the current Learning Officer was originally appointed for the Heritage Quest Centre Outreach Officer post and would transfer to that as soon as it was possible to proceed with the construction of the Heritage Quest Centre.

### **Paragraph 3.1 – Acquisitions relating to the Tukes of Saffron Walden**

The Curator reported 39 acquisitions during the quarter and mentioned interesting correspondence and information kindly donated by a relative of the Tukes' housekeeper.

### **Paragraph 3.7 – Ethnographic collections**

The Curator reminded the meeting that the Saffron Walden Museum was leading a group of five museums in this work which was directed towards production of exhibition and learning materials. She hoped to attract schools to make use of the world cultures collections as a result of this initiative.

### **Paragraph 4.3 – Visitor Services**

The Curator referred to the visitor statistics. Numbers had increased compared with the previous year and it was noted that there had probably been a large proportion of children and senior citizens, and one free entry weekend (Heritage Open Days, a national annual event) when a demonstration of Tudor dancing had provided an added attraction.

The Curator also alluded to the good press coverage obtained by staff taking part in the DVD "Walden 24".

### **Paragraph 5.3 – Grants**

The Curator updated the Group on progress with the programme of low-energy lighting for displays which the Museum Society was kindly funding. Attention was also drawn to the Museum Society's grant of £10,000 for the Effective Collections world cultures project. This money was not actually paid to the Museum, but was drawn on to fund expertise and specialist support from external sources to help the five museums, in the project, develop use of world cultures collections.

### **Paragraph 5 3 – Performance Indicators**

The Curator was pleased to report that the quarter's performance indicators exceeded targets by significant margins.

MM12

### **HERITAGE QUEST UPDATE**

The Group considered the likely timescale for a decision on the Sainsbury application and the Curator updated the meeting on the situation with outstanding promised grants.

Members discussed possible options against the possibility that the situation remained unresolved by the end of January 2011.

Members felt other feasible options should be sought by the Curator for reference to the Community and Housing Committee should this become appropriate.

The meeting ended at 7:00 pm.