

**PLEASE NOTE CHANGE OF VENUE AND DATE**

5 October 2010

Dear Councillor

**MUSEUM MANAGEMENT WORKING GROUP**

A meeting of the Museum Management Working Group will be held on **Wednesday 13 October** 2010 at 6.00 pm **in the Committee Room at the Council Offices, Saffron Walden.**

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 26 July 2010 (attached).
- 3 Matters arising.
- 4 Report of Saffron Walden Museum Society Ltd (verbal report from the Society's Chairman Mr A Watson).
- 5 Curator's Quarterly Report (to follow).
- 6 Heritage Quest Centre project update (verbal report from the Curator).
- 7 Any other business the Chairman considers urgent.
- 8 Date of next meeting.

To: Councillors R H Chamberlain, **K Eden**, D J Morson and S V Schneider (Uttlesford Members)

And to:

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

Lead Officer. Carolyn Wingfield

Democratic Services Officer: Cathy Roberts

Enc: Minutes as listed above