

**SAFFRON WALDEN MUSEUM / UTTLESFORD MUSEUM SERVICE  
RESOURCE CENTRE PROJECT TEAM held at 2.00pm in the Museum  
Schoolroom on 24 June 2005**

Present:- Cllrs J P Murphy, S C Jones and A R Row and Diane Burrige, Maureen Evans, Mick Purkiss and Carolyn Wingfield (Uttlesford District Council).

Also present Martin Shaw of Midas

**1 CHAIRMAN**

In the absence of the Chairman, Councillor A R Row was elected as Chairman for the meeting.

**2 APOLOGIES**

Apologies for absence were received from Councillors M A Hibbs, B M Hughes and D J Morson and David Demery and Sarah Kenyon (Uttlesford District Council) and David Haylock, David Laing and Tony Watson (Saffron Walden Museum Society)

**3 MINUTES**

The minutes of the meeting held on 27 May 2005 were approved as a correct record and signed by the Chairman

**4 PUBLICITY AND APPEAL LAUNCH AND FUNDRAISING AND GRANT APPLICATION**

Martin Shaw confirmed that Lord Braybrooke, Lord Petre, Andrew Streeter and Corenza Lewis of the Channel 4 Time Team, had all agreed to be Patrons for the Resource Centre Project. Further approaches would be made to Sir Alan Haselhurst and Sir John Ruggles-Brise. The launch of the project would be on 2 August 2005 and discussions had been held with English Heritage concerning the use of Audley End House. However, the cost of this was prohibitive and other restrictions made the use of this venue unattractive. However, an approach had been made for the use of St Mark's College at Audley End and this had been offered at very reasonable terms.

It was therefore AGREED that a booking of St Mark's College be confirmed and arrangements for catering and the possible booking of a string quartet be investigated further.

Martin Shaw reported that there had been a good response to the Saffron Walden Reporter's "Pot of Gold" competition and the entries would be judged in the near future. Carolyn reported that a meeting had been held with representatives of BAA and whilst there had been no firm offer of additional funding, the Project Team had been encouraged to make an application to the Stansted Airport Community Trust and an application was now being prepared. Introductions had been made to other parties at the airport (e.g Fedex) and a free stand had been offered at the trade fair which would

probably be held in 2006. There had also been an offer of some professional and technical assistance which could be particularly useful. Carolyn said that she had offered a visit to the museum for representatives of BAA.

The Project Team agreed that invitations to the launch should be extended, amongst others, to all Uttlesford District Councillors, the four Uttlesford County Councillors, the Leader of Essex County Council and the Mayors of Great Dunmow and Saffron Walden Town Councillors.

Carolyn added that the final documents for the Audience Development Project had now been sent to the Heritage Lottery Fund and they had been advised of the details of the launch of the project. She also reported on progress with the application to the ODPM.

## **5 SITE OPTIONS**

David Demery had now provided a first draft plan of a possible resource centre building at the Thaxted Road Site. The building had been designed to fit in to the local area and to be environmentally friendly. Adequate parking would also be provided. Councillor Murphy asked questions concerning the value of the site, the possibility of selling the site and using the proceeds as a contribution towards a centre at Newport or even moving the Museum from its existing site to Thaxted Road. Diane Burridge said that whatever solution was agreed it must contribute towards the sustainability of the Museum Service as a whole. She added that when the report was submitted to the Resources Committee in July it should address the asset value and the other issues which had been raised and Carolyn agreed to supply a summary of supporting information prior to the Resources Committee meeting.

## **6 AUDIENCE DEVELOPMENT AND MARKETING**

Carolyn Wingfield reported that since the last meeting preliminary discussions had been held with representatives of the Saffron Walden Initiative and a further meeting had been arranged with the Saffron Walden Initiative Project Board and representatives of the TIC to discuss a range of issues including signage to the Museum.

## **7 DATE OF NEXT MEETING**

It was agreed that the next meeting would be held at 2.00pm on Friday 22 July 2005 in the Museum Schoolroom

The meeting ended at 3.35pm