

**SAFFRON WALDEN MUSEUM/UTTLESFORD MUSEUM SERVICE
RESOURCE CENTRE PROJECT TEAM held at 2.00 pm in the MUSEUM
SCHOOLROOM on 22 JULY 2005**

Present:- Councillor B M Hughes, Diane Burridge, David Demery,
Maureen Evans, Sarah Kenyon, Mick Purkiss and Carolyn
Wingfield (Uttlesford District Council), David Haylock and Tony
Watson (Saffron Walden Museum Society).

Also present:- Martin Shaw of MIDAS.

1 **CHAIRMAN**

In the absence of the Chairman, Mr A Watson was elected as Chairman for the meeting.

2 **APOLOGIES**

Apologies for absence were received from Councillors D J Morson,
M A Hibbs, A R Row, J P Murphy and S C Jones and David Laing.

3 **MINUTES**

The Minutes of the meeting held on 24 June 2005 were approved as a correct record and signed by the Chairman.

4 **BUSINESS ARISING**

At the last meeting a Member had asked if it might be possible to sell the site at Thaxted Road and use the proceeds as a contribution towards a resource centre at Newport. David Demery explained that the Council had very few assets and each asset had a designated operational use and if the Thaxted Road site was disposed of there would be implications for the Council's other depot sites.

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

Martin Shaw reported that he had met with Lord Petre who had agreed to be a patron and was very enthusiastic about the project. Unfortunately, he would be unable to attend the launch on 2 August but Lady Petre would be attending. Martin thanked Maureen Evans for her work in dealing with the invitations and reported that 75 people had already accepted. Carolyn Wingfield outlined the programme for the evening and said that Councillor Hibbs had agreed to be the main spokesperson. Carenza Lewis would also present the "Pot of Gold" to the winner of the competition to name the proposed resource centre. All entrants to the competition would receive a letter of thanks and a Museum season ticket. Martin Shaw concluded that it

would not be possible to make firm grant applications until a decision had been made by the Council as to which was the favoured site.

6 SITE OPTIONS

Carolyn Wingfield reported that on 28 July the Resources Committee would consider a report on the site options and she addressed some of the issues which could arise at that meeting. David Demery circulated a plan of the proposed building which could be located at the Thaxted Road site. He said that this option represented the best way forward both in terms of providing a prestige facility at a good location and for attracting funding from the Heritage Lottery Fund. In answer to a number of questions he said that signage would be important and imaginative designs would need to be looked at. The construction period would be between 8-10 months and the design and operation of the building would be as environmentally friendly as possible.

7 AUDIENCE DEVELOPMENT AND MARKETING

Carolyn Wingfield reported that a meeting had been held with representatives of the Tourist Information Centre and the Saffron Walden Partnership Board to discuss tourist route signing and the provision of good quality finger posts around Saffron Walden. A contribution towards the costs of these projects would be made from the savings on the Bridge End Gardens Project. It was also noted that the Museum would take out advertising space on the Council Tax Year Planner and there would be free entry to the Museum during August.

8 NEXT MEETING

It was agreed that the next meeting would be held on Friday 19 August 2005 at 2.00 pm in the Museum schoolroom.

The meeting ended at 3.25 pm.