

**SAFFRON WALDEN MUSEUM/UTTLESFORD MUSEUM SERVICE  
RESOURCE CENTRE PROJECT TEAM held at 3.00 pm in the MUSEUM  
SCHOOL ROOM on 15 SEPTEMBER 2005**

Present:- Councillors D J Morson and J P Murphy and Diane Burrige, Maureen Evans, Mick Purkiss and Carolyn Wingfield (Uttlesford District Council) and David Haylock and David Laing (Saffron Walden Museum Society).

Also present:- Martin Shaw of MIDAS.

1 **APOLOGIES**

Apologies for absence were received from Councillors B M Hughes, S C Jones, A R Row and Sarah Kenyon and Tony Watson.

2 **MINUTES**

The Minutes of the meeting held on 22 July 2005 were approved as a correct record and signed by the Chairman.

3 **BUSINESS ARISING**

In relation to the appeal launch, David Laing said that the Museum Society had expressed some concern as to whether all the donations should be paid through the Museum Society. He said that the Society would prefer that an account should be opened in the name of the Heritage Quest Centre and he had written to the Charity Commissioners for clarification on the situation.

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

Carolyn Wingfield reported that a cheque for £100 had been received from Hempstead Parish Council shortly before the meeting. The Project Team expressed their gratitude for this donation. Carolyn added that a letter will be going to all town and parish councils seeking support for the project once the appeal leaflet had been completed. It was noted that this was now nearing completion and would be available early in October.

Martin Shaw circulated a list setting out the individuals, organisations and charitable trusts that would be approached for funding and David Haylock added that he would approach a Director of Tesco's who lived locally. It was also suggested that an approach should be made to Essex County Council and Councillor Murphy suggested that a tour and briefing should be arranged involving the local MP, MEP's and the four Uttlesford County Councillors. Councillor Morson said that he would approach Sir Alan Haselhurst to see whether this could be arranged.

It was also suggested that a number of other smaller fundraising initiatives, which would raise the profile of the Resource Centre, should be looked at.

Carolyn Wingfield reported that the approach to the ODPM for growth area funding had not been successful. However, she said that there might be an opportunity for some Government funding through the E-knowledge Initiative and this was being pursued. Councillor Morson added that he would approach Councillor Flack to see whether funding could be available from the Stansted Community Trust.

## 5 **AUDIENCE DEVELOPMENT AND MARKETING**

Carolyn Wingfield reported that an approach had been made by Sean Brady on behalf of local archive and historical societies to see whether there was potential for their involvement in using the research room at the proposed Resource Centre. She said that she would continue discussions with Mr Brady and it was noted that the societies would be required to meet some of the costs incurred in using the research room and they might also be able to provide Casual Assistants to help with security duties.

## 6 **PROPOSED BUILDING**

Carolyn Wingfield reported that the Museum staff had been discussing the layout of the interior of the proposed building with David Demery and looking at how it could best be adapted to meet the Museum's activities. She said that it was hoped that a planning application would be submitted shortly.

## 7 **HORSE DRAWN VEHICLE COLLECTION**

Carolyn Wingfield reported that discussions were being held with the intention of moving the horse drawn vehicles from Newport and Hempstead to Priors Hall Barn, Widdington. However, the matter was being delayed due to protracted discussions with English Heritage and she said if the delay continued, it would be necessary to look at other options. It was suggested that an approach could be made to Councillor Abrahams to see whether the barns at Clavering could be used for short-term storage (maximum of 2 years).

## 8 **SALE OF LAND AT 50 CASTLE STREET SAFFRON WALDEN**

Carolyn Wingfield reported that the sale of this land would now be delayed until 17 November, as consent was required from the Council's Resources Committee.

## 9 **NEXT MEETING**

It was agreed that the next meeting would be held at 2.00 pm on Friday 14 October 2005 in the Museum School Room.

The meeting ended at 4.25 pm. Page 2