

**SAFFRON WALDEN MUSEUM/UTTLESFORD MUSEUM SERVICE
RESOURCE CENTRE PROJECT TEAM held at 2.00 pm in the MUSEUM
SCHOOLROOM on 15 NOVEMBER 2005**

Present:- Councillors D J Morson, J P Murphy and S C Jones, Maureen Evans, Sarah Kenyon, Mick Purkiss and Carolyn Wingfield (Uttlesford District Council) and David Haylock, David Laing and Tony Watson (Saffron Walden Museum Society).

Also present:- Martin Shaw of MIDAS.

1 **APOLOGIES**

Apologies for absence were received from Councillors M A Hibbs and B M Hughes and Diane Burridge and David Demery

2 **MINUTES**

The Minutes of the meeting held on 14 October 2005 were approved as a correct record and signed by the Chairman.

3 **BUSINESS ARISING**

i. **Fund Raising**

It was noted that a letter had now gone to the four Essex County Council Members and a response was awaited. Reminders would be sent if required.

ii. **Horse Drawn Vehicle Collection**

Since the last meeting Councillor Row had spoken to Councillor Abrahams who had indicated that he could make a barn available at Clavering for short-term storage of the horse-drawn vehicle collection. However, David Haylock had now offered an alternative barn and this option was being pursued. Carolyn Wingfield added that English Heritage had declined to agree to any displays at present. David Laing said that the National Trust displayed farm carriages at Grange Barn, Coggeshall and he would enquire whether they would be interested in displaying some of the vehicles currently being stored.

4 **FUNDRAISING AND CONSULTATION**

Martin Shaw said that recent work had concentrated on producing a list of individuals who could be contacted and letters were awaiting dispatch. He asked Members of the Group for any further suggestions of names and asked whether they could personalise the letters to any individuals on the list with whom they were acquainted. He said that a further list of charitable trusts and organisations was being worked on but pointed out that responses from these organisations tended to be slow as some met infrequently. Carolyn Wingfield

reported on the responses which had so far been received from charitable trusts and it was noted that two refusals had so far been received.

David Haylock referred to funding which might be available from the Community Initiative Fund and reported that he had made contact with a Director of Tesco who lived locally. Councillor Morson confirmed that a letter had now gone to all Uttlesford District Councillors asking for their support.

Carolyn Wingfield reported that Roger Harborough had provided useful information concerning Section 106 monies. He had indicated that whilst BAA had expressed interest in the project no commitment had been made beyond the £32,000 previously agreed, and there was no new Section 106 monies on the horizon at the present time. However, Carolyn had asked that the funding needs of the Resource Centre be borne in mind. Carolyn also reported that she had sent an introductory letter for consideration by the West Essex Area Co-ordinator in relation to the Community Initiative Fund. Councillor Jones also suggested that she should pursue discussions with Sarah Seward, the Saffron Walden Initiative Project Officer, concerning this funding and possible funding from EEDA.

She had also informed Framework Archaeology (archaeological contractors for Stansted Airport) that the Museum was not in a position to accept any further artefacts from the excavations until the Resource Centre Project progressed. She had also made contact with Oxford/Wessex Archaeology regarding the Highways Agency and the A120 excavations. Maureen Evans also reported that she had been contacted by the Saffron Walden Reporter and it was hoped that a useful article would be forthcoming. Carolyn added that Carenza Lewis had agreed to host a "Call Museum's Bluff" event on 14 January 2006 and publicity would be given to this event. Future events would include a poetry evening with Gordon Cummings and a 2000 years of wine event.

5

MUSEUM SOCIETY

Tony Watson reported on progress with the sale of the parcel of land in Castle Street and it was noted that this would be considered by the Council's Resources Committee on 17 November. He reminded the Project Team that the Society had agreed that the proceeds of £10,000 would be allocated towards the Resource Centre. In relation to the receipt of donations he said that a meeting had been held with the Council's Legal Team and it had been suggested that the best way forward would be for the Council to form a charitable trust specifically for the Heritage Quest Centre. The Council's Officers were investigating the feasibility of this suggestion and a response was awaited. He confirmed that the Society would continue to receive donations in the short term. David Laing reported that an application had been made to the Charities Aid Foundation to register for credit card donations and he would also be looking further at registration with Entrust.

Carolyn Wingfield reported that small donations from private individuals now amounted to £655 and the total amount now available was £12,940 and a further £32,000 could be obtained from BAA at the appropriate time.

6 **PLANNING PERMISSION BUILDING AND STORAGE**

Sarah Kenyon reported that the planning application had now been submitted and would be considered by the Development Control Committee on 13 December 2005. Councillor Jones reported that the Town Council had expressed some concerns about the design of the building.

7 **MUSEUM SERVICE FORWARD PLAN**

Carolyn Wingfield reported on progress with the Forward Plan and confirmed that the specification for financial advice had been prepared and an advertisement would be produced shortly.

8 **DUNMOW MUSEUM**

Councillor Murphy reported that the Dunmow Museum had expressed an interest in the acquisition and use of the former Dunmow Police Station and he received the advice of Carolyn Wingfield and Martin Shaw on the best way of progressing this matter.

9 **NEXT MEETING**

It was agreed that the next meeting would be held at 2.00pm on Thursday 5 January 2006 in the Museum schoolroom.

The meeting ended at 3.30pm.