

**SAFFRON WALDEN MUSEUM/UTTLESFORD MUSEUM SERVICE  
RESOURCE CENTRE PROJECT TEAM held at 2.00 pm in the MUSEUM  
SCHOOLROOM on 5 January 2006**

Present:- Councillors D J Morson and A R Row, Diane Burridge, David Demery, Maureen Evans, Victoria Harvey, Sarah Kenyon, 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, B M Hughes, S C Jones and J P Murphy and Sara Chapman.

**2 MINUTES**

The Minutes of the meeting held on 15 November 2005 were approved as a correct record and signed by the Chairman.

**3 BUSINESS ARISING**

**i. Fundraising**

It was noted at the last meeting that a letter had gone to the four Essex County Council Members. However, nobody had received these. Reminders would be sent. Councillor Chambers would be asked to help with fundraising.

David Haylock said he had been in contact with Jimmy Goldsmith, who was willing to help with funding.

Catherine Nicholson would be asked to have funding in place by April. At present the fund has £10,000.

**ii. Horse Drawn Vehicle Collection**

David Haylock said he had been in contact with a trust that had proposed to send a curator to look at vehicles. Carolyn Wingfield said she had been in further contact with them and they were very willing to discuss the issue but were not very optimistic about being able to help. She did say that Brian Newman had been in contact with Sir Alan Haselhurst about the National Trust and Sir Alan had written a letter of support.

**4 FUNDRAISING AND CONSULTATION**

David Laing said he held reservation over the Museum Society being able to claim grants. It was agreed the Society should start applying for a Biffa grant as soon as possible.

Diane Burridge was to discuss further the landfill tax with Catherine Nicholson, who would be asked to report back to a later meeting.

Martin Shaw said that charitable trusts and foundations were in difficult times and museums would not be priorities. The Society needed to look for new charitable trusts.

Carolyn Wingfield said that donations were starting to trickle in. A cheque for £500 had been received from the Robert Raaf Charitable Trust. A pledge had been taken from Henham Parish Council and donations had been received from Elsenham and Hempstead Parish Councils. The Ernest Cook and Claude Duffield grants had been applied for. At present there was a total of £17,985, with a further £32,000 being obtained from BAA.

Carolyn Wingfield said that Call My Bluff, due to be held 18 March would be the first in a series of fund raising events. The concept would be based on the television programme, but statements and blown up pictures of archaeological artefacts would be used. Two teams would guess which statement was true. The team players would be David Morson, John Murphy, Roseanne Kirkpatrick, Jenny Day, Gordon Cummings and Trevor Osborne. Carenza Lewis would host the event. The audience also would get the chance to participate and to win a prize. The aim was to sell around 100 tickets at £7 each. Publicity was underway, including an article in a local newspaper.

## **6 PLANNING PERMISSION BUILDING AND STORAGE**

David Demery said that planning permission had been secured. Reference had been made to landscapes, approval of materials and the need to carry on in a sustainable way. At the last Planning Committee it was noted that no letter had been received from the Town Council. The site should be available fairly quickly, as there were currently no buildings on it, but no date had been provided yet.

## **7 MUSEUM SERVICE FORWARD PLAN**

Carolyn Wingfield reported on progress with the Forward Plan and said income feasibility was being looked at. Specifications had been sent out and so far 18 expressions of interest had been received. She provided a list of quotes, which ranged from £2,000 to £10,000. It was thought that approximately £5,000 would be spent and this figure would be included in the final report due by 31 March.

## **8 NEXT MEETING**

It was agreed that the next meeting would be held at 2.00pm on Friday 17 February 2006 in the Museum schoolroom.

The meeting ended at 3.00pm. Page 2