

Saffron Walden Museum Society Limited

Report to Museum Management Working Group

Wednesday 20th September 2023

Development Plan

Historic England had specified, last year that a Metric survey be undertaken of the site determined in the NHLF supported Development Plan. The process of finding quotations for firms to undertake this survey had been for a variety of reasons slower than expected. The team undertaking the selection process, Carolyn Wingfield, Douglu Kent and Tracey Chappell have now recommended Terra Measurement.

Terra Measurement's quote for this survey is £37,900 ex VAT. Tracey Chappell, UDC Estates Manager has advised that UDC could not fund the Castle elements of survey. A revised quote for the Museum only part is being sought.

Agreement with Historic England will need to be sought to confirm they would accept this amendment to their requirements.

It is recognised that any alternative plan that might be prepared for the future development on the Museum building a proper survey and digital data set for producing plans, elevations and all kinds of modelling would still require this type of survey.

Museum Service provision

The SWMS Board awaits confirmation of the service plan following the retirement of Carolyn Wingfield, the current curator on 31st October 2023.

Keith Eden, Chairman

13th September 2023