

At a meeting of the Museum Committee held in the Pitman Committee Room at The Civic Centre, St Stephen's Place, on Tuesday 17th December 2019 at 18:00hrs

Present: Councillors: Bates, Blackmore, Bridges (in the Chair), Cavill, Fuller and Hill
Co-opted members: Mr P Lucas, Mr T Porter & M/s H Randall-Morris
Officers: C Lyall, H Lyddy & T Carpenter (Minutes)
Press: 0 Public: 0

A minute's silence was held in respect of Ivan Clark, former weaver and demonstrator at the Museum for 19 years, who passed away on 2nd December 2019. Ivan produced scarves and cloth for the Museum which was sold in their shop.

The Chair welcomed Trevor Porter to the meeting as a newly co-opted member of the committee.

1471 ATTENDANCE

RESOLVED to accept apologies received with reasons from Cllrs Brice and Halik, and Mr K Hartley and Mrs H Montague-Smith.

1472 MINUTES

RESOLVED to approve as a correct record the Minutes of the meeting held on Tuesday 28th May 2019 (previously circulated). There were no questions.

1473 DECLARATIONS OF INTEREST

There were no Declarations of Interest excepting those already included on the register.

1474 CHAIR'S ANNOUNCEMENTS

The Chair reported that Ken Rogers' latest book is out 'Trowbridge Marketplace' and is on sale at £16 in the TIC.

1475 OPEN FORUM

There were no members of the public present.

1476 CURATOR'S REPORT

The Committee considered the Curator's report which had previously been distributed with the Agenda and the following points were noted:

1.1 New Museum Officers – The Museum Manager and Curator reported that they are pleased to welcome two new staff members, who will be invited to attend the next Museum Committee meeting for introductions.

The Museum Manager reported that they had held a workshop today with their copywriter, who will edit all the material they produce separately.

12 Museum Expansion Project – the roof is currently being replaced, it has been necessary to totally strip it, which is being carried out in stages due to the heavy rain lately. The Curator confirmed there is a contingency of £20,000 which will be allocated to the roof replacement, which has been an additional cost, but necessary. The Curator escorted the Lord Lieutenant around the building recently, who is very supportive of the whole project and the work the museum does. Cllr Cavill reported he had attended the Volunteers & Friends party, which had been a fun evening; he felt it was good to thank the volunteers and friends for their valued contributions.

Phil Lucas reported that they had received a visit from U3A Salisbury, who participated in a talk and walk. Also Nicky, David & Phil visited the Alzheimer's in Salisbury and held a Christmas event, which was so successful that they have been added to the group's list to come again.

Initials.....Dated.....

Cllr Cavill reported that currently on Radio 4 there is a programme about Arts & Crafts, and he suggested that Trowbridge would be a good centre for Arts & Crafts.

The Chair thanked the staff for producing an interesting report.

1477 QUARTERLY MANAGEMENT ACCOUNTS (Report item 11.1)

4024 – Subscriptions - It was noted that the Museum currently pay £400 towards the Visit Wiltshire subscription, and it was therefore disappointing to note that the recent article on the museum project and the reopening in August received only a small mention in their latest Travel Guide. On a positive note the Museum manager reported that there is the facility to upload our events etc onto the Visit Wiltshire website.

RESOLVED to approve the 2nd Qtr Accounts, copies of which were previously circulated with the minutes.

1478 DRAFT BUDGET 2020/21 (Report item 11.2)

RESOLVED to recommend this committee's draft Budget 2020/21 to the Policy & Resources Committee at their next meeting on 14th January 2020.

1479 FRIENDS OF TROWBRIDGE MUSEUM

Apologies were accepted from Helen Montague-Smith, Chair of the Friends of Trowbridge Museum; her prepared report was read out as follows by the Council Secretary:

"The Friends and volunteers have continued to support the museum over the last three months.

The Curator's report which was circulated, mentions some of the activities which the Friends were able to help with.

I continue to attend the progress meetings of the Onwards and Upwards expansion project and understand that all is going reasonably well. The volunteers and Friends are continuing to help with the collections in the 'museum' in the Civic Centre. Trevor Porter has donated his paper and photograph collections which I am working on at the moment. Ken Roger's archive will also be dealt with and should all be out of its store before April, when the Friends would be liable for another payment of storage costs.

The next edition of The Muse will be available before Christmas and will be sent in various ways to all Friends and volunteers. It contains my report from the British Association of Friends of Museums (BAfM) annual conference which I attended in October in Reading. I was then very pleased to be asked to write a report for the BAfM Journal which is distributed nationally.

I have suggested that Trowbridge would like to host the conference in 2021 when the finished Museum can be shown off to visitors from all over the country. The friends of Reading Museum were excellent, friendly hosts and we were taken to many places of interest in and around the town. I'm sure that we could do the same and the facilities that we could offer are more than a match for those in Reading, as is the history of Trowbridge.

We were pleased to learn that a back door will be provided for the new museum and that the roof repairs are also going ahead. As you will probably have heard, we have just been able to fund the purchase of a Mary Quant dress made from Trowbridge cloth which will be added to the museum collections. I recently managed to visit the current Mary Quant exhibition in the V&A and was able to admire the dress on display there made from West of England cloth – and the sample of this fabric from Trowbridge Museum which was credited in the label."

Helen Montague-Smith

Chairman

Initials.....Dated.....

I 480 DATE OF NEXT MEETING

a) **NOTED** the date of the next meeting to be held on Tuesday 24th March 2020 at the Civic Centre at 6.30pm.

I 481 MEDIA RELEASE

RESOLVED to make the following press or social media releases:

- **Ivan Clark – (approach family first to confirm ok to send)**

The meeting closed at 19.00hrs.
To all Councillors for information.

Signature..... Dated.....

MUSEUM COMMITTEE MEETING 17th DECEMBER 2019**ACTION LIST**

ACTION	BY WHOM	DATE COMPLETED
<i>RESOLVED to approve the 2nd Qtr Accounts, copies of which were previously circulated with the minutes.</i>	LA/CL	done
<i>RESOLVED to recommend this committee's draft Budget 2020/21 to the Policy & Resources Committee at their next meeting on 14th January 2020.</i>	LA/TC	done
<i>RESOLVED to make the following press/social media releases:-</i> <ul style="list-style-type: none"><i>Ivan Clark – (approach family first to confirm ok to send)</i>	CL	