

Civic Centre
St Stephen's Place
TROWBRIDGE
Wiltshire
BA14 8AH
info@trowbridge.gov.uk

19th September 2018

SUMMONS

To members of the Museum Committee:

Councillors; Bridges (Chair), Cavill (Vice-Chair), Bateman-Gay, Blackmore, Blakemore, Brice, Fuller, David Halik, Deborah Halik and Kemp

Friends of the Museum Co-opted members: Mr. K Hartley, Mr. P Lucas, Mrs H Montague-Smith and M/s Hannah Randall-Morris

Dear Councillor/Co-opted Member,

You are hereby summoned to a meeting of the **Museum Committee** to be held on **Tuesday 25th September 2018** at 6.30pm in the **Pitman Committee Room of the Civic Centre, St Stephen's Place, Trowbridge.**

Yours faithfully,



Lance Allan
Town Clerk

Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business.

Enquiries, Tel: 01225 765072 or e-mail: info@trowbridge.gov.uk

AGENDA

1. **ATTENDANCE**

- a) **To receive** apologies from those members unable to attend.
- b) **To consider for acceptance** those apologies received with reasons.

2. **MINUTES**

- a) **To approve** as a correct record the Minutes of the meeting held on 10th July 2018 (previously circulated).
- b) **To consider** any questions arising from those minutes.

3. **DECLARATIONS OF INTEREST**

To receive Declarations of Interest not already included on the Register in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and with the provisions of the Localism Act 2011 in respect of members.

4. **CHAIR'S ANNOUNCEMENTS**

a) **To receive and note** any announcements from the Chair of the meeting.

5. **OPEN FORUM**

To receive any questions from the Public, which may be answered but not debated.

6. **CURATOR'S REPORT**

To consider the Museum Curator's Report (copy attached).

7. **COLLECTION DEVELOPMENT POLICY (Report item 3.3) (copy attached)**

To consider the Curator's
RECOMMENDATIONS

a) That Trowbridge Museum proceeds with amending its Collection Development Policy to state that we no longer collect archaeological material and that the Museum should proceed with preparations to transfer current archaeological material in its Collection to Wiltshire Museum apart from those items that are considered particularly pertinent to the story of Trowbridge.

b) That Trowbridge Museum's revised Collection Development Policy be approved by the Museum Committee.

8. **QUARTERLY MANAGEMENT ACCOUNTS**

To consider the 1st Quarter Accounts (copy attached)

9. **FRIENDS OF TROWBRIDGE MUSEUM**

To consider a report from the Friends of Trowbridge Museum.

10. **DATE OF NEXT MEETING**

To note the date of the next meeting to be held on Tuesday 11th December 2018 at 6.30pm at the Civic Centre.

11. **MEDIA RELEASE**

To consider if the Council should make a press or social media release regarding any of the issues considered by this meeting.

- Revised activities in The Shires Shopping Centre
- Christmas event

To all other councillors for information.