

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

5th December 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 11th December 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 25th September 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. **QUARTERLY MANAGEMENT ACCOUNTS (Report item 12.1)**
To consider the 2nd Quarter Accounts (copy attached)
8. **DRAFT BUDGET 2019/2020 (Report Item 12.2)**
To consider the Museum committee draft Budget 2019/20 and make a recommendation to the Policy & Resources Committee meeting to be held on 8th January 2019:
9. **FRIENDS OF TROWBRIDGE MUSEUM**
To consider a report from the Friends of Trowbridge Museum.
10. **DATE OF NEXT MEETING**
a) **To note the date of the next meeting to be held on Tuesday 26th March 2019** at 6.30pm at the Civic Centre.
b) **To consider** the Head of Services' request to change the start time of all future Museum Committee meetings to 6.00pm, (to be followed by the Neighbourhoods Committee meetings at 6.30pm if approved by that committee).
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.

To all other councillors for information.