



**Trowbridge
MUSEUM**

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

29th September 2021

SUMMONS

To members of the Museum Committee: Councillors; Blackmore, Blakemore (Vice Chair), Bridges (Chair), Cavill, Cooper, Halik, Hill, Lincoln, Palmen & Piazza.

Friends of the Museum Co-opted members: Mr A Castle, Mr K J Hartley, Mrs J Hillman, Mr R Hillman.

Dear Councillor/Co-opted Member,

You are hereby summoned to a meeting of the **Museum Committee** to be held on **Tuesday 5th October at 6.30pm in 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 business. As a result of the restrictions imposed to control the pandemic, public access will be limited. **Please contact info@trowbridge.gov.uk by 16:00 on 6th September if you wish to attend this meeting in person. Where it is not possible for you to attend due to reaching the capacity limit, access will be available online via Microsoft TEAMS:** please go to the Town Council Website – Your Council – [Meetings](#) to find the link. Only those attending in person will be able to ask questions and make statements at the meeting during the public period. Questions and statements can otherwise be submitted in advance.

AGENDA

1. **ATTENDANCE**
 - a) **To confirm co-opted members** of the Museum Committee appointed by the Friends of Trowbridge Museum.
 - b) **To note** that a **Register of Interests** has been sent to the new co-opted members by the Council Secretary.
 - c) **To receive** apologies from those members unable to attend.
 - d) **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 22nd June 2021 (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 Report (copy attached).

7. **DEACCESSIONING (REPORT ITEM 3.8)**

RECOMMENDATION That Trowbridge Museum proceeds with deaccessioning the following objects that are Generic historical items, are not directly relevant to Trowbridge or the woollen cloth industry (no longer fitting into our collection policy), are damaged or are duplicates. (See attached Appendix 1)

8. **COLLECTIONS DEVELOPMENT POLICY (REPORT ITEM 3.9)**

Our Collections Development Policy is due for its 3 year ratification by the Committee. We have not made any changes to the policy since it was last approved in 2018.

RECOMMENDATION That Trowbridge Museum's Collections Development Policy is approved (see attached Appendix 2).

9. **RESEARCH LIBRARY (REPORT ITEM 7)**

RECOMMENDATION That Trowbridge Museum partner with the AGWSD and house their nationally significant collection of books within the Museum Research Library (see attached Appendix 3).

10. **QUARTERLY MANAGEMENT ACCOUNTS (Report item 10)**

To consider the 2021/22 Q1 Accounts (copy attached as appendix to the report)

11. **FRIENDS OF TROWBRIDGE MUSEUM**

To consider a report from Friends of Trowbridge Museum.

12. **DATE OF NEXT MEETING**

To note the date of the next meeting to be held on Tuesday 14th December 2021 at 6.30pm

13. **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.