

# Minutes

## Museum Committee Meeting

### Museum Committee

**Date** 20/12/2022  
**Time** 18:30 - 19:15  
**Location** Pitman Room

**Present** Councillor Glyn Bridges, Councillor Clive Blackmore, Councillor David Cavill, Councillor Stephen Cooper, Councillor Stewart Palmen, Councillor Graham Hill, Councillor David Halik, Councillor Antonio Piazza,

**Co-opt Members** Kevin Hartley, Rob Hillman & Brian Mitchell.

**Officers** Lance Allan (Town Clerk), Hannah Lyddy (Museum Manager), Nikki Ritson (Collections & Exhibitions Officer), Natasha Patterson ( Council Secretary)

**Additional** Councillor Edward Kirk

**Absent** Councillor Nick Blakemore, Councillor Caroline Lincoln, Trowbridge Town Council, Mayor of Trowbridge Town Council, Aby Cooper, Jill Hillman.

**Public** None

**Press** None

#### MINUTES

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#### I 592 - APOLOGIES

- a) **The committee received apologies** from those members unable to attend. Jill Hillman, Cllr, C Lincoln & Cllr N Blakemore  
b) **RESOLVED to accept** for acceptance those apologies received with reasons. Jill Hillman, Cllr. C Lincoln & Cllr. N Blakemore

#### I 593 - MINUTES

- a) **RESSOLVED: to approve as a correct record the Minutes of the meeting held on 11th October 2022**  
(Previously circulated).  
b) **There were no questions arising from those minutes.**

#### I 594- DECLARATION OF INTEREST

**There were no declarations of interest.**

#### I 595 - CHAIRS ANNOUNCEMENTS

**There were no announcements from the Chair of the meeting.**

## **I 596 - OPEN FORUM**

**There were no** questions from the Public.

## **I 597 - MANAGERS REPORT**

**The committee noted** the Museum Report quarter 2 (copy attached).

Points to note from the report:

**Cllr. Hill:** Some websites still say that the museum is open on Monday. One website still says the museum is closed for renovations.

**Action: To send links over so Museum staff can investigate this.**

**Hannah Lyddy:** Lots of forthcoming positive aspects, this includes a wild way home, which is national project with and funded by Arts Council England. This project culminates on Earth Day 23<sup>rd</sup> April 2023.

The Funeral bier will be returning to the museum floor with a barrier to protect it. We received a grant for this.

## **I 598 - MOTIONS**

**There were no** motions received from councillors by the deadline: Thursday 8th December 2022

## **I 599 - QUARTERLY MANAGEMENT ACCOUNTS**

**To Consider** the 2022/23 Q2 Accounts (Appendix A).

**RESOLVED** To approve the quarter 2 accounts

## **I 600- DRAFT BUDGET 2023/2024**

**a. The committee considered the motion passed at Full Council; That the Museum Committee investigate cost savings (cuts), which may include reducing energy usage, reducing opening times (closing an extra day during the week) and perhaps introducing charging or having a discretionary donation entry charge (with Gift Aid promoted).**

**Town Clerk's response:** Gift Aid can only be applied to charity donations and the Museum is not a charity. It is wholly appropriate for each committee to consider carefully the services that the council continues to support, and financial subsidy provided to those services.

**Cllr. Kirk:** Could we charge for schools visiting the museum?

**Hannah Lyddy:** It's an option and it would generate income. However, this committee approved the plan for the museum to be accessible and save our heritage for people who pay council tax.

**Hannah Lyddy:** Museums are not for profit organisations. Museums do not exist to generate profit.

**Cllr. Kirk:** People visiting the museum, how many of those are first time visitors and how many are returning visitors.

**Hannah Lyddy:** We can run a survey over a 3-month period which would gather this sort of data.

**RESOLVED:** to note that the museum have investigated cost savings, closing for more day is not an acceptable option, a new supporter scheme started in the autumn. This quarter have received two grants. We are always trying to find ways to generate income to help support the museum. Small changes have been made to help with energy cost.

Further investigations to be made regarding charging schools within the Trowbridge Boundary.

b. **RESOLVED** to approve Fees and Charges for 2023/2024.

c. **RESOLVED** to approve the draft budget for the committee for presentation to the Policy & Resources Committee on 10th January 2023.

#### **1601 - FRIENDS OF TROWBRIDGE MUSEUM**

**RESOLVED:** The Committee noted the report from Friends of Trowbridge Museum. (Circulated with the agenda)

The friends would like to encourage all councillors to become member of the Friends of Trowbridge Museum, there is a small fee however this goes to the Friends of the Museum.

#### **1602 - DATE OF NEXT MEETING**

**To note** the date of the next meeting to be held on Tuesday 11th April 2023 at 6.00pm.

#### **1603 - MEDIA RELEASE**

**RESOLVED:** There were the no press or social media releases considered by the committee at this meeting.