

18<sup>th</sup> May 2017

**WESTON-SUPER-MARE TOWN COUNCIL  
MUSEUM AND HERITAGE SUB-COMMITTEE  
AGENDA**

**Date:** 25<sup>th</sup> May 2017

**Time:** 11.00am

**Venue:** Grove House

*Members of the Museum and Heritage Sub Committee are hereby summoned to this meeting and reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act s.17 when reaching a decision. Members who wish to comment on matters within their ward may attend and address the Committee.*

**Committee Members:** Councillors Peter Crew, John Crockford-Hawley, Robert Cleland, James Davis, Jan Holloway and Catherine Gibbons, Non-voting co-opted members: tba

**Note:** Quorum of the Committee shall be 3 of its members.

- 1. Election of Chairman**
- 2. Apologies for Absence**
- 3. Election of Vice Chairman**
- 4. Declarations of interest**
- 5. To agree the accuracy of the minutes of the final meeting of the Museum HLF Working Party held on the 27<sup>th</sup> April 2016 (attached)**
- 6. Co-option of additional members**
- 7. Members to receive HLF updates on:-**
  - 7.1 PPM -Professional Project Manager (report attached)
  - 7.2 SWHT progress report (report to follow)
- 8. Business plan and Activity Plan development as approved**
  - 8.1 Community Engagement (report attached)
  - 8.2 Volunteer engagement (report to follow)
  - 8.3 Update from the Learning and Events Officer (report attached)
  - 8.4 Museum operations from the Visitors Service Manager (report attached)
  - 8.5 To receive the tenders for the Digital Engagement (report to follow)
  - 8.6 To receive a report on volunteer roles (report attached)
- 9. Museum fundraising/grant status**
  - 9.1 ACE Resilience funding - Café (verbal report and café concession appointment)
  - 9.2 ACE Resilience funding – Retail (verbal report)
  - 9.3 ACE Resilience funding – Audience Development (verbal report)
  - 9.4 ACE Grants for the Arts project – Mary Flower (report attached)
  - 9.5 Sharing Heritage Application (verbal report)

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**10. Grove Park War Memorial**

10.1 Update on the repairs for the Grove Park War Memorial (report attached)

**11. Way finding signage**

11.1 Update on fingerpost signage with costs (report to follow)

**12. The Blue Plaque scheme**

12.1 Update on the Blue Plaques (verbal report)

**13. To receive a verbal report from the Friends of Weston Museum**

Date of next meeting: Thursday 22<sup>nd</sup> June 2017 at 11am – 12.00 noon at Grove House



Malcolm Nicholson  
Town Clerk  
18<sup>th</sup> May 2017

Weston-super-Mare Town Council  
Grove House, Grove Park  
Weston-super-Mare  
BS23 2QJ