

**WESTON-SUPER-MARE TOWN COUNCIL
NOTES OF THE MUSEUM AND HERITAGE
SUB-COMMITTEE MEETING
HELD AT GROVE HOUSE ON 12th OCTOBER 2017**

Meeting Commenced: 10.00am

Meeting Concluded: 12.00pm

PRESENT: Councillors John Crockford-Hawley, Peter Crew, Robert Cleland, Sarah Pearse (RFO), Zoe Clements (Development Officer), Nick Melling (VSM- Museum), Katherine Bell (Learning and Events Officer), Tricia Brabham (Communications Officer), Amal Khreisheh – SWHT, Steve Matthews – SJ Surveyors, Peter Johnson (Volunteer), Heather Morrissey (Chair of Friends of Weston Museum), Elizabeth Neathey - SWFed

IN ATTENDANCE: Mary Flower

185	<p>Apologies for absence and notification of substitutes Apologies were received from Councillors Holloway, Gibbons and Davies, Tom Mayberry and Malcolm Nicholson</p>
186	<p>Declarations of interest There were no declarations of interest received.</p>
187	<p>Minutes of the last meeting The minutes of the meeting held on the 20th July had been previously circulated with the agenda.</p> <p>PROPOSED BY: Councillor Crew SECONDED BY: Councillor Crockford-Hawley</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman</p>
188	<p>Members requested that a card be sent to Chris Richards to wish him well on his recovery after a long illness.</p> <p>Agenda Item Number 7 – Mary Flowers was brought forward The committee agreed that the ‘Celebration of Limestone’ mural has been a success and looks impressive over the bridge.</p> <p>The 2nd installation was discussed and members were impressed with the idea and appreciated seeing the mock up. There are issues surrounding:</p> <ul style="list-style-type: none"> • Fixtures • Ability to move them • Potentially obscuring the security cameras. <p>There was a feeling that the installations might look aesthetically heavy in the space.</p> <p>2 new cameras can be added for a cost of £515 to ensure security is not compromised, this cost would have to come out of the ACE funding for the project .</p> <p>The fixing to the wall – the engineer was confident about fixtures but it would need to get through conservation</p> <p>Operational – there were still some questions about the operational capabilities. Mary will meet with Steve and Nick to address these.</p>

	<p>There are concerns where health and safety are involved and further investigation will take place.</p> <p>Resolved A meeting will be held with Mary and Steve to discuss operational aspects. Any further costs will be taken from the ACE funding An application will be submitted to Building Reg and Conservation at NSC Councillor Crockford-Hawley delegated to approve drawings</p> <p>Proposed by Councillor Crockford-Hawley Seconded by Councillor Crew</p> <p>The meeting returned to agenda item no 4</p>
<p>189</p>	<p>Members to receive HLF update</p> <p>1 – All large objects have now been moved from storage at Arc Removals back to the SWHT, Taunton. The Clevedon Torc loan has been approved and due to arrive in the museum in March 2018. The next temporary exhibition is the ‘Art of Self Expression’ – an exhibition on tattoos and facial hair, aimed at the 16 – 25 audience. The exhibition after this is on Alfred Leete. Contact is to be made with Tim Walker from Cecil Walkers as he has a number of originals.</p> <p>RESOLVED:- That the report be received and noted</p> <p>2 – The temporary gallery aims are to provide high quality and ambitious exhibitions both done in house and touring. Amal ran through the exhibition programme. In order to achieve three high quality exhibitions a year a further £15k is required on top of the current SLA. This will support audience development, boost the museum profile and support the museum going forward in to the phase II development.</p> <p>RECOMMENDATION:- Subject to budget, members approve the extra cost</p> <p>3 – The Development Officer ran through the remaining requirements of the HLF aiming to put in the last report Feb 2018.</p> <p>RESOLVED:- That the report be received and noted</p> <p>4 – The fittings of the doors will take 3 weeks max. It is suggested that the museum closed 2nd – 21st Jan 2018 for the works to take place. Other elements of the museum project can all be coordinated to happen at the same time. The next temporary exhibition opens Saturday 27th Jan 2018. This needs to be well advertised with a positive spin.</p> <p>RECOMPMENDTION:- That the dates changes to 8th -26th Jan inclusive with the following works done The installation of the doors, the temporary exhibition and Mary Flowers installation. The case for the torc to be purchased and fitted and the work in the learning space to be completed.</p>

<p>190</p>	<p>Business Plan and Activity Plan updates</p> <p>1 – Volunteer Engagement – the report was circulated with the agenda. Weekend operation has proved tricky for volunteer cover. Volunteer recruitment is targeting volunteer who want to work weekends.</p> <p>RESOLVED:- That the report be received and noted</p> <p>2 – Learning and Events – the report was circulated with the agenda. The noise levels in the education room needs to be addressed. To reduce some of the noises the learning and events officer has suggested installing sound clouds which help soak up unwanted noise. The quotation came in at £4k, but there is only £2.5k available to spend. Some work will be done now, the rest next year in the new budget.</p> <p>RESOLVED:- That the report be received and noted</p> <p>3 – Museum Operations - Team plan to take place 17th November. The VSM ran through his report identifying the challenges with the café. The apprentice had moved on to a new opportunity, therefore the museum are looking for a new café apprentice. Retail – the VSM will meet with Graham Bancroft at the Feb 2018 trade fair for the following years shop stock.</p> <p>RESOLVED:- That the report be received and noted</p> <p>4- Community Engagement Officers report - the report was circulated with the agenda.</p> <p>RESOLVED:- That the report be received and noted</p>
<p>191</p>	<p>Museum fundraising/grant application</p> <p>1 - ACE Resilience Fund – ACE are happy with the reports on the project and feedback has been positive. They are due to visit soon.</p> <p>RESOLVED:- That the verbal report be noted</p> <p>2 – Sharing Heritage Application – the report was circulated with the agenda.</p> <p>RESOLVED:- That the written report be noted</p> <p>3 - Our Town, Our Museum, Our Place – Elizabeth Neathey explained about the grant application and that it wasn’t successful, but the HLF were very supportive and felt the project could be made bigger and more funding applied for especially as it involved Weston Museum. The re-submission deadline id Feb/March 2018</p> <p>RESOLVED:- That the verbal report be noted</p> <p>4 – Bike Stands – this can be a cost neutral project which will see bike stands installed in front of the museum</p> <p>RECOMMENED:- Approved and to look into this further</p>

192	<p>Grove Park War Memorial</p> <p>Both WWI and WWII grant enquiry forms have been approved and the full application forms have been made available. The cost of the WWI repair is for the bronze element only, not the stone. Should the stone work need to be cleaned/repared, this will be a further cost on the application.</p> <p>It was noted that the time scales are very tight.</p> <p>A cost for the Worle War Memorial condition report is being dealt with by another company who are visiting today.</p> <p>RECOMMENDED:- To concentrate on the WWI application form with the view to submit by 31st December 2017</p> <p>To gain three quotes for repair to the bronze and the stone work for the application</p> <p>Malcolm to write to NSC for partnership funding</p>
193	<p>Blue Plaque scheme</p> <p>The Henry Butt plaque is ready for installation and a place has been agreed. Henry Butts great granddaughter will be coming down from Loughborough for the presentation.</p> <p>The next plaque will be for Dr. Fox and a response is outstanding from the management of Knighstone Island.</p> <p>A location need to be sought for Roald Dahl as the school he attended is no longer there.</p> <p>Councillor Crockford-Hawley has been interviewed by BBC Radio Bristol regarding the blue plaques as part of their Cabinet of Curiosity broadcast.</p> <p>RESOLVED:- That the verbal report be noted</p>
194	<p>BBC Civilisation Festival</p> <p>Councillor Gibbons was unable to be at the meeting to discuss her ideas. The museum felt they did not have the capacity to take part in this project</p> <p>RESOLVED: - That the verbal report be noted</p>
195	<p>Friends of Weston Museum</p> <p>The friends held a stall at 'Your North Somerset' with a lot of people attending. The talk held at the museum had 42 people attending, some visitors and some paid at the door.</p> <p>The next talk is the curator from Bath at Work, the one after is Amal on the collections and displays with an evening of magic lantern show and Richard Lenox on the piano.</p> <p>Dates are now needed for the New Year.</p>
196	<p>Accreditation update</p> <p>The museum now need to respond to the ACE to achieve full accreditation form the current provisional.</p> <p>A key part of that process is effective forward planning.</p> <p>Councillors are invited to remain after the meting to take part in a SWOT analysis.</p>

	RESOLVED:-
	There being no further business the meeting concluded at 12.00. The next meeting will be Thursday 7th December 2017 at 10am at Grove House, Grove Park

Signed..... Dated.....
Chairman