

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

Date: Thursday 19th September 2019 **Time:** 10.00am **Venue:** Museum

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, Catherine Gibbons, Jan Holloway, Daniel Marcos-Ashworth and Peter Mcaleer; Non-voting co-opted members: Malcolm Nicholson – Town Clerk, Sarah Pearse – Deputy Town Clerk, Molly Maher – Development Officer, Matthew Hardy – Museum Visitor Services Manager, Sherry Coles – Learning and Events Officer, Steve Matthews – SJ Surveyors, Tom Mayberry & Amal Khreisheh – South west Heritage Trust, Cara MacMahon – North Somerset Council, Peter Johnson – Volunteer Archivist, Heather Morrissey – Chairperson of the Friends of the Museum

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

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. To agree the accuracy of the minutes of the 27th July 2019 (attached)**
- 4. South West Heritage Trust update reports**
 - 4.1 To receive an update from Amal Khreisheh (attached)
- 5. Museum Operation/Business plan and Activity Plan reports**
 - 5.1 Update from the Learning and Events Officer (attached)
 - 5.2 Museum operations from the Visitor Services Manager (attached)
 - 5.3 Community Engagement report (attached)
 - 5.4 Retail, Marketing & External Bookings (attached)
 - 5.5 Café Report (attached)
 - 5.6 Volunteer Engagement Report from the Volunteer Coordinator (attached)
 - 5.7 Marketing Update to receive the report of the Communications Officer (attached)
- 6. Museum Grant Development Update**

To receive a verbal report from the Development Officer
- 7. To receive a verbal report from the Friends of Weston Museum**
- 8. Heritage Action Zone update**

To receive the report of the Heritage Action Zone Officer (attached)

MHSC AGENDA 190919

A handwritten signature in black ink, appearing to read 'M. Nicholson', written in a cursive style.

Malcolm L Nicholson, LLB, DMS
Town Clerk
12th September 2019

Weston-super-Mare Town
Council
Grove House, Grove Park
Weston-super-Mare
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