

LISKEARD TOWN COUNCIL

MINUTES of the **MUSEUM MANAGEMENT COMMITTEE** held in The Council Chamber, West Street, Liskeard on Monday 21 July 2014 at 7.30 pm.

PRESENT

Councillor Ian Goldsworthy - in the Chair

Councillors: Rachel Brooks, Roger Holmes, Hella Tovar

Museum Curator Anna Monks

Old Cornwall Society Representative Duncan Mathews

Stuart House Representative David Howard

Locum Town Clerk Sue Lee

Minute Clerk Stuart Houghton

The Chairman advised those present of Housekeeping matters

195/14 OPEN SESSION

No Parishioners were present.

196/14 APOLOGIES

Apologies were received from The Mayor Councillor Phil Seeva, the Deputy Mayor Councillor Jane Pascoe and Councillors James Shrubsole and Anne Purdon.

An apology was also received from Stephanie Meads, Cornwall Council Museums.

197/14 DECLARATIONS OF INTEREST

No Members declared an interest either Pecuniary or Non Pecuniary.

198/14 ELECTION OF VICE CHAIR OF COMMITTEE

The Chairman proposed, Councillor Holmes seconded that Councillor Tovar be elected as Vice Chair of the Committee. There being no other nominations, Councillor Tovar was elected as Vice Chair of the Committee.

199/14 MINUTES OF THE MEETING HELD ON 9 JUNE 2014

The Chairman proposed, the Vice Chair seconded and the Committee **APPROVED** the Minutes of the meeting held on Monday 9 June 2014. The Chairman signed the minutes.

200/14 MATTERS ARISING

None.

201/14 CURATORS REPORT

The Curator's Report had been circulated and is attached.

The Curator highlighted the salient issues in the report. She also raised the length of time it takes to train new volunteers. This depended on the ability of each volunteer but was time consuming; currently the Museum had seven volunteers but could do with more. The Vice Chairman volunteered to become one.

202/14 ADVERTISING BANNER

The Curator stated that she would like to have a banner erected along the front of Foresters Hall. Members agreed, with this in principle and asked the Curator to discuss this with Cornwall Councils Planning Department.

Councillor Holmes thought that the existing inlaid Museum sign would be more prominent if it was gilded.

203/14 RESEARCH CHARGES

The Curator suggested that the charge out rate, for research, should be increased from £7 per hour to £10 per hour plus VAT. She had investigated charges made by other organisations in the Town and ours were the lowest.

The Chairman proposed, the Vice Chair seconded and the Committee **RESOLVED** to **RECOMMEND** that the charges for research, by Museum personnel, be increased from £7 to £10 per hour plus VAT and that the charges should be kept under review.

204/14 CABINET FOR PHOTOGRAPHIC NEGATIVES

The Chairman explained that John Rapson had a very large collection of photographic negatives that were stored in his garage. Mr Rapson had expressed a wish to donate them to the Museum, but was concerned about the storage facilities.

The Curator reported that she had visited Mr Rapson and discussed the storage of the negatives. The Museum had a suitable storage area in the car port, where the negatives would be kept cool, but a metal storage facility was required. If a metal cabinet was provided, Mr Rapson would be happy to donate the negatives to the Museum.

The Committee **RESOLVED** that the Curator should get quotations for the provision of a suitable cabinet for the storage of the negatives.

205/14 SURPLUS DISPLAY CABINETS

The Chairman explained there were redundant display cabinets that needed to be disposed of following the installation of the new equipment provided by grant funding.

The Chairman proposed, the Deputy Chair seconded and the Committee **RESOLVED** that the redundant display cabinets be disposed of at a local auction.

206/14 TACTILE WALL

The Curator explained that the new tactile wall would be funded by the Caradon Hill Area Heritage Project and that there was only one supplier for this item. No quotation had yet been received and the discussion was **RESOLVED** to be continued as confidential.

207/14 CURATORS WORK LOAD

The Chairman explained the difficulty in keeping the Museum open during the summer months when volunteers took their holidays; more volunteers were required.

The Curator added that during this period it was not always possible to have time off to compensate for the additional hours worked, the Museum needed at least two people to be on duty at any one time, unless the upstairs displays were to be closed.

It was agreed to discuss this item in Part II of the meeting

208/14 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the Press and Public be excluded from the meeting for the following item of Business.

209/14 ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

1. Tactile Wall
2. Summer Opening Hours

210/14 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Public Bodies (admission to meetings) Act 1960 it was **RESOLVED** that the members of the Press and Public be re-admitted to the Meeting.

211/14 ANY OTHER BUSINESS

None.

212/14 DATE OF NEXT MEETING

It was agreed that the next meeting of the Museum Management Committee would be held on a Monday 8 September 2014.