

## **LISKEARD TOWN COUNCIL**

**MINUTES** of the **MUSEUM MANAGEMENT COMMITTEE** held in The Council Chamber, West Street, Liskeard on Tuesday 13 October 2015 at 6.15 pm.

### **PRESENT**

The Mayor, Councillor Phil Seeva Ex-Officio

Councillor Hella Tovar - in the Chair

Councillors, Anne Purdon, Sue Pike, Rachel Brooks and Ian Goldsworthy

Town Clerk Steve Vinson

Minute Clerk Stuart Houghton

The Chairman advised those present of Housekeeping matters

### **340/15 APOLOGIES**

Apologies were received from the Deputy Mayor, Councillor Jane Pascoe, Gordon Stokes and Stephanie Meads.

### **341/15 DECLARATIONS OF INTEREST**

None.

### **342/15 MINUTES OF THE MUSEUM MANAGEMENT COMMITTEE HELD ON TUESDAY 8 SEPTEMBER 2015**

Councillor Goldsworthy proposed, the Mayor seconded and the Committee **APPROVED** the Minutes of the meeting held in the Council Chamber at 6.30 p.m. on Tuesday 8 September 2015.

### **343/15 PUBLIC PARTICIPATION**

None.

### **344/15 TO RECEIVE AN UPDATE ON PROGRESS ON RESOLUTIONS FROM THE LAST MEETING (TOWN CLERK'S REPORT)**

The Town Clerk reported than an offer of £50 had been accepted for the old cash register from the Museum and that the Modes training had been completed.

### **345/15 BUDGET TO 30 SEPTEMBER 2015**

The Committee Budget to 30 September 2015 was noted.

**346/15 TO RECEIVE AND DECIDE ON THE ACCEPTANCE OF THE TENDER FOR A MUSEUM CONSULTANT**

The Town Clerk said that he had discussed the fact that only one response to the advertisements had been received. He was advised that best effort had been made and the position had been correctly advertised. Members discussed the current position;

- Comment had been received that the brief did not offer enough time or money to be fulfilled
- Volunteers alone should not be relied on to run the Museum
- Volunteers need to be managed
- The Curators post could be a shared position
- A revised brief should be prepared to narrow the scope of work to make a paid position achievable
- An action plan should be prepared for volunteers and a paid supervisory role

Councillor Brooks proposed, Councillor Goldsworthy seconded and the Committee **RESOLVED** to accept the tender with 2 provisos;

1. The Town Council asks the Cornwall Council Museum Development Officer, Bryony Robins, to help to draw up a contract for the work that establishes priorities and narrows its scope so that it would be achievable in 24 days over 3 months.
2. The Town Council accepts Bryony Robins' offer to help draw up an action plan to create a Museum Management model which includes both a paid post, with volunteer support.

**347/15 DATE OF NEXT MEETING**

The next meeting of the Museum Management Committee will be at 6.45 pm on Monday 23 November 2015 at 18.45.