



Minutes of a meeting of the Museum Committee held on Tuesday 4 March 2020 in the Council Chamber, Town Hall, East St, Wareham at 7.00pm.

Committee Members Present: Councillors D Cleaton (Chairman), B Buxton, V de Wit, N Dominy, J Hall (Manager), H Scharnhorst (Curator)

Officers Present: T Bailey, Committee Clerk

36. Apologies for absence

Apologies for absence were received from Councillor B Dean, A Dominy and M Barber.

37. Declarations of interest

There were no declarations of interest.

38. Public participation time

There were no members of the public present.

39. Confirmation of minutes of the previous meeting

The minutes of the Museum Committee meeting held on 4 November 2020 were presented by the Chairman.

Resolved that the minutes of the meeting held on 4 November 2020 be confirmed as a true and accurate record and signed by the Chairman.

40. Matters arising from the minutes of the previous meeting

There were no matters arising from the meeting of 4 November 2020.

41. Reports by Committee Members

The Curator presented her report and welcomed any queries.

The Museum Manager presented her report and welcomed any queries.

The Chairman presented the Webmaster's report and noted the Committee's appreciation to the Webmaster for keeping the website up to date and keeping a track of statistics.

42. Museum Forward Plan

The Forward Plan is currently being reviewed with a view to creating a new Forward Plan, for the upcoming three years, to be in place by the end of March.

The Committee were pleased with how many aspirations had been met or indeed exceeded within the current Forward Plan.

V De Wit noted that Dorset Council were carrying out a large-scale review of the funding that goes to Museums and that Wareham may wish to apply for this. V De Wit made the Committee aware that it was possible to apply for a grant of up to £1,000 via 'Small grant,

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big improvements' and information was available on the South West Museum Development website. Closing date was in early to mid-April.

Arts Councils had just announced that they wish to invest in cultural projects in Purbeck and Dorset Council had agreed that Purbeck is an under-invested area.

43. Health & Safety

Due to the current closure there was little to report but users of the museum were to be reminded that they should be cautious due to the clutter created by reorganisation. Volunteers entering the Museum would be monitored to ensure that they were aware of any hazards.

It was noted that the Emergency Plan had been created.

In house health and safety training had been planned for 17 & 25 March.

44. Budget

It was noted that the budget for training had been spent due in large to mileage claims for 2019/20 and that the budget for 2021/22 may need to be adjusted to make additional allowances for mileage and a reduction in training.

B Buxton floated that idea of producing a book to contain documents and photographs relating to Sandford pottery were in the possession of the Museum that had not been widely circulated before, that might make a profit for the museum. A loan would be required carry out the printing. V De Wit noted that Sherborne and Beaminster do some publishing but understood that they struggle to sell the books. Some museums do digital publishing so that it could be a download option which could also create revenue. There was no decision as to whether the idea to publish a book should be progressed.

45. Future Events

The Museum opening event was planned for 10th April 2020, with the theme of Saxons.

46. Education Officer

A volunteer had been nominated as the Educations Officer (Sue Cullinane). Another volunteer had noted that they might be interested in taking on the role.

47. Any other items that the Chairman urgent

The Chairman had no urgent items but requested that the Museum banner be hung in time for the opening of the Museum.

48. Date of next meeting

It was noted that the next meeting of the Museum Committee was scheduled to be held at 7.00pm on 8 July 2020.