

Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



High Street
Shropshire
tel. 01948 665761

website: www.whitchurchcouncil.uk

email: clerk@whitchurchcouncil.uk

HERITAGE COMMITTEE

MINUTES OF THE HERITAGE COMMITTEE MEETING HELD ON THURSDAY 16TH NOVEMBER 2017

PRESENT

Cllrs: T. Neville, J. Martin, T. O'Neill

IN ATTENDANCE

Nicola Young - Town Clerk
Judith Hoyle (Heritage Centre)
Terry Fry (Heritage Centre)
Morris Clive – Facilities Manager

1. Apologies

Cllr B. Duffy
I. Garner, Heritage Centre
Tim Jenkins, Heritage Centre

2. Declarations of interest

None

3. Minutes

After a proposal by Cllr Neville, seconded by Cllr Martin it was **HC/31/1718 RESOLVED** that the minutes from the meeting held on 19th October 2017, be accepted and duly signed.

4. Matters arising

There were no matters arising.

5. Public Participation

No members of the public present

6. Outstanding items:

a. Rubber Gate Roller

Nobridge will assess the gate roller and get back to the Clerk.

b. Cellar Cleaning

The Council Facilities Team have started to clean the cellar, but there are items that are too heavy to move. Having risk assessed these items, it was agreed that these will remain stored in the cellar.

c. Windows

It was reported that the Finance Committee had accepted the new quote. Whitchurch Museum & Archives are happy with the progress. WMA have met Ray Johnson, Conservation Joinery, on site and agreed that the window in the Herald archive room will not be renovated. WMA will purchase Perspex to cover this window. The

anticipated start date for the window renovations by Conservation Joinery is 1st December 2017.

7. Heritage Accounts

After a proposal by Councillor Neville, seconded by Councillor Martin, it was **HC/32/1718 RESOLVED** that month 8 accounts for the Heritage Centre be accepted.

8. Boiler Servicing

The Facilities Manager reported that AA Plumber will service the boiler on 16th November 2017. There thermostat needs replacing and further parts will possibly be required.

9. Museum & Archive Activities

After a proposal by Cllr Neville, seconded by Cllr NO'Neill, it was **HC/33/1718 RESOLVED** to accept the report on Museum & Archive Activities as stated below:

Visitor numbers & Volunteer hours

- Volunteer hours are 488.25 for October, this equates to more than 3 full time employees
- October visitor numbers 169
- No. of visitors YTD for year ending December 2017: 1771
N.B. August was a highlight in that we had 306 visitors. This is our second highest ever monthly total of visitors. More interestingly it is way ahead our highest number of visitors where there have been no special events!

Collection

New acquisitions in last month include:

- WW1 postcards from Prees Heath
- 1919 Peace Celebration Mug
- Large deposit, from Dr Paul Anderton, of papers referring to Keele history classes taught in Whitchurch 1990s

Activities

- 26th October - meeting with Whixall History Group for exchange of information
- 16th & 17th November - volunteer, David Broad, attending Museum Association Conference in Manchester

Maintenance/Security

- Gate not padlocked
- Boiler timer
- Thanks to Town Council staff for responding quickly to boiler cut-outs & light tube replacements

Future Events

- Volunteers A.G.M. Thursday 16th November 3pm
- National Explore Your Archives Week 18th - 26th November
- Thursday 23rd November Whitchurch Museum & Archives will open until 8pm
Bronington Hoard will be on show accompanied by staff from Wrexham Museum
- Author with newly published book on US Army hospitals in Shropshire & Flintshire will also attend

- (Good publicity in Whitchurch Herald)

Finance

No spend from Town Council grant since previous meeting 19th October 2017

10. Whitchurch Museum & Archives (WMA) Volunteers CIO

Terry Fry, a volunteer at the Heritage Centre, updated the meeting on the progress of obtaining CIO status:

- WMA Constitution is with the Trustees for approval, but has been written based on the Charities Commission template.
- WMA AGM. At the AGM members will be asked to approve the change. Once the Constitution has been approved it will be submitted to the Charities Commission, there is a 1-8 weeks period for approval from the Charities Commission.
- Solicitors Fees. Request to Whitchurch Town Council Finance Committee to pay the solicitors fees of the WMA CIO to review the lease offered by this Council.

Terry Fry was thanked for all his work in writing the Constitution for the CIO and working to obtain CIO status.

11. Confidential Business (if any)

There was none.

There being no further business the meeting closed at 11.03am

Signed: Date: