

# Whitchurch Town Council

Civic Centre  
Whitchurch  
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## HERITAGE COMMITTEE

Members of the Committee named below are summoned to attend the Heritage Committee meeting which will be held on **TUESDAY 9<sup>th</sup> JULY 2019** in the Edward German Room, Civic Centre, Whitchurch commencing at **10:30am**.

All Councillors are invited to attend. The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

**Date of Notice: 4<sup>th</sup> July 2019**

A handwritten signature in black ink, appearing to read 'N Young'.

Nicola Young  
Town Clerk

**Cllrs: B Duffy, T O'Neill, J. Martin, R. Snell and T. Neville & Dr J Hoyle, Mr T Fry.**

### AGENDA

**1. ELECTION OF CHAIRMAN**

To elect a Chairman for the Heritage Committee

**2. ELECTION OF VICE CHAIRMAN**

To elect a Vice Chairman for the Heritage Committee

**3. APPROVAL OF NON-COUNCILLOR MEMBERS**

To approve the continued membership of two Whitchurch Museum & Archive Trust volunteers as voting member of the Committee.

**4. APOLOGIES**

To receive apologies and reasons for absence.

**5. DECLARATIONS OF INTEREST**

To receive Cllr's Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to any agenda item in this meeting

**6. MINUTES**

To confirm that the minutes of the meeting held on **8<sup>th</sup> January 2019** and the Extraordinary Minutes of **28<sup>th</sup> February 2019** are an accurate record of those meetings (copies previously attached), and to be duly signed thereof.

## **7. MATTERS ARISING**

To deal with matters arising from those minutes not otherwise on the agenda.

## **8. PUBLIC PARTICIPATION**

Members of the public are invited to make representations, ask questions and give evidence in respect of any business being transacted at the meeting and about any other matter for which the Committee has a responsibility. The Chairman will at this point, suspend Standing Orders allow any members of the public who wish to address the meeting.

## **9. HERITAGE ACCOUNTS**

To receive the monthly Cost Centre Report for months 10, 11 & 12, 1, 2 & 3.

## **10. HERITAGE BUSINESS PLAN UPDATE**

To receive and agree the updated copy of the draft Heritage Centre Business Plan 2018-2023 (copy previously attached).

## **11. HERITAGE RESOLUTION RECORD**

To receive and sign-off projects from the Heritage Committee Resolution Record.

## **12. HERITAGE CENTRE SLA**

To agree the amended SLA document (copy previously attached).

## **13. CCTV and Alarm in 12 St. Mary's Street - Whitchurch Museum**

To receive a proposal from the Whitchurch Museum & Archives Trust regarding the CCTV and Alarm systems.

## **14. ACCESS TO THE MUSEUM**

To agree access procedure for the Heritage Centre now that the Museum & Archive Team has the lease.

## **15. MUSEUM & ARCHIVES ACTIVITIES**

To receive an overview from WMAV on their activities on behalf of Whitchurch and visitor figures.

## **16. SIGNAGE**

To discuss further signage requirements.

## **17. CONFIDENTIAL BUSINESS (if any)**

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters