

Whitchurch Town Council

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HERITAGE COMMITTEE

MINUTES OF THE HERITAGE COMMITTEE MEETING HELD ON TUESDAY 14th JULY 2020

PRESENT

Cllrs: B Duffy, J Martin, S Hamlyn, Mr T Fry

IN ATTENDANCE

Nicola Young – Town Clerk

1. Apologies

Cllr Rose Snell
Dr Judith Hoyle

2. Declarations of interest

Cllr Duffy declared that she is a Trustee of Whitchurch Museum & Archives but attends the Trust meetings as a Town Council representative.

3. Minutes

After a proposal by Cllr Martin, seconded by Cllr Hamlyn, it was **HC/01/2021 RESOLVED** that the minutes of the meeting held on 10th March 2020 be accepted as an accurate record, noting that Cllr Duffy's name be added to the apologies. The Chairman duly signed the minutes.

4. Public Participation

No members of the public were present.

5. Heritage Accounts

After a proposal from Cllr Martin, seconded by Cllr Hamlyn, it was **HC/02/2021 RESOLVED** to accept the Income and Expenditure Reports for months 11 & 12 for Financial Year 2019-2020 and months 1, 2, & 3 for Financial Year 2020-2021.

6. Heritage Resolution Record

After a proposal from Cllr Martin, seconded by Cllr Duffy, it was **HC/03/2021 RESOLVED** that AA Plummer had completed the work as requested and this was duly signed off.

7. Heritage Centre Maintenance

The following update was received from the monthly maintenance meetings

- a. **Blinds** had been successfully installed.
- b. **Downstairs toilet** was leaking
- c. **Upstairs Ladies toilet** has a broken cold tap
- d. **Side entrance** blue gate needs replacing

8. Heritage Centre Rent Invoice

After a proposal from Cllr Martin, seconded by Mr Fry, it was **HC/04/2021 RESOLVED** to check with the Council accountants if it was possible to waive the annual £1 rent from Whitchurch Museum & Archives to Whitchurch Town Council.

9. Living with Lockdown – COVID-19 Project

The Council and Whitchurch Museum & Archives are running a joint project on Living with Lockdown, to record activities and local life during the COVID-19 pandemic of 2020. So far 23 photographs had been received. It was agreed that a newspaper article would be written, received photographs be printed and displayed in the cabinet in the Civic Centre foyer, or if enough, hold a social distancing exhibition in the main hall.

10. Museum & Archives Update

- Museum closed since 17th March 2020.
- Volunteers have been working in the interim to make upstairs COVID-19 secure and this work is now complete.
- A small number of volunteers have been going into the Museum from time to time.
- Whitchurch Museum is linked to industry bodies and therefore has COVID-19 protocols in place to follow industry standards.
- The Museum remains closed.
- The Trust have commissioned installation of glass and metal screening downstairs.
- It is hoped that the Museum will re-open in September 2020.
- The Curator is regularly attending site to carry out work, ie, empty humidifiers.
- Volunteers continue to do research at home.
- WW1 Gallantry Medals have been received from Whitchurch and surrounding areas.
- The Trust are discussing how to create a better digital presence and virtual experience of the museum, to enable people to visit virtually whilst they are closed.
- WMA Trust have been successful in securing a COVID-19 grant of £25,000 and this will be used to pay for digital museum tours and COVID-19 safety measures.

11. Confidential Business

There was no confidential business.

There being no further business the meeting closed at 11.12am

Signed: **Date:**