

Whitchurch Town Council

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HERITAGE COMMITTEE

Minutes of a meeting of the Heritage Committee held on Tuesday 13th April 2021, via Zoom, commencing 10.30am.

Present

Cllrs: B Duffy, J. Martin (Chair), W. McDonnell and Mr T Fry.

In attendance:

Gillian Bailey – Locum Support Officer

Morris Clive – Facilities Manager

56. Apologies

Apologies were received from Dr J Hoyle, Cllr R Snell and Cllr S Hamlyn

57. Declarations of Interest

Cllr Duffy declared that she is a Trustee of Whitchurch Museum and Archives Trust and was attending this meeting as a Councillor.

58. Minutes

It was proposed by Cllr Martin, seconded by Cllr McDonnell and **HC/27/2021 RESOLVED** to confirm and sign the minutes of the meeting held on 9th March 2021 as an accurate record of that meeting.

59. Public Participation

There were no members of the public present.

60. Heritage Accounts

It was noted that the monthly Income & Expenditure Reports for Month 12 will not be available until after 22nd April 2021.

In response to a question from Cllr McDonnell, Mr Fry confirmed the process undertaken for the £5,000 budget for maintenance.

61. Heritage Resolution Register

It was proposed by Cllr Martin, seconded by Cllr Duffy and **HC/28/2021 RESOLVED** to sign off resolution HC/25/2021 as complete.

62. Fire Alarm

a) To receive an update on the progress of the new fire alarm system

The Craft Centre is now under a separate alarm system to the Heritage Centre. As previously minuted it was agreed that WMAV would add the fire alarm to the existing intruder alarm monitoring. When the contractor attended they were unable to achieve this as the existing line does not support the correct technology. The best solution was to switch the monitoring to a wireless system. This has been completed at WMAV expense.

Initials

b) Moving the system across to wireless

It was proposed by Cllr Duffy, seconded by Cllr Martin and **HC/29/2021 RESOLVED** to retrospectively approve that the alarm is moved to a wireless system.

c) Removal of the Redcare Line

The BT Redcare line is now redundant.

It was proposed by Cllr Martin, seconded by Cllr McDonnell and **HC/30/2021 RESOLVED** to terminate the Redcare line so long as it is confirmed that the line is unique to the Heritage Centre.

It was confirmed that the appropriate enquiries and termination would be undertaken by WTC staff.

63. Heritage Centre

To receive an update from the maintenance meetings.

It was confirmed that the work to the gate, fire door and loft ladder had been completed to a high standard.

Mr Clive advised that they would now be concentrating on work in the courtyard area.

64. Museum and Archives Update

The Committee noted the report as detailed below:

Volunteers

- Since the last committee meeting there have been 4 volunteers working regularly on Tuesdays & Thursdays in the building whilst maintaining appropriate social distancing.
- Other volunteers have called in when required for photography, book folding, filing and I.T.

Visitor numbers & Volunteer hours

- Volunteer hours were 200 for January and 234 for February.
- No visitors during February or March

Social Media

- A significant increase in Facebook interactions.
Our page <https://www.facebook.com/WhitchurchHeritageCentre> has 502 followers, an increase of 6 from last meeting. Also likes up by 6 to 441. All comments posted very positive.

Collection

New acquisitions since February meeting include

- 6 letters dated 1806 - 1818 re. job applications for posts at Whitchurch Grammar School
- 1827 poster/broadsheet advertising shop in High Street
- Truefood advertising spoon c.1930

Activities

Since last meeting

- Patents book printed
- Additions made to website
- Research into Venables family and their commercial activity in Whitchurch & London
- New acquisitions photographed and entered on catalogue
- Special anti tarnish material purchased and bespoke bags created for items of silver in collection (ongoing)
- WM&A registered for lateral flow tests

Initials

Maintenance

- Maintenance meeting Morris & Judith 8/04/21
- **Completed**
 Builder Barrie Heywood worked at Heritage Centre 29th - 31st March, supervised by volunteers.
 Replaced external gate/door, created new threshold for fire door to courtyard and fitted loft ladder.
 Will return to give final coat of paint to gloss when weather improves.
 Securasound completed combining fire & intruder alarms using new wireless system
 16/03/21 - oil delivered
 01/04/21 Technician from Cooper Poole serviced Gallery air-conditioning system
- **Outstanding -**
 Damp patch at top of cellar steps needs attention
- **New problems**
 Re-occurrence of water ingress into downstairs toilet - possibly connected to broken bricks on ridge and slipped slates.
 Access to oil- tank needs renewing

Mr Fry highlighted:

- The success of the Museum and Archive Facebook page which has helped public access to the Museum during lockdown.
- WMAV has registered for lateral flow tests this means that volunteers will be able to access weekly tests.

65. Confidential Business

There was no confidential business.

There being no further information the meeting closed at 10:59am.

Signed Dated

Initials