

12th April 2023

To: **Members of Museum Committee**

Dear Councillor

You are summoned to attend the meeting of the **Museum Committee** to be held at 3 New Street, Daventry, NN11 4BT on **Monday, 17th April 2023 at 18:30hrs.**

Yours sincerely



Deborah Jewell
Chief Officer

Email: chiefofficer@daventrytowncouncil.gov.uk

Telephone: 01327 301246

The press and public are cordially invited to be present.

Mobile phones must be switched off or turned to silent during the meeting.

Polite request: If you wish to film or record the meeting, please advise the Clerk in advance so that any necessary arrangements can be made to avoid disrupting the meeting and/or the view of the meeting by other members of the public. Any recordings made are your responsibility.

Audio recording notice: Please note, this meeting may be recorded - at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained until the Minutes have been signed by the relevant Chairman as a true record.

AGENDA

Open Forum. This part of the meeting is an opportunity for members of the public to speak, for a maximum of three minutes, on any item on the Agenda. Should you wish to speak, please advise the Meeting Host when you join the meeting to facilitate your request.

Please note: members of the public are not permitted to speak during the meeting (from Item M70.1).

M70.1. Apologies for Absence. To receive and consider apologies for absence.

M70.2. Declaration of Interest. Members to declare any interests they consider relevant to specific items identified in this agenda.

M70.3. Minutes. To approve and sign as a correct record the Minutes of the meeting of the Committee held on 17th October 2022 (Appendix 1).

Committee Members:

Cllrs Mike Arnold, Dawn Branigan (Chair), Lynn Jones (Vice-Chair), Ted Nicholl, Phillip Silk-Neilsen and Lynne Taylor

M70.4. Committee Budget.

- i.) To review the income and expenditure up to 31st March 2023 (Appendix 2).
- ii.) To receive a report on museum donations up to 31st March 2023 (Appendix 3).

M70.5. Digital Engagement. To receive a report from the Development and Liaison Officer (DLO) on digital engagement at Daventry Museum and note recognition from Northamptonshire Heritage Forum on the museum's pioneering approach to online engagement (Appendix 4).

M70.6. British Science Week (BSW) 2023. To receive a report from the DLO on the museum's activities and engagement to recognise British Science Week (Appendix 5).

M70.7. Museum Exhibitions. To receive a report from the DLO on museum exhibitions (Appendix 6).

M70.8. Museum Engagement and Outreach. To receive a report from the DLO on museum activities (Appendix 7).

M70.9. Museum Acquisitions. To receive a report from the DLO on recent acquisitions. (Appendix 8).

M70.10. Correspondence. To note any correspondence received and advise action, if any.

- i.) Thank you letter from Daventry Holy Cross Church for taking part in the Christmas Tree Festival 2022.
- ii.) Report received from Martin Lawrence MBE, Chair of the Northamptonshire Heritage Forum after his visit to the museum in November 2022.

M70.11. Date of Next Meeting. To confirm the date of the next meeting:

- (i) Monday 22nd May 2023.
- (ii) Monday 23rd October 2023 (Provisional).
- (iii) Monday 15th April 2024 (Provisional).

Committee Members:

Cllrs Mike Arnold, Dawn Branigan (Chair), Lynn Jones (Vice-Chair), Ted Nicholl, Phillip Silk-Neilsen and Lynne Taylor