



Lawrence House Museum

(A Registered Charity)



Hon Curator Jake Jackson
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Lawrence House
9 Castle Street
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PL15 8BA

MINUTES OF A MEETING OF THE LAWRENCE HOUSE MUSEUM MANAGEMENT COMMITTEE

Monday 6 March 2017 at 7pm at Launceston Town Hall (Otho Peter Room)

PRESENT: Cllrs Harris, Hogan, O'Brien, Tremain, Young. Jake Jackson (Hon Curator), Miss Davey (Stewards' Representative), Christopher Drake (Secretary), Helen Gribble (Treasurer)

1 Apologies for absence

Apologies for absence were accepted from Councillors Denton, Keighley, and Mrs Baughan (Stewards' Representative) Arthur Wills (Town Archivist and Chairman FLHM) and Mary Godwin (Museum Mentor)

2 Minutes of the last meeting

The minutes of the meeting held on Monday 5 December 2016 were agreed as a correct record and were signed by the Chairman.

3 Treasurer's Report

The income and expenditure account to date was circulated with the agenda and is appended to these minutes. The account was noted and approved. Mrs Gribble advised that the museum building had an electricity contract in place until August 2018. It was agreed that monthly water meter readings would be undertaken

4 Curator's Report

The Curator's report was circulated with the agenda and is appended to these minutes. **Cllr P. O'Brien** asked for an update on the process of keeping computer records. **Mr J Jackson** advised that archivists continued to work on the project and that access to the records was very good and he was pleased with the progress made. **Cllr O'Brien** asked if the information was available online and **Mr Jackson** advised that the museum was awaiting a nodes upgrade and was hopeful that this would be completed by mid 2017

Cllr P O'Brien then asked if the deputy archivist could be of any help and **Cllr Tremain** said that he would support the project in any way and would enquire as to what he could do. **Mr J Jackson** said that the museum had received an application from the University of Cornwall offering assistance with projects

Mr Jackson concluded by giving a list of minor works that were required to be undertaken by the Town Council

5 Friends of Lawrence House Report



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Mr Jackson gave a verbal update on the absence of the Chairman of the Friends of Lawrence House and advised that the Friends had purchased a new mannequin for the museum and also completed the upholstering of a chair. was circulated at the meeting and is attached to these minutes.

Miss P Davey gave details of a coffee morning being held at the Central Methodist Church on Tuesday 14 March and that the Friends will be organising two talks in May and October, once of which will includes MR David Tovey, whose works will be on display at the museum throughout April, May and June

6 Stewards' Representative Report

Miss Davey spoke about the work undertaken by the volunteers and wished to express her thanks

7 Archivist's Report

Mr Wills' report is attached to these minutes.

8 Urgent Items

There were no urgent items for discussion

Date of the next meeting

The next meeting will be held on Monday 5 June 2017 at 7pm at Launceston Town Hall.

The meeting finished at 7.45 pm.

Signed Date