

Laurence House

Museum

(A Registered Charity)

Tel: 01566 773277

Hon Curator:

Mr Jake Jackson



Laurence House
9, Castle Street,
Launceston
Cornwall PL15 8BA

TO All members of the Management Committee of the Laurence House Museum

Cllrs Hogan (Town Mayor), Denton, Harris, Keighley, O'Brien, Tremain and Young (Deputy Mayor). Jake Jackson (Curator), Arthur Wills (Archivist), George Benbow (Chairman Friends of Laurence House Museum), Wendy Baughan (Stewards' Representative), Pam Davey (Stewards' Representative), Mary Godwin (Museum Mentor).

cc all members of Launceston Town Council (as Trustee) for information

A meeting of the Management Committee of the Laurence House Museum has been arranged for Monday 5 September 2016 at 7pm at the Guildhall, Launceston Town Hall. The agenda is set out below.

Rita Skinner
Secretary to the Management Committee

30 August 2016

AGENDA

- 1. Apologies for absence**
- 2. Minutes of the last meeting**
To agree and sign the minutes of the meeting held on 6 June 2015
- 3. Treasurer's Report**
To receive the Treasurer's report and to approve the Income and Expenditure account to date
- 4. Curator's Report**
To receive a report from the Curator
- 5. Friends of Laurence House Report**
To receive a report from the Chairman of the Friends
- 6. Stewards' Representatives' Report**
To receive a report from the Stewards' Representatives
- 7. Archivist's Report**
To receive a report from the Archivist
- 8. Stewards' Christmas Lunch**
To note the date of the Christmas lunch, hosted by Launceston Town Council (tba)
- 9. Urgent Items**
To receive any items which the Chairman considers to be urgent

Date of the next meeting

The next meeting will be held on Monday 5 December 2016 at 7pm