



# Lawrence House Museum

(A Registered Charity)



Hon Curator Jake Jackson  
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www.lawrencehousemuseum.org.uk

Lawrence House  
9 Castle Street  
Launceston  
Cornwall  
PL15 8BA

## MINUTES OF A MEETING OF THE LAWRENCE HOUSE MUSEUM MANAGEMENT COMMITTEE

Monday 5 September 2016 at 7pm at Launceston Town Hall (Otho Peter Room)

PRESENT: Cllrs Denton, Harris, Keighley, O'Brien, Tremain and Young. Jake Jackson (Hon Curator), Miss Davey (Stewards' Representative), Mrs Baughan (Stewards' Representative), Arthur Wills (Town Archivist), George Benbow (Chairman, FLHM), Christopher Drake (Secretary), Helen Gribble (Treasurer)

### 1 Apologies for absence

Apologies for absence were accepted from Councillor Hogan

### 2 Minutes of the last meeting

The minutes of the meeting held on Monday 6 June 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. Miss Davey raised concerns regarding the ongoing cost of electricity at the premises and it was **agreed** that officers will further investigate the issue

### 4 Curator's Report

The Curator's report was circulated with the agenda and is appended to these minutes. It was noted that the actual visitor numbers for the year to date was 5,631. It was **agreed** that officers will speak to the contractor regarding the works required to the telephone box currently stored at the Coach House

### 5 Friends of Lawrence House Report

The report of the Chairman of the Friends of Lawrence House was circulated at the meeting and is attached to these minutes. The Committee Chairman thanked Mr Benbow for all of his work as Chairman of the Friends of Lawrence House

### 6 Stewards' Representative Report

Mrs Baughan said that there was still some concern amongst stewards following the Perfect Moment report but that the stewards continued were working well together. Miss Davey read a note of thanks received from the Mayor, Councillor Hogan, for all the assistance and support he received at the recent Mayor's Charity event at the museum

### 7 Archivist's Report

Mr Wills' report is attached to these minutes.



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**8 Stewards' Christmas Lunch**

It was noted that the date for this event is Thursday 10 November at Launceston Golf Club

**9 Urgent Items**

It was **agreed** that Mr Christopher Drake be added to the bank signatories

**Date of the next meeting**

The next meeting will be held on Monday 5 December 2016 at 7pm at Launceston Town Hall.

The meeting finished at 7.44 pm.

Signed ..... Date .....