



Lawrence House Museum

(A Registered Charity)



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

MINUTES OF A MEETING OF THE LAWRENCE HOUSE MUSEUM MANAGEMENT COMMITTEE

Monday 4 September 2017 at 7pm at Launceston Town Hall (Otho Peter Room)

PRESENT: Cllrs Allen, Gordon (Deputy Mayor), Hogan, Keighley, Tremain, Williams and Young (Town Mayor).
Jake Jackson (Hon Curator), Arthur Wills (Archivist) (Chairman Friends of Lawrence House Museum), Miss
Baughan (Stewards' Representative), Miss Davey (Stewards' Representative), Christopher Drake (Secretary),
Helen Gribble (Treasurer)

1 Apologies for absence

Apologies were received from Cllr Harris who was substituted by Cllr Allen and from Mary Godwin

2 Minutes of the last meeting

The minutes of the meeting held on Monday 5 June 2017 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 and is appended to these minutes. The account was noted and approved. Mrs Gribble spoke about Gift Aid donations and it was noted that this was improving.

4 Curator's Report

The Curator's report was circulated with the agenda and is appended to these minutes.

5 Friends of Lawrence House Report

Mr Wills gave an report and this is appended to these minutes

6 Stewards' Representative Report

Miss Davey said that it had been an enjoyable season, with many children visiting the museum and that the children's activities had proved popular. Miss Davey advised that there was still a continuing shortage of stewards

7 Archivist's Report

Mr Wills' report is attached to these minutes.



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8 Succession Planning

It was **resolved** that councillors visit the museum to see the work undertaken by the museum colleagues. The visit will take place on Tuesday 14 November. Cllr O'Brien requested that museum colleagues bring back to a future meeting of the committee their ideas for how the museum could operate going forward

9 Urgent Items

Details of the forthcoming Heritage Open Days were noted

Date of the next meeting

The next meeting will be held on Monday 4 December 2017 at 7pm at Launceston Town Hall.

The meeting finished at 7.45 pm.

Signed Date