

Laurence House

Museum

(A Registered Charity)



Tel: 01566 773277

Hon Curator:

Mr Jake Jackson

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

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

Cllrs Young (Town Mayor), Gordon (Deputy Mayor), Harris, Hogan, Keighley, O'Brien and Tremain. Jake Jackson (Curator), Arthur Wills (Archivist), (Chairman Friends of Lawrence 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 Lawrence House Museum has been arranged for Monday 4 September 2017 at 7pm at the Otho Peter Suite, Launceston Town Hall. The agenda is set out below.

Christopher Drake
Secretary to the Management Committee

29 August 2017

AGENDA

1. **Apologies for absence**
2. **Minutes of the last meeting**
To agree and sign the minutes of the meeting held on 5 June 2017
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 Lawrence 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. **Succession Planning**
To receive a report to consider succession planning for the Museum
9. **Urgent Items**
To receive any items which the Chairman considers to be urgent
10. **Date of the next meeting**
The next meeting will be held on Monday 4 December 2017 at 7pm