



HENFIELD PARISH COUNCIL
MUSEUM COMMITTEE

**Notice of a meeting of the Museum Committee to be held on
Wednesday 26th February 2025 at 7:30pm in the Henfield Hall**

AGENDA

1. DECLARATION OF MEMBERS' INTERESTS

2. APOLOGIES

3. APPROVAL OF MINUTES OF MEETING HELD ON 27TH NOVEMBER 2024

OPEN FORUM

4. MATTERS ARISING

- 1 Signs for Berrett's Farm
- 2 Oral History Programme
- 3 Roving Display Case

5. CHAIRMAN'S ANNOUNCEMENTS

6. ANNUAL PARISH MEETING – TUESDAY 4TH MARCH 2025

7. MUSEUM SIGNAGE

8. DIGITISATION PROJECT UPDATE AND NEXT STEPS

9. ANNUAL REVIEW OF POLICIES AND FORWARD PLAN

- 1 Forward Plan
- 2 Business Plan
- 3 To consider the purchase of a Fireproof Safe for Museum

10. CURATOR'S REPORT - attached

- 1 Acquisitions – AB – attached
- 2 Disposals – SR
- 3 Costume Curator's Report - attached

11. FRIENDS OF HENFIELD MUSEUM (FoHM) REPORT - attached

12. CLERK'S REPORT

- 1 Financial Update

13. CORRESPONDENCE

- 1 MDSE - Accreditation return deadline 1 August 2025 – circulated 18.12.24
- 2 Railways – 200th anniversary – signage.
- 3 Experience Sussex – advertising Henfield Museum – to receive an update
- 4 Kestrel Alarms CCTV - Site visit on 4.2.25 – circulated 6.2.25
- 5 HDC - Volunteer Connect and Coffee Morning – 26 February – circulated 17.2.25

14. ANY OTHER URGENT MATTERS

15. DATE OF NEXT MEETING

Wednesday 28th May 2025 at 7:30pm

Clerk to Henfield Parish Council

Published 20th February 2025