

HENFIELD PARISH COUNCIL - MUSEUM COMMITTEE

Notice of a meeting of the Museum Committee
to be held on Wednesday the 26th August 2020
at 2.30 pm via Zoom conferencing.

A G E N D A

1. **DECLARATION OF MEMBERS' INTERESTS**
2. **APOLOGIES**
Cllr C Simmonds
3. **APPROVAL OF MINUTES OF MEETING HELD ON 27th MAY 2020**

OPEN FORUM

4. **MATTERS ARISING**
 - a) Noticeboard in Bus Shelter
 - b) Museum website
 - c) Roving table displays
 - d) Borrer letters transcription
 - e) Publicity of Voluntary Opportunities
5. **CHAIRMAN'S ANNOUNCEMENTS**
6. **FORWARD PLAN FOR 2020**
 - a) Access database and scanner
 - b) Museum leaflet
 - c) Year of Natural History
 - d) Agree next Action Points
7. **MUSEUM RE-OPENING**
To review Covid 19 regulations and discuss potential re-opening.
8. **CURATOR'S REPORT**
 - a) Acquisitions
 - b) Disposals- Mr S Robotham
 - c) Review of Policies
 - i) Emergency Plan
 - ii) Instructions to Volunteers
9. **FRIENDS OF HENFIELD MUSEUM (FoHM) – REPORT FROM ROB GORDON**
10. **FINANCIAL REPORT – REPORT FROM THE CLERK**
 - a) Progress Report – 2020/21
11. **ANY OTHER BUSINESS**
12. **DATE OF NEXT MEETING**

Wednesday 25th November at 7pm 2020

Published Thursday the 20th of August 2020
Log in details available from the Parish Office