

HENFIELD PARISH COUNCIL
MUSEUM COMMITTEE

Notice of a meeting of the **Museum Committee**
to be held on **Wednesday 25th November 2020 at 7:00pm** via Zoom conferencing.

AGENDA

- 1. DECLARATION OF MEMBERS' INTERESTS**
- 2. APOLOGIES**
- 3. APPROVAL OF MINUTES OF MEETING HELD ON 26th AUGUST 2020**

OPEN FORUM

- 4. MATTERS ARISING**
 - a) Noticeboard in Bus Shelter
 - b) New Museum website – payments link
 - c) Cashless payment system
 - d) Publicity of Voluntary Opportunities to assist with Forward Plan
 - e) Museum opening/closing
 - f) Emergency Plan
 - g) HPC website – museum pages
 - h) Henfield Hall – building extension
- 5. CHAIRMAN'S ANNOUNCEMENT AND CORRESPONDENCE**
 - a) 2020 Report for Annual Parish Meeting
 - b) South East Museum Newsletter (circulated with agenda)
- 6. FORWARD PLAN FOR 2020/2021**
 - a) Access database and scanner
 - b) Museum leaflet (on hold)
 - c) Year of Natural History
 - d) Agree next Action Points
- 7. CURATOR'S REPORT**
 - a) Acquisitions
 - b) Disposals- Mr S Robotham
- 8. FRIENDS OF HENFIELD MUSEUM (FoHM) REPORT FROM ROB GRAHAM**
- 9. FINANCIAL REPORT – REPORT FROM THE CLERK**
 - a) Progress Report – 2020/21
 - b) Budget 2021-22
 - c) Approve honorarium to curator
- 10. ANY OTHER BUSINESS**
- 11. DATE OF NEXT MEETING**

Wednesday 24th February 2021 at 7:00pm via Zoom conferencing.

Published 20th November 2020.
Zoom details available from Parish Office.