



HENFIELD PARISH COUNCIL **MUSEUM COMMITTEE**

Notice of a meeting of the Museum Committee to be held on
Wednesday 29th May 2024 at 7:30pm in the Henfield Hall

AGENDA

- 1. ELECTION OF CHAIRMAN FOR FORTHCOMING YEAR**
- 2. DECLARATION OF MEMBERS' INTERESTS**
- 3. APOLOGIES**
- 4. ELECTION OF VICE-CHAIRMAN FOR FORTHCOMING YEAR**
- 5. APPROVAL OF MINUTES OF MEETING HELD ON 28TH FEBRUARY 2024**

OPEN FORUM

- 6. MATTERS ARISING**
 - 1 Update of Emergency and Disaster Plan - attached.
- 7. CHAIRMAN'S ANNOUNCEMENTS AND CORRESPONDENCE**
- 8. MUSEUM SIGNAGE**
- 9. DIGITISATION PROJECT UPDATE AND NEXT STEPS**
- 10. ANNUAL REVIEW OF POLICIES AND FORWARD PLAN**
 - 1 CCTV – maintenance check carried out on 8.4.24
- 11. CURATOR'S REPORT – attached**
 - 1 Acquisitions – AB – attached.
 - 2 Disposals – SR
 - 3 Costume Curator's Report – attached.
- 12. FRIENDS OF HENFIELD MUSEUM (FoHM) REPORT – attached**
 - 1 Roving Case: moving from Evangelical Free Church to Library – to receive an update.
- 13. CLERK'S REPORT**
 - 1 Financial Update
 - 2 Curator's Honorarium
- 14. CORRESPONDENCE**
 - 1 Sussex Museums Group AGM at Royal Pavilion 16.4.24 – circulated – 15.3.24
 - 2 HDC Greenspace Strategy Consultation – attached
 - 3 MDSE live booking links – circulated on 13.5.24
- 15. ANY OTHER BUSINESS**
- 16. DATE OF NEXT MEETING**

Wednesday 28th August 2024 at 7:30pm

Clerk to Henfield Parish Council

Published 23rd May 2024