

BRADFORD ON AVON MUSEUM

MINUTES OF THE ANNUAL GENERAL MEETING 2019

HELD IN THE LIBRARY MEETING ROOM AT 7.30PM ON THURSDAY 14TH
MARCH 2019

Twenty three members attended: Robert Arkell, John Baxter, Chris. Dale (Hon. Treasurer), Maggie Dobson, Liz Harris, Mervyn Harris (Hon. Chairman), Val Holden (Hon. Secretary), Derrick Hunt, Ethel Johnson, Roger Jones, Jane Mann, Peter Mann (Trustee), Sue Morley, Andrew Rolph, John Salvat, Edward Shaw, Gareth Slater, Ivor Slocombe (Trustee), Pam Slocombe, David Stokes, Kate Turnbull (Trustee), Ann Warren and Margaret Wiggins.

1. Apologies

Apologies were received from: Jenny Arkell, Roger Clark(Hon. Curator), Dorna Daws, Doreen Ellis, Clive Green, Sophie Hawke (Trustee), James Holden, Mr and Mrs Andrew Jenkins, Gillian King, Murray King, Vicky Landell Mills, M'Lou Llewellyn, Annette and John Seekings and Ian Tappenden.

2. Minutes of the Annual General Meeting held on 15th March 2018.

The minutes of the previous meeting were proposed by Kate Turnbull, seconded by John Salvat, approved by the meeting and adopted and signed by the Chairman as a true record.

3. Matters Arising.

There were none.

4. Correspondence.

There was none.

5 Reports from Officers

5a. Hon. Chairman's report

The Chairman reported on another busy year in 2018. Of note were four trustees' meetings, meetings of the Memory Bank, and Museum Governance matters. Routine maintenance work on the Iron Duke had been carried out as well as the erection of permanent signage.

- *Exhibitions, Archaeology and Publications* accounted for much of the Museum's year.
 - **March and April** saw the display of the Millennium Embroidery.
 - **July – September** in shops around the town, we ran the shops exhibition based on a book entitled *Brylcreem and Biscuits*. The exhibition showed how shopping had changed during the last century.
 - Concurrent with this was an exhibition on the theme of packaging.

- **October** saw the Annual (fundraising) Lecture in St Margaret's Hall which took the form of a question and answer session chaired by Roy Canham who gave speaker Phil Harding, a gentle grilling on all things to do with archaeology.
- **In November**, as part of the Town Council's Countdown to Peace, the Museum contributed the "Keep the Home Fires Burning" exhibition, part of the "Wiltshire at War" series of exhibitions on loan from the History Centre in Chippenham.
- *The Museum Research Group* had completed their write-up of the archaeological work on Budbury and it was due to be published in the Wiltshire Archaeology and Natural History Magazine(WANHS) in April of 2019.
- A book was produced on the *history of Budbury*. See below.
- Under the guidance of Roy Canham and Ritchie Brown, the MRG were working on a plan to *digitally handle archaeological and historic data*, the aim being to produce a structured interpretation of the landscape and the built environment of the Bradford on Avon Hundred which could be used as an interactive learning tool on the Museum's website.
- Earlier in the year the Museum had been invited to help the County's principal archivist, Claire Skinner, work on *Alex Moulton's collection of artefacts at The Hall*.
- Much work on the *Business Plan*, which would support the Museum's next accreditation assessment, had taken place over the last twelve months and work on this was ongoing.
- *Christchurch Primary School* brought 64 children to visit the Museum over two days shortly before Christmas.
- A new locking mechanism for the *museum's metal security grille* had been purchased, which would make opening up and shutting the museum much easier.
- We continue to *promote the Museum* using traditional methods as well as new ones, and new publications are another means of promotion.
- The *website* continues to grow and garners new plaudits as it does so.
- A Trustee had resigned during the year which meant a vacancy had arisen for the role of *Education officer*. We were also looking for someone to take on the role of *Events organiser*. Mervyn asked that if any member knew anyone who might be interested in either of these roles they should please speak to him.

The Chairman ended his report by thanking the Museum members for their support over the last year, and the Trustees and Hon. Curator for their willingness to work so hard on behalf of the Museum.

5b. Hon. Treasurer's Report.

Summary accounts were circulated at the start of meeting.

- Chris informed members that the Museum's financial situation had returned to normal operating figures with the completion of the Iron Duke project.
- Turnover was in the region of £8000 - £10,000 annually.
- Visitor numbers were up by 5% over the last financial year.
- Subscription income had more than doubled, due in part to reclaiming gift aid of £577.
- Income from the donation boxes had increased for the same reason, with £323 gift aid reclaimed.
- Publications continued to be profitable.
- The only slight negative was a slight fall in investments due to stock market volatility.

The Chairman asked the meeting to adopt the draft accounts. The motion was proposed by John Baxter, seconded by Derrick Hunt and carried.

6. Reports from museum groups.

Business Plan

Kate updated members on the progress of the Business Plan which could be viewed via the following link:

http://www.bradfordonavonmuseum.co.uk/wp-content/uploads/2018/10/BoAMuseumBusinessPlan2018-2021_FINAL_180719.pdf.

Discussion Group

The Discussion Group was now in its fifth year with topics for discussion as varied as ever. The Christmas one would take the form of a question and answer session, and members were encouraged to start thinking about questions, and to bring finds along for identification.

Publications.

Ivor talked about a new book on Budbury, due out in the next few days and covering 2500 years of Bradford's history. Written by Pam Slocombe and Roy Canham, it drew on archaeological evidence and new research which showed the importance of Budbury from the Iron Age hillfort right through to medieval times. The book is available from a number of outlets and costs £7.50.

It was noted that, due to the important underlying archaeology of the Budbury Hillfort area, all planning developments within it are scrutinised by the archaeology service. MRG have been briefed to liaise with Assistant County Archaeologist Rachel Foster if they have any concerns.

7. Election of Officers and Appointment of Independent Accountants

The Chairman read out the names of the Officers (Directors) of the Museum in order that they could be approved by the members. This was proposed by Ann Warren, seconded by Edward Shaw, and carried.

The Treasurer proposed that we remain with our independent accountants, Monahans. The members approved the recommendation.

8. Any Other Business

Millennium Embroidery.

The Masonic Hall will be open during the Annual Heritage Open Days, and the Museum have been offered the space to display the Millennium Embroidery. Mervyn has accepted the offer.

Oral History – Bradford on Avon Memory Bank.

Maggie gave members an account of the project. Begun in 2011, it recorded and transcribed conversations with participants in four-year tranches. Some recordings were made thirty years ago and, with participants now in their seventies, it meant that some of the history related to events 100 years ago. The project would benefit from the services of an audio typist. Anyone interested should contact Maggie.

When completed the recordings will be deposited at the History Centre at Chippenham whose requirement was that everything deposited should be on CD. This left the project with the problem of how to transfer the recordings from tape to CD. Maggie asked the membership if anyone could help and Andrew Rolph kindly volunteered.

Kate requested that the Museum be given copies of everything deposited at the History Centre since the material was the property of the Museum. Edward Shaw suggested that some of the audio recordings would make interesting listening for discussion group.

There being no other matters the Chairman thanked members and closed the meeting.

Valerie Holden. 16.4. 2019. contact vjholden@gmail.com or 869159