

North Hertfordshire District Council

Minutes of the Heritage & Culture/Museums & Galleries Project Board Meeting held on 8th February 2006 (Third meeting)

Present:

Members

Councillor Terry Hone (TH)
Councillor Tricia Gibbs (TG)
Councillor Ian Knighton (IK)

NHDC

John Robinson (JR)
Patrick Candler (Pca)
Lynn Saville (LS)
Ros Allwood (RA)
Lorrae Hunter (LH) - minutes

Apologies:

Councillor Paul Clark (PC)
Councillor Gary Grindal (GG)

	<u>Minutes of the meeting held on 13th December 2005</u>	<u>Action</u>
1	<p>The minutes were agreed.</p>	
2	<p><u>Matters Arising</u></p> <p>Prince II training for Cllr. Tricia Gibbs to be arranged. Date of training in March to be confirmed. Quorum – Still to be agreed LS to brief Cllrs. Grindal and Clark</p>	<p>JR JR LS</p>
3	<p><u>Highlight Report</u></p> <p>Tasks completed to date - agreed. Tasks outstanding - agreed. Documents will form the foundations for the production of the PID. Once Project Board are happy with PID, a report will be taken to PARC to ask them to provide quality assurance for the project.</p> <p><u>Project issues and problems</u></p> <p><u>Area Committee Feedback</u> Specific issues in Baldock will be picked up under the Baldock Feasibility Study. Baldock Museum needs to tie in with the Town Centre Strategy and the Feasibility Study for the Town Hall. LS/RA have spoken with Brendan King who is realistic about localised display facility and understand budgets are limited and is working with them, he has identified three issues; location, support from NHDC and storage which they would like to work with us to resolve.</p> <p>The Members agreed that they were not concerned about setting a perceived precedent. Hitchin Town Hall transfer is on a quit pro quo basis, the transfer of the service is to make savings.</p> <p>Agreed Baldock museum is run by volunteers and supported by NHDC and must be part of this process, but asset management issue is separate.</p> <p>For stakeholders it is a question of service, the Baldock</p>	<p>LS</p> <p>LS</p>

Archeology reports are due shortly and an ability to display some of this work/finds in Baldock ties into our plans for local display facilities.

The Letchworth Area Committee agreed we should be working with the Heritage Foundation, but have also asked that we are aware of options for use of the Town Hall.

Letchworth Town Council

JR has received a letter from the Town Council regarding office space in the town hall if it is sold, and will advise LGCHF of this approach.

Letchworth Garden City Heritage Foundation Investment Plans Update in Highlight Report.

Tactics - encourage Town Council to invest in the Project, the Heritage Foundation might be able to encourage this, as might develop a Heritage Trail.

JR advised subsequent feedback from LGCHF that there are three areas they wish to explore.

- a) Ownership of collections and artifacts – would like out-right ownership. Agreed line we should adopt is long-term loans keeps the partnership going. The artifacts were donated to NHDC or other Public body and there are public reservations about them being passed over.
- b) Funding. May need to agree to limited seed funding, as this would show partnership
- c) Would like joint storage in Letchworth if NHDC Museum likely to be elsewhere.

Knebworth Parish Plans

Concerns about the sustainability of their library, and would also like to develop local display facilities for artifacts.

Paper on Libraries in the 21st Century published tomorrow on the Herts Direct Website, this should give a feel for Library Service plans.

LH

May be opportunity to develop partnerships. Libraries have bigger footfall and longer opening hours than community centres, however need to be aware of HCC desire for changes in its Library services.

Arts, Heritage and Cultural Forum

Inaugural meeting of the Heritage and Cultural Forum was well attended with over 50 external people attending.

Concerns raised:

- lack of trust with NHDC
- desire to concentrate on buildings not plans overall
- cannot give details, so difficult to help visualise plans, therefore asking them for a leap of faith.
- need to encourage younger and more inclusive representation.
- Members of the public and other interest groups would like to become involved.
- Lack of understanding of plans:
- A large museum would provide larger/more displays using items currently in storage.
- Issue with accessibility in both Hitchin and Letchworth

Museum

- The reality of the financial position

Need to establish how this project will be run, agreed the following approach.

6 monthly forums – free attendance for all. For

consultation/information sharing only, given its scale.

Other smaller groups of doers/partners/providers, who will help develop and inform our plans which will then be consulted upon in the forum, and more widely at key decision times for each project. Both group's outputs would be considered by Project Board.

Working groups, museum service and groups work towards developing a strategy, which then feeds into a sub-project board to develop the programme.

Agreed providers be invited to participate by NHDC.

More work on these group and their roles is required and will form part of the Communications Strategy.

Other things to consider:-

- Educationalists should be included.
- Keen to get youth councils/youth groups involved in the sub-groups. This could be done through schools.
- Need to develop mechanism to ensure the population is consulted on.
- Wider Arts Strategy - could gather wider breadth of views, make clear priorities, would then only need to consult once. Need to crack initial work on museums.
- Could get the same group to concentrate on particular strands without setting up separate groups.

Short Term agreed need to feedback to attendees. Need to develop draft newsletter giving information to be email to Project Board members.

LS

Medium term need to develop a leaflet explaining our vision- Use same approach as Broadway Gardens, but this would need an idea of timescales.

LS

Could also include frequently asked questions which could be put on website and in press campaign.

LS

4 Project Initiation Documents

Next meeting. A Gantt chart for the project and each sub project is required as is a community plan, and the full PID.

RA

Agreed principal that these should be in line with the Cabinet endorsement.

Page numbering for documents be added or corrected.

LS

Risk log – risk arising from plans for other Town Halls to be added. Agreed we need to treat those seen as assets separately from our plans for facilities.

LS

6. Date of next meeting

19th April @ 5pm. Sandwiches to be provided.