

# Nelson Museum Management Board

## Minutes

Monday, 01 September 2014 at 15:30

### PRESENT:

Councillor Jeal (in the Chair), Ben Turner (Ben Burgess), Bertie Patterson (Volunteer Representative), David Cansick (Volunteer Representative), Alison Green (Volunteer Representative) and Karline Smith (Senior Member Services Officer).

### 1 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 2 APOLOGIES FOR ABSENCE

There were no apologies for absence.

### 3 MINUTES

The minutes of the meeting held on 30 June 2014 were confirmed subject to the amendment of David's surname from Consick to Cansick and that under (iv) Treasurer, that Malcolm had been offered help but he had declined this.

### 4 CURATORS REPORT

#### Forum

The museum had worked in partnership once again with the Forum on their Battle of the Nile exhibition. They had loaned the Nile tables as well as Nelson himself. An app was launched as part of the exhibition. The museum did a postcode capture throughout August which included asking if the Visitor had been to the Forum exhibition or had used the app. Out of 168 visitors only 9 had come from the forum which equates to 5%. The Museum asked for anything that the Forum has surplus to their requirements so that they could use this in the museum. Ben Turner stated that he had spoken to the Forum about the museum not receiving a copy of their video from last year and this would be arranged.

#### Monument

The monument has been open on Sundays June-August. It had been run with only a small team of guides this year - which has been challenging. It will open on the 13/14 September for the Heritage Open Days weekend.

### **Artefacts**

The Museum is undertaking a thorough search of all the collection to assess if everything is located where it should be. This project is aided by Andy who helps with the MODES list.

### **Media Coverage**

A couple of Radio Interviews took place recently one live one with Radio Norfolk in July and another pre recorded with the local station Harbour Radio. Facebook and Twitter continues to be popular. It was suggested that the museum could join street life and receive £2 income per person to the museum.

### **Incidents**

The museum has had a spate of disappointing incidents recently:

- \* Nelson's finger snapped off
- \* Rope ball from the courtyard stolen/lost
- \* Mirror in the toilet unscrewed
- \* Youths trespassing on the property when museum is closed. (It was suggested that the museum look into non drying paint on the walls or installing pidgeon spikes).

It was agreed to ask the Preservation Trust to look at the faulty electrical sockets.

### **Room Bookings**

During August there was only one room booking. From mid September two mornings per week had been booked up until the end of the year. The Board wish to express their thanks to the Town Hall for referring the room booking to the Museum.

### **Maritime Festival**

The museum would be having a stall at the festival on the quayside, Cream Teas in the Courtyard and a suggested donation of £1 entry fee would be charged.

## **5 VOLUNTEER REPRESENTATIVE REPORT**

It was reported that on the 21st October 2014 two blue plaques would be installed one at the Old Wrestlers and one at the Monument.

Change was required for the till at weekends. Till readings would be placed in the diary to see how much money had been taken.

It was asked if the printer in the reception could be looked at as it wasn't working. It was reported that this was due to the black ink running out and this had been replaced.

The Volunteers had been for a walk followed by a fish & chip supper.

77 Cadets aged 13 to 18 years of age attended the museum and received a talk on Life on Board Ship and it was hoped that they would attend again next year.

The scones, jam and cream were ready to be picked up on Saturday 6th September 2014, but help would be required to set up the marque.

Contact has been made with local schools to see if they would like to visit the museum.

Alison had met with Malcolm to take over some of his workload and had prepared a spreadsheet to facilitate this.

A link had been set up to the Norfolk Can Inspire website so that the museum could attract young volunteers 16 to 24 years old. One volunteer Michael had successfully been recruited and another may be interested in sewing and making costumes.

Sadly Pamela a long term volunteer would be leaving due to family commitments, she had been with the museum since 2004. Since the last meeting two new volunteers had been recruited.

## **6 ANY OTHER BUSINESS**

It was reported that the Nelson Ball at the Town Hall may be cancelled as there were only two tables booked and it was suggested that a smaller dinner could be held instead.

It was agreed that the next meeting would be held on Monday 6th October 2014 at 3.30pm.

The meeting ended at: 16:30