

## NORWICH AREA MUSEUMS COMMITTEE

2pm–4pm

16 June 2008

Present:	<u>City Councillors</u>	<u>County Councillors</u>
	Councillor Bradford (in the Chair following election)	Councillor Nobbs
	Councillor Banham	Councillor Dunn
	Councillor Bearman	Councillor Hacker
	Councillor Fairbairn	Councillor Hemming
	Councillor Wyatt	Councillor Mackie
Co-opted Non-Voting Members	District Councillor Bracey (Broadland District Council)	
	Nichola Johnson (Sainsbury Centre)	
	Leona Levine (on behalf of Rosemary Salt- Friends of Norwich Museums)	
Also in attendance	Vanessa Trevelyan (Head of Museums and Archaeology)	
	Rachel Kirk (Norwich Museums Manager)	
	Emma Taylor (Norwich Museums Development Officer)	
	County Councillor Gretton (Chair, Norfolk Joint Museums Committee)	
	Vivienne Weeks (Chair of Costume and Textile Association)	
	Jeanne Southgate (Costume and Textile Association)	
	Brenda Ferris	
Apologies:	District Councillor Savage (South Norfolk District Council)	
	Charlotte Crawley (East Anglia Art Fund)	
	Rosemary Salt (Friends of Norwich Museums- Leona Levine attended in her place)	

### 1. APPOINTMENT OF CHAIR

**RESOLVED** to appoint Councillor Bradford as Chair for the ensuing Civic Year.

### 2. APPOINTMENT OF VICE-CHAIR

**RESOLVED** to appoint County Councillor Nobbs as Vice-Chair for the ensuing Civic Year.

### 3. MINUTES

**RESOLVED** to agree the accuracy of the minutes of the meeting held on 6 February 2008.

#### **4. TERMS OF REFERENCE**

The Chair referred to the report relating to the Terms of Reference following which there was a general discussion.

##### **RESOLVED:-**

1. to amend Section 4, Point 2 to remove the underlining of the word 'included'.
2. to amend Section 4, Point 5 to read 'Member of Norfolk County Council' rather than 'Members of Norfolk County Council'.

#### **5. CO-OPTED NON VOTING MEMBERS**

Members and officers discussed the arrangements for the appointments of Co-opted Non Voting Members to the Committee.

##### **RESOLVED:-**

1. to establish a working group comprising of the Chair, Vice-Chair, Councillor Wyatt and Vanessa Trevelyan, Head of Museums and Archaeology to consider the current arrangements for co-option to the Committee.
2. to ask the Head of Museums and Archaeology to arrange an initial meeting of the new working group and report back to the next meeting.

#### **6. MANAGEMENT AND FINANCIAL ARRANGEMENTS FOR THE NORWICH MUSEUMS**

The Head of Museums and Archaeology presented the report. A member queried the wording in the Agreement for the Provision of a Joint Museums and Archaeology Service document in relation to District Council financial and other contributions. The Head of Museums and Archaeology stated that she would welcome a clearer steer on this.

##### **RESOLVED:-**

1. to note the report.
2. to ask that the Head of Museums and Archaeology bring the matter back to the Committee in the next financial year when the outcome of the Local Government Review would be known.

#### **7. GENERAL UPDATE ON THE NORWICH MUSEUMS**

The Norwich Museums Manager presented the report and answered questions about the work of the Norwich Museums Service over the past 3 months and forthcoming events as follows:-

## **Visitor Numbers**

In response to questions, the Head of Museums advised that a small percentage of visitors had been recorded under the 'Pop in for £1' scheme and that literature was on display at the Castle to advertise it. With regard to the statistics of repeat visitors to the museum, she advised that approximately 40% return within 1 year of their original visit and that after 1 year has passed since their visit they are no longer referred to as 'repeat'.

The Norwich Museums Manager then answered questions about the advertisement of the current facilities and activities provided for pre-school families and the café and shop in the run up to Christmas. A member congratulated the Head of Museums and Archaeology on the success of the café since the recent change in management and resulting improvements that had been made.

## **Norwich Castle**

The Norwich Museums Manager answered a question about how participants were selected for The People's Choice Exhibition. The exhibition in the Norwich Union and Bernard Matthews special exhibition galleries involved community groups, schools, visitors to the museums and a selection of the general public who responded to an article inviting involvement in the Eastern Daily Press. Participants in the Gallery trail around the permanent art galleries involved celebrities and representatives from key stakeholders. A member advised that she had received several comments from the public giving praise to the exhibition.

## **Strangers Hall**

The Norwich Museums Manager advised members that the special themed 'garden and early music and dance weekend' that had taken place the previous weekend had been a great success with approximately 300 people attending over the weekend.

## **Carrow House Textile and Costume Centre**

In response to a question about a business plan and expanding the use of the centre, the Norwich Museums Manager advised that they would be investigating how they could extend access, developing a programme of events and would be looking into funding opportunities. The Head of Museums and Archaeology added that they would be looking at a short to medium term plan so the centre was better designed for access and to house collections as at the present time it is used for storage rather than as a museum. The building would also need to be damp proofed at a cost of approximately £275,000.

## **Norwich Learning Team**

The Norwich Museums Manager advised members that a lot of schools had attended in the last few months and they were also developing sessions to attract older students.

## **Draft Development Programme for Norwich Museums**

A draft Development Programme was circulated by the Norwich Museums Manager which included information about future possible projects and funding bids. The Chair advised members that should take the report away for reading. Any questions should then be raised at the next meeting or with the Norwich Museums Manager.

### **RESOLVED:-**

1. to note the report
2. to ask the Head of Museums and Archaeology to pass on the Committee's congratulations to Deirdre Baldry, Norwich Museums Catering Manager for the improvements made to the Café.

## **8. REVIEW OF NORWICH CASTLE FLAG**

The Norwich Museums Manager presented the report and advised members that whatever design was decided on would have to be simple, visible and not too labour intensive. Discussion then ensued on various possible designs for the flag including having a 'Gonfalon' style Italian flag and also the decision making process and timescale required for the new design.

City Councillor Banham advised that it might be appropriate to consult the City of Norwich Civic Association, whose members include the current Lord Mayor and Sheriff and also former Lord Mayors and Sheriffs of the City of Norwich on their views and that he would raise this issue at their next meeting.

In response to a member's question, the Chair advised that planning permission for the new flag would have to be sought from Norwich City Council.

A member proposed that his design featured in the report depicting the Royal Coat of Arms for England and King Richard the Lion Heart be chosen as the new design. A vote was cast with 3 members voting in favour and 5 members voting against.

### **RESOLVED:-**

1. that with 3 members voting in favour and 5 voting against, not to approve the proposed flag design as the Royal Coat of Arms for England and King Richard the Lion Heart.
2. to note that Councillor Banham will raise the matter of the Castle Flag at the next meeting of the City of Norwich Civic Association on 26 June 2008.
3. to consider the matter further at the next meeting.

## **9. THE BRIDEWELL PROJECT – PUBLIC CONSULTATION PROGRAMME**

The Norwich Museums Manager presented the report. A member suggested dividing the museum into smaller sections to feature different aspects of the history of Norwich including agriculture, engineering, the shoe industry and education. Further discussion then ensued on what exhibitions and themes should possibly be included.

The Norwich Museums Manager advised that they would be asking the public what was of particular interest to them and what themes they would like to see in the museum. Further consultation would be carried out over this summer. She went on to say that the museum needed to tell a wider story of how people lived in the City, what they wore, how they lived and to create a timeline. The Project also involves making the building accessible including a new entrance and lift.

In response to a question in regards to the future funding of the museum, the Norwich Museums Manager advised that they would require more funding from the Heritage Lottery Fund before they could move forward with significant display improvements but that they did have funding from Norfolk County Council's Capital Programme to improve access.

**RESOLVED** to note the report.

#### **10. DATE OF NEXT MEETING**

**RESOLVED** to hold the next two meetings at 2.00pm on Mondays 29 September and 1 December 2008.

#### **11. VIEWING OF NEWLY OPENED PEOPLE'S CHOICE EXHIBITION**

Members were invited to view the new People's Choice exhibition at the museum.

CHAIR