

**MINUTES OF THE 16<sup>th</sup> ANNUAL GENERAL MEETING**  
**of Members & Supporters of the Museum**  
**held on 25<sup>TH</sup> June 2018 at Liston Hall, Marlow at 7.30 pm.**

**Present:** Martin Blunkell; Peter Bailey (PB); Cllr Alex Collingwood; Alan Fitzgerald; Della Fitzgerald, Secretary, (DF); Mike Hyde, MMCP Chairman, (MH); Sheila Richards-Hyde; Rick Krajewski, Treasurer (RK); David Part, Schools Liaison; Alison Rae; Barbara Wallis; Caroline Wesson; Cllr Roger Wilson (RW) WDC representative.

**Apologies:** Peter Borrowes; Jan Caddie; Guy & Sarah Greenhous; Pamela Nottingham Johnson; John Laker; Angela Nutting; Ann Pitwell; Len Stacey, MMCP Independent Examiner (LS); Su & Geoff Wood.

**1. Introduction:** The Chairman (MH) welcomed all attendees to the meeting and identified the emergency procedures and exit points. The Secretary read the list of apologies.

**2. Minutes of the AGM held on 7<sup>th</sup> July 2017** were circulated and comments or corrections requested. Barbara Wallis proposed that the minutes be approved and signed and Cllr Roger Wilson seconded that.

**3. Matters Arising:**

4) All had gone quiet on the proposed redevelopment of Court Garden Leisure Centre.

4) DP asked that the Thank You board be completed this year.

9a) Caroline Wesson asked whether parking places for volunteers had been obtained. The answer was no but we would keep asking.

9b) Museum of the Year award: This suggestion had not been taken forward.

**4. Chairman's Report:** The Chairman thanked each of the Committee Members by name for all they were doing but emphasised that more help was needed, particularly a Fundraiser, a Membership Secretary, a Volunteers' Coordinator, Researchers and Stewards.

He went on to talk about actions and achievements over the year. These included starting negotiations with WDC for a new lease on the Peacock Room; a new Security system; air conditioning; running a Street Collection and a Bridge Evening. Two exhibitions had been created and run: 'Marlow Then & Now' and 'Hidden Bisham'. Those involved were thanked for their contributions. A group of young people from the National Citizens Service had undertaken a project and transformed our back windows. The Marlow Ukulele Group had visited twice and Pam Johnson and friends had put on a large one-day display of lace and lace making. We had been at the last Heritage Day at New Court and would be involved at Lords Wood this year. We had held coffee mornings, a garden party and a Christmas lunch for volunteers. Many museum network meetings and training seminars had been attended. There had been a brief closure during the winter because of snow and a temporary failure of the heating.

Approximately half our 3000 visitors had come from overseas this year. New acquisitions included two models of All Saints Church; a picture in textiles by Barbara Shaw which is for sale. New contacts included two ladies from Siberia and one from St Vincent, all commemorating previous Marlovians which we would feature in a future exhibition. Another new relationship had started with Marlow Arts Society who had volunteered to undertake a Cataloguing project for us.

Public relations had included spots on Marlow FM and Wycombe Radio; liaison with Marlow Library; walking groups starting from the Museum; the Children's Photo Competition promoted through Love Marlow by Della; and GDPR work to ensure we comply with the law. The effort to seek funding was continuing as ever.

## 5. Treasurer's Report and Accounts to 30 April 2016:

Last year we had achieved a surplus of more than £1000, whereas this year we ended with a £2400 operating deficit. The reasons were: spending on the new alarm and air conditioning and the lack of any large grants. Running costs were £7000. The costs for the rent had been accrued because the lease was still not agreed. The rent was not going up because we should not have been paying VAT. We still needed large corporate donations or grants. Martin Blunkell proposed that the report and accounts were accepted and this was seconded by Peter Bailey.

**6. Election of Officers and Committee:** Chairman (MH); Vice Chairman (vacant); Secretary (DF); Treasurer (RK); and up to nine Committee members including AC, PK, DP, and also representatives of Marlow Town Council (EW) and Wycombe District Council (RW). Peter Bailey and Doreen Allard were standing down. All the other incumbents were willing to stand for re-election and were duly re-elected *nem. con.* The role of Vice Chair remained vacant and there were six other spaces on the committee.

**7. Election of Independent Examiner of Accounts:** MH reported that Len Stacey was willing to continue as Independent Examiner. This was proposed by Caroline Wesson and seconded by Martin Blunkell.

**8. Motions submitted:** None.

## 9. Any Other Business:

### a) The Stewards' Rota:

- Caroline Wesson and Barbara Wallis agreed to be part of a small group with DP to look at this and suggest improvements. DP would remain as Rota organiser until 2019.
- Emily Toettcher, our guest speaker, said that Amersham Museum had always had problems with the rota but now it was working well. It started at the beginning of the year and people were asked to do six shifts a year. The critical difference was that if stewards couldn't then do it, they themselves had to find someone to cover. All stewards shared their contact details. A trustee organised the rota and at the beginning of the year emailed the empty rota to everyone and asked them to tell her what they *could not* do. Then every month she sent it out again, three months in advance. Amersham has a minimum of two people on duty but they have 150 stewards. There are 2 shifts a day, 5 days a week. Being on the front desk and being a steward are now different roles.
- Alison Rae said the system of being responsible for finding your replacement worked very well in her experience.

b) **10<sup>th</sup> Anniversary:** MH asked for ideas to celebrate this. It had been suggested to tell the Story of Marlow in an exhibition.

c) **Friends of the Museum:** MH explained that as a registered charity we have to have Members who have a say in how the charity is run by being able to vote at the AGM, but some people wanted to support us without being Members and they could now become Friends of the Museum. Friends could **support** us by telling their family and friends about us; **fundraise** for us through organising events and competitions and so on; and introduce **fun** through social get-togethers; for example, we might use our stock of Time Credits on a trip to London. MH asked for a group of people to get together a set of rules for Friends and run future events.

d) **Midsomer:** MH said we had been told that the TV programme *Midsomer Murders* had a worldwide following and people would travel long distances to see 'Midsomer country', of which Marlow is a part. There was now a 'Midsomer Trail' leaflet at the museum.

e) **Wycombe Lotto:** MH told the meeting that Marlow Museum was part of Wycombe Lotto and one could buy tickets online to support the museum.

The Chairman declared the meeting closed at 8.17pm. Following the AGM, a Cheese and Wine Party was held and Emily Toettcher, Curator, & Gary Gotch, Chairman of Trustees of Amersham Museum gave an interesting talk about The Transformation of Amersham Museum.