



Stamford  
Town Council

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## TO ALL MEMBERS OF THE HERITAGE & COLLECTIONS COMMITTEE

Town Mayor Kelham Cooke (Ex Officio)

Cllr Amanda Wheeler (Chair)

Cllr Bret Allibone

Cllr Yvette Diaz-Munoz

Cllr Andy Croft

Cllr Breda-Rae Griffin

### **HERITAGE & COLLECTIONS COMMITTEE MEETING OF THE TOWN COUNCIL**

You are summoned to a meeting of the **Heritage & Collections Committee** for the transaction of the business shown on the agenda below. To be held at 6.00pm on **WEDNESDAY 9<sup>TH</sup> APRIL 2025** in the Malcolm Sargent Room, Stamford Town Hall. The meeting will also be hosted online. Public, press and non-committee members, join on your computer or mobile app using Microsoft Teams.

Mrs Sarah Dorson

Proper Officer –Town Clerk

Wednesday, 02 April 2025

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**Public Participation:** The Chairman will invite members of the public to present their questions, statements, or petitions. The public participation period will be limited to **fifteen minutes** in total, with each speaker allowed a maximum of **three minutes** to address the meeting. Disabled access is available.

Members are reminded of their responsibilities under the Code of Conduct and Standing Orders. The Council has a duty to consider the following matters in exercising its functions: Equal Opportunities (including race, gender, sexual orientation, marital status, religion, belief, or disability), Crime & Disorder, Health & Safety, and Human Rights.

#### **The 7 principles of public life**

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership  
(Committee on Standards in Public Life, 1995)



# HERITAGE & COLLECTIONS COMMITTEE

## A G E N D A

- **Public Participation:**

### **Recommendation**

The reports are to be received, and any significant points should be identified for discussion at future Council or committee meetings or for action by the Council's officers.

### **1) Apologies – To receive and consider for acceptance.**

The Council (including its committees) must approve (or reject) the reasons provided for apologies from absent councillors. If a council member fails to attend a meeting of the council (or its committees) for six consecutive months, without submitting apologies that are accepted by the council (or committee), they will be disqualified from office.

**Apologies Received: Cllr Luke Chilman**

### **Recommendation**

To approve or reject the reasons provided for apologies from absent councillors.

### **2) To receive any Declarations of Interests and Requests for Dispensation**

Members and Officers are reminded of their obligation to declare any interests in accordance with the Code of Conduct adopted in May 2024. The Clerk will report any dispensation requests received.

If a matter arises during the meeting that relates to a councillor's interest, the councillor is responsible for declaring that interest in accordance with the adopted Code of Conduct.

### **3) Heritage & Collections Budget Report**

To receive the Heritage & Collections reports up to Monday, 31 March 2025 and consider any actions deemed necessary.

- a. Budget Report
- b. Committed Projects & Restricted Funds

### **Recommendation**

That the Council receives and notes the Heritage & Collections Budgets

### **4) Accreditation Reports**

#### **Report content / detail**

To receive a reports on the three areas of Accreditation and consider any actions deemed necessary. Responsibility for reporting lies with the Chair supported by the officer where necessary. The reports provide updates on decisions already taken and outline further actions requiring resolution.

#### *a) Organisational Health – Officer report*

- i. To recommend the revisions to the Emergency Plan

#### *b) Managing Collections – Officer Report*

- ii. To report progress of collections inventory



c) *Users & Experiences – Officer Report*

- i. To update on the submission to Museum Development Midlands Strategic Grants Programme for an Access Audit
- ii. To report on the schools workshops and proposed next steps
- iii. To report on town hall tours and cemetery tours
- iv. To report on the work of the volunteers
- v. To report on enquiries

## 5) Town Hall Collections

### Report content / detail

To receive a report on to the Town Hall Collections and consider any actions deemed necessary. Responsibility for reporting lies with the Chair supported by the officer where necessary. The reports provide updates on decisions already taken and outline further actions requiring resolution.

#### *Officer reports*

- a) To update on the conservation of the Bull Running painting and to approve additional costs
- b) To recommend the purchase of J. C. Potter Lithographic albums for the Archive Collection

## 6) To Consider Confidential Matters

### Legal Authority and Implication

A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies” (*Public Bodies [Admission to meetings] Act, 1960*)

### Recommendation

That the public be excluded during the discussion of the remaining agenda items on the grounds that they involve the likely disclosure of confidential information and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The Council RESOLVES to accept the recommendations as outlined in the confidential reports.

- **Committee member responsibilities**

## 7) Closure

To close proceedings and confirm the date of the next meeting scheduled – to be advised.