



Kent Museums Group  
Protecting Kent's Heritage

**Minutes of the 2016 Annual General Meeting**  
**held at Maidstone Museum & Art Gallery on 28<sup>th</sup> April 2017**

**Present:** Chair & Secretary: J Harrison; M Thomsett, C Foreman, J Fryer, L Newton, M Goodhew, V Barlow, M Evans, R Shrubbs

**1. Apologies:**

A Edwards, H Wells, D Boston, I Livne, K Bailey, T Hill, D Greaves, D Wills, J Low.

**2. Minutes of the previous meeting & matters arising**

Minutes of the general meeting at Faversham on 12<sup>th</sup> October, 2016 were approved.

**3. Accounts for period 1<sup>st</sup> Nov 2015 – 31<sup>st</sup> October 2016**

**Opening balance at 1st November 2015\* £5737.80**

**INCOME**

Subscriptions £320.00

**EXPENDITURE**

Canterbury CC  
Meeting catering £40.00

Faversham Society  
Meeting venue hire £39.50

Julie Cole Consultancy  
Speaker fee £200.00

Creative Solutions  
web hosting £169.50

West Sussex Sustainable  
Energy grant expenditure £660.00

Kent History Federation  
Subscription £15.00

Harwell Document Recovery  
Subscription £690.00

Stationery & postage £20.00

Sub total £320.00

Sub-total £ 1834.00

Income over expenditure

- £1514.00

**Closing balance at 31<sup>st</sup> October 2016**

**£4223.80**

\* SEMDP energy audit grant from previous year under-spent despite numerous efforts to give free audits; Sarah agreed to let remaining sum of £1320 stay with KMG

Webhosting included the charge for hosting from the previous year

HDRS subs yet to be reclaimed (£690.00)

Accounts were accepted by those present

#### **4. Chairman's Address**

JH gave a short address: It is now clear that the smaller museum landscape in Kent & Medway is changing and the growing pattern over the last two years has now crystallized. With MDO support over the last few years, the sub-regional groups are moving towards self-sufficiency, with Swale Museums Group (SMG) in particular making great progress with current HLF/consultant support to formalize their administration, and run a wider, more public heritage group alongside the Museums Group (JH thanked Lyn & Martin from Swale BC for their very strong support for heritage in Swale). Ashford, the smallest Group, is relatively inactive itself but has been driving the very successful project Wheels of Time, which now has as many members as KMG!

KMG's plans to become an umbrella group for the sub-regional groups appears to be redundant as SMG is to become a CIO in its own right, undoing the need for KMG banking channels etc, and others might follow. As the sub-regional groups have progressed/been revitalized by Sarah's work over the last three years, and museums grow in confidence through the Accreditation Scheme, attendance at KMG meetings has diminished leaving KMG in an unsustainable position; speaker-based meetings for 7 people are mostly superfluous whilst catering costs become unrealistic when many members don't give apologies. This situation is actually a positive sign in that our smaller museums have made good progress over the last decade and have become more professional, even if they still face common challenges. Regardless, KMG must change to give its members a more appropriate service.

KMG Council will meet soon to discuss possible changes that might include a reduction in the number of members' meetings but the addition of other meetings and/or services. One important aspect of KMG's role which does persist is the need for regional coordination, operating beneath KMMP's role as a County-wide body for the larger services in the County. The smaller museums may well be investing more time in their respective sub-regional groups but the groups are not linked or coordinated across the County, nor are they likely to become so. Hence KMG's long-standing role as a County-wide voice is as necessary now as ever before, so a process of reorganization, rather than natural selection, is the way forward for KMG.

#### **5. Elections**

JH noted receipt of a nomination from Tom Hill for Joanna Low to join Council. JH contacted Tom to explain the MDO was always invited to Council meetings and the new constitution (see 7 below) would formalize this process; the nomination was withdrawn.

In light of no other nominations received for Officer positions or for Council membership, a continuance of current Council members and Officers until the next AGM was agreed unanimously by those present.

JH noted that when the new Constitution is adopted and the CIO registered, all Officers and members of Council would resign to be re-elected under the new governance framework.

## **6. British Association of Friends of Museums**

Mike Evans, the Regional Coordinator for Kent, Surrey, E&W Sussex, and now a member of KMG, gave attendees an introduction to this long-standing support body:

Formed in 1973, this UK-wide umbrella body offers a range of support to more than just museum Friends – Houses, parks, even windmills can become members and take advantage of open information on the website <http://www.bafm.co.uk/> BAFM will advise on different Friends' groups models, governance issues and CIO registration, relationships with museums and 'parent' bodies, marketing and fundraising, etc. BAFM also offers competitive insurance through its group-rated policy with NFU.

Members receive a hard-copy journal three times a year and regular e-newsletters. There is an annual national conference as well as regional conferences; SE conference is at Maidstone Museum on 12<sup>th</sup> September 2017, focussing on a strong part of BAFM's strategy – involving younger people. BAFM has a Youth Ambassador who will attend alongside Maidstone's three new Youth Ambassadors.

BAFM provides a national voice in the heritage sector and links to other agencies in the sector e.g. The Heritage Alliance <http://www.theheritagealliance.org.uk/> It also offers 3 awards <http://www.bafm.co.uk/awards/> including a travel bursary to facilitate career development through visiting other museums (around the world!), and a newsletter production prize.

## **7. KMG CIO update**

JH has circulated a draft governing document to replace the old Constitution and awaits comments from Council members before proceeding with the online application to the Charity Commission.

## **8. MDO and ACE News**

Jo apologised for being unable to attend but forwarded notes for the meeting:

Email is the best contact and her working days are Monday-Thursday 9am-3pm. Happy as always to make site visits for advice, general meeting/visiting, and of course provide email support as much as required.

The remaining two days of MDO cover have been advertised as a job share position and interviews will be held this coming week.

A reminder too that we have Emily, our Preventive Conservator, who is able to make site visits to advise on preventive conservation issues. Please consider your reports and how to implement recommendations for those who have had one. Contact her via Joanna or SEMDP website <http://southeastmuseums.org/Conservation+in+Kent+%26+Medway#.WQWwNvkrKHs>

For those who were involved in the Re: Fresh project (Kate Measures - design and interpretation support programme last year) Jo will be following up on these in due course and finding out how you got on, where the £££ you were awarded was spent etc....

Training info - Jo is planning training sessions once a month and is particularly interested in training museums would like to see based on the Collections section of Accreditation, e.g.: SPECTRUM, documentation, cataloguing , various plans etc.....

Jo has also been asked to follow up on Annual Returns. If you have not completed yours please do. Any problems, get in touch.

Grants – development grants for 2017/18 will be launched soon. Likely to follow same style as previous years, up to £2000. Also a reminder for people about the grants that AIM offer on collections care, conservation etc... And Grants for the Arts, from ACE.

Please keep an eye on Jo's direct emails and newsletter (apologies it's been so irregular, the MDP newsletters are under review at the moment). Also, if new people sign up to receive our newsletter, please drop me a quick email so I can I can update my separate mailing list!

## **9. 100 Objects that made Kent**

JH noted for members that this KMMP project is now live online. This very professional website <https://100objectskent.co.uk/> is aimed at schools and teachers to reinforce awareness of the tremendous heritage assets on our doorstep. Selection of the objects has been made with the National Curriculum in mind. KMG members should view the site and send the link to local learning contacts and schools.

## **10. Any other business**

Clive informed members that there are two places left on a training course in Faversham on 12<sup>th</sup> May – handling photographic collections (including slides, negatives, etc). Contact Clive directly at [foreman@btinternet.com](mailto:foreman@btinternet.com) by 7<sup>th</sup> May.

Lyn Newton informed members of an upcoming programme of training from Swale to support community group development. If extra funding is made from outside Swale then the training will be open to non-Swale people.

## **11. Date, time and place of next meeting**

Next meeting to be confirmed

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Sadly, our speaker, Judith Carruthers from HLF, was unable to attend at short notice so we hope to re-schedule her for a future meeting.