

HERITAGE & COLLECTIONS COMMITTEE



Stamford
Town Council

Town Hall, St. Mary's Hill, Stamford, PE9 2DR
Tel: 01780 753808 E-mail: townhall@stamfordtowncouncil.gov.uk
Website: www.stamfordtowncouncil.gov.uk
Town Clerk: Mrs Sarah Dorson
Mayor & Chairman: Cllr Amanda Wheeler

TO: All Members of the Heritage & Collections Committee

Dear Councillor, You are summoned to a meeting of **the Heritage & Collections Committee of Stamford Town Council** on Tuesday, 09 September 2025 at Town Hall, starting at 6.30pm.

Members of the public are welcome to attend meetings of the council and committees, unless excluded due to the confidential nature of the business. Disabled access is available.

The meeting will consider the items set out below.

Mrs Sarah Dorson - Proper Officer –Town Clerk
Thursday, 04 September 2025

6.30pm Public Question Time

The Chairman will invite members of the public to present their questions, statements, or petitions. The public participation period will be limited to Twenty minutes in total, with each speaker allowed a maximum of Five minutes to address the meeting.

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meeting (including on social media). Any member of the public wishing to record or film proceedings should let the Chairman of the meeting know prior to, or at the start of, the meeting.

Members are reminded of their responsibilities under the [Code of Conduct](#), [Terms of Reference](#) 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](#))

Appointed Committee Members:

Cllrs Allibone(Vice), Chilman(Chair), Copley, Croft, Díaz- Muñoz, Kingman & Wheeler

Heritage & Collections Committee Agenda

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.

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 2025. 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. Exclusion of the Press and Public

To determine which items, if any, of the Agenda should be taken with the public excluded.

4. Minutes of the Previous Meeting

To confirm and sign the minutes of the meeting of Heritage & Collections Committee held on Tuesday, 15 July 2025 **Appendix A**

5. Use of Delegated Powers

6. Heritage & Collections Budget Report

To receive the Heritage & Collections budget report to Thursday, 31 July 2025 and consider any actions deemed necessary. **Appendix B**

7. To discuss project priorities for 2026-27 budget

To identify any key projects requiring financial allocation in the 2026-27 budget

8. Appointment of Non-Councillor Members

- a) To approve the circulation of an open call for expressions of interest from practitioners in museums and heritage to join as the remaining Non-Councillor member

9. Accreditation Reports

To receive a report on the three areas of Accreditation and consider any actions deemed necessary.

1. Organisational Health – Officer report
 - a. To approve undertaking the revision of the Museum Forward Plan

Heritage & Collections Committee Agenda

2. Managing Collections – Officer report
3. Users & Experiences – Officer report

10. Review of Areas of Responsibility

To agree Councillors areas of responsibility to improve the effectiveness of the committee due to change in membership of the Committee.

Members will be responsible for providing updates on decisions already taken and outline further actions requiring resolution supported by the officer where necessary.

Museum Project

Town Hall Collections

Collections Transfer

Museum Store

Accreditation

Volunteers

11. S106 Funding

To agree to apply for S106 Funding S21/0938 to be spent towards restoration of Stamford Town Hall cellars to house part of the museum.

12. Feasibility Study

To receive an update on the Feasibility Study and approve to set up a working group for the project and draft the tender specifications.

13. Request for formation of a Friends Group for the new Stamford Museum

To consider the request to establish a Friends Group for the new Stamford Museum and review the feasibility.

14. Closure

To close proceedings and confirm the date of the next meeting scheduled – Tuesday, 11 November 2025