

THE TRAMWAY MUSEUM SOCIETY

Development Committee

Minutes of meeting 71 held on 2 February 2003 at 10.30 a.m. at Crich

Present

- A W Bond, D F Russell, I Musgrove, M C Wright, J Miller
Apologies for J Soper

Minutes of the previous meeting

- The minutes of the previous meeting were noted

Finance

- Budget - This meeting needed to consider items needed for the forthcoming budget. The shopping list included for submission to HLF:
 1. Town End track work
 2. Stone Workshop – small exhibitions – first floor – permanent, ground floor temporary
 3. Tram accommodation – (a) insulating depots, (b) new depot to ease crowding in existing depots
 included for submission to Amber Valley District Council:
 4. Car park (the Council were willing to support our application to the single strategic partnership (yet to be named)

HLF seemed to want to support us, but the TMS needed to find matching funding. The Designation Challenge Fund had already been raided; it was to be handed over to the Hubs scheme for 2004. Therefore, nothing would be forthcoming for 2004 but maybe something thereafter. AWB had provided the shopping list to the Board previously and a summary was included in the Budget papers.

- It was for this Committee to determine options and priorities for submission to the Board. The HLF were keen on items 2 and 3, not keen on 1 but would consider it.
- Town End and car park were essential to ensure continued operation. The Stone Workshop would support Designation and changing exhibitions would encourage further visits. Depots insulation would not produce more visitors or revenue but it would improve the quality of the experience. It would reduce costs but not increase revenue. Business plans were required for all projects (q.v. Red Lion). Other museums would suggest that half the tram exhibits should be relocated in order to improve physical access, display and the visitor experience.
- Build up of winter business – covered accommodation beyond yet another line of trams.
- Need an attraction which delivered more than could be absorbed within a single visit, thus requiring a repeat visit.
- Cannot afford all projects on shopping list initially.
- HLF looking for quality clients. East Midlands was not strong on museums. HLF likely to fund several projects over a period, but this would be constrained by TMS ability to provide matching funding.
- Woodland Walk had started – would it overspend as had the Workshop extension, the Bridge and as the Library could have. The Walk was a piecemeal scheme and could be stopped before the grant ran out. Building projects had a commitment to continue once started, although the Red Lion remained significantly incomplete. The risks of overspending on the walk were lower. More robust costings had been made by the landscape architect based on actual quotations. Items could be readily deleted (e.g. wooden frogs). The project had a determined manager in Ilman Young. £5k had already been paid out of the Museum's contribution of £28k. The walk would increase the dwell time
- We now have need for more stringent controls because of reduced elasticity of finance. There is a need to keep HLF interested but we cannot proceed before we have matching funding.

Possible Town End HLF application

- If no early action taken on Town End, it would reduce our chances of a HLF grant as our case is based on the urgency of the work.
- Town End layouts depended on (a) what we could do with what we have, (b) what we need, (c) what we would like.
- IM and JM would produce a layout (a) like-for-like within existing building constraints, (b) like-for-like including moving Eagle Press and excavating bank, (c) two-into-one-into-two. Using existing pre-owned material at Town End that would be compatible with existing allowing our new material to be used elsewhere (e.g. Wakebridge – Glory Mine, double track)

Action: I Musgrove, J Miller

Entrance

- Kiosk – The Board had agreed to spend £5k on repairs to the building.
- Road – AWB expressed concern on the appearance of the approach to the Museum. Some of the encouragement signs along the road had disappeared. It was thought that the worst section was now at the bifurcation with the quarry road. The “triumphal arch” was missed so it was perhaps an appropriate time to reconsider the use of flag poles. IM suggested that the effective width of the road towards the car park at the bifurcation is only half that of the main carriageway. Consider removal/relocation of the direction signs, earthwork, tree removal, road surfacing, provision of at least one flagpole to distract/attract the eye (comp approach to NRM, York) approx. cost £300 (see details in minutes of meeting 66 (7 October 01)) Consult Matthew Trembath and prepare a Budget submission. **Action I Musgrove, J Miller**
- JM said that a decent road, with a decent footpath and fence was required.
- Sherwood Foresters’ sign – the old sign had now been removed. The proposed new sign would be similar to the existing Tarmac display (Major Hackett)

Sett laying

- Bridge – The Board had agreed to the “environmental donor’s” wish to fund laying setts specifically, at W side, upper level (2 months work, subject to weather). This would halt the E side, N face, upper railings project which still had 4 panels to be installed (3 weeks work) but for which the Budget had run out.
- The ground workers had been advised of 2 months termination of employment at end of January. The donation would extend this to the end of March. JM said that the ground workers had made a major contribution to the appearance of the Museum. Other Museum staff were continuously being diverted from other tasks whereas Garry and Jason were largely dedicated to their task. If the entrance railings were not completed, there was a danger of a semi-permanent mini-building site. The time taken to construct the railings was an unknown factor as this type of work was new (to the current staff). The existing labour resource (incl. ground workers) only enables a standstill situation. Recently provided facilities (e.g. children’s play area) were now moving from maintenance to renewals.
- DFR expressed his continued concern that with the substantial ongoing maintenance requirements of the Museum, we were to lose the ground workers although they had proved themselves industrious and competent. DFR was unhappy that the Budget had eliminated the ground workers funding, whereas the Marketing budget had not been reduced. Despite this, a very considerable quantity of undistributed 2002 publicity material (value £1500 approx.) had just been thrown into a skip, producing much adverse comment from amongst the staff. The purchase (for £4155) and the perceived non-use of a collating machine was also causing staff discontent. It was agreed that prior to the next Budget, the Management Committee on 13 February would be able to consider a recommendation to authorise the continued employment of the ground workers to April in order to complete the Bridge railings. **Action: David Russell**

Library

- Building – the appearance of the lift housing was over-dominant (to at least AWB). This is only an excessively high parapet with the conventional pitched roof behind. Some relieving features were required to break the bulk of the stonework. A future meeting would consider an appropriate treatment.
- Field House field – Simons Construction were contracted to repair /grade/seed the field. It may be necessary to restrict the parking of cars and other use of the field for much of the summer whilst the grass becomes established. The area long used for storing the Yorkshire Bank/Tramway Office facades was being cleared and trees planted by the Young Members Group.

Workshop & depots

- Depot II wall was covered by a donation of £19k. The architect had advised that the wall would appear identical to adjacent walls. The asbestos wall would probably be removed and replaced by new. JM considered this project to be a technically complicated design.
- Stone workshop paving – consideration was given to the provision of (a) a parking place for a road vehicle, (b) a straight kerb throughout, (c) a drive in and dropped kerb at the end of the alley, (d) disability access across the tram tracks between the N end of the Workshop extension and the Assembly Rooms. It was agreed to provide (b) plus a dropped kerb at the N end of the Forge railings with an n equivalent opposite, even though this would be curatorially inaccurate.
- The gate to the access alley had been installed and was working well.

Other paving work

- A future groundwork scheme could be the re-alignment of the E kerb line N of the Ice Cream Kiosk to provide vehicle parking, with the removal of trees and bushes.

Red Lion

- Red Lion Alley – the Leeds hackney carriage sign still needed to be installed on the building. This was a summer job.
- Cast iron urinal – it was considered that this need not be closed on hygiene grounds. The lantern had been installed. The MEN sign had not yet been amended; it was not now considered to be needed.
Action: J Miller
- The “as fixed” manuals were still required.
Action: J Soper

Hoardings

- Continued installation of the enamel signs was needed on both the Red Lion Alley and Emporium Alley hoardings. These were summer jobs but the Emporium Alley was required before 14 April. **Action: J Miller**

Sherwood Foresters’ field

- The Museum would lease the field on an annual basis and would advise the farmer of the dates that the Museum would require the field. The farmer would cut the grass accordingly. The costs would be no greater than previous year’s.

Woodland walk

- Illman Young had made a presentation to J Miller, M Trembath, J Sampson and G Wilton on 29 January. The development plan of the scheme was with PESM. A full survey was now being undertaken. A tree surgeon was working in the area required for storage. Reminder that workers on this project should report their presence to the office or to Neil Daft.
HM Treasury rules require that part of the grant money had to be spent by the end of March 2003.

Permanent way

- The PW sub-group had not met recently. The priorities were now 1-Interlaced track, 2-Town End, 3-Glory Mine, 4-double track. The work on renewal of the interlaced track crossings would be undertaken after the schools mid-term holiday period, mid-week by contractors. The proposals for Town End needed to be reviewed incorporating previous ideas (1988) with current requirements (RSPG2G DKE, finance, operations needs, curatorial accuracy, availability of material, opportunity windows). IM would pursue the preparation of no more than three proposals – ultra-utilitarian, preferable, luxury (see also “Possible Town End HLF application”) **Action I Musgrove, J Miller**

Overhead authenticity

- It was re-affirmed that parafile would not be used in the street section S of the Bridge.

Disability access

- Brian Pickup memo - ongoing

Any other business

- Matthew Trembath, Development Officer would be invited to the Committee if a major input was required, or at his own request. He would be placed on the Minutes circulation.

Next meeting

- Sunday, 18 May 2003, 10.30 am, Poplar House.

Circulation: Committee, Board, Minutes Secretary, Development Officer

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Addendum to minutes of meeting 71 held on 2 February 2003 at 10.30 a.m. at Crich

Remit of the Committee

- The 1967 remit set out strategic thinking (To consider how an authentic British tramway atmosphere could be created at Crich). It was not a committee that deals with implementation and was, therefore, not intended to control day-to-day activities. For major projects, that is now done through the Management Committee.
- It has a curatorial role relating to the appearance of the Museum (an authentic British tramway scene), in what should be where, and in the acquisition of street furniture. A strategic role was that it generated and processed ideas. For this the Development Committee gives advice to the PESM..
- Its remit on acquisition should complement that of the Collections Management and Tramcar Conservation Committees.
- It should meet at least every three months to ensure that building work was curatorially correct and relevant input was made into budgets. The remit of the Committee needed to be available for sending to the Charity Commission by 20 March. AWB would discuss with IMD for eventual Board endorsement.

Action: A W Bond