

BEAMINSTER MUSEUM TRUST

Minutes of a Meeting of the Management Committee

held at the Museum on Friday 15th May 2026

Present: Richard Smith (RS) Matthew Kirkman (MK), Linda LeBreton (LB) , Amanda Fairchild (AF) Alec Crawford (AC)

Apologies: Karen Heaney (KH), Janice Pryke (JP)

1. Minutes of the last meeting:

The minutes of the meeting held on 1st May 2026 were confirmed.

2. Approval of Museum Mentor:

The appointment of Vicky De Wit, Museums Advisor for BCP & Dorset Councils, as museum mentor was approved by the committee.

3. Formal approval of documents:

The meeting noted that the museum policies were updated, approved and uploaded to the publicly-viewable museum website in June 2025. This included the following:

- Forward Plan 2025-2029
- Collections Development Policy (section 11)
- Documentation Policy (section 12)
- Collections Care and Conservation Policy (section 15)
- Access Policy (section 16)

The policy documents were amended in May 2026 to show the changes in the organisation chart as a result of the AGM in January 2026 (Section 1.8) and to reflect the updated mentor agreement (Section 4), which can now be found on the museum website.

These documents have been reviewed and the committee affirmed that these documents are still current. They will continue to be updated as usual.

The following document:

- Access Plan

was written May 2026 and has also been reviewed and agreed.

All the above documents are therefore approved.

4. Confirm minutes from this meeting

The minutes of this meeting (15th May 2026) were approved.

Signature: 

4. Next Meeting Date: Friday 10th July at 9.30am