

LITTLE BADDOW PARISH COUNCIL

A Meeting of the History Centre Committee was held in the Memorial Hall on April 28th, 2025. The Meeting commenced at 7:00pm. In attendance: -

Cllr Barbara Teal - Chair

Cllr Carla Galea

Margaret Martin

Caroline Ogden

Chrissi Frost

Ian Wardle – Clerk

Members of the Public – 0

24/25 Apologies for Absence

Apologies received from Andrew Wiltshire and the Chair advised that Christine Coleman had resigned from the Committee.

25/25 Declarations of Interest

None declared

26/25 Approve the Minutes of the 10th March 2025 Meeting

Committee approved the minutes from the meeting held on the 10th March 2025 and they were signed by the Chair.

27/25 Public Participation

There were no members of the public in attendance.

28/25 Advertising & Leaflets

Committee members discussed the need to promote the History Centre to a wider audience and agreed to distribute a leaflet to local venues and organisations. Committee approved an initial print run of 500 leaflets at a cost of £60. Further discussion on advertising was deferred until the next meeting following the Open Gardens event.

29/25 Card Reader

To facilitate the taking of card payments, Committee agreed to purchase a card reader at a cost of £25.

30/25 Open Gardens Event

Little Baddow Open Gardens event takes place on the 17th May 2025 and Committee agreed that it was a good opportunity to open the History Centre to raise awareness and for fundraising through the provision of Food and Drinks to visitors. There will also be games and historical attractions to encourage visitor attendance.

Committee approved the expense of £643 to cover the costs of the handyman to complete gardening and maintenance of furniture in preparation for Open Gardens. The Clerk will contact the URC with regard to refunding costs incurred in maintaining the buildings and grounds in accordance with the Shared Use Agreement.

31/25 Review of Open Day

Committee reviewed the recent 'School Days' re-opening event and were pleased with the attendance by the public. There had been positive feedback from attendees, especially with the recreation of school lessons from the past. The event generated a surplus of £120 and bodes well for future activities.

32/25 Book Club

The Book Club was a suggestion proposed by Christine Coleman but now that she has resigned from the Committee the proposal has been deferred.

33/25 Finance Update – Commercial Sustainability

The Clerk updated the Committee that there had been revenue of £270 from the Open Day event and from the Little Baddow Care Club funding research for their members. Essex Wildlife Trust had hired the building for a team meeting providing additional revenue.

The overall sustainability of the History Centre depends on the need to build the revenue streams from holding events and hiring out the building.

34/25 Future Events – ‘Meet the Authors’

Committee members discussed many different ideas on holding regular future events and the main suggestions were:

- ‘Meet the Authors’ – the authors of local history books would be invited to give a talk to a paying audience
- ‘Wine & Cheese’ evening
- Craft Fair – using the grounds of the URC for stalls

35/25 Booking of Caroline Cecil

In keeping with the ‘Meet the Authors’ theme, Caroline Cecil has made herself available to give a talk about her recent book on the life of Bob Keddie. Committee agreed to make the Centre available in return for a donation towards the work of the History Centre.

36/25 Roles & Responsibilities Update

The Chair asked the Committee members for feedback on their existing roles and responsibilities within the History Centre. All members were satisfied with their roles and confirmed continuing with the current job allocations.

37/25 Any Other Business

In his absence Andrew Wiltshire had suggested attendance at the Danbury Summer Fete on the 5th July 2025 to promote the History Centre. Committee discussed the event but it unfortunately clashed with other commitments for members and so Committee agreed to approach the organisers with a view to displaying leaflets about the History Centre.

Caroline Ogden updated Committee on her work in contacting local museums to support reciprocal leaflet displays on their premises.

38/25 Date of Next Meeting

The next meeting of the committee will be on the 23rd June 2025 at 7.00pm in the Memorial Hall.

The meeting closed at 8.25pm.