

LITTLE BADDOW PARISH COUNCIL

A Meeting of the History Centre Committee was held in the Memorial Hall on September 15th, 2025. The Meeting commenced at 7:00pm. In attendance: -

Cllr Barbara Teal - Chair

Cllr Carla Galea

Andrew Wiltshire

Chrissi Frost

Caroline Ogden

Andy Coppel

Margaret Martin

Ian Wardle – Clerk

Members of the Public – 0

50/25 Apologies for Absence

No apologies received.

51/25 Declarations of Interest

None declared

52/25 Approve the Minutes of the 23rd June 2025 Meeting

Committee approved the minutes from the meeting held on the 23rd June 2025 and they were signed by the Chair.

53/25 Public Participation

There were no members of the public in attendance.

54/25 Review of 2025 Exhibition and Events

Committee members shared feedback on the Exhibition and Events held in the year and all thought they had gone well with good attendance from the public. It was agreed that attendees needed more encouragement to go inside the centre to view artifacts as well as enjoying tea on the lawn.

Committee agreed to an expense of £250 to acquire a fixed card reader that would accept 'tap to pay' and generate receipts; this would provide greater flexibility for taking payments and donations. The Chair is to speak with Graham Lennard at the Church for information on their card reader.

55/25 Future Grants

Committee agreed that there was a need for two new Laptop Computers to replace the ageing PC's in the Centre. Chrissi Frost to provide details of the requirements and the Clerk to approach County Cllr Spence for possible funding from his Local Grant Allocation. Committee members to scope out future projects and required funding in order for the Clerk to research available grants.

56/25 Resignation of Elders of the URC

Andy Coppel advised Committee that there had been no resignations of Elders from the Little Baddow URC and none were anticipated.

He then provided an update on the current state of play on the local URC discussions with the URC Area Synod over the funds placed in trust for the Little Baddow URC. They are seeking legal advice ahead of a final approach to the URC Area Synod.

57/25 Advertising of Services

Committee discussed the need to generate greater exposure of the work and services offered by the History Centre. It was agreed to draft a Menu of Services which can then be advertised through local publications, websites and notice boards.

58/25 Caroline Cecil Talk

Committee were informed that 37 tickets had been purchased for the talk by Caroline Cecil to be held at the Centre on the 19th September. Preparations for the event were well underway and the assistance of the village Handyman to move the desks and chairs was agreed.

59/25 Future Events

Committee discussed arranging future events and the following were suggested:

- April 2026 – Craft Fair with tables for vendors to promote their products and services. It was suggested that the garden of the Manse could be available to extend the space for the Fair
- A taster session for Family Tree Research to provide tools and guidelines on how to complete personal research

Further ideas to be tabled at the next meeting.

60/25 End of October Event

Committee agreed that there was insufficient time and resource to arrange a further event this year and cancelled plans for a Halloween event.

61/25 Meet the Authors

The 'Meet the Authors' event is scheduled for the 28th November 2025. Authors will have an individual table to provide a casual setting for attendees to speak with each author.

62/25 Any Other Business

The following matters were discussed:

- Committee were informed by the Chair of a donation of £125 from John Lowe on behalf of the 'Bullnose Morris Club' who raised the funds from a local car rally
- The Petty Cash held at the Centre needs to be documented and all transactions forwarded to the Clerk on a monthly basis. The maximum cash to be held should be no more than £50 with surplus forwarded to the Clerk for banking.

63/25 Date of Next Meeting

The next meeting of the committee was provisionally set for the 8th December 2025 at 7.00pm in the Memorial Hall.

The meeting closed at 8.30pm.