

## **HORNIMAN PUBLIC MUSEUM AND PUBLIC PARK TRUST**

### **Summary of the Board meeting of 12 July 2010**

**Present:** Timothy Hornsby (Chair), Kate Buchanan, Steve Bullock, Robert Crawford, Paul Henderson, Clare Paterson, Rosamund Sykes, Hilary Taylor,

**Apologies for absence:** Jocelyn Barrow, Lynton Jones, John Mack, Eugenie Turton

#### **1. Audit Committee**

The Board received and noted the annual report from the Chair of the Audit Committee. The Board confirmed that they were satisfied with the procedures which were in place to give trustees confidence. It considered the report by the External Auditors and agreed the letter of representation to the external auditors.

#### **2. Annual Report and Accounts for 2009/10**

The Board reviewed and approved the annual report and accounts subject to any changes which the Chair may agree following receipt of comments on the report from DCMS.

#### **3. Management Report**

The Board received the Chief Executive's report for the period May – June 2010, including the management accounts for the period to April– May 2010 and noted activities during this period and the actions agreed in response to funding cuts in the current financial year.

#### **4. Annual outturn reports for 2009/10**

The Board also received annual monitoring reports on key activities during the year, including visitor monitoring information, staff and volunteer monitoring information, complaints and health and safety. It also received the end of year management accounts for 2009/10.

#### **5. Visitor Survey**

The Board received a report on the Annual visitor survey for 2009/10 and noted its contents, including the high levels of satisfaction from visitors and changes in visitor profile.

#### **6. Loan approval**

The Board approved the loan of the Afo Maternity figure to Fowler Museum, UCLA, the National Museum of African Art, Smithsonian Institution, Cantor Arts Centre and Musee du quai Branley.

#### **7. Horniman Museum Enterprises**

The Board received a report on the activities of Horniman Museum Enterprises during 2009/10

#### **8. Finance and General Purposes Committee**

The Board approved the establishment of a Finance and General Purposes Committee to support management and help the Board focus on Resourcing issues.

#### **9. Financial Planning**

The Board discussed the potential impact of funding cuts in the next comprehensive spending review period and agreed that a 2 year business plan would be developed with the Finance and General Purposes Committee for Board approval.

#### **10. Risk Register**

The Board reviewed the risk register and confirmed its assessment of the current levels of risks facing the organisation.