

HORNIMAN PUBLIC MUSEUM AND PUBLIC PARK TRUST

Summary of the Board meeting of 13 July 2009

Present

Timothy Hornsby (Chair), Kate Buchanan, Robert Crawford, Paul Henderson, John Mack, Sue Minter, Clare Paterson, Rosamund Sykes, Eugenie Turton

Apologies for absence: Jocelyn Barrow, Steve Bullock, Lynton Jones

1. Audit Committee

The Board received the Audit Committee's annual report from the Chair of the Audit Committee. It noted the minutes of the Audit Committee meetings in March and June 2009 and also the appointment of new internal auditors during the year. The Board gave its approval to delegate authority to the Audit Committee for approval of the discretionary policies of the London Pension Fund Authority. The Board confirmed its approval of the risk management policy which had been developed by management and endorsed by the Audit Committee.

2. Annual Report and Accounts

The Board reviewed and approved the annual report and accounts for 2008/09.

3. Gardens Project

The Board received a report on the Gardens project and noted progress including the start of the public consultation exercise in July.

4. Fundraising Strategy Committee

The Board received a report on fundraising activities in support of the Gardens project and future fundraising plans. It agreed that membership of the Committee should be expanded in order to enable it to take a more strategic overview.

5. Management Report

The Board received the Chief Executive's report for the period January - June 2009, including the management accounts for the period April – May 2009.

6. Horniman Museum Enterprises

The Board received a report on the activities of Horniman Museum Enterprises during 2008/09.

7. Annual Outturn Reports for 2008/09

The Board received annual monitoring reports on key activities during the year, including visitor monitoring information, staff monitoring information, complaints and Health and Safety. It also received the end of year Management Accounts for 2008/09.

8. Visitor Survey

The Board received a report on the Annual Visitor survey for 2008/09 and noted its contents, including the change in visitation pattern from the previous year.

9 Risk Register

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