

Lichfield City Council

Minutes of the Johnson Birthplace Advisory Committee Meeting held in The Moulton Room,  
Guildhall at 10.30am on Tuesday 3 October 2017

**PRESENT:**

**Representing Lichfield City Council:** Councillor R Awty, and Councillors Mrs G Boyle, T Matthews, C Spruce, A Thompson and R Yardley.

**Representing Johnson Society:** Mr P Jones

**In Attendance:** Joanne Wilson (Museums & Heritage Officer)  
Tony Briggs (Town Clerk)

**Apologies:** None

**43 MINUTES**

**RESOLVED: That the Minutes of the Meeting held on 23 March 2017 be confirmed as a correct record.** [Minutes adopted by Council on 24 April 2017.]

**44 MUSEUM ADMISSIONS 2015/2016 (ANNUAL REVIEW)**

Members considered the Museum and Heritage Officer's report (Agenda Appendix 1), together with a revised Monthly Visitor Numbers chart, noting in particular the increase in level of donation per visitor and the increased attendance during the summer months that was boosted further by the varied and extensive programme of family activities at the museum.

**RESOLVED: That the report be noted.**

**45 MUSEUM ATTENDANTS**

The Museums and Heritage Officer informed Members that both David Titley and Janet Hill-Gibbs would soon be retiring from their positions as Birthplace Attendants.

**RESOLVED:**

- a) **That the Town Clerk write to both David Titley and Janet Hill-Gibbs to highlight the City Council's appreciation for their contribution to the Birthplace Museum.**
- b) **That the Committee supports the view that five Attendants is the optimum number for the Birthplace currently**
- c) **That the City Council's Staffing Committee is requested to give consideration to the replacement of the two retiring Attendants at its meeting of 2 November 2017.**

**46 PART-TIME MUSEUM ADMINISTRATION ASSISTANT**

Members considered the Museum and Heritage Officer's report and the draft job description for the role (Agenda Appendix 2).

**RESOLVED:**

- a) **That the Committee approve the draft job description**
- b) **That the Committee requests that the creation of the post and related job description be considered by the City Council's Staffing Committee at its meeting of 2 November 2017.**

**47 LOANS TO DOCTOR JOHNSON'S HOUSE, LONDON**

Members considered the items loaned to Dr Johnson's House at Gough Square (Agenda Appendix 3) and the delegated powers utilised to facilitate arrangements due to time constraints. Members suggested it may be appropriate for a delegation from Lichfield to visit the exhibition.

**RESOLVED: That the loan of the items contained at Agenda Appendix 3 to Dr Johnson's House in Gough Square be supported; and the powers utilised to facilitate arrangements be noted.**

**48 REDEVELOPMENT PROJECT UPDATE: ACCESS AUDIT REPORT**

Members considered the report prepared by Ann Johnson of Wave-length Social Marketing CIC. Members were in broad agreement with the conclusions drawn and recommendations made and noted that as a Grade 1 listed building, the duty to preserve its integrity must be retained above all other considerations, but that this did not preclude making access and visitor experience for those with disabilities as pleasurable and wide ranging as possible.

The Museums and Heritage Officer informed Members that a companion report should be completed in readiness for the next meeting of the Committee.

***RESOLVED: That the report be noted; and suggested actions be implemented or investigated further by the Museums and Heritage Officer as applicable.***

**42 DATE AND TIME OF NEXT MEETING**

In Calendar of Meetings as 10.30am on Thursday, 22 March 2018.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 11.13 AM**