

Meeting Minutes of Heritage Advisory Committee

Date of Meeting: Thurs 28 July 2022. Postponed from 14 July 2022
Distribution: Those attending, apologies and Website
Time of Meeting: 7.30pm
Place of Meeting: Foreman's Office Combe Mill
Purpose of Meeting: Review

Present : Derek Goddard, Peter Trowles, Nigel Evans .

Apologies

Ref	Comment	Action
1	Tony Simmons, Steve Foster. Terry Bailey has resigned from HAC, with thanks. Nigel Evans has volunteered to join with the support of the Board.	

Matters arising from minutes of previous meeting of 24 Feb 2022

	Comment	Action
2.8,2.9 2.11	DISPOSAL OF ITEMS NOT NEEDED. a. Small Pillar Drill, Medium Pillar Drill. No museum interest found. Use the Museums Association, "find an object" list. b. WINNS Pipe Threading Machine. Retain as a useful maintenance tool. Location to be decided next meeting.	DRG Item closed
2.10	Large Pillar Drill (currently next to Corn Mill). Keep as working Exhibit, line shaft driven. Appoint Project Manager for a separate planning meeting. Add to Winter Projects list 22/23	TS /Board
2.12	Sissons Engine in pieces (under tarpaulin behind Boiler hut). Accepted by Westonzoyland Museum. Collection and paper work to be arranged. Awaiting collection agreement. Chase in Nov.	DRG
2.13	Coal hole store. Investigate and correct water damage. Appoint Project Manager for separate meeting. 1. Add damp course. 2. Redirect surface water pipes. 3.Line walls by tanking methods. Quotes awaited for maybe routing to surface water drain then head-race. No quotes, so approach known people to progress. Consider getting a grant	PT
2.15	Coal hole store contents in numbered boxes and loose items. Recording, against 2012 list, now complete. Inspect, research, decide keep or pass-on.	PT & All
2.17	Toy Steam Plants. Donation from Henry Box School. Accepted and recorded. Model Engines HTA to clean and check for safe running	In progress

	Comment	Action
2.18	Leg Vice. Repair broken wooden post support. Despite this long term minute, without discussion, broken wood removed, ground filled in and vice put beside tail race, by maintenance team. Consult members, in a survey, to re-instate or plan a new location.	PT DRG
2.19	Contractors Pump, driven by the Ruston Hornsby Engine. Renovation/painting in progress with Ray Pitts. A new Suction strainer has been bought and awaiting fitting. Maybe new wooden trolley needed. Work in progress	DRG
2.20	Hot Air Engine conversion to electric element not successful. Bob Wheeler and Ron Winfield to ensure modifications are reversible, and any modifications or repairs recorded in these minutes. Converted back to gas, with a caravan type quick release safety valve. Gas bottle, when not in use, to be stored in a new outside safety cage.	DRG, TS
2.21	Shoe making tools collection (believed from Mike Hallam from a Great Tew business). Collect together in one place with Tony Thurlby, inspect, research, decide keep or pass-on. Accession recorded ??	All and T.T.
2.22	Plumbing tools collection. Collect together in one place with Tony Thurlby, inspect, research, decide keep or pass-on.	All and T.T.
2.23	Sun Blinds requested for Clocks, Woodworking, Metalworking and Tinkering area windows. Samples now made for review by end of 21/22 year.	DRG, TS
2.24	Two wooden boxes of misc. tools collected by Julie. Tony & Mervyn have been asked to inspect, research, decide to keep and label, or pass-on. PT to approach Tony for Barry Horn to assist in labelling, pics & listing	DRG /PT

Matters resolved since previous meeting

3.1	As all above	
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New Matters raised from Board, Members, Public

Ref	Comment	Action
4.14	Agricultural Machine & Farm Implements, outside on pathway to blacksmiths entrance & beside tail race. Appoint an HTA to Inspect, research, decide to keep for a new display area beside tailrace, or pass-on.	All
4.15	Taynton Mill Objects are outside beside tail race and other locations. List and label for a new display area. Robin B. volunteered to help.	DRG

Ref	Comment	Action
	Subsequent to meeting the Board approved. Item closed.	
4.16	Old Lathe. Electric Motor refitting. Proposal from Mike Stockbridge. Mock-up viewed. Sketches, notes, cost est. of £300, emailed to all. With preference from Tony Thurby, HTA, because it one of the oldest objects, for essential preservation, it should be left to be demonstrated only, from the existing line shaft pulleys. Subsequent to meeting the Board approved. Item closed. DRG to advise Mike	Re-comend to Board, in these minutes
4.17	A second modern Wood-turning Lathe has been installed by Tony Thurby to give more demonstrations and hands-on experiences. Decide if acceptable, loan or gift and complete accession acceptance.	All DRG
4.18	Mortising Machine. To give better demonstrations, Tony has moved it closer to, and with handle turned toward, the footmans bathroom store. Check this substantial weight is still well supported on a strong floor.	DRG
4.2	Pedestal Drill. Manufactured by Wolf in aluminium in 1950s. From Ron Winfield for Blacksmiths use. Recommended to acceptance as a working tool for blacksmiths use. Complete accession acceptance form.	DRG
4.3	Godwin Piston pump/motor/baseplate. Offered by Tony Thurlby. Not accepted. No connection with Combe Mill, Palace or Oxfordshire. Subsequent to meeting the Board approved. Item closed. Return to Tony.	DRG.
4.4	Mastabar 3" Belt Fastening Tool and Belt Lacings No 27. Gift offer from Keith Johnson. Accept as an Artefact for Metal Working. Complete Object Entry Form.	DRG
4.8	Green Woodworking Area. Recently re-arranged but needing an HTA to take responsibility. Decide in future.	All

HAC Terms of Reference discussion

Ref	Comment	Action
5.1	Heritage Advisory Committee_Guidance_v1.docx. Briefly discussed. Review, make comments to TS on _v4 , finalise and issue.	TS & All

Any Other Business

Ref	Comment	Action
6.1	Iron Cart rim and two- piece hub accepted to add to wheelwright display. Get Object Entry Form completed.	DRG

Ref	Comment	Action
6.2	Terry Bailey point raised.... As a general point, there are several instances of 'appoint a project manager'; this needs to be taken forward to the 'board', I assume. By whom? Finalise next meeting by issue of item 5.1 Guidance	All

Date of next Meeting

Ref	Comment	Action
	Thursday 03 November 2022, in Tearoom.	All

Meeting Chairman & Secretary D R Goddard