

HORNCastle HISTORY & HERITAGE SOCIETY

Executive Meeting Minutes

DATE	11/03/2026	TIME	13:00	FACILITATOR	Adam Cartwright
ATTENDEES					
Adam Cartwright, Ch'man		Nick Fox, Vice Chairman		Kev Woodward, Sec'y	
Mike Martin, Rec. Sec'y		Robert Bell		Micheal Hieatt, Planning	
Mary Silverton, Treasurer		Helena Burman, Planning			
ITEM	TOPIC				
1.1	<u>Apologies</u> Ian Marshman				
1.2	<u>Approval of Executive Minutes 14/01</u> The minutes of the Executive meeting held on 14/01/2026 were approved without comment.				
1.3	<u>Matters arising from the previous minutes</u> <ul style="list-style-type: none"> • <u>Plaques</u> <ul style="list-style-type: none"> • It was proposed that both plaques be officially unveiled on 18 April. AC will prepare an article for Horncastle News and for social media to coincide with the unveiling. • Town Council paid for and installed the sub-sign stating that Thimbleby Road was formerly known as Thimbleby Hill. AC to prepare note for social media. • KW finalized the purchase of the unused phone box in the market square from BT, to be used for tourist information and mini displays; committee thanked Kev for the idea and for his efforts to obtain the phone box. Bill of sale in binder in office. New glass has been purchased to replace the panes in the phone box. KW to set up work team to refurbish the phone box. MS to sort out insurance cover, to be effective from April 1. • Baumber Walled Garden History Days – May 24th: Vintage; Oct. 4th: All Things Lincs. NF advised that he had paid £45 for a stall with table at each event. • MS reported that the Archive Day was well attended with about 200 visitors and deemed very successful by all attendees. Financially, £700 was taken in against expenditures of £180, for a profit on the day of £520. 				
1.4	<u>Correspondence</u> <ul style="list-style-type: none"> • Npthing to report 				
1.5	<u>Financial report</u> <ul style="list-style-type: none"> • The bank balance as of March 10 was £16,319.71. A significant expenditure in the last month was the payment of £182 to Horncastle Matters. • Since we started selling books on the website, we have sold £336 worth of books. • MS advised that handling cash after August will be more of an issue due to the closing of the Lloyds branch in town and the restrictions on paying in coins at the Post Office. Options to be discussed at the next meeting. 				

	<ul style="list-style-type: none"> It was agreed to discuss opening a savings account, if a suitable one can be found, at the next meeting.
1.6	<p><u>a) Archives update</u></p> <ul style="list-style-type: none"> A student volunteer joined us on Jan. 27 and has worked on biographies of famous people to post on the HHHS website and may also review the HHHS website content, subject to discussions. As a result of our open day, the fire department donated a large amount of archive material to HHHS. KW is sorting through this material. MS is putting together a list of documents and books which require binding. Payment for this work will come out of the photographic society funds. The 2 owners of a new coffee shop requested assistance to find archive material relevant to the location of their shop. Some relevant photos have been shown to them for possible copy and use in their shop on the high street. The person who bought Lt. Col. Weigall's former house in Skegness has requested if we have any information on him.
1.7	<p><u>CIO Update</u></p> <p>AC advised that all paperwork to convert HHHS to a CIO has been submitted to the Charity Commission, and that there may be a delay in responding of up to 23 weeks.</p>
1.8	<p><u>HHHS/SJBS Interaction</u></p> <ul style="list-style-type: none"> Reviewed the MoM of the meeting between SJBS (Paul Scott & Jackie Goodall) and HHHS (Adam Cartwright and Mike Martin) on 20/02/26. It was noted that AC and MM had stressed at the meeting that increase in the amount of the annual payment from HHHS to SJBS requires prior approval of the HHHS Executive Committee, and an amendment to the minutes will be asked for. The meeting also felt that the request for an increase should have been presented to HHHS with accompanying justification; AC to feed back to SJBS . SJBS has proposed that HHHS use the existing library as its exhibition space. While this proposal has some merit, its detractors include lack of access from West St. and difficulty in providing an entrance ramp to accommodate the elevation change. AC was requested to suggest that SJBS consider allowing HHHS to use the existing office for their display area. Internet issues continue to be a problem . The HHHS IT tech is to advise on the use of a dedicated router for HHHS use, possibly using the existing building fibre optic cable, and to contact SJBS as appropriate to discuss.
1.9	<p><u>5-Year Development Plan</u></p> <p>The first meeting to discuss a long-term plan for HHHS was held on Jan. 30 when the team met for a SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis. At a future meeting the team will prepare a development plan for the next 5 years.</p>
1.10	<p><u>Planning Report</u></p> <p>There have been problems with the Planning Department's on-line portal: recent comments not accessible; not yet fully resolved but a temporary work-round is in place.</p>
1.11	<p><u>Publication Sub-Committee</u></p> <p>The next meeting of this sub-committee will be on April 10 at 1 pm in the HHHS office.</p>
1.12	<p><u>Website Update</u></p>

	<ul style="list-style-type: none"> • There were 51,000 visitors to the HHHS Facebook page in the last 28 days. The page has 1106 followers, 58% of whom are in Horncastle. 75% of the Facebook page visitors are over the age of 45. • It was suggested that HHHS needs a Communications Officer, who can promote HHHS on other social media platforms.
1.13	<p><u>Future Events</u></p> <ul style="list-style-type: none"> a) Bar Unico date of exhibition boards: May or June; review next meeting. b) Lincs Heritage Forum: KW paid £26 for HHHS to join for the year and will follow up on the missing receipt. Conference was on Feb. 28 in the Horncastle Community Centre. c) Wolds Walking Festival to celebrate 50 years of the Viking Way will include a walk from Horncastle to Woodhall Spa on May 23 organised jointly by the Society and local walking groups. d) The Marwood exhibition, curated by NF, is scheduled for Jun to Sept this year. Progressing well; info boards due by the end of March. Next meeting is on April 1. e) Blue plaques <ul style="list-style-type: none"> ○ It was decided that the next blue plaque would be developed for PC Piercy, and that KW would contact Lincolnshire Police to seek their permission to install a plaque at Horncastle Police Station. ○ The next priority for a blue plaque would be the Old Fire Station Shed. ○ Henry Lunn and the Old Grammar School are potential candidates.
1.14	<p><u>Any Other Business</u></p> <ul style="list-style-type: none"> • NF rescued an unwanted picture left behind after the artists' exhibition. It was agreed that this was a good rescue and that the picture should be kept. • The Butter Market Blue Plaque should be refurbished; NF will discuss with Costa Coffee. • The use of Whispers hearing assists for walking tours should be discussed at the next Executive meeting.
1.15	<p><u>Date of Next Meeting</u></p> <p>The next meeting of the HHHS executive committee will be held on Apr. 22 at 13:00.</p>
	<p>The meeting adjourned at 15:45.</p>