

HORNCASTLE HISTORY & HERITAGE SOCIETY

Executive Meeting Minutes

DATE	22/04/2026	TIME	13:00	FACILITATOR	Adam Cartwright
ATTENDEES					
Adam Cartwright, Ch'man		Nick Fox, Vice Chairman		Kev Woodward, Sec'y	
Mike Martin, Rec. Sec'y		Helena Burman, Planning		Mary Silverton, Treasurer	
Micheal Hieatt, Planning					
ITEM	TOPIC				
4.1	<u>Apologies</u> Ian Marshman, Robert Bell				
4.2	<u>Approval of Executive Minutes 11/03</u> The minutes of the Executive meeting held on 11/03/2026 were approved without comment.				
4.3	<u>Matters arising from the previous minutes</u> <ul style="list-style-type: none">• KW advised that renovation of the phone box in the market will take place in May, and it is expected that it will be available for use by HHHS on or before mid-June.• CIO status is unchanged: still awaiting response from the Charity Commission.• Awaiting SJBC response on HHHS counterproposal concerning move of HHHS display space to the SJBC library.• HHHS internet connectivity: KW to request the HHHS IT consultant to contact his counterpart at SJBC about installing a router dedicated for HHHS use.				
4.4	<u>Correspondence</u> <ul style="list-style-type: none">• Nothing to report				
4.5	<u>Financial report</u> <ul style="list-style-type: none">• The bank balance as of April 20 was £17,326.91. MS advised that the account balance should be maintained around this level until the HHHS tenancy in the SJBC building is resolved.• JMM to check whether CAF bank can provide a savings account for HHHS.• It was decided to discuss the issue of a membership fee increase (to replace the member charge to attend monthly talks) at the Annual General meeting (AGM) in May.				
4.6	<u>a) Archives update</u> <ul style="list-style-type: none">• The Lincoln University student volunteer who joined us on Jan. 27 has worked out very well: she has prepared biographies of famous Horncastle people to post on the HHHS website. She wants to return and will recommend the opportunity to other students. MS will consider requesting 2 students for the autumn term.• MS is looking for another volunteer to assist on Tuesdays.				

	<ul style="list-style-type: none"> • MS advised that several books and publications have been identified for binding; she will request committee approval for this expenditure by email.
4.7	<p><u>5-Year Development Plan Update</u></p> <p>JMM advised the minutes of the brainstorming session which was held last week will be issued this week. A follow-up meeting to select the initiatives which will be pursued and to develop plans to implement them will tentatively be held on May 6 at 13:30 in the SJBC conference room.</p>
4.8	<p><u>Planning Sub-Committee Report</u></p> <ul style="list-style-type: none"> • Still having problems with the Planning Department's on-line portal: recent comments are not always accessible. This is a software issue according to the Planning Department. • MH will research the legal requirements of building owners to maintain their property in a presentable condition. Some buildings in the town are not being maintained, and degrade to an unsightly and, in some cases, an unsafe condition. • A row of cottages in Cagthorpe are vacant and in quite poor condition. Since they comprise an attractive and historic streetscape and their ownership is unknown, MS recommends that the Planning sub-committee monitor their situation.
4.9	<p><u>Publication Sub-Committee Report</u></p> <ul style="list-style-type: none"> • The 3rd edition of NF's book "Most Brute and Beastly Shire" book will be issued in the autumn. • Awaiting a cost estimate from the printer to purchase another 100 Railway books.
4.10	<p><u>Governance Policies and Procedures (P&P)</u></p> <p>JMM to initiate review, starting with Archiving procedures.</p>
4.11	<p><u>Future Events</u></p> <ol style="list-style-type: none"> 12-14 persons from the Old Sleaford Group will visit Horncastle for a guided tour and talk by NF and IM, at a cost of £2/person. NF to discuss the Bar Unico exhibition with the owner. It was suggested that a display starting mid-September would be appropriate, with 3 or 4 boards outlining the building's history and giving highlights of some its more well-known alumni. AC will represent HHHS at the Local History Day in the library on May 16. KW will recommend which of our existing boards would be suitable for display on the day. An HHHS stall at the Woodhall Spa Show on May 17 will be manned by NF, MS, AC and KW. 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. AC will lead for HHHS, departing the library at 10 a.m. on May 23. The HHHS stall at Baumber Walled Garden's Vintage Day, May 24, will be manned by NF, MS & KW, using material from the W/S Show the previous week. The Marwood exhibition, curated by NF and scheduled for June to September this year, is on track and progressing well. A local resident has kindly agreed to loan some Marwood property purchase documents. MS advised that the local cobbler has agreed to loan HHHS the 'moving man' display. One last meeting in May will finalize the layout for the displays. HHHS will have a display at the garden fete which the Friends of St. Mary's Church will hold on June 27 in the garden at the house of MH. NF advised that Costa Coffee are OK with HHHS refurbishing the Butter Market blue plaque on their building. KW to obtain a cost estimate from the painter who did the Bateman's sign. MS advised that G. Silvertown would obtain a cost estimate to purchase Whispers hearing assists for use on HHHS guided talks.

	<p>k) In addition to H. Lunn and the Old Grammar School, W.K. Morton should be considered for a blue plaque.</p>
4.12	<p><u><i>Any Other Business</i></u></p> <ul style="list-style-type: none"> • KW to include “bullet” point notes when sending out summaries of meetings of HHHS sub-committees. • A list of walks for the summer should be on display in the museum area. KW advised that there are only 2, and that he would post their details in the museum area. • Concerning speakers for talks in 2027, it was decided to set a variable upper limit of £75 (which includes expenses) for payment to a speaker. If a noteworthy speaker requests a payment which is in excess of this guidance, Executive Committee approval would be required in advance.
1.15	<p><u><i>Date of Next Meeting</i></u></p> <p>The next meeting of the HHHS executive committee will be held on June 10 at 13:00.</p>
	<p>The meeting adjourned at 15:45.</p>