

## **Rayleigh Town Museum Management Group**

### **Agenda**

Meeting to be held at the Rayleigh Town Museum – Thursday 31<sup>st</sup> January 2019 –  
7.15pm for 7.30pm start

1. In Attendance
2. Apologies for absence
3. Minutes of the last meeting
4. Matters arising
5. Statement by the Chairman
6. Verbal Sub Committee updates
7. Appointment of new MG Minute Secretary
8. Maintenance issues
9. Museum Diary
10. Volunteer Hours worked
11. A O B
12. Date of next meeting 28<sup>th</sup> February 2019 - 7.15pm for 7.30pm