



TOWN CLERK – MS LOUISE BAREHAM  
Alexander Centre, Preston Street, Faversham, Kent, ME13 8NY  
Telephone: 01795 503288 Email: Louise.Bareham@favershamtc.co.uk

12 March 2018

**TO: ALL MEMBERS OF FAVERSHAM TOWN COUNCIL'S  
HERITAGE COMMITTEE**

Dear Committee Member

**YOU ARE HEREBY INVITED TO ATTEND** a meeting of the Heritage Committee to take place at **5pm** on Monday 19 March 2018 in the **Guildhall**, Faversham when the following business will be transacted.

Yours sincerely

*Louise Bareham*

Louise Bareham MILCM  
Town Clerk

- 1. Apologies for absence**  
To receive apologies for absence
- 2. Declarations of Interest**  
To receive any Declarations of Interest for items on the agenda
- 3. Previous Minutes and Matters Arising**  
To provide an update on actions from previous minutes
- 4. Update on Museums Meeting**  
Update and further developments to report
- 5. HLF Update**
  - Bid content
  - Outcomes to be achieved
  - Commitment from the Town Council to make the project sustainable
- 6. Events**
  - Timetable of events in 12 Market Place and the need to accommodate Christ-church to avoid causing them internal problems
  - Opening Hours
- 7. Volunteers**
  - Recruitment of volunteers to man the exhibition from 1 May
  - Volunteer training
- 8. Displays**

- Town Archives
- Conditions survey of Charters
- Restoration of the Creek Maps and digitalisation
- Digitalisation of all the items at Rochester and putting copies on display and storing originals

**9. Any Other Business**

To receive items not listed elsewhere on the agenda