



Minutes

Department / Division:	Brighton & Hove Division	
Name:	Old Police Cells Annual General Meeting (AGM)	
Location of Meeting:	Via Teams Only	
Date:	Tuesday 25 November 2025	
Time:	09:00 to 11:00	
Chair:	Mark Streater (MS) (Honorary Secretary)	
Attendees :	Chief Superintendent Rachel Carr (RC) (Honorary Chair) John Eagles (JE) (Honorary Treasurer) Mr Andrew Blackman (AB) Lord Lieutenant of East Sussex (President) Nick May (NM) (Trustee) Sean Nolan (SN) (Trustee) Peter Castleton (PC) (Trustee) Bob Wilkins (BW) (Trustee) Ian Borthwick (IB) (Tour Guide/Volunteer) Stuart Mullins (Volunteer) Mark Ireland (MI) (Auditor)	
Apologies:	Andrea Wood (AWO) (Partnership Manager) Jane Derrick (JD) (Trustee) Mr Derek Oakensen (DO) (Volunteer) Mr Peter James (PJ) (Vice President) High Sheriff of East Sussex – Mrs Lucinda Fraser (LF) Under Sheriff for West & East Sussex – Mr Kevin Smyth (KS) Mr John Coleman (JC) (Tour Guide/Volunteer) Meagan Robinson (MR) (Senior Secretary – Minutes/Actions)	
Item		Owner
01	Introductions	Honorary Chair
	The Chair welcomed the President, Trustees and members of the OPCM to the official AGM for 2025.	
02	Apologies	Honorary Secretary
	The Honorary Secretary mentioned those members that were not able to attend the meeting today and had passed their apologies.	
03	Minutes of AGM 4th September 2024	Honorary Chair
	The Chair reviewed the minutes from 4 th September	



	2024 and asked if anyone had any comments or amendments. <i>All agreed that the minutes were correct and true.</i>	
04	Chair's Report	Honorary Chair
	<p>MS began the meeting by recapping on the agreement that had been reached last year by the Trustees to transfer the OPCM to the Sussex PCC and, in doing so, dissolve its status as a Charitable Incorporated Organisation (CIO). MS said that the legal process of dissolving the OPCM as a Charity was taking much longer than anticipated due to the fact that the Charity Commission were seeking a number of assurances as to how the funds and collection were to be disposed of. Although the arrangements for the transfer were straightforward in that the entire collection was already the property of Sussex PCC/Sussex Police, there was a long waiting time for corresponding between our solicitors and the Charity Commission. The good news is that the final questions of the CC have been answered and it is anticipated that a date for terminating the Charity would be achieved early in the new year. In the meantime, it was important for the OPCM to continue under the constitution of the CIO and therefore necessary to hold this AGM and, as required by the constitution, vote in the key governance roles of the CIO. MS said that it had been a challenging year for the OPCM remaining closed due to the risks posed by the poor air quality in the basement of the Old Town Hall but the Museum Director had been working hard with the support of MS to find a solution with BHCC. The good news was that BHCC has provided air purifiers and, as a result of the air quality improving, the museum could now reopen and planning was taking place for this to be done in Spring 2026. MS informed the meeting that the Sussex PCC remains committed and enthusiastic on taking on the museum.</p> <p>John Eagles (JE) asked whether the change to a Mayor under the Devolution Programme would affect the transfer of the museum to the PCC. MS said that it should not in any way as the transfer of all the PCCs policing function and responsibilities would automatically move across to the Deputy Mayor and arguably would better facilitate collaboration and support with the future Unitary Authority for Brighton & Hove.</p>	
05	Director of Museum's Report	Ollie Knight



	<p>OK updated the meeting on the actions that had been taken with BHCC to make the museum area safe to operate with the installation of the air purifiers. OK said that planning was now in place with volunteers to clean the area of the male cells and put in place the new display in this area including the purchase of the new display cabinets. OK said that each of the male cell areas would have a separate theme better showcasing the museum collection and making the history more relevant to individual areas of policing interest. OK said that the intention was to go for a soft opening with restricted numbers around March 2026 and then, all being well, would go for a full opening later in the Spring. OK reported that the next phase would be to work on the female cells area and discussions were ongoing for the potential to use other space in the Town Hall to meet and greet and give talks to visitors. OK said that this was an exciting time and that he had had tremendous support from the existing volunteers as well as great interest from individuals who want to come and be part of the museum, in particular graduates from the universities who are interested in museum specialisms. A discussion was held as how best to advertise for further volunteers and the meeting agreed that a soft opening was the right approach and that a formal launch would be arranged with dignitaries and the media to promote it. The Lord Lieutenant offered to be part of it and MS suggested it would be nice to invite Mrs Pat Drake, Founder of the OPCM, to the launch as well if she is well enough.</p> <p>OK also said that it is the intention to put in place a new schools' programme which had been very successful previously but this would not be done until next year as the schools' curriculum and timetable had already been completed for this academic year. He also said there remains great interest by paranormal groups for renting this space but that the museum should remain prioritised in its core business and that the reopening plans would include facilitating history talks related to policing and crime in Sussex.</p> <p>Recruitment of Visitor Experience Co-ordinator – OK stated that he was recruiting a part time VEC and that he had lots of interest to the advert. He and NM will be interviewing next week and are hopeful that the successful candidate could start in the new year subject to the vetting checks.</p>	
06	Financial Report	Honorary Treasurer



	<p>JE presented the accounts for the twelve months ending 31 March 2025. As at the end of the last financial year, the OPCM had £21,260.36 in reserves. He added that a large sum of this would be committed to the cost of the new display cabinets, circa £12K-£15K. Mark Ireland (MI) confirmed that the accounts had been fully audited and there are no matters of concern. The meeting endorsed the report.</p> <p>Finance Paper Approval:</p> <p>Proposed: Mr Sean Nolan (SN) Seconded: Mr Bob Wilkins (BW)</p>	
07	Election of Trustees	Honorary Secretary
	<p>As per the Constitution, the OPCM's two longest serving trustees were asked if they wished to step down. Both SN and BW stated they would like to continue in their respective trustee roles.</p> <p>Re-election of Sean Nolan</p> <p>Proposed: Mr John eagles (JE) Seconded: Peter Castleton (PC)</p> <p>Re-election of Bob Wilkins</p> <p>Proposed: Mr John eagles (JE) Seconded: Nick May (NM)</p>	
08	Election of President and Vice President	Honorary Secretary
	<p>President:</p> <p>Mr Andrew Blackman (AB), Lord Lieutenant of East Sussex, stated he wished to remain the President</p> <p>Proposed: Mr Peter Castleton (PC) Seconded: Mr Nick May (NM)</p> <p>Vice President:</p> <p>MS stated that Mr Peter James (PJ) wishes to remain the Vice President.</p> <p>Proposed: Mr Peter Castleton (PC) Seconded: Mr Andrew Blackman (AB), Lord Lieutenant of East Sussex</p>	



09	Election of Chair	Honorary Secretary
	<p>Chief Superintendent Ms Rachel Carr (RC) wishes to remain the Chair</p> <p>Proposed: Mr Sean Nolan (SN) Seconded: Mr Nick May (NM)</p>	
10	Election of Deputy Chair	Honorary Secretary
	<p>Mr Peter Castleton (PC) wishes to remain the Deputy Chair</p> <p>Proposed: Mr John Eagles (JE) Seconded: Mr Stuart Mullens (SM)</p>	
11	Election of Honorary Treasurer	Honorary Secretary
	<p>Mr John Eagles (JE) wishes to remain the Honorary Treasurer</p> <p>Proposed: Mr Bob Wilkins (BW) Seconded: Mr Sean Nolan (SN)</p>	
12	Election of Honorary Secretary	Honorary Chair
	<p>Mr Mark Streater (MS) wishes to remain the Honorary Secretary</p> <p>Proposed: Mr Nick May (NM) Seconded: John Eagles (JE)</p>	
13	Appointment of Auditor	Honorary Secretary
	<p>Mr John Eagles (JE) has confirmed that Mr Mark Ireland (MI) wishes to remain the Auditor</p> <p>Proposed: Mr John Eagles (JE) Seconded: Mr Sean Nolan (SN)</p>	
14	Any Other Items of Business agreed as a matter of urgency by the Honorary Chair	Honorary Chair
	<p>MS enquired after the health of Mrs Pat Drake and said that it would be nice for her to be visited and kept up to date with the developments at the OPCM. NM said that he intended to visit and MS agreed a joint visit to be arranged. The meeting agreed that the good wishes of the trustees and members are conveyed to her. There were no items of business that were raised for</p>	



	this agenda item.	
1 5	AOB	Honorary Chair
	There was no further business raised and, therefore, the Honorary Secretary closed the meeting at 10:27	

Old Police Cells Museum
Accounts for the 12 months ending 31st March, 2025

	2024/25	2023/24
	£	£
Income		
Reimbursement of Employee Expenses	-5,118.35	
Donations	-2,000.00	-2,000.00
Museum Donations and Sales	-317.00	-4,164.18
Sponsorship		-39.22
Interest	-13.35	-10.70
	<u>-7,448.70</u>	<u>-6,214.10</u>
Acquisitions		
Employee Expenses	792.09	5,118.35
Curators Expenses	1,122.63	2,741.31
Grant Expenditure		2,353.18
Expenses including Subscriptions	404.71	350.72
Environment		
Just Giving Subscription		144.00
Publicity	200.00	
Web Site		
	<u>2,519.43</u>	<u>10,707.56</u>
Excess Income(-) over Expenditure	<u>-4,929.27</u>	<u>4,493.46</u>
Balance at start of year	-16,331.09	-20,824.55
	<u>-21,260.36</u>	<u>-16,331.09</u>

Represented by:

Business Premium Account	-912.73	-899.38
Community Account	-20,347.63	-15,431.71
	<u>-21,260.36</u>	<u>-16,331.09</u>

John Eagles CPFA
Honorary Treasurer

April 2025