

CYNGOR SIR POWYS COUNTY COUNCIL.

PORTFOLIO HOLDER DELEGATED DECISION

By

County Councillor Graham Brown

Portfolio Holder for Commissioning and Procurement

Date 7 January 2015

REPORT AUTHOR: Catherine Richards
Principal Officer Museums and Archives

SUBJECT: Radnorshire Museum Collections Appraisal Project

REPORT FOR: Decision

1.0 Summary

1.1 One of the fundamental purposes of Radnorshire Museum is to acquire and preserve objects as a permanent collection for the general benefit and enjoyment of the people of Powys. The Museum, founded in 1929, has a mixed collection of approximately 30,000 items including:

- Geology
- Palaeontology
- Archaeology
- Fine Art
- Natural History
- Social History

1.2 Radnorshire Museum has recently undertaken a full appraisal of its collections, with the assistance of an experienced consultant with an extensive background in museum and collection management. The Collections Appraisal Project has now concluded.

1.3 The Museum accepts that one of its key functions is to acquire artefacts and to keep them for posterity. In recent years staff have followed a strict collecting policy, however, historically a number of items, often with uncertain provenance and sometimes in extremely poor condition have been taken into the collection. The main driver for this in-depth collection review was to reappraise items and to assess their suitability for long term preservation.

1.4 As part of the appraisal process a selection of criteria was used in the assessment of each item, object or collection, and focused on the following:

- Provenance
- Condition – including potential conservation/repair cost implications
- Relevance to Radnorshire and current collecting policy
- Potential for display
- Rarity/uniqueness/historical/scientific importance
- Duplicates (commonly occurring items with perhaps many already in collection)

2.0 Collections Development Policy

2.1 A Collections Development Policy for Radnorshire Museum was approved by Delegated Decision on 3 June 2014.

2.2 The Collections Development Policy sets out the principles that provides Radnorshire Museum with a framework for responsible and ethical acquisition and disposal of collections. The policy applies to material which the museum owns and has accessioned into its collections, or intends to own and accession into its collection. The Policy provided the basis for the Collections Appraisal Project and includes:

- the Museums Service constitution and statement of purpose
- the legal basis on which the collections are held
- the public benefit derived from the effective use and management of the collections
- an assessment of the needs of the museums' collections
- the collections held by other museums and organisations collecting in the same or related geographic areas or subject fields

3.0 Rationalisation and Disposal

3.1 There is a strong presumption against the disposal of any artefacts in the Radnorshire museum collections. However the Collections Development Policy allows that the museum may carry out a responsible, curatorial-motivated disposal as part of the museum's long-term collections policy.

3.2 It is a requirement that such rationalisation will only take place following an in-depth collection review and in order to increase the public benefit derived from the museum collections. The Disposal Procedures as set out in the Collections Development Policy are included as appendix A.

3.3 A list of items for disposal is included as appendix B. The reason for the disposal of items from Radnorshire Museum collections follows an in-depth collection review undertaken by an external

consultant. Essentially the disposal is driven by curatorial reasons. There are no financially motivated reasons for disposal of any items.

4.0 Proposal

4.1 The Collections Appraisal Project has now concluded. The purpose of this report is to seek approval for the disposal of a number of items following the Disposal Procedures outlined in appendix A. The main driver for this in-depth collection review was to reappraise items and to assess their suitability for long term preservation.

5.0 One Powys Plan

5.1 The Museum Service directly contributes to a number of the One Powys Plan outcomes, in particular, the following:-

- Stronger communities: Bringing people together in Powys so they feel that they matter and belong in their community
- Community Safety: For communities in Powys to be protected from crime and disorder and to feel safe and secure in the place that they live
- Education: All pupils in Powys are supported to achieve their full potential including those with additional learning needs
- Training & jobs for young people: More young people in Powys would be either in full-time education, gainful employment or employment related training within the county
- Long term conditions: Citizens with long term conditions are supported and empowered to manage their condition and live fulfilled lives
- Older people: Older people will be supported to maintain fulfilled lives within stronger communities
- Healthy lifestyles: Powys citizens will be encouraged to lead active and healthier lives
- Mental health & wellbeing: Powys citizens will lead fuller and longer lives, be resilient, have good health and be more able to fully participate and contribute to their communities.

6.0 Options Considered/Available

- 6.1
1. *Do Nothing*: this will inhibit Radnorshire Museum from managing its collections in accordance with the Collections Development Policy.
 2. *Implement the findings of the Collections Appraisal Project*: The Collections Development Policy sets out the principles that provides Radnorshire Museum with a framework for responsible and ethical acquisition and disposal of collections. The main driver for this in-depth collection review was to reappraise items and to assess their suitability for long term preservation.

7.0 **Preferred Choice and Reasons**

7.1 The preferred choice is to implement the findings of the Collections Appraisal Project. This has been concluded following an in-depth collection review in order to increase the public benefit derived from the museum collections.

7.2 The motivation for disposal of items from the Radnorshire Museum collections is driven by curatorial reasons. There are no financially motivated reasons for disposal of any items.

8.0 **Support Services (Legal, Finance, Corporate Property, HR, ICT, BPU)**

8.1 Finance: We have no concerns about the implementation of the findings of the Collections Appraisal Project as it does not appear that there are any future budgetary implications to take account of.

8.2 Legal: Provided that the disposal procedures outlined in the Collections Development Policy have been followed, the recommendation can be supported from a legal point of view.

9.0 **Corporate Communications**

9.1 Senior Communications Manager: The report is of significant public and service user interest and requires proactive communication following decision.

10.0 **Statutory Officers**

10.1 The Strategic Director Resources (S151 Officer) notes the comments made by finance

The Solicitor to the Council (Monitoring Officer) has commented as follows: “ I note the legal comment and have nothing to add to the report”

11.0 **Members’ Interests**

- 11.1** The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If Members have an interest they should declare it at the start of the meeting and complete the relevant notification form.

Recommendation:	Reason for Recommendation:
That the disposal of items from the Radnorshire Museum collections as set out in Appendix B is approved in accordance with the disposal procedures outlined in the Collections Development Policy.	To ensure the management and ethical disposal of items from the Radnorshire Museum collections in accordance with the Collections Development Policy.

Relevant Policy (ies):	Radnorshire Museum: Collections Development Policy		
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	n/a
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Person(s) To Implement Decision:	Catherine Richards
Date By When Decision To Be Implemented:	28 February 2015

Contact Officer Name:	Tel:	Fax:	Email:
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Background Papers used to prepare Report:

CABINET REPORT TEMPLATE VERSION 3

Appendix A

Disposal preliminaries

- a. The governing body will ensure that the disposal process is carried out openly and with transparency.
- b. By definition, the museum has a long-term purpose and holds collections in trust for society in relation to its stated objectives. The governing body therefore accepts the principle that sound curatorial reasons for disposal must be established before consideration is given to the disposal of any items in the museum's collection.
- c. The museum will confirm that it is legally free to dispose of an item and agreements on disposal made with donors will be taken into account.
- d. When disposal of a museum object is being considered, the museum will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to the original grant will be followed. This may include repayment of the original grant and a proportion of the proceeds if the item is disposed of by sale.

Motivation for disposal and method of disposal

- e. When disposal is motivated by curatorial reasons the procedures outlined in paragraphs g-s will be followed and the method of disposal may be by gift, sale or exchange.
- f. In exceptional cases, the disposal may be motivated principally by financial reasons. The method of disposal will therefore be by sale and the procedures outlined below in paragraphs g-m and o/s will be followed. In cases where disposal is motivated by financial reasons, the governing body will not undertake disposal unless it can be demonstrated that all the following exceptional circumstances are met in full:
 - the disposal will significantly improve the long-term public benefit derived from the remaining collection
 - the disposal will not be undertaken to generate short-term revenue (for example to meet a budget deficit)
 - the disposal will be undertaken as a last resort after other sources of funding have been thoroughly explored

The disposal decision-making process

- g. Whether the disposal is motivated either by curatorial or financial reasons, the decision to dispose of material from the collections will be taken by the governing body only after full consideration of the reasons for disposal. Other factors including the public benefit, the

implications for the museum's collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. External expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities and others served by the museum will also be sought.

Responsibility for disposal decision-making

- h. A decision to dispose of a specimen or object, whether by gift, exchange, sale or destruction (in the case of an item too badly damaged or deteriorated to be of any use for the purposes of the collections or for reasons of health and safety), will be the responsibility of the governing body of the museum acting on the advice of professional curatorial staff, if any, and not of the curator of the collection acting alone.

Use of proceeds of sale

- i. Any monies received by the museum governing body from the disposal of items will be applied for the benefit of the collections. This normally means the purchase of further acquisitions. In exceptional cases, improvements relating to the care of collections in order to meet or exceed Accreditation requirements relating to the risk of damage to and deterioration of the collections may be justifiable. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way. Advice on those cases where the monies are intended to be used for the care of collections will be sought from CyMAL: Museums Archives and Libraries Wales.
- j. The proceeds of a sale will be ring-fenced so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard.

Disposal by gift or sale

- k. Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain, unless it is to be destroyed. It will therefore be offered in the first instance, by gift or sale, directly to other Accredited Museums likely to be interested in its acquisition.
- l. If the material is not acquired by any Accredited Museums to which it was offered directly as a gift or for sale, then the museum community at large will be advised of the intention to dispose of the material, normally through an announcement in the Museums Association's Museums Journal, and in other specialist journals where appropriate.
- m. The announcement relating to gift or sale will indicate the number and nature of specimens or objects involved, and the basis on

which the material will be transferred to another institution. Preference will be given to expressions of interest from other Accredited Museums. A period of at least two months will be allowed for an interest in acquiring the material to be expressed. At the end of this period, if no expressions of interest have been received, the museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

Disposal by exchange

- n. The nature of disposal by exchange means that the museum will not necessarily be in a position to exchange the material with another Accredited museum. The governing body will therefore ensure that issues relating to accountability and impartiality are carefully considered to avoid undue influence on its decision-making process.
- n. In cases where the governing body wishes for sound curatorial reasons to exchange material directly with Accredited or unaccredited museums, with other organisations or with individuals, the procedures in paragraphs a-d and g-h will be followed as will the procedures in paragraphs p-s.
- p. If the exchange is proposed to be made with a specific Accredited museum, other Accredited museums which collect in the same or related areas will be directly notified of the proposal and their comments will be requested.
- q. If the exchange is proposed with a non-accredited museum, with another type of organisation or with an individual, the museum will make an announcement in the Museums Journal and in other specialist journals where appropriate.
- r. Both the notification and announcement must provide information on the number and nature of the specimens or objects involved both in the museum's collection and those intended to be acquired in exchange. A period of at least two months must be allowed for comments to be received. At the end of this period, the governing body must consider the comments before a final decision on the exchange is made.

Documenting disposal

- s. Full records will be kept of all decisions on disposals and the items involved and proper arrangements made for the preservation and/or transfer, as appropriate, of the documentation relating to the items concerned, including photographic records where practicable in accordance with SPECTRUM Procedure on deaccession and disposal.

Appendix B

Item	Description
Grinding Stone	Hand operated, rotating grinding/sharpening stone. Circular grind stone mounted in iron frame
tyre bender	blacksmith's tyre bender
anvil	blacksmith's anvil
printing press	
swage block	blacksmith's iron swage block
unknown object	unknown object, flat iron disc with raised hole in centre
treadle operated lathe	Treadle operated lathe, wooden, c.1860. Part of. Lathe used by Griffiths builders company Llandrindod Wells. Large size of lathe thought to be due to use by wheelrights / coach builders.
cigarette machine	cigarette dispensing machine, coin operated, c.1900
wall paper trimmer	wall paper trimmer, hand operated machine on stand, c.1900.
printing machine	printing machine, made in USA, c1900
shower head	Twin shower heads from Spa Pump House, Pump House Hotel, Llandrindod Wells c.1880
railway dog spanner	Dog spanner used on Central Wales Railway, Llandrindod Wells c. 1900
hose cradle	Hose cradle from Llandrindod Wells Fire Station c.1900.
boxing engine	Wheelright's boxing engine, c.1890. Tool used in the production of wooden wheel hubs for carts and wagons.
mangle	Hand operated mangle c.1900. Davies of Llanidloes.
mangle	Hand operated mangle c.1900. Prince & Son, Knighton.
weighing scales	Weighing scales, large, as used to weigh sacks etc. c.1900. Parnall & Sons
wooden stand, part of.	Wooden stand, part of unknown object.
press	press, unknown use
typewriter	Typewriter and wooden case, "Yost" c.1900.
bottle sealer	Bottle sealer, Large, floor mounted, foot operated sealer. Used by Llandrindod Wells Mineral Waters Company c.1920
cooking range equipment	Cooking range equipment
press	Hand operated press.
sink stand	Cast iron sink stand, white, enamel.
steel leg vice	Blacksmith's steel leg vice c.1900.

postbox	Victorian Wall mounted Royal Mail postbox c1880 marked 37 Cwmbach School House on enamel panel. Top cast mark VR with crown. From Pencerrig School, Cwmbach, Builth Wells, via Miss J. Ashton, Headteacher. Formerly in wall beside school but rescued by school when wall was being removed and brought into the school. Donated to the museum as school was closed July 1986.
invalid chair	Invalid chair, wheeled c.1890. Seat unit missing.
invalid chair	Invalid chair, three wheeled.
dining chair	Dining chair, wooden, reed seat, high back.
dining chair	Dining chair, wooden, reed seat, high back.
chair	wooden chair, half windsor type.
leg stand	Farrier's leg stand or lazy blacksmith.
bottle crate	Bottle crate, wooden, carries four bottles. "Llandrindod Wells Mineral Waters"
reading slope	Large wooden reading slope.
wireless	Philco wireless in wood case
wireless	Ecko wireless in wood case
wash basin	Wash basin and taps, white enamel, "J.E. Nott & Co. Llandrindod Wells". Fits stand
wash basin	Wash basin and taps, white enamel, "J.E. Nott & Co. Llandrindod Wells"
wash basin	Wash basin, with one tap, white enamel, "Shanks & Co."
stretcher	Stretcher, wooden.
fireplace	Cast iron fireplace c.1880
water closet seat	Wooden water closet seat. Part of water closet currently on display in events room. Both items originally from Pentre Farm, Glasbury found at Howey Mill.
glazed wooden case	Glazed wooden case
invalid chair	Invalid chair, collapsible, canvas and metal, four wheels.
bathwater release mechanism	Bathwater release mechanism ex-Spa.
stool	Stool. wood with pierced top
umbrella stand	wooden umbrella stand
magic lantern	
stop tap	Fire Brigade stop tap extension, from Llandrindod Wells Fire Station.
tin pig bath	Galvanised steel bath, used in the butchering process
spinning wheel	Spinning Wheel
invalid chair	Canvas and metal, four wheeled invalid chair
bier	Wooden Bier

arm bath	Enamel arm bath with lid. From Llandrindod Wells Hospital
bridle hanger	Metal hooked implement used for hanging horse bridles for cleaning etc.
sickle	Sickle with wooden handle
wooden implement	unknown wooden implement
tennis racquet and press	Tennis racquet and press
cricket bat	Cricket bat "English willow"
cricket bat	Cricket Bat "Merrie England"
tennis racquet and press	Tennis racquet and press
cricket bat	Cricket Bat "Regent"
washboard	Washboard
massage vibrator	Electric Massage Vibrator and case. Made by Sunco
balance	Wooden balance
pump	Hand Pump. Household syphon type.
typewriter	Typewriter, "Smith Premier"
typewriter	Typewriter "Underwood"
invalid chair	Invalid chair, collapsible
sewing machine	Electric sewing machine made by Singer.
leg rest	Leg/foot rest, wood and rattan. Accessory for invalid chair/bath chair.
chair	Folding chair, wooden, green
unknown object	Unknown object, metal with glass top
unknown object	Unknown object, circular, metal with clamp,
wallpaper	Wallpaper, embossed pattern, brown c.1900
cobbler's tools	Cobbler's tools, two parts, metal
crate	Crate for Llandrindod Wells Mineral Waters bottles, wood.
crate	Crate for Llandrindod Wells Mineral Waters, wood
tool	Railway Points Key, from Llandrindod Wells Railway Station
flail	Wooden threshing flail in two parts
self digging spade	Self digging spade
blacksmith's tools	
blacksmith's tools	
chair	Wooden chair, green

blacksmith's tools	
sign hanger	Iron frame used to support sign on building exterior.
stirrup pump	Stirrup pump and hose
fire	Fire, paraffin, primus type
spinning wheel spindle	
leg support	Leg support from Llandrindod Wells Hospital
leg support	Leg support from Llandrindod Wells Hospital
splint	Wooden splint from Llandrindod Wells Hospital
shoe lasts	Cobbler's shoe lasts, various sizes x5
record player	Portable record player, "H.M.V.", battery operated c.1960
tool set	Tool set and metal case
typewriter	Remington portable typewriter and case
trouser press	Trouser Press Original
splint	Wood and Metal Leg Splint from Llandrindod Wells Hospital.
wireless	"Heathkit Radiogram" wireless in wooden case
cine film splicing kit	Cine film splicing kit in metal case
honey press	Wooden honey press, four pieces.
tape transcriber	"Collaro" Tape Transcriber in case
door	Half glazed wooden door
display case	Wooden framed glazed display case
flag pole	Wooden flag pole, white. (Flag is in storage cupboard under log boat at museum)
shoe lasts	Cobblers' cast iron shoe lasts and tools
light fitting	Electric light fitting, brass, three lamp holders
agricultural tool	unknown agricultural? tool, wood and metal construction.
unknown	circular object
crucible	"Morgans" crucible
blacksmith's tools	Pincers
tool	Steel tool, right angled handle, unknown use.
railway equipment	Equipment from Llandrindod Railway Station. Unknown purpose, possible points/signal operation.
treadle operated lathe parts	Treadle operated lathe parts, Lathe used by J.L. Griffiths builders, Llandrindod and is believed to have been used by a coach builders c. 1890.
treadle operated lathe chuck	Treadle operated lathe chuck part 2

treadle operated lathe chuck	chuck from treadle operated lathe -
cutting tool	Hinged cutting tool, inscribed "Improved Patent Chopper"
wallpaper trimmer	Wall paper trimmer, "Empire"
saw	Band saw with frame/handle
stamp	Embossing stamp with two padlocks
coat rack	Wood and metal coat rack, four coat hooks.
stencil set	Stencil set in case
sewing machine	Sewing machine.
ice cream maker	Domestic appliance, unknown use, made by Husqvarna, Sweden. (possible ice cream maker)
stamp	Embossing Stamp "Radnorshire Insurance Committee"
cutting blade	Blade from unknown cutting implement
cutting blade	Blade from unknown cutting implement
sign	Enamel signs x 5 "Apartments"
coal scuttle	Coal Scuttle/ and lid
flambeau holders	Flambeau holders x2
spanner	Fishplate spanner, Llandrindod Wells Railway Station
unknown	Unknown object, possible door stop
oilcan	Oil Can "Kays"
dividers	Set of iron dividers
tool	Selection of Tools Blow lamp, soldering iron, claw hammer, auto screwdriver
carpenters planes	Selection of carpenter's planes