

# Museums Committee Agenda

**Monday, 12 September 2016 at 2.30 pm**

Hastings Museum & Art Gallery, John's Place, Bohemia Road, Hastings, TN34 1ET

For further information, please contact Emily Horne on 01424 451719 or email:  
[ehorne@hastings.gov.uk](mailto:ehorne@hastings.gov.uk)

	Page No.
1. Apologies for Absence	
2. Declarations of Interest	
3. Minutes of the meeting held on 27 June 2016	1 - 6
4. Notification of additional urgent items	
5. Curator's report	7 - 10
6. World War I project update	11 - 14
7. Museum Attendance Figures	15 - 18
8. Museum Events and Activities	19 - 22
9. Museum Acquisitions ( <i>Cathy Walling, Museum Curator</i> )	23 - 26
10. Additional Urgent Items (if any)	

This page is intentionally left blank

# Agenda Item 3 Public Document Pack

## MUSEUMS COMMITTEE

27 JUNE 2016

Present: Councillors Poole (Chair), T Dowling (Vice-Chair), Bacon, Clarke, Howard, Lee (as the duly appointed substitute for Councillor Patmore), Sindén and Street

Museum Association Representatives: Mrs Barrett, Mr Dudman, Mrs Purdey, Mr Peak and Mr Palfrey-Martin

### **42. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Edwards and Patmore.

The Chair welcomed new member Councillor Bacon to the committee.

### **43. DECLARATIONS OF INTEREST**

Councillors made no declarations of interest at this meeting.

### **44. MINUTES OF THE PREVIOUS MEETING HELD ON 14 MARCH 2016**

**RESOLVED** – that the minutes of the meeting held on 14 March 2016 be approved and signed by the Chair as a true record.

### **45. NOTIFICATION OF ADDITIONAL URGENT ITEMS**

None.

### **46. CURATOR'S REPORT**

Cathy Walling, Museum Curator, presented a report to provide an update on issues arising from previous meetings and confirmation of Curator's actions.

1. Stage 1 of the Arts Council funded Resilience Review has been completed and will be presented to Cabinet in July. Following an expression of interest application, the museum has been invited to apply for a second round of funding in July. An update on whether the museum has been successful or not will be reported to the committee in September.
2. The Museums website has been relaunched and is now live. So far the response to the new website has been very positive. There are a few remaining changes that need to be implemented before the project is fully complete.
3. The loan for the Hawaiian feather cloak which had been requested by the Netherlands will not be going ahead. The museums have withdrawn their request due to funding.
4. The recently donated Grove School registers will stay at the Keep amongst other East Sussex County Council school archives. In response to a query at the last meeting, the curator confirmed the school registers were protected by the Data Protection Act.

## MUSEUMS COMMITTEE

27 JUNE 2016

5. An expression of interest has been submitted to be a partner in The Royal Holloway's Citizens Project to explore stories of the history 800 years of liberty, protest, power and rebellion. The museum has identified Robert Tressell as relevant to the theme of democratic heritage. The project will generate training workshops, micro-documentaries and inclusion in a dedicated website.

Steve Peak recommended the museum promote Captain Swing for the South East Media Project. Captain Swing provoked the Poor Law Act and formation of the workhouses in Hastings which had an effect on national politics eg social history. The curator said that the museum had no archives or material that they could give to the South East Media Project.

Councillor Bacon asked whether the museum was still organising pop up events to improve its visibility. The Curator said the most recent pop up event was held at Ore library for the WWI project. Ideally she said they would look to employ a marketing intern to see what could be improved.

**RESOLVED - that the Committee accepts the report and are satisfied with the comments in the report.**

### **47. MUSEUM ASSOCIATION CODE OF ETHICS**

Cathy Walling, Museum Curator, presented a report to update members on the Code of Ethics for the museum.

The Code of Ethics for the Museum outlines the ethical principles for all museums in the UK and was agreed following an 18 month consultation process during 2014-15.

The Code of Ethics for Museums was appended to the report.

The report sought agreement from the museum governing body to formally adopt it.

**RESOLVED – that the Committee accepts the report and are satisfied with the comments in the report and recommend that the Code of Ethics is adopted.**

### **48. MUSEUM ATTENDANCE FIGURES**

Cathy Walling, Museum Curator, presented a report to inform members of figures for attendances, educational activities and use of the Museum's website for quarter 4 of 2015-16. Figures for January to March 2015 were submitted for comparison.

It was noted that the attendance figures for Hastings Museum and Art Gallery had reduced by 1,145 to 9250 for Quarter 4 when compared with the previous year. The Curator explained that the reduction in visitor numbers was because there had been no temporary exhibitions or private viewings during this period. However, numbers are expected to improve now that the temporary exhibition space is up and running.

Numbers of pupils in organised groups had increased by 260.

## MUSEUMS COMMITTEE

27 JUNE 2016

Participants in non-education provider sessions reached 1,388.

The number of website visits had increased by 308.

An amendment to the report was noted for the total number of visitors which stated '2015-16'. The comparison date should have been '2014-15'.

At the time of the meeting, the number of followers on Facebook had increased to 1,005 and Twitter to 1,068.

The number of weddings and civil ceremonies had increased from 16 to 18 compared to quarter 4 last year. At the time of the meeting, a total of 17 ceremonies had been booked for 2016-17. 2 cancellations had been received. The next wedding fayre will take place on 11 September 2016.

Marion Purdey congratulated the curator on the Story of Hastings in 66 Objects. Exhibition.

Councillor Street queried the talk by Casper Johnson. The curator said she would check and get back to him.

Erica Barrett asked how frequently the social media pages were updated. The curator confirmed that she updated facebook at least once a week and twitter at least once a day.

Councillor Poole enquired about the visitor numbers for the Local History talks by Edward Preston on the 10<sup>th</sup> and 24<sup>th</sup> June. The Curator confirmed that interest had been high with 40/50 people in attendance.

**RESOLVED - that the Committee accepts the report and are satisfied with the comments in the report.**

### **49. MUSEUM EVENTS AND ACTIVITIES**

Cathy Walling, Museum Curator, presented a report to inform Members of forthcoming events and educational activities taking place at the Hastings Museum and Art Gallery during July to September 2016, for Quarter 4, 2016-17. These included:-

#### **Exhibitions**

From 25 June: The Story of Hastings in 66 Objects

From 25 June: 'Wish You Were Here...Hastings as a seaside resort 1794-1964'

9 July to 4 September: 'Stage, Screen and Trench'. Popular Entertainment & the First World War

17 September to 8 January: 'A Taste of Honeysett'. The cartoons of Martin Honeysett, part of Hastings Cartoon Festival.

#### **Events**

1 and 8 July: Local History talks with Edward Preston

10 July: Museum Association Event. Local Geology and Fossils with Ken Brooks

## MUSEUMS COMMITTEE

27 JUNE 2016

23 July to 4 September: Free Family Fun for school holidays

30 July: 'Stage, Screen, Trench and More'. Free Talk

10 August: 100th Anniversary Screening of 'The Battle of the Somme' (1916)

19 and 26 August: Local History talks with Edward Preston

2 and 16 September: Local History talks with Edward Preston

11 September: Wedding Fair

17 September: Artist's Talk, by Hew Locke, presented by SoCo Artists

Mr Peak said that the Cyril and Lilian Bishop lifeboat that saved 34 lives in Hastings during the 1930's, rescuing British and French soldiers from the beaches during the evacuation of Dunkirk in World War 2, will be returning to Hastings. The lifeboat will on show at Stade at 9am (no date was given). Mr Peak recommended the museum display a contemporary model of the boat. The curator agreed to display the model in the desk case in the Long Gallery.

Mr Dudman informed the committee that more information will be made available within the next 12 months on the Geoffrey Malins, photographer.

The Curator said that BBC South East had enquired about the museums arrangements for the Battle of Somme.

Councillor Bacon enquired about the museum speakers such as Edward Preston. The Curator said that they do have speakers and volunteers which bring people through doors and others such as Mr Peak and Mr Palfrey-Martin. The next talk will take place on 13<sup>th</sup> October regarding Sidney Little.

Councillor Bacon went on to ask if the museum held themed evenings eg beach themes. The Curator said they held a variety of concerts and theatrical events, even a Tango evening to increase the footfall.

**RESOLVED - that the Committee accepts the report and are satisfied with the comments in the report.**

### **50. MUSEUM ACQUISITIONS**

Cathy Walling, Museum Curator, presented a report informing members of thirteen items acquired by the Museum in the last quarter and the names of donors. The items included: -

1. The Ashburnham Consoles

Donor: Accepted by HM Government in Lieu of Inheritance Tax and allocated to Hastings Borough Council for display at Hastings Museum & Art Gallery

## MUSEUMS COMMITTEE

27 JUNE 2016

2. Jantzen Swim Cap 1960s-70s; two jewellery boxes from Rix Jewellers; Hastleons 'Merrie England' flyers, 1977  
Donor: Mrs E. Barrett

3. Wedding dress worn by donor's mother Margaret Gutsell in 1949.  
Donor: K. Crouch

4. Copy of 'The Voyage in the Sunbeam', presented as school prize by Thomas Brassey in 1898  
Donor: Mrs G. Hobson

5. Hastings Carnival Song 1935 sheet music  
Donor: Anon

6. Collection of local photographs and pamphlets  
Donor: G. King

7. Collection of 4 postcards and 3 photographs.  
Donor: Mrs C. Morrell

8. Old Town Silver Jubilee celebration programme 1935, 2 photographs  
Donor: R. Cruttwell

9. News cuttings, photograph and ticket for Hastings Speedway  
Donor: Mrs Turk

10. Chain of Office and badges from Hastings Grocers' Association, belonged to donor's father Percy Trowell  
Donor: Mrs B. Best

11. 10 copies of 'The Great War... I was there' magazine.  
Donor: Mrs I. White

12. Documents relating to Sussex Police; Sea Angling Festival Rules and commemorative dish  
Donor: J. Reece

13. Documents relating to building of turnpike road at Hollington, 1836  
Donor: R. Calthorpe

**RESOLVED - that the Committee accepts the report and are satisfied with the comments in the report.**

Members discussed the relevance of item 12 to the museum. The curator agreed that it was best placed at the Keep as it was relevant to Gatwick Airport and was outside of Hastings Borough.

### **51. ADDITIONAL URGENT ITEMS (IF ANY)**

None.

## MUSEUMS COMMITTEE

27 JUNE 2016

### 52. EXCLUSION OF THE PUBLIC

**RESOLVED** – that the public be excluded from the meeting during the consideration of the items of business listed below because it is likely that, if members of the public were present, there would be disclosure to them of ‘exempt’ information as defined in the paragraphs of Schedule 12A to the Local Government Act 1972.

<u>Minute No.</u>	<u>Subject Matter</u>	<u>Paragraph No.</u>
53(E)	Offer to purchase	Paragraphs 8 & 9

### 53. OFFER TO PURCHASE

Cathy Walling, Museum Curator, presented a report for Members to consider two items offered to the Museum for purchase.

**RESOLVED** – that the Committee accepts the report and notes the report and that:

- (by 12 votes against and 1 abstention) The offer to purchase item 2 of the report be declined.
- (unanimously) That the offer to purchase item 5 of the report be accepted.

(The Chair declared the meeting closed at 3.34 pm)



# Agenda Item 5



**Report to:** Museums Committee

**Date of Meeting:** 12 September 2016

**Report Title:** Curator's Report

**Report By:** Cathy Walling  
Museum Curator

---

## **Purpose of Report**

To provide an update on issues arising from previous meetings and confirmation of curator's actions

---

## **Recommendation(s)**

- 1. That the Committee accepts the report and are satisfied with the comments in the report**

---

## **Reasons for Recommendations**

---

## Introduction

1. The Museum was successful in the application to the Arts Council England Museum Resilience Fund and has been awarded £85,000 for a project to be delivered in the period 1 October 2016 to 31 March 2018.

Finding our Place 2: Delivering the Vision will work on four areas for improvement identified in the Part 1 review:

- Improving visibility of the Museum through marketing and promotion
- Audience Development and engagement
- Collections review to ensure effective working practices
- Business and project development expertise

2. One of the key recommendations of the ACE-funded Resilience report in April 2016 was to reinstate a specific education role. By removing education from the remit of the Keeper of World Art, Catherine Harvey, we can now combine two Keeper roles, one of which has been vacant since the departure of the post-holder last year, and incorporate the management and development of the temporary exhibition programme.

Therefore the Museum is currently recruiting for a Learning Officer, to fill the vacant post, and Catherine Harvey will become Keeper of Art and World Cultures.

We have also started the recruitment process to replace the Archivist, Hannah Miles, who has taken up a full-time post with Sussex Past.

3. There will be major repairs to the stonework at John's Place this autumn. The window and door surrounds have eroded on the south and west facing elevations and in several places there is a danger of glass being lost. DCB have been appointed as contractors to carry out the work which has been timed to minimise disruption. Scaffolding will be erected at the end of September and it is anticipated that the work will take six weeks although this will be weather dependent. The Museum has no weddings booked in this period.

---

## Wards Affected

None

---

## Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No

Local People's Views  
Anti-Poverty

No  
No

---

### **Additional Information**

---

### **Officer to Contact**

Cathy Walling  
cwalling@hastings.gov.uk  
01424 451151

---

This page is intentionally left blank

# Agenda Item 6



**Report to:** Museums Committee

**Date of Meeting:** 12 September 2016

**Report Title:** Hastings Remembers: Local Stories of WWI

**Report By:** Cathy Walling  
Museum Curator

---

## **Purpose of Report**

To update members on the progress of the HLF-funded WWI project

---

## **Recommendation(s)**

- 1. That the Committee accepts the report and are satisfied with the comments in the report**

---

## **Reasons for Recommendations**

---

## Introduction

1. In 2014 Hastings Museum was awarded £34,400 by the Heritage Lottery Fund for the World War I Centenary Project 'Hastings Remembers: Local Stories of the First World War'.
2. We are now half-way through the five year project. In 2016 the theme has been around 'Recruitment'. There has been a screening of 'The Battle of the Somme', an exhibition 'Stage, Screen and Trench', and the Young Curators group have held three sessions to look at conscription, recruitment and conscientious objectors. There has also been a presentation to the Family History Group.
3. The volunteers recruited for this project have continued their research into names on the war memorial, links with Hastings' twin towns, and the collection of family stories and oral histories. Museum staff also continue regularly to post local WWI stories on social media.
4. In 2017 the theme will be 'Refugees, aliens and the war beyond Europe'; in 2018 we will complete the project by looking at 'Soldiers' stories, the Roll of Honour and the legacy of the First World War'.
5. 2017 will also be the 125th anniversary of the birth of Claude Nunney, the only Great War VC to be born in Hastings. Peter Silk has been researching Claude Nunney and has asked for HBC support for a proposal to place a commemorative plaque on the house in Bexhill Road where he was born. The anniversary falls on 19th July 2017.
6. Claude Nunney will be honoured with a commemorative Victoria Cross paving stone in September 2018, the anniversary of his death. 469 paving stones are being laid in communities across the UK as part of a Government initiative to honour VC recipients. The stones feature an electronic reader to allow smartphone users to find out more about the soldiers. This scheme is being administered locally by East Sussex County Council.
7. The Museum co-ordinated HBC's Blue Plaque scheme from 1997 until 2008 when capacity and resources were reduced. There is now no specific budget for plaques.

---

## Wards Affected

None

---

## Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No

Risk Management	No
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

---

### **Additional Information**

---

### **Officer to Contact**

Cathy Walling  
 cwalling@hastings.gov.uk  
 01424 451151

---

This page is intentionally left blank



# Agenda Item 7



**Report to:** Museums Committee

**Date of Meeting:** 12 September 2016

**Report Title:** Museum Visitor Figures

**Report By:** Cathy Walling  
Musuem Curator

---

## **Purpose of Report**

To inform members of figures for attendances, educational activities and use of the website for the first quarter of 2016-17

---

## **Recommendation(s)**

- 1. That the Committee accepts the report and are satisfied with the comments in the report**

---

## **Reasons for Recommendations**

---

## Introduction

### 1. Attendances

The figures for April to July 2015 are given for comparison.

	Q1 2016	Q1 2015
Number of visitors	11,244	10,325
Pupils in organised groups	1,201	843
Participants in non-formal education sessions	976	758

### 2. Social media

As of 30 August 2016 the Museum has 1,137 followers on Twitter and 1,068 on Facebook.

### 3. Weddings and Civil Ceremonies

There were 7 ceremonies in Q1 compared to 7 for the same period last year.

### 4. Comment

Website visitor figures are no longer required as a performance indicator and therefore not provided.

Schools which have visited this quarter include Christ Church CE Primary, Silverdale Primary, Churchwood Primary, Buckswood and Sussex Coast College.

The non-formal education provider sessions include a family activity day, workshops, researchers, talks, and toddler groups.

---

## Wards Affected

None

---

## Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No

Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

---

### **Additional Information**

---

### **Officer to Contact**

Cathy Walling  
cwalling@hastings.gov.uk  
01424 451151

---

This page is intentionally left blank

# Agenda Item 8



**Report to:** Museums Committee

**Date of Meeting:** 12 September 2016

**Report Title:** Museum Events and Activities

**Report By:** Cathy Walling  
Musuem Curator

---

## **Purpose of Report**

To inform members of exhibitions, events and educational activities planned for Quarter 2 at the Museum

---

## **Recommendation(s)**

- 1. That the Committee accepts the report and are satisfied with the comments in the report**

---

## **Reasons for Recommendations**

---

## Introduction

The following events and activities will be taking place at Hastings Museum and Art Gallery during October to December 2016.

### Exhibitions

17 September to 8 January: 'A Taste of Honeysett'. The cartoons of Martin Honeysett, part of Hastings & 1066 Country Cartoon Festival.

17 September to 8 January: 1066 -themed cartoons from Hastings & 1066 Country Cartoon Festival participants.

Continues: The Story of Hastings in 66 Objects'.

Continues: Changing contemporary exhibits in showcase 'What Hastings Means to Me'.

### Events

12 October: University of Brighton Heritage Forum on theme of 1066

13 October: 'Sidney Little: Not just a Concrete King.' Talk by Andre Palfrey-Martin.

25 October: Family Activity Day

29 October: Sussex Record Society Book Launch

5 November: Hastings Remembers, Local Stories of WWI event with Young Curators

11, 18, 25 November: Local History talks with Edward Preston

17 and 24 November: Arts Connect Art Walks for adults with learning disabilities and access issues

26 November: Cartoon Christmas Card workshop, part of Cartoon Festival.

1, 8 & 15 December: Arts Connect Art Walks for adults with learning disabilities and access issues

2, 9 December: Local History talks with Edward Preston

4 December: Museum Association AGM

---

## Wards Affected

None

---

## Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

---

## Additional Information

---

### Officer to Contact

Cathy Walling  
cwalling@hastings.gov.uk  
01424 451151

---

This page is intentionally left blank



# Agenda Item 9



**Report to:** Museums Committee

**Date of Meeting:** 12 September 2016

**Report Title:** Museum Acquisitions

**Report By:** Cathy Walling  
Museum Curator

---

## **Purpose of Report**

To inform members of recent donations and acquisitions to the Museum's Collections

---

## **Recommendation(s)**

- 1. That the Committee accepts the report and are satisfied with the comments in the report**

---

## **Reasons for Recommendations**

---

## Introduction

The following items have been acquired by Hastings Museum in the last quarter.

1. Painting of the Stade in 1949 by Sydney Maiden

Donor: Brassey Fund

2. Set of 9 miniature postcards of Hastings by Judges.

Donor: Bourne Hall Museum

3. Four copy photographs of Hollington; Copy of booklet on Royal Mail in WW2.

Donor: Mrs S. Novis

4. Documents relating to University School Hastings, including school reports for William Brown Tucker, 1894-5.

Donor: Mrs H. Self

5. Postcard of Hastings 1958

Donor: Mrs A. Mann

6. Card index of JM Baines research notes, folders of place name research, copy photographs used in 'Unseen Hastings and St Leonards'.

Donor: F. Crouch

7. Theatre programmes and tickets from White Rock Pavilion, St Mary-in-the-Castle from 1970s to 2003.

Donor: Mrs S. Hayward

8. Two wooden road surfacing blocks from King's Road; Brochure for Millars, Karn and Jorrah, manufacturers of blocks.

Donor: Mr J. Green

9. Photograph album of Ethel Tucknott, local WAAF and policewoman.

Donor: Mr R.J. Kind

10. Book of Centenary of Hastings & St Leonards Gas Company

Donor: Mrs L. Wilkins

11. WW2 newspapers, Spencer Tracey film poster

Donor: Mrs L. Allum

12. Teaspoon from Lyons Teashop, 15 Wellington Place, Hastings

Donor: Mr D. Dine

---

### **Wards Affected**

None

---

### **Policy Implications**

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	No

---

### **Additional Information**

---

### **Officer to Contact**

Cathy Walling  
cwalling@hastings.gov.uk  
01424 451151

---

This page is intentionally left blank