

Museums Committee Agenda

Monday, 16 March 2015 at 2.30 pm

Town Hall, Queen's Square, Priory Meadow, Hastings, TN34 1QR.

If you are attending the Town Hall for this meeting, please enter the building via the Community Contact Centre entrance.

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

		Page No.
1.	Apologies for Absence	
2.	Minutes of the meeting held on 12 January 2015	1 - 8
3.	Declarations of Interest	
4.	Notification of any additional urgent items	
5.	Curator's Report	9 - 12
6.	Museum Attendance Figures	13 - 16
7.	Museum Events and Activities	17 - 20
8.	Museum Acquisitions	21 - 24
	Exclusion of the Public	
	<p>To resolve 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 referred to in the relevant report.</p>	
	Confidential Business	
9.	Offer to Purchase (<i>Museum Curator</i>)	25 - 26

Agenda Item 2

MUSEUMS COMMITTEE

12 JANUARY 2015

Present: Councillors Poole (Chair), Howard (Vice-Chair), Charlesworth, Charman, Edwards, Hodges, Sinden, Street,

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

22. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Adams and noted for Councillor Lock.

23. MINUTES OF THE MEETING HELD ON 15 SEPTEMBER 2014

RESOLVED – that the minutes of the meeting held on 15 September 2014 be approved and signed by the Chair as a true record.

The Chair said that she had received a request to move the date of this meeting back until after the budget meeting. She advised the committee that until the budget had been set, matters could still change. The meeting therefore remained as scheduled. She said she would forward a copy of the budget consultation to the committee with a link to the council's website. This information would be available from Friday 16 January 2015. She went on to say that Councillor Birch had agreed to speak with members of the committee to discuss matters after they had the opportunity to view the plans. The meeting will be arranged early February 2015.

24. DECLARATIONS OF INTEREST

The following Museum Association Member declared their interest in the minutes as indicated:

<u>Museum Association Member</u>	<u>Minute</u>	<u>Interest</u>
Mr Palfrey-Martin	Item 29 – Museum Events & Activities.	Personal – a member of Shaping Voices

25. NOTIFICATION OF ANY ADDITIONAL URGENT ITEMS

None.

26. 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.

MUSEUMS COMMITTEE

12 JANUARY 2015

1. Packing of archives, watercolours and other works on paper is underway, the first batch of items have left the store for the Keep for conservation. The items included priority listings on the Burton Archive and the Brassey archive. Archive material housed in the store has not been available to researchers since 1 November because of the possibility of cross-contamination with mould spores. It is therefore necessary to close the Local Studies Room for a temporary period to provide storage. Officers will identify ways to facilitate this, so material is available for researchers during this time.

Mr Peak asked if the museum archives were available for the pier as they would need to be accessible in the spring. The Curator said she would check and get back to him.

2. Volunteers of the 'Hastings Remembers...' project had spoken with over 40 members of the public who have stories to tell. The exhibition has attracted 14,445 visitors during the course of the exhibition.

3. The application to the Esmée Fairbairn Collections Fund for research and public engagement with Native American material was unsuccessful. This also included the Colin Taylor Exhibition. Feedback has been received and a reapplication will be made in April 2015.

4. Permission has been given for the following requests for reproduction of images:-

- a) Three George Woods photographs for Jamie Oliver TV show on Fresh TV. The photographs contain pictures of fishing boats.
- b) Fifty images of Hastings Pier for use by the Pier Charity in archive and education projects.
- c) Image of Queen Victoria Jubilee portrait for Korean Broadcasting System documentary 'Food Odyssey'. The picture is located at the bottom of the main staircase in the Town Hall.

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

27. MUSEUM ACCREDITATION UPDATE

Cathy Walling, Museum Curator, presented a report to provide an update on the Accreditation application for the Hastings Museum and Art Gallery and the Old Town Hall Museums. Appended to the report was the Environment Policy Statement 2015; Collections Development Policy (previously Acquisitions and Disposals); Collections Management Policy – combining documentation and care and conservation, and Access Policy Statement.

The Accreditation Scheme for Museums and Galleries in the United Kingdom defines what is good practice and identifies agreed standards, thereby encouraging development. It also provides quality standards to ensure museums are working to the best they can be. Both museums were previously accredited in 2009-10 under the scheme and have been invited to reapply. The return completion date is 28 February

MUSEUMS COMMITTEE

12 JANUARY 2015

2015 for both museums. The documents covered the individual differences between the museums.

The committee were informed of a number of amendments to the Collections Management Policy and asked questions of the Curator.

Steve Peak questioned how much storage space was left in the museum for new items. The Curator stated that space was limited and that it was necessary to consider the size and relevance of any newly acquired items. Mr Palfrey-Martin said he felt the transfer of records to the Keep needed to be addressed carefully because of their significance and rarity as well as access issues. The Curator advised him that the Keep was better equipped to look after the records.

Councillor Howard asked if there was a complete set of Hastings Borough Council minutes available. The Curator confirmed there was a set of printed minutes available dating from 19 Century.

Mrs Purdey asked for an update on the status of the store room. The Curator advised her that the store room had been stabilised and that a new system had been installed to check the stability of the environment in the store, it provides officers with regular temperature readings. She confirmed the room had dried out and was fully waterproof. Works to empty the room of items was ongoing.

Mr Peak asked what would happen to items that were owned by the museum if the museum were to dissolve. The Curator confirmed this was covered in the museums Collections Development Policy.

Mrs Barrett assured the committee the accreditation policy document concerning disposals was very detailed. Items could only be disposed of in a limited way and that it was beyond the committee's remit to alter it.

RESOLVED - that the committee accepts the report and are satisfied with the report, and recommends approval of the policies.

28. 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 the second quarter of 2014-15. Figures for July to September 2013 were submitted for comparison.

It was noted that the attendance figures for Hastings Museum and Art Gallery had increased when compared with the previous year, particularly during the summer due to the children's events. However, numbers of pupils in organised groups had dropped slightly during July and August. The total number of visits combined for Quarter 2 had increased by 583.

Attendances to the Old Town Hall Museum had decreased in addition to a reduction of pupils in organised groups due to the opening of the information centre at Aquila House. The total number of visits combined for Quarter 2 had decreased by 3,318 when compared to the previous year.

MUSEUMS COMMITTEE

12 JANUARY 2015

The number of website visits had increased significantly by 19,082. At the time of the meeting, the number of followers on Twitter had increased to 452, as well as regular Facebook visits of between 2-3,000 people.

The number of weddings and civil ceremonies had decreased by 3 compared to quarter 2 last year. At the time of the meeting, a total of 24 bookings had been made for 2015 and several for 2016.

The next Wedding Fair will take place in April 2015.

Councillor Poole asked if anyone had approached the language schools? Mrs Barrett said she had looked at the Hastings Museum webpage, and felt there was a lack of information available for language school groups. She recommended that a dedicated page be provided specifically for foreign schools and English foreign language schools. The Curator stated that work on the website was ongoing and confirmed they intended to update the education pages. Mrs Barrett asked if the website could be adjusted to provide an automated email response to enquiries made by the foreign language schools. Councillor Street added that it would be helpful if schools could be notified when the webpage had been updated.

Mrs Barrett wished to compliment the work of the individual responsible for the Facebook page, as she felt the snippets of information were enough to keep her interested but not overwhelmed.

Mrs Purdey referred to the increase in wedding bookings which she believed was due to the registry office moving to Claremont. She highlighted the fact that HMAG was a unique venue with parking and offered a great deal more than other venues. It was one of two venues in the British Isles where couples could get married in a Durbar Hall.

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

29. MUSEUM EVENTS AND ACTIVITIES

Cathy Walling, Museum Curator, presented a report to inform Members of forthcoming events and educational activities at the Hastings Museum and Art Gallery and the Old Town Hall Museum during January to March 2015, for Quarter 4, 2014-15.

These included:-

Exhibitions

10 January 2015 to 3 January 2016: 'All at Sea'. Maritime paintings from the Museum collection.

Until 22 February: 'The Eyes are Listening'. Paintings by 6 Sussex contemporary artists

Until 1 February: 'Tangible keepsakes from a Dream'. Photographs of Hastings by Hans van Erp.

MUSEUMS COMMITTEE

12 JANUARY 2015

14 February to 19 April: 'Uncovering Africa'. Objects from the collection uncovered as part of regional partnership project.

7 March to 7 June: 'Voyage, Paintings by Louis Dodd'.

Events

22 January: 'Dora v Picasso': A multi-media live literature presentation on the relationship between Picasso and his muse Dora Maar, Written by award-winning poet Grace Nichols, includes live music and flamenco dance.

7 February: 'The Munitionettes': A look at the women who worked in WWI munitions factories, with Shaping Voices.

17 February: 'Uncovering Africa'. Drop-in family activity day.

8 March: 'The Golden Age of Sail and Maritime Hastings'. Talk by Steve Peak.

28 March to 12 April: Easter Egg Hunt.

Weekly term-time pre-school sessions – Book Bugs and In2Play.

The Curator confirmed she had dispatched the events leaflets for 2015.

In addition to the above programme, the Curator informed the committee of a number of additional events that had been scheduled.

April-June: Sussex in 16th 17th Century.

20 June-13 September: Cabinets of Curiosities

27 June-6 September: Textiles by Caroline Richards

26 September: Colour Wood prints

September: WWI exhibition focusing on women

September: Display of instagram photos by local people

It was confirmed that the invitations for the 'Voyage' exhibition – paintings by Louis Dodd, will be sent out in February 2015.

Councillor Hodges asked if an exhibition would be organised for the 200th Anniversary of the Battle of Waterloo in June 2015. The Curator advised the Museum's Waterloo medals will be put on display as will the portrait of Henry Webster. Brion Purdey will be giving a talk on 'Wellington and Hastings' on 21 June 2015.

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

30. MUSEUM ACQUISITIONS

MUSEUMS COMMITTEE

12 JANUARY 2015

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

1. Mayoral Brooch. Donor: Cllr M. Charlesworth
2. Notebook of local bird sightings 1893-1932, by Walter Field, Hastings Cemetery Superintendent. Donor: Mrs K Jury
3. Bacon's 'large-scale plan of Hastings'. Postcard of 'The Aristocrats' at Hastings Pier. Donor: Mr G. Kelly
4. Photograph on glass of Hastings Pier. Donor: Mr M. Lawrence
5. Collection of local guide books. Donor: Mr A. Palfrey-Martin
6. Collection of documents from 1940s. Donor: Mrs P. Verrall
7. Collection of WW2 cookery books, 'utility blouse' and darning wool. Donor: Mrs P. Filmer
8. Two censored AA route maps to Hastings, 1940. Donor: Mr G. Sudbury
9. Three medals from Hastings & District Roller Hockey League. Donor: Mr D. Holdstock
10. 'Half-Breed', Story of Grey Owl, by Lovat Dickson. Donor: Mrs L. Bryant
11. Collection of local papers and booklets, property of Henry Sargent. Donor: Mrs M. Sargent
12. Painting 'The Hop-pickers' by David Hobbs. Bundle of Haberdashery. Donor: Estate of Pauline Leach
13. Collection of Parish Magazines from St Andrews and Christ Church, Blacklands. Donor: Mr R. Kemble
14. Collection of letters, photographs etc. relating to WW1 and Joan Howell. Donor: Mr and Mrs Reeves
15. Two WW1 campaign medals. Donor: Mr B. Porter
16. Pamphlet in Sussex vernacular: 'Jan Cladpole's Trip to Merricur', 1878 (?). Donor: Mr & Mrs R. Taylor
17. Programme for White Rock Pavilion, 1948. Donor: Mrs Opie
18. Book of illustrations by Guy Mannering, 2 watercolour/pen and ink sketches. Donor: Mrs J Kent

MUSEUMS COMMITTEE

12 JANUARY 2015

The Curator informed the committee that item 18, book of illustrations by Guy Mannering and 2 watercolour/pen and ink sketches was in poor condition and of no relevance to Hastings, so should not be accepted into the collection.

RESOLVED - that the Committee accepts the report and are satisfied with the comments in the report and that item 18 be declined.

(The Chair declared the meeting closed at 3.30pm)

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Agenda Item 5



Agenda Item No: 5

Report to: Museums Committee

Date of Meeting: 16 March 2015

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

This report updates members on matters carried over previous meetings and other items not included on the agenda.

1. The Old Town Hall Museum's final day open to the public will be Sunday 29 March. The collections will then be transferred to Johns Place.
2. Hastings Museum and Art Gallery was successful in the application to Arts Council England's Museum Resilience Fund and has been awarded £33,000. Hastings Museum and Art Gallery will undertake a thorough review of how it works, including governance, income generation, audience engagement, workforce development and its exhibition and activity programme. The review will support the museum to plan ahead and to help ensure its long-term resilience and continued success. The project will run from 1 April for 12 months.
3. The Accreditation return has been submitted and will be assessed over the next few weeks. The formal removal of the Old Town Hall Museum from the Accreditation scheme will be processed at the same time.
4. Permission has been given for the following requests for reproduction of images:
 - a) 3 images of the Pier Ballroom for a BBC2 documentary, with working title 'Demolition'.
 - b) an image of the oil painting 'The Sacrifice of Jephthah' by Sebastiano Mazzoni for a book on the artist written by Dr Paolo Benassai and published by Edizioni dei Soncino, Italy.
5. 'Young Curators' is a project led by HMAG, in partnership with Culture Shift and the Hastings & Rother Arts Education network, to give 14-19 year olds practical work experience of the Museum sector. This is part of the Museum's 'Hastings Remembers ...' project with additional funding from Culture Shift. Taster days have taken place, and sessions around the 'Uncovering Africa' display led to the young people leading the family activity day in February half-term. They will also design and deliver new Easter activities, and begin research on the role of women in WWI for a display and creative workshops later in 2015.
6. The Museum will join a group called 'Visitor Finder' in 2015: this is the museums strand of Audience Finder, funded by Arts Council England, to help museums to understand and use visitor data more effectively. By working as a cluster with peer museums in the local area, Visitor Finder will help in understanding more about visitors in the context of other museums. It provides insights into the demographics and profile, proximity, behaviour, attitudes and motivations of visitors.

Wards Affected

None

Area(s) 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	Yes
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	Yes
Local People's Views	No

Background Information

Officer to Contact

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Agenda Item 6



Agenda Item No: 6

Report to: Museums Committee

Date of Meeting: 16 March 2016

Report Title: Museum Attendance Figures

Report By: Cathy Walling
Museum Curator

Purpose of Report

to inform members of figures for attendances, educational activities and use of the Museum's website for the third quarter of 2014-15

Recommendation(s)

1. that the Committee accepts the report and are satisfied with the comments in the report

Reasons for Recommendations

Introduction

Introduction

1. Attendances: Hastings Museum and Art Gallery

The figures for October to December 2013 are given for comparison.

	Oct to Dec 2014	Oct to Dec 2013
Number of visitors	10,249	7,177
Pupils in organised groups	644	318

2. Attendances: Old Town Hall Museum

	Oct to Dec 2014	Oct to Dec 2013
Number of visitors	3,055	3,466
Pupils in organised groups	100	95

3. Website Visits

The total number of visits to hmag.org.uk website for Quarter 3 is 42,809. The comparable measure for Quarter 3, 2013-14 is 36,131.

4. Weddings and Civil Ceremonies

There was one wedding held in Quarter 3. There are 20 ceremonies booked for 2015-16 so far. A wedding fair will be held on 26 April.

5. Comment

The majority of educational visits are made by Language Student Groups. Schools and Colleges who have visited in the last quarter include Sussex Coast College, Buckswood, Ore Valley Academy, Torfield, St Pauls, Christ Church, Pebsham, Staplecross, Salehurst and Brede Primary Schools.

The total visitor numbers for the calendar year 2014 were 43,168 at Johns Place (39,157 in 2013) and 20,091 at the Old Town Hall (27,375).

Wards Affected

Castle, Old Hastings

Area(s) Affected

Central Hastings, East Hastings

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	Yes
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	Yes
Local People's Views	No

Background Information

Officer to Contact

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Agenda Item 7



Agenda Item No: 7

Report to: Museums Committee

Date of Meeting: 16 March 2015

Report Title: Museum Events and Activities

Report By: Cathy Walling
Museum Curator

Purpose of Report

To update members on exhibitions, events and educational activities at the Museums in Quarter 3 2014-15

Recommendation(s)

1. that the Committee accepts the report and are satisfied with the comments in the report

Reasons for Recommendations

Introduction

1. The following events and activities will be taking place at Hastings Museum and Art Gallery and the Old Town Hall Museum during April to June 2015.

Exhibitions

10 January 2015 to 3 January 2016: 'All at Sea'. Maritime paintings from the Museum collection.

14 February to 19 April: 'Uncovering Africa'. Objects from the collection uncovered as part of regional partnership project.

7 March to 7 June: 'Voyage, Paintings by Louis Dodd'.

25 April to 21 June: 'Fakes, Fear and Forges: Sussex in the 16th and 17th Centuries'. A Higher Education Innovation Fund project.

20 June to 13 September: Cabinets of Curiosities.

Events

28 March to 12 April: Easter Egg Hunt

7 April; Easter fun day led by Young Curators.

25 April: 'St Peter's Beard & the Martyr's Fireback: fakes, faith and the reconstruction of Sussex's past'. Talk by Dr Paul Quinn, University of Sussex.

26 April: Wedding Fair

21 May, 4, 11, 18 & 25 June: Beats and Voices. Music sessions open to learning disabled adults in East Sussex.

26 May: 'Something Fishy'. Family Activity Day.

19 June: 'Titus Oates'. Talk by Professor Tim Harris, Brown University.

21 June: 'Wellington and Hastings'. Talk by Brion Purdey to commemorate bi-centenary of Battle of Waterloo.

Wards Affected

Castle

Area(s) Affected

Central Hastings

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	Yes
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No

Background Information

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Agenda Item 8



Agenda Item No: 8

Report to: Museums Committee

Date of Meeting: 16 March 2015

Report Title: Museum Acquisitions

Report By: Cathy Walling
Museum Curator

Purpose of Report

to inform members of items recently acquired by the Museum

Recommendation(s)

- 1. that the Committee accepts the report and is satisfied with the report**

Reasons for Recommendations

Introduction

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

1. Photographic slides, prints and negatives.

Donor: Bequest of John French

2 .Pantomime programme, White Rock Pavilion, 1966

3 Copies of 'Music for All' magazines, 1930s

Donor: Mr R Mucci

3. Second World War Cookery leaflet.

Donor: Mrs L Tinker

4. Hollington Park School magazines 1958 to 1989

Donor: Mrs J Louis

5. First Day covers of Grey Owl

Donor: Mr B Silsby

6. Order of Service for foundation of St Leonards Parish Church, 1953

Donor: Mr D Hails

7. Cannon ball found in Cambridge Road

3 bowls from West Hill Pottery 1970s

Donor: Mr P Fuller

8. Fire Brigade Call books from Halton station, 1949 - 1971

Donor: Mr R May

9. Photographic slides and glass slides

Donor: Mr P Holland

10. Muffin Club wooden spoon.

Rose & Bates Jewellers box

Donor: Mrs E Barrett

11. Aerial photographs of Hastings & St Leonards

Donor: HBC Planning Dept

12. 'Views of Hastings & Neighbourhood' by Broderick

Donor: Mr J Mephram

13. Collection of 100 local postcards

Donor: Mrs D Hayward

14. First World War postcards and drawings of Harry 'Bunk' Marchant

Donor: Mrs B Sims

Wards Affected

None

Area(s) 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	Yes
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No

Background Information

Officer to Contact

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Agenda Item 9

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