

Norfolk Joint Museums Committee

Date: Friday, 28 October 2016

Time: 14:00

Venue: Edwards Room, County Hall,
Martineau Lane, Norwich, Norfolk, NR1 2DH

Persons attending the meeting are requested to turn off mobile phones.

Membership

Norfolk County Council

Mrs J Brociek-Coulton

Mr P Gilmour

Mr H Humphrey

Mr T Jermy

Mr J Joyce

Mr M Kiddle-Morris

Ms E Morgan

Mr M Storey

Mr J Ward

Norwich City Council

Mr T Jones

Dr K Maguire

Mrs V Thomas

Borough Council of King's Lynn & West Norfolk

Mrs E Nockolds

Broadland District Council

Mr D Buck

Breckland District Council

Mr P J Duigan

Great Yarmouth Borough Council

Mr B Lawn

South Norfolk District Council

Mr B Stone

North Norfolk District Council

Miss B Palmer

Co-opted members (Non-Voting)

Arts Council

Ms K Fawcett

Museum Friends

Mr J Knight

**For further details and general enquiries about this Agenda
please contact the Committee Officer:**

Tim Shaw on 01603 222948 or email timothy.shaw@norfolk.gov.uk

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A g e n d a

- 1. To receive apologies and details of any substitute members attending**

- 2. Minutes of the previous meeting held on 1 July 2016**

Page 5

- 3. Declarations of Interest**

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a Disclosable Pecuniary Interest you may nevertheless have an **Other Interest** in a matter to be discussed if it affects

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

If that is the case then you must declare such an interest but can speak and vote on the matter.

- 4. Any items of business the Chairman decides should be considered as a matter of urgency**

- 5. Breckland Area Museums Committee minutes**

Page 11

- 6. King's Lynn and West Norfolk Area Museums Committee minutes**

Page 17

- 7. Norwich Area Museums Committee minutes**

Page 21

- 8. Integrated Finance and Risk Monitoring for 2016-2017**

Page 25

Group Meetings

Conservative 1 pm Colman Room

Chris Walton
Head of Democratic Services
County Hall
Martineau Lane
Norwich
NR1 2DH

Date Agenda Published: 20 October 2016



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NORFOLK JOINT MUSEUMS COMMITTEE

Minutes of the Meeting Held at King's Lynn on 1 July 2016 at 2.00pm

Present:

Norfolk County Council

Mrs J Brociek-Coulton
Mr H Humphrey
Ms E Morgan
Mr M Storey
Mr J Ward (Chairman)

Norwich City Council

Dr K Maguire

Breckland District Council

Mr P J Duigan

Borough Council of King's Lynn & West Norfolk

Mrs E Nockolds

Co-opted Member (Non-Voting)

Museum Friends

Mr J Knight

1 Election of Chairman

Resolved (unanimously)

That Mr J Ward be elected Chairman of the Joint Committee for the ensuing year.

(Mr J Ward in the Chair)

2 Election of Vice-Chairman

Resolved (unanimously)

That Mr P Duigan be elected Vice-Chairman of the Joint Committee for the ensuing year.

3 Minutes

The minutes of the previous meeting held on 22 April 2016 were confirmed by the Joint Committee and signed by the Chairman.

4 Welcome to new Member of the Joint Committee and apologies for absence

4.1 The Chairman welcomed to the Joint Committee Dr K Maguire who was attending his first meeting.

4.2 Apologies for absence were received from Mr D Buck, Mr P Gilmour, Mr T Jermy, Mr T Jones, Mr J Joyce, Mr M Kiddle-Morris, Miss B Palmer, Mrs K Robinson-Payne, Mrs V Thomas and Mr B Stone.

5 Declarations of Interest

There were no declarations of interest

6 Matters of Urgent Business

There were no matters of urgent business.

7 Political Representation on the Joint Museums Committee- Appointments to Urgent Business Sub-Committee

7.1 The annexed report (7) by the Secretary of the Joint Committee was received.

7.2 Members received a report that set out the political representation on the Joint Committee and asked for appointments to be made to the Urgent Business Sub-Committee for 2016/17.

7.3 Resolved –

(a) That the political composition of the Joint Museums Urgent Business Sub-Committee for 2016/17 be as follows:

Conservative	4
Labour	2
Green	1

(b) That the following Members be appointed to serve on the Joint Museums Urgent Business Sub-Committee for 2016/17:

- Mrs J Brociek-Coulton (Labour)
- Mr P Duigan (Conservative)
- Mr H Humphrey (Conservative)
- Dr K Maguire (Labour)
- Ms E Morgan (Green)
- Mrs E Nockolds (Conservative)
- Mr J Ward (Conservative)

7.4 That the following Members be appointed as substitute Members of the Joint Museums Urgent Business Sub-Committee:

- Mr T Jones (Green)
- Mrs V Thomas (Labour)
- Mr M Storey (Conservative)

8 To receive the report from the Norfolk Museums Service that was presented to the Norwich Area Museums Committee

8.1 The annexed report of the Norwich Area Museums Committee meeting held on 14 June 2016 was received together with the minutes of that meeting that were laid on the table.

8.2 Members discussed the arrangements that were in place for Norwich museums to be used as venues for weddings, conferences and banqueting functions and for high profile events that had included an EU Referendum debate, filmed for Channel 4 in the Castle Keep and broadcast on 6th June 2016.

8.3 It was **RESOLVED** to note the report.

9 Norfolk Joint Museums Service – Integrated Finance and Risk Monitoring Report for 2016/17

9.1 The annexed report (9) by the Head of Museums was received. Members received a report that covered the NMS revenue budget out-turn for 2015/16, reserves and provisions and the capital programme, and savings applied to the revenue budget for 2016/17. The report also provided the Committee with an update on progress with the management of risk within the NMS.

9.2 In the course of discussion of the report the following key points were noted:

- The NMS achieved a break-even position at year end.
- Good progress continued to be made with risk management for the NMS with several key risks now being recorded as ‘fully met’.
- The risk register had been updated to show that the threat from flooding across the County remained only as a residual threat, particularly in Great Yarmouth.
- The capital funding programme for 2015/16 (detailed in the table at page 44 of the agenda) provided only a partial picture of what was happening within the NMS. It focused on NCC supported capital works and did not include all the NMS activity elements that were undertaken using external project funding.
- To meet the savings targets for 2016/17 and beyond the NMS was dependent on continuing strong performance in terms of income generation.

9.3 The Joint Committee **resolved** to note –

- (a) The final revenue budget, capital programme and reserves and provisions forecast out-turn positions for 2015/16.
- (b) Progress with the management of risk within the NMS.
- (c) The proposed savings for 2016/17 and beyond.

10 Norfolk Joint Museums Service – Performance and Strategic Update Report

The annexed report (10) by the Head of Museums was received.

The Joint Committee received a report that provided progress with performance against the NMS agreed service plans for 2016/17 and plans for the delivery of the 2016/17 budget, progress regarding the Voices from the Workhouse project at Gressenhall Farm and Workhouse, Norwich Castle Keep and other capital developments, details as to museum education and learning programmes, the teaching museum programme, marketing and PR, partnership programmes, commercial developments, NMS fundraising, the Arts Council England consultation on the new funding programme for 2018-22 and the leadership role of the NMS within the wider museum sector across the East of England.

During discussion of the report, the following key points were noted:

- Visits by members of the public across all 10 NMS sites for the period 1st April 2016 to 30th April 2016 were slightly down on the equivalent period in the previous year. The difference in the figures was attributed to where Easter fell and the late half term holiday in 2016, as well as the fact that Gressenhall was not fully operational in April 2016 following large scale development work.
- The hard work of the learning teams across the county had led to a positive start being made with school visits. The numbers of school visits to NMS museums went against the national trend. Many Local Authority museums were suffering from declining school visits as a result of changes in the National Curriculum.
- Going forward, with the opening of the new *Voices from the Workhouse* project at Gressenhall and a strong exhibitions and events programme across the county, the NMS was hopeful of meeting its challenging performance targets. Commercial income strands including conference and banqueting, conservation and design services and weddings continued to develop positively and were a key focus for the current year.
- The NMS visitor programme for 2016/17 was strong. The highlights of that programme included:
 - **A Viking's Guide to Deadly Dragons:** exhibition at Norwich Castle, which ran until 30 May 2016
 - **Halfway to Paradise – The Birth of British Rock:** exhibition at Time and Tide Museum, Great Yarmouth, which ran until 2 October 2016
 - **Art of the Mart: exhibition at Lynn Museum,** King's Lynn, which ran until 2 July 2016
 - **Memorial Cottages:** exhibition at Museum of Norwich at the Bridewell, which had run until Spring 2016
 - **17th Century Tokens:** exhibition at Museum of Norwich at the Bridewell, which ran until the 2 July.
 - **'To watch the corn grow, and the blossoms set':** the art of Claughton Pellow: exhibition in the Colman Project Space, Norwich Castle which ran until the Autumn
 - **Flint Rocks: exhibition at Ancient House, Thetford** which ran until 29 October 2016.
 - **British Art Show 8 which ran until 4 September 2016.** The campaign to promote the British Art Show was underway, with promotional material across East Anglia and in London, including on all major transport routes. The exhibition was expected to have a very significant impact in terms of benefits to the wider Norfolk economy.
- The Joint Committee was informed that in the autumn the NMS would be focusing on the Olive Edis exhibition at the Castle Museum. An update on this project would be provided at the next meeting.
- The Joint Committee was pleased to hear of the comments made by Sir Neil MacGregor, the ex-Director of the British Museum, at a meeting of the DCMS *Countries of Culture* Select Committee held in May 2016. Sir Neil MacGregor had spoken positively about the work of the NMS and the exemplary partnerships that existed between the NMS and other institutions. His comments (which were set out on page 55 of the agenda) show that the hard work NMS staff put into partnership work with other museums in the region is

recognised at the nation level.

- The Joint Committee also placed on record its thanks to the NMS Conservation Team for the hard work that they had put into the £9m development and exhibition *Command of the Oceans* which opened at Chatham Historic Dockyard on 27 May 2016.
- The Joint Committee was pleased to note that the NMS had received an initial development grant of £462,400 from the HLF for the *Norwich Castle: Gateway to Medieval England* project. A further £8.7 million was earmarked towards the project and a second application for the full grant was expected to be made at a later date.
- Members spoke about how the NMS had historically benefited from European programmes and had built up substantial expertise in designing, managing and delivering museums projects and programmes to make maximum benefit of EU funding. To date there was little information about how projects and programmes that benefitted from EU funding would be managed in the run up to Britain leaving Europe. The preferred scenario was that projects and programmes that were currently underway would continue to operate as normal and run to their natural conclusions and this approach was being taken with the DCMS through the County Council.
- The Joint Committee noted that the Museum of Norwich was the first museum in the region to host 150 artefacts on the Google Cultural Institute Website. This was a prestigious and very developmental new partnership for the Service. Other NMS sites were expected to follow over the coming months, beginning at the Lynn Museum with artefacts relating to the whaling industry.
- The Head of Museums was asked to provide details at the next meeting about the work that the NMS undertook with the Youth Offending Team in Norfolk to encourage young people at risk of offending to engage in a range of cultural activities.
- The NMS was tasked with a national leadership responsibility for the Arts Council's Goal 4 Diversity and Skills. This would involve coordinating a national conference in the autumn and a publication containing case studies drawn from NMS's work and that of 5 other Major Partner Museums across England. The NMS was also working with Kids in Museums, the national charity, to develop a new Takeover Day programme aimed at introducing children from diverse backgrounds to the idea of working in museums and the cultural sector.
- The Committee was informed that the NMS continued to deliver its current Arts Council funding programme (2015-18) while at the same time consulting with the Arts Council about the new funding round in the autumn that was likely to be a 4 year settlement for the period 2018-22. The Arts Council was expected to bring museums into line with the rest of the arts portfolio in terms of having one major funding programme (but with the potential of three levels of investment giving different stages of responsibilities).

The Joint Committee **resolved to note:**

1. Performance against the NMS agreed service plans for 2016/17.
2. Progress regarding development of the Keep at Norwich Castle.
3. Plans for 2016/17 including the main exhibition and events programme and plans for achieving a balanced budget.
4. Progress regarding the Voices from the Workhouse project at Gressenhall Farm and Workhouse.

5. Performance for the financial year 2015/16 and plans for the delivery of the 2016/17 budget.
6. The Arts Council England consultation on the new funding programme for 2018-22.

11 A presentation on the Stories of Lynn project by the NMS project team.

The Joint Committee received a presentation by Dayna Woolbright, Assistant Curator, Stacey Kennedy, Assistant King's Lynn Borough Archivist and Ruth Farnan, Museum Development Project Officer about the *Stories of Lynn* Heritage Lottery Fund project for King's Lynn Town Hall which was led by the Borough Council of King's Lynn and West Norfolk and delivered in close partnership with Norfolk Museum Service and Norfolk Record Office. Members had been presented with an opportunity to view the exhibition prior to the meeting. The "Stories of Lynn" exhibition was open to the public 10am to 4pm seven days a week.

The meeting concluded at 3.20 pm.

Chairman

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Joint Museums Committee Item 5

BRECKLAND AREA MUSEUMS COMMITTEE

**Held on Monday, 4 July 2016 at 2.00 pm in
Ancient House Museum, Whitehart St, Thetford IP24 1AA**

PRESENT

Councillor C Bowes (BDC)	Mr M. Kiddle-Morris (NCC)
Mr H E J Clarke (BDC)	Mr P Smyth (NCC)
Mr P R W Darby (BDC)	
Mr P.J. Duigan (BDC)	

Also Present

Mr D. Blackburn
Dr K Robinson
Mr J Ward

In Attendance

Oliver Bone	-	Curator of the Ancient House, Museum of Thetford Life
Imy Clarke	-	Teaching Museum Trainee
Dr Robin Hanley	-	Head of Operations & Learning
Melissa Hawker	-	Learning Officer
Hannah Jackson	-	Operations Manager – West
Samantha Johns	-	Collections Development Manager
Wayne Kett	-	Collections Development Assistant
Helen McAleer	-	Senior Democratic Services Officer

1/16 CHAIRMAN (AGENDA ITEM 1)

RESOLVED that Councillor Duigan be appointed Chairman for the ensuing year.

2/16 VICE-CHAIRMAN (AGENDA ITEM 2)

RESOLVED that Councillor Kiddle-Morris be appointed as Vice-Chairman for the ensuing year.

3/16 MINUTES (AGENDA ITEM 3)

The Minutes of the meeting held on 30 September 2015 were confirmed as a correct record and signed by the Chairman.

4/16 APOLOGIES (AGENDA ITEM 4)

Apologies for absence were received from Councillor W Richmond (NCC).

5/16 CHAIRMAN'S ANNOUNCEMENTS (AGENDA ITEM 5)

The Chairman welcomed Councillors Bowes and Clarke to their first meeting. He noted that the Committee had vacancies for two co-opted Members and suggested that Mr Robert Kybird be invited to the next meeting with a view to him being co-opted onto the Committee.

6/16 URGENT BUSINESS (AGENDA ITEM 6)

Action By

Action By

None.

7/16 DECLARATION OF INTERESTS (AGENDA ITEM 7)

No declarations were made.

8/16 ANCIENT HOUSE MUSEUM REPORT (AGENDA ITEM 8)

Mr Oliver Bone presented the report which covered the period from September 2015 to June 2016.

The Thetford Remembers Project, originally planned over two years, had been extended to October 2016. Events linked with the Charles Burrell and the Dads Army Museums. The Somme Anniversary had just been marked and a future event to mark the end of World War One in November 2018 was being considered.

Councillor Darby had attended a commemorative service for the Desert Rats at High Ash where there were still parts of the base which could be toured. He asked if that information was publicised.

Mr Bone agreed that more could be done.

The Chairman mentioned that Peace Day in July 1919 would be celebrated during the Dereham Carnival and Ms Hawker confirmed that it was on the Agenda for the Thetford Carnival that year as well.

Councillor Clarke was interested in the Teenage History Club as he felt it was important to capture young people's imagination early to ensure their future involvement.

Dr Hanley said that Ancient House was exemplary for their engagement with young people which was a credit to Ms Hawker. They also offered the Arts Award accreditation scheme.

Mr Bone suggested that a young person could be invited onto the Committee. After some discussion and due to the fact that young people tended to move on to further education, it was agreed that a nominated member from the History Club should be invited to attend the next meeting held at Ancient House.

OB/MH

Mr Bone then spoke about the Flint Rock exhibition and the museum's links with the Archaeology Museum of Obsidian in Nagawa, Japan. A group of Japanese teenagers would be visiting the following week and a programme of activities had been arranged to show them things connected with the heritage of Norfolk.

Councillor Ward informed Members that he had visited Nagawa with Ms Hawker for a short visit to the big obsidian mine and the museum and they had both been made very welcome.

Ms Hawker explained the events organised for the three day 'East Meets West' conference to be held in Thetford. Thursday 14 July would be for schoolchildren, with activities led by university groups. The sites of Grimes Graves and the Obsidian Mines in Nagawa would be twinned. On Friday

Action By

15 July there would be speakers from Japan and from the UK and then on Saturday 16 July there would be a Families Day with costumed characters, demonstrations of flint and obsidian knapping, and recipe testing linked to the pottery project. All the activities would be free, thanks to money from various funding streams.

Mr Bone went on to speak about the origins of the museum. Ancient House had been a gift from Prince Frederick Duleep Singh and due to that connection it received visits from Sikhs from around the world. The museum had featured in a recent Sikh Heritage documentary which been shown of Sikh channel TV on 25 May 2016. A future project would be to change one of the upstairs rooms to create a Duleep Singh Gallery.

Another upcoming project was an exhibition of Thetford Pulpware which would run from December.

The Teenage History Club had been invited by the Mayor of Thetford to lead the countdown for lighting the beacon for the Queen's 90th birthday. They had also helped to entertain people by showing off the flint artefacts now on display in the Flint Rocks exhibition.

Councillor Smyth asked about the teenagers in the club and Ms Hawker advised that they were a diverse group with at least 60% being made up of lower educational achievers. They worked hard and it was a great opportunity for them to succeed and gain the Arts Award Accreditation certificate.

Ancient House had been awarded 'Best Norfolk Attraction (under 50,000 visitors) at the 2015 EDP Tourism Awards. They had been nominated by a member of the public. The museum had been 'mystery shopped' by a visiting family and found to meet all the requirements. The only small thing they had been picked up on was that the volunteers did not wear badges. That omission had since been rectified with badges provided by NCC.

The Chairman thanked Mr Bone and Ms Hawker for their presentation.

9/16 GRESSENHALL FARM & WORKHOUSE MUSEUM REPORT (AGENDA ITEM 9)

Ms Hannah Jackson presented the report and circulated flyers of the programme of events for 2016. She explained the difference between major event days, which had a premium ticket price, and the smaller themed 'Days with a Difference'.

There had been a mixed bag of event success over the report period. The Spring Fair had had to be cancelled for safety reasons, due to Storm Katie.

Councillor Ward suggested that a Steam Weekend might be a good event. Ms Jackson advised that steam machines were already included in events such as Apple Day and Fathers' Day but his suggestion would be considered.

Councillor Smyth asked that an attempt be made to involve people with dementia in events aimed at older people. Norfolk County Council was adding impetus to the role of Culture, Heritage and Arts in supporting Wellbeing. The older population was increasing hugely in Norfolk and

museums needed to work with other organisations to support activities targeted at this demographic.

The Museum had been undergoing a major redevelopment of its displays in the HLF-funded Voices from the Workhouse project. A soft opening had commenced over the May Bank Holiday which had given a chance to test the new displays before the formal launch which would be held on Friday 8 July 2016. The marketing campaign would link into Voices from Norfolk, working with other museums.

Project 'Collaborate' was exploring the ways that Gressenhall could work with a wide range of creative groups and display the skills of artists, photographers, writers, etc.

Mr Blackburn noted that the Shared Museums Art Project (SHARE) had a number of networks. One was for engineering and they could get involved with the project which dismantled, repaired and put machines back into working order.

Gressenhall made good use of Social Media and had recently received another Certificate of Excellence from TripAdvisor. They had started to use Pinterest, particularly to promote the use of the site as a wedding venue. They had already hosted their first wedding and had two more booked.

The Friends of Gressenhall supported a range of activities including the bookshop which continued to grow its income. It sold all sorts of books and also varied its offer to match events being held at the museum.

The exact number of hours worked by volunteers was difficult to measure, although a figure of 8,836 volunteer hours had been recorded for 2015. A more accurate recording process had been introduced to provide HLF contribution in kind match funding for the Voices from the Workhouse project.

The award winning Learning Team continued to deliver a broad and varied programme and school numbers remained strong. They also provided projects targeted at children in care and working with prisoners supporting mental health and wellbeing rather than training.

Councillor Ward asked if Gressenhall would be interested in working with the Medieval Mystery Play project being run by Norwich Castle and Ms Jackson said they would be delighted to be used as a venue and to work with other providers.

Councillor Ward mentioned that the Ghost events were also very popular and Ms Jackson advised that there were already a number of Paranormal Groups interested in the Museum.

Regarding providing events for dementia sufferers, Ms Jackson explained that the Museum had worked with Breckland Council on a range of activities for dementia sufferers and their carers.

The Chairman noted that in recent improvements at Breckland Council particular attention had been paid to dementia friendly signage and décor.

Action By

Action By

Dr Hanley explained that the Museums, Culture and Arts played a wide role in dementia. The Museum of Norwich was a registered dementia friendly site. They also worked with an access advisory group mainly for those with visual or physical needs, but they would be alert to making changes to improve access for all where possible.

Ms Jackson informed Members that NMS had been a finalist in the Norfolk Tourism Awards Golden Years Scheme 2015 and had worked in partnership with other organisations to provide a fantastic resource for dementia sufferers.

Councillor Darby mentioned the 'loan boxes' for Care Homes and said that demonstrations were well received by residents.

Dr Hanley said they worked with the Library Services to create 'Reminiscence Kits'. There was funding available for out-reach work with groups, including care homes.

Ms Clarke said that she would be willing to work with local groups to create themed boxes to take to care homes.

Attendance figures for all Norfolk Museums were tabled; they incorporated schools' visits. Nationally attendance figures were suffering but in Norfolk school visit figures were growing thanks to the Learning Teams.

Overall visitor figures at Gressenhall were down on the previous year but there were a number of reasons for that:

- Storm Katie had affected the Spring Fair which normally attracted a good number of visitors;
- The Easter Holidays had fallen at different times in those two years;
- The refit of the galleries at Gressenhall resulting in the temporary closure of some key galleries;

Councillor Smyth asked to be informed if there were any issues with school visits as he would then raise the matter with Childrens' Services.

Dr Hanley noted that a key driver for the new galleries was to broaden the audience base and to attract tourists and older visitors rather than just families. The marketing campaign would be aimed at new audiences.

The Chairman thanked Ms Jackson and Dr Hanley.

10/16 GRESSENHALL COLLECTIONS REVIEW REPORT (AGENDA ITEM 10)

Ms Samantha Johns introduced the report which had been produced in accordance with the Collections Development Policy following the rationalisation process which identified material to re-home.

The collection centre had been made more accessible and was now open for 17 days a year. The Policy had changed, introducing a more rigorous approach to collecting and disposal. Loans were now only for a five year period.

The list attached to the report had been presented to the Rationalisation Committee and they had reviewed it thoroughly in line with the NMS

Action By

Collections Management Strategy 2014-18 which is informed by the Museum Association's Code of Ethics.

Councillor Darby asked what happened if no other museum expressed an interest in the items.

Mr Kett explained that they were advertised to other museums for a two month period during which time accredited museums were pro-actively contacted. That led to a high success rate and items often went straight onto display. However, if there was no success, contact was then made with other organisations which would retain the object in the public domain. If all efforts failed, the matter would be taken back to Committee when a decision would be taken whether to sell, auction or dispose of the item, or in some cases, refer the item back to be kept. Every item in that process would be given an accession number.

In response to a question from Mr Blackburn it was confirmed that there had been no change to the Policy recently.

The Chairman asked how many times the Committee would receive such a list and Dr Hanley explained that external funding had enabled increased attention being paid to the reserve collection housed at Gressenhall. A dedicated staff team had worked through the collections not previously reviewed. It was therefore anticipated that the number of objects for review would diminish over time.

Ms Johns explained that the aim was to embed good governance practice into all projects which would be good for all collections.

The Chairman suggested that it would be good for Members to see before and after pictures of the collection centre so that they could see the difference.

Councillor Clarke asked who paid when an item was transferred and he was advised that normally the recipient museum or organisation paid.

RESOLVED that the objects listed in Appendices 2-5 of the report, be deaccessioned.

11/16NEXT MEETING (AGENDA ITEM 11)

The following dates for future meetings were provisionally agreed:

2.00pm on Thursday 3 November 2016 at Gressenhall Farm & Workhouse Museum (tour before the meeting commencing at 12.30pm)

2.00pm on Monday 20 February 2017 at Ancient House Museum, Thetford

If these dates/times are not convenient, please contact helen.mcaleer@breckland.gov.uk or teresa.smith@breckland.gov.uk.

The meeting closed at 4.00 pm

CHAIRMAN

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

KING'S LYNN AND WEST NORFOLK AREA MUSEUMS COMMITTEE

THE MEETING WAS INQUORATE SO AN INFORMAL DISCUSSION TOOK PLACE

Notes of an Informal discussion of the King's Lynn and West Norfolk Area Museums Committee held on Monday, 26th September, 2016 at 2.15 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn

PRESENT:

Councillor Mrs E Nockolds	-	Borough Council of King's Lynn & West Norfolk (Chairman)
Mr T Humphreys	-	Borough Council of King's Lynn & West Norfolk
County Councillor Chenery	-	Norfolk County Council
Mr O Bone	-	Norfolk Museums Service
Ms H Jackson	-	Norfolk Museums Service
Lindsey Bavin	-	True's Yard Museum

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs A Wright, H Humphrey, J Ward, A Tyler, T Wing-Pentelow, Dr R Hanley, Mr S Miller and S Thompson.

2 MINUTES

As the meeting was inquorate, the minutes of the meeting held on 13 June 2016 would be agreed at the next meeting in December 2016.

3 REPORT OF THE HEAD OF OPERATIONS AND LEARNING

The Committee received the report from the Head of Operations and Learning as circulated with the Agenda. Oliver Bone and Hannah Jackson were present to answer any questions.

The visitor figures were tabled for information.

The Committee was invited to comment/ask questions, a summary of which is set out below.

In response to questions relating to schools visiting the Lynn Museum, Oliver Bone explained that exhibitions scheduled for the Lynn Museum were promoted. A flyer promoting the Little Lives, Snapshots of

Childhood 1800 to the Present Day which opened on 23 September 2016 and would run until 17 June 2017 was circulated to those present.

Following comments on the Baines Paintings, it was explained that if the opportunity arose to purchase a Baines painting then fundraising for the appropriate grants would take place prior to an auction.

The Chairman, Councillor Mrs Nockolds suggested that the new staff of the Museum's front of house team be invited to attend the next Borough Council Ambassador course.

The Committee's attention was drawn to the Mystery Shopping exercise in which members of staff visited other museums and offered feedback on their findings in exchange for feedback on the museum in King's Lynn. The Chairman, Councillor Mrs Nockolds proposed that a report be received at the next meeting, to which the Committee agreed.

Members' attention was drawn to paragraph 5.1 of the report and informed that the Lynn Museum was hosting a 12 month Teaching Museum traineeship provided through the NMS Teaching Museum programme. It was noted that Imogen Clarke was the trainee this year, one of six hosted by the Museums Service as a whole. The Chairman, Councillor Nockolds suggested that Imogen attend the next meeting of the Committee.

Hannah Jackson presented the visitor figures and explained that due to the warm weather experienced in June, July and August it was assumed that more visitors opted to spend time on the beach/outdoor activities; there had been a drop in the number of visitors which also echoed the Great Yarmouth data.

Following questions on advice given to set up a Museum, Hannah Cooke explained that the Museums Services provided advice when required and added that there was also a Museums Mentoring Scheme in place as well as a special advice shared network. Any interested organisations wishing to receive assistance should be encouraged to contact the Norfolk Museums Service.

The Chairman, Councillor Nockolds thanked Oliver and Hannah for presenting the report.

AGREED: 1) The Area Museums Committee noted the report.

2) A report on the feedback from the Museums Mystery Shopping exercise be presented to the next meeting of the Committee.

3) Imogen Clarke, Teaching Museum Trainee attend the next meeting of the Committee.

The Tourism Manager presented the report of the Borough Council as circulated with the Agenda.

The Committee's attention was drawn to section 2.2 West Norfolk mobile phone app and it was highlighted that the first edition of the new app was released on the App Store at the end of August. It was explained that the App provided a mobile responsive directory guide to, Things to do; Events; Places to eat and local food producers; shopping; places to stay; and local services throughout West Norfolk. It was highlighted that the App also provided the opportunity for business to promote special officers, as well as the relevant themed sections and individual business entries.

The Committee was invited to comment/ask questions, a summary of which is set out below.

In response to a question, the Tourism Manager advised that currently the App was not voice activated, however, it was explained that it was technically possible to provide some voice activated technology. The Chairman, Councillor Mrs Nockolds advised that a voice system would be provided through the Council Information Service in the future, but was not yet available.

Following questions on advertising on trains, the Tourism Manager explained that the Council had previously used trains for advertising via posters. The Chairman, Councillor Nockolds that Councillor Chenery enquires whether the railway group wish to have a supply of tourism leaflets on the trains.

Reference was made to the content of historic churches on the website, the Tourism Manager explained that there was information on most of the villages in the Borough, but that churches were not set up as a separate section. It was noted that information on individual churches had to be developed, but was time consuming.

In response to questions regarding the archives, the Chairman, Councillor Nockolds informed the Committee that the archives were being brought back from the Norfolk Records Office to the Town Hall.

The Chairman, Councillor Nockolds thanked the Tourism Manager for the report.

AGREED: The Area Museums Committee noted the report.

5

TRUES' YARD REPORT

Lindsey Bavin, Manager of True's Yard presented the report which had been circulated with the Agenda.

The Manager of True's Yard responded to questions from the Committee relating to:

- Partnership working with St Nicholas Church on planning events.
- Partnership working with the Vancouver Centre organising a Volunteers Day.
- Lecture on King John Cup.
- True's Yard Silver Jubilee Appeal.
- Developing a Phone App.
- Sunday opening.

The Chairman, Councillor Nockolds thanked the Manager of True's Yard for the report.

AGREED: The Area Museums Committee noted the report.

6

DATE OF NEXT MEETING

The next meeting of the Committee would take place on either Monday 12 December or Monday 19 December at 2.15 pm. The Democratic Services Officer to canvass Members to identify the most convenient date.

The meeting closed at 3.15 pm



Norwich Area Museums committee

14:00 to 15:20

13 September 2016

Present:

City Councillors:

Brociek-Coulton (chair*)
Davis
Jones (T)
Price

County Councillors:

Bremner
Morgan

Co-opted non-voting members:

Brenda Ferris (Norfolk Contemporary Art Society), Ceri Lamb (Friends of Norwich Museums), Amanda Geitner (East Anglia Arts Fund) and Councillor Hardy (South Norfolk District Council)

Apologies:

City Councillors Maguire and Thomas (Vi), County Councillors Hannah, Dearnley and Sands (M), Councillor Buck (Broadland District Council) and Councillor Ward (ex officio member)

1. Public questions/petitions

There were no public questions or petitions received.

2. Declarations of interest

There were no declarations of interest.

3. Minutes

Subject to the correction that the Norfolk Contemporary Art Society had contributed to an acquisition of the Andrew Dadson photograph it was:-

RESOLVED to agree the accuracy of the minutes of the meeting held on 14 June 2016.

4. Norwich Museums briefing for period June to August 2016

The head of operations and learning presented the report. During discussion the officers referred to the report and answered members' questions.

The committee noted that Norwich Castle was one of only four venues chosen to host the British Art Show. The arrival of the show included a parade of Suffolk Punches from Gressenhall, all of which were stewarded by heavy horse experts.

A forthcoming exhibition on the photography of Olive Edis would occupy two of the main galleries from October and would be curated by Alistair Murphy of Cromer museum. This exhibition was complimenting the work at Cromer museum around improving the online catalogue of Olive Edis photographs. The learning team was developing a series of events around this exhibition and a publication catalogue supporting the exhibition would be available for sale. Amanda Geitner said that Liz Elmore (project assistant at Cromer museum) had created a blog on Olive Edis and her diaries.

The summer holidays had proved to be a good opportunity to engage with young people. The medieval madness event had run for the second year and was very well attended. Highlights included 'Shakespeare's soapbox' and a display of medieval fighting techniques. This had also enabled the testing of approaches to activities that could be developed to link with the Castle Keep project.

The head of operations and learning said that a detailed report on the discovery of part of a lost Rene Magritte painting, by staff of Norfolk Museums Service, would be brought to the next meeting. Members praised the due diligence shown by staff in uncovering this discovery and said that it was a great example of curatorial expertise being retained by the museums service.

It was reported that Jenni Williams, part of the learning team, had been engaging pro-actively with teachers around the new GCSE history syllabus and had been creating resources to be used at Key Stage 3 and GCSE level. The Edexcel syllabus (which was the most used in Norwich) asked teachers to explore a specific site and Jenni had contacted Edexcel and asked for Norwich Castle to be such a site. The head of operations and learning said that he was confident that visits from secondary schools would increase as a result of this.

Members discussed the use of Norwich Castle by the registrars for conducting civil ceremonies. They noted that this had also led to increased secondary spend in the museum shop and café.

The museums service was taking part in a 'mystery shopping' scheme organised by SHARE museums east. It was being run at Norwich Castle this year and some interesting feedback had been received. The digital officer was monitoring social media sites, such as Trip Advisor, and co-ordinating responses to enquiries received this way. The head of operations and learning said that social media responses held high priority and there was a robust mechanism for picking up comments and questions at an early stage.

There had been some correspondence with a gentleman who had recently visited the Anglo-Saxon and Viking gallery. He said that although he had a pleasant visit to the castle, he had concerns around one of the display boards. (A copy of the board was tabled at the meeting). The board depicted a woman with her face painted in a representation of the Union Jack. He felt that it was inappropriate to be displayed on the wall of a public building as St Patrick's Cross had not been included. As the gentleman was not satisfied with the responses he had received from the museums service so far, the head of operations and learning asked the committee for their views on whether the board should be taken down. Members discussed the board and commented that it was an abstraction of the flag that the lady had chosen to

paint on her face. They agreed that the board should be left for now but if the display were to change, it could be reviewed.

Members were updated on the progress of the Keep Project and were told that permission had been given to go ahead with the bid for funding. The deadline for this was October 2017.

Visitor figures were circulated to members and it was reported that the Heritage Open Days saw good visitor numbers. As there was no Easter bank holiday in the 2016-17 financial year, along with the warm weather, meant that the visitor figures could be slightly less than the previous year. A member commented on the large increase in visitor numbers to the Time and Tide museum. The head of operations and learning said that this was due to the great exhibitions on offer this year including one from the Victoria and Albert museum. The learning team in Yarmouth had also adapted one of their school sessions to link in with this exhibition.

The head of operations and learning introduced Jen Hooker, one of the teaching museums trainees, who updated the committee on the work she had been doing and her experiences as a trainee.

Jen said that she was one of six trainees across the region and was specialising in business development. She said that the programme was a way to gain both experience and understanding through a structured programme that included sessions with conservationists, learning experts and marketing exhibitions. In her yearlong traineeship, she was looking mainly at income generation. She had been working with the larger and smaller museum sites to gain an overview of the business and had researched areas such as visitor services, social media, marketing and the learning team.

She had been working on several projects including contact lists for exhibitions, product lines for retail and cross-site marketing opportunities.

RESOLVED to:

- 1) note the Norwich Museums briefing for the period June to August 2016 to February 2016,
- 2) thank Jen Hooker for her presentation on her experience as a teaching museums trainee,
- 3) ask the head of operations and learning to invite Dr John Davis to the next meeting to update members on the Keep Project,
- 4) record the committee's thanks to all museums staff who worked on the exciting discovery of the Rene Magritte painting; and
- 5) to leave the display board in the Anglo-Saxon and Viking gallery but to review it if the display were to change.

5. Norfolk Contemporary Art Society

Brenda Ferris, chair of the Norfolk Contemporary Art Society (NCAS) the report to update members on the activities of the society. She said that preparations for the exhibition on sixty years of NCAS were nearing completion. She thanked the staff at Norwich Castle who had helped to put the exhibition together and also thanked the East Anglian Arts Fund for their involvement.

A piece from the exhibition would be on tour in the city and there was a full inventory on the NCAS website which included all works around the city and not just those in the castle galleries.

Members would be able to take a tour of the exhibition after the next meeting of the Norwich Area Museums committee.

RESOLVED to note the report.

CHAIR

Joint Museums Committee

Report title:	Integrated Finance and Risk Monitoring Report for 2016/17
Date of meeting:	28th October 2016
Responsible Chief Officer:	Tom McCabe – Executive Director Community and Environmental Services
Strategic impact This report covers the forecast position and risk management for the Norfolk Museums Service (NMS) in 2016/17 as at 31 st August 2016.	

Executive summary

This report covers the forecast Norfolk Museums Service (NMS) budget out-turn for 2016/17. Section 1 covers progress with the NMS revenue budget for 2016/17, reserves and provisions and the capital programme. Section 2 provides the Committee with an update on the service risk register.

The main issues for consideration by this Committee are:

- Progress with NMS Revenue budgets and Reserves and Provisions indicates that the service should achieve a break-even position at year-end.
- Progress with risk management for NMS.

Recommendations: Committee Members are asked to consider and comment on:

- **Progress with the revenue budget, capital programme and reserves and provisions forecast out-turn positions for 2016/17**
- **Progress with the management of risk within the NMS**

1. Proposal (or options)

1.1 Revenue Budget 2016/17

1.1.1 The NMS expects to achieve a break-even revenue budget outturn for 2016/17.

1.1.2 There is currently a projected shortfall of £0.085m from Admissions Income, which is -6.6% of the target. Admissions income continues to follow the strong performance of 2015-16, however the current forecast is suggesting a shortfall compared to the increased 2016-17 budget, although with planned exhibitions in the second half of the year we are anticipating an improvement in this position. Any shortfall is likely to be offset by other additional income

and by the control of expenditure.

1.1.3 The table below sets out the net revenue service budgets and out-turn for the NMS.

Service	Approved budget £m	Outturn £m	+Over/-Under spend £m	+Over/Under spend as % of budget	Variance since last report £m
Norfolk Museums Service	2.422	2.422	0.000	0.00%	0
NMS Total	2.422	2.422	0.000	0.00%	0

1.2 Capital programme

- 1.2.1 Norfolk County Council's commitment to the county's cultural heritage and resources has been evidenced over the last year in our continuing programme of refurbishment and improvement to museums.
- 1.2.2 The capital programme is monitored over the life of the scheme rather than a single year. This reflects the life of the projects and the associated funding. The Norfolk Museums Service is highly active in attracting external funding for new schemes and where appropriate these will be reported to future committees. There are currently no new Norfolk County Council funded schemes planned for future years.
- 1.2.3 The NMS 2016/17 capital programme is detailed in the table below and includes any programme revisions.

Capital Programme 2016/17 – Norfolk Museums Service

Scheme or programme of work	Approved 2016/17 Capital Budget £m	2016/17 Forecast Capital Outturn £m	Forecast Variance £m	Reasons
Schemes in Progress				
Voices from the Workhouse Project	1.187	1.187	0	Project estimated to be completed in 17/18
Museum of Norwich at the Bridewell Development	0.017	0.017	0	Project estimated to be completed in 17/18
Seahenge	0.007	0.007	0	Ongoing conservation
Gressenhall Biomass Boiler CERF *	0.008	0.008	0	Project estimated to be completed in 16/17
Strangers Replacement Lighting	0.002	0.002	0	Project complete – final payments due
Castle Keep Improvements	0.172	0.172	0	Stage 1 estimated to be completed in 17/18
Total	1.393	1.393		

* CERF is the Carbon Energy Reduction Fund.

Funding of the NMS Capital Programme

The NMS capital programme is funded from a variety of sources:

- The feasibility element of the Museum of Norwich at the Bridewell project was funded from NMS. The capital programme is £1.573m with approved HLF funding of £0.979m, £0.224m NCC capital, £0.76m Norwich City Council and £0.025m from the Friends of Norwich Museums and service contributions.
- Seahenge funding is for ongoing conservation work. This is rolled forward from prior years.
- Voices from the Workhouse project is funded from Heritage Lottery Fund (HLF). £1.800m funding will be received over 2 years, to transform Gressenhall into a national centre for workhouse interpretation and increase the role of Gressenhall as a regional centre for Heritage tourism.
- Initial capital funds used for Castle Keep development prior to HLF bid. Successful capital bid money received in July 2015 is £0.800m from Historic England. Further development funding of £0.462m was received from the Heritage Lottery Fund to develop the project further during 2016/18.

1.3 Reserves and Provisions

1.3.1 There are some changes to reserves and provisions to report. The table summarising the out-turn position appears below.

- The income reserve is maintained to enable the service to effectively manage pressures on revenue streams and resources, particularly during periods of unfavorable weather conditions that can impact upon visitor numbers.
- The Museums Repairs and Renewals Reserve includes funds for Gressenhall play area, farm and superstore equipment.
- The Unspent Grants and Contributions Reserve includes earmarked non conditional project balances at year end.

Reserves and Provisions 2016/17	Balances at 01Apr16	Forecast Outturn at 31Mar17	Change
	£m	£m	£m
Norfolk Museums and Archaeology Service			
Museums Income Reserve	0.130	0.130	0.000
Museums Repairs and Renewals Reserve	0.176	0.166	-0.010
Unspent Grants and Contributions Reserve	0.635	0.593	-0.042
Service Total	0.941	0.889	-0.052

2. Risk Management

- 2.1 The service continues to manage the risks to its objectives both internal and external. The risk register is reviewed and updated on a quarterly basis and was last reported to this Committee in April 2016. A summary of the risk register based on the most recent review of May 2016 appears at Appendix A.
- 2.2 The register contains eight key risks, five of which are currently assessed as a 'medium' level risk, while three are assessed as 'low'.
- 2.3 Two of the medium risks and one of the low risks are met. One Medium risk is showing 'Amber' and with further planning should be met. The four remaining risks are showing 'green – on schedule' towards achieving their target risk scores.

- 2.4 The impact of the five unmet risks on the risk register have been assessed as follows:
- 2.4.1 RM13947 – failure to meet this risk could mean damage to exhibits (reducing income and incurring costs), undermine safety and damage the reputation of the service. This risk is mitigated through close work with NPS to ensure buildings are maintained, investments are made where necessary and an emergency response plan is in place for each site.
 - 2.4.2 RM13948 – the vulnerable collections have been moved to alternative locations, however a residual low level flooding risk will always remain in terms of Elizabethan House and the Museum stores at Kings Lynn.
 - 2.4.3 RM13949 – Arts Council England (ACE) funding of £1.2m in 2014-15 and a further £4.1m covering the period 2015-18 has been confirmed and the programme is in delivery. If this funding was to be lost then either activities would cease or alternative funding identified. This is mitigated by close monitoring of the service to ensure targets are met and maintaining close ties with the ACE Relationship Manager.
 - 2.4.4 RM14065 – failure to follow data protection procedures could lead to loss or inappropriate release of information which could lead to fines and civil claims. This is mitigated by making sure that all staff complete the mandatory training and are aware of their responsibilities.
 - 2.4.5 RM14162 – failure to generate income in line with the 2014-17 service plan would mean alternative savings would have to be identified to deliver a balanced budget. This is mitigated by the investments being made to allow NMS to deliver services to the public on a more commercial basis.

3. Financial Implications

The implications for resources including, financial, staff, property and IT, where relevant, are set out in Section 1 of this report.

4. Issues, risks and innovation

Officers have considered all the implications which members should be aware of. Apart from those listed in the report (above), there are no other implications to take into account

5. Background

There are no other documents to refer to.

Officer Contact

If you have any questions about matters contained in this paper or want to see copies of

any assessments, eg equality impact assessment, please get in touch with:

Officer name : Steve Miller, Acting Assistant Director Community & Environmental Services **Tel No. :** 01603 493620

Email address : steve.miller@norfolk.gov.uk

Officer name : Julie Berry, Finance Officer **Tel No. :** 01603 223423

Email address : julie.berry@norfolk.gov.uk



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Risk Register - Norfolk County Council

Risk Register Name		Norfolk Museums Service																Red			
Prepared by		Steve Miller and Steve Rayner																High			
Date updated		May 2016																Med			
Next update due		August 2016																Low			
Area	Risk Number	Risk Name	Risk Description	Date entered on risk register	Inherent Likelihood	Inherent Impact	Inherent Risk Score	Current Likelihood	Current Impact	Current Risk Score	Tasks to mitigate the risk	Progress update	Likelihood Target	Impact Target	Target Risk Score	Target Date	Prospects of meeting Target Risk Score by Target Date	Risk Owner	Reviewed and/or updated by	Date reviewed and/or updated	
Norfolk Museums Service	RM13947	Failure to maintain historic buildings	We operate our service from historic buildings that can be difficult to maintain. If we are not able to establish or ensure a robust relationship with our property management partner NPS that adequately identifies our additional needs it could result in damage to our exhibits, undermine safety and negatively affect our reputation.	30/06/2011	4	3	12 Amber	3	3	9 Amber	Close liaison with NPS and Norwich City Council to identify priorities in building maintenance Ensure we include investment in buildings maintenance in all capital projects Ensure we foster a good personal and professional relationship between our staff and that of NPS Ensure that our building staff are continuously monitoring our buildings to supplement NPS Ensure we have appropriate emergency response procedure in place in all premises	Constructive discussions with NPS and Norwich CC have resulted in substantial investment in buildings maintenance. Andrew Crossley point of contact for standards monitoring with NPS. Bacon House is now on NCC Property Portfolio with access to the Building Maintenance Fund to bring site up to required standard. Major roofing works at the Shirehall completed in 2012. Museum of Norwich at the Bridewell re-opened to the public in July 2012 following substantial investment in its historic fabric as part of an HLF-funded refurbishment. Reviewed by SMT 20 August 2013 - As this is a risk to be managed on an on-going basis, having met its target score by January 2013 - agreed at SMT 20 August 2013 to show prospects as 'Green', amend target date to 01 April 2017 and retain on the risk register for monitoring purposes until 2017. Reviewed by SMT 21 March 2014 - No change.	3	3	9 Amber	01/04/2017	Green	Steve Miller	Steve Miller	06/08/2016	
Norfolk Museums Service	RM13948	Significant flooding in Gt Yarmouth area	If we have significant flooding in the Gt Yarmouth area this could lead to the Gt Yarmouth library basement being contaminated resulting in loss or damage to reserve museum collections.	30/06/2011	3	4	12 Amber	2	3	6 Amber	Emergency plan is in place Weekly checks of the store are carried out to check on safety of contents Contents insurance purchased Ensure risk assessment is reviewed Seek alternative storage provision Swap valuable high value items with other stores Ensure location records are accurate Commence a programme of rationalisation of collections in order to enable store to be vacated	Reviewed by SMT 16 April 2013 - The library basement art store has now been cleared. There will remain a large proportion of our social history collections that will be reviewed for further rationalisation but these are not considered to be a significant long term risk. Survey of storage area (December 2012) had identified possible asbestos issue that would require urgent evacuation of all collections to an alternative, secure, site. GY Operations manager has established the situation and prepared a suitable action plan/risk assessment. There may be minor low level asbestos related risks in relation to removal of floor tiles and Norse has been tasked with investigation. Reviewed by SMT 20 August 2013 - Identification of alternative storage location remains a priority, subject to NMS rationalisation strategy. Current impact score raised from two to three, however, prospects remain 'Green' subject to further review. Reviewed by SMT 21 March 2014 - No change to scoring - Target date amended to 31/03/2015. Positive progress on delivery during the first half of 2014/15, expectation for this risk to be resolved by target date. Risk fully resolved May 2015. However, a residual low-level flooding risk will always remain in terms of Elizabethan House, Great Yarmouth and the Museum Stores at King's Lynn.	1	1	1 Green	31/03/2015	Green	Steve Miller	Steve Miller	06/08/2016	
Norfolk Museums Service	RM13949	Not delivering business plan targets as Arts Council England (ACE) funded Major Partner	If we do not deliver on the targets set for our ACE funded business plan this could lead to a failure to draw down funding during 2012-15, the loss of funding in 2015, and a resulting reduction in service provision.	30/06/2011	3	3	9 Amber	1	3	3 Green	Monitor service delivery to ensure that targets are being met Maintain close liaison with ACE Relationship Manager to ensure that she is aware of achievement and challenges	Positive progress against all business plans (MPM, Museums Development and Museums & Schools).	1	3	3 Green	31/03/2015	Green	Steve Miller	Steve Miller	06/08/2016	

CDGSTP	Area	Risk Number	Risk Name	Risk Description	Date entered on risk register	Inherent Likelihood	Inherent Impact	Inherent Risk Score	Current Likelihood	Current Impact	Current Risk Score	Tasks to mitigate the risk	Progress update	Likelihood Target	Impact Target	Target Risk Score	Target Date	Prospects of meeting Target Risk Score by Target Date	Risk Owner	Reviewed and/or updated by	Date of review and/or update
	Norfolk Museums Service	RM14132	Failure to secure Arts Council England (ACE) Renaissance funding and continue as a Major Partner Museum	Failure to secure ACE funding for the period 2015-2018 will result in a massive loss of investment in NMS and the wider County in the region of £1.2m per annum. This will result in significant job losses and the end of many major education and social inclusion programmes and projects.	23/08/2013	3	5	15 Amber	1	5	5 Green	Deliver the current ACE Renaissance programme successfully Maintain excellent working relationship with ACE colleagues through advocacy and varied communication methods Put together the strongest application possible autumn 2013/spring 2014 Strategic conversations with NCC Directors and Elected Members in terms of budget discussions relating to 2014-17	Positive progress on key items as at 31 March 2014. To be reviewed at ACE/Renaissance Board Meetings and future SMT meetings. Reviewed by SMT 21 March 2014 - No change to scoring. Funding for 2015-8 secured. Need to continue to deliver agreed MPM plan.	1	5	5 Green	31/03/2016	Met	Steve Miller	Steve Miller	01/05/2016
S	Norfolk Museums Service	RM14027	Theft of museum objects	Breaches in security resulting in loss of museum objects, damage to reputation and loss of confidence in the museums service.	22/03/2012	5	5	25 Red	2	5	10 Amber	Review of display case security. Review of security staffing and systems. Additional CCTV coverage. Upgrade of case locks where necessary. Installation of additional case alarms where necessary. Employment of additional gallery security guards while reviews being undertaken. Removal of small paintings pending upgrade of CCTV. Liaise with police during their investigation. Ensure that staff are vigilant in monitoring any suspicious behaviour by the public or contractors.	Recommendations from internal and external security reviews implemented. Case security checked and upgraded where necessary. New key protocols introduced. Security added to remit of H&S Committee. Awaiting sign off from Internal Audit. Reviewed at SMT 15 January 2013. Target met. Safety and security infrastructure in place. Retain on risk register for monitoring purposes. Reviewed by SMT 20 August 2013 - As this is an on-going risk John Davies will own and update to reflect future security arrangements. Reviewed by SMT 21 March 2014 - Robust on-going audits and security reviews are continuing. No change to scoring - Target date amended to 01/04/2015 as this is an on-going risk.	2	5	10 Amber	31/03/2015	Met	John Davies	John Davies	06/02/2016
S	Norfolk Museums Service	RM14065	Failure to follow data protection procedures	Failure to follow data protection procedures can lead to loss or inappropriate disclosure of personal information resulting in a breach of the Data Protection Act and failure to safeguard service users and vulnerable staff, monetary penalties, prosecution and civil claims.	31/05/2012	3	4	12 Amber	1	4	4 Green	New staff not allowed computing access until they have completed the data protection and information security e-learning courses. A workbook on data protection and information security has been published for staff and volunteers who have no computer access. Mandatory refresher training and monitoring rates of completion of training. Introduction of more stringent rules to ensure sensitive information is sent to the correct recipient.	Staff reminded of the serious nature of data protection, encouraged to refresh their e-training, and advised how to avoid easy mistakes when using email address lists - 08/08/12. Reviewed at SMT 15 January 2013. Target met. NMS measures in place. Retain on risk register for monitoring purposes. Reviewed at SMT 20 August 2013 - Ownership to change to Steve Miller with SMT to monitor in future. Reviewed by SMT 21 March 2014 - Local data has been reviewed and bespoke guidelines and procedures have been developed and delivered to support corporate policies. Any changes in terms of procedures brought in via DNA will be implemented across the Service as per NCC standards.	1	4	4 Green	31/03/2015	Green	Steve Miller	Steve Miller	06/08/2016
S	Norfolk Museums Service	RM14162	Failure to generate additional income streams in 2014/2017 in accordance with service plan.	Failure to generate additional income streams will lead to reliance on alternative budget savings to balance the budget.	21/03/2014	3	5	15 Amber	3	5	15 Amber	Commercial Strategy in place Staff will be trained and supported in the delivery of key goals	Reviewed by SMT 21 March 2014 - Excellent progress made and the target score was met for 2013/14. Very good progress made in the first half of 2014/15 including the establishment of the new Development Foundation to help with Service-wide fundraising. Loss of staff through restructuring as a result of NCC budget reductions for 2015/16 puts our income generation targets under much more pressure. Full impact will not be known until restructure is completed although planning suggests we will be able to deliver our budgeted income for 2015/16.	3	3	9 Amber	01/04/2017	Amber	Steve Miller	Steve Miller	06/08/2016
	Norfolk Museums Service	RM14163	Joint museums agreement review.	Failure to reach agreement over contributions from participants in the joint museums agreement may lead to reduced service and loss of reputation.	21/03/2014	2	4	8 Amber	2	4	8 Amber	JMA is a priority in the Service Plan 2014/15	JMC briefed 27th June 2014; Review currently underway with all JMA partners (Sept 2014), no issues anticipated. Final JMA signed off 2015.	1	3	3 Green	31/03/2015	Met	Steve Miller	Steve Miller	06/02/2016

Norfolk Museums Service
– Performance & Strategic Update Report
A report by the Head of Museums

Executive Summary

This report provides an update on performance against Norfolk Museums Service (NMS) Service Plans.

The main items for consideration by this Committee are:

- Progress regarding development of the Keep at Norwich Castle
- Plans for 2016/17 including the exhibition and events programme and the Service's progress in achieving a balanced budget
- Arts Council England's new funding programme for 2018-22

1. Executive Summary

This report provides an update on performance against Norfolk Museums Service (NMS) Service Plans.

1.1 Performance Summary

1.1.1 Total museum visits across all 10 NMS sites for the period 1st April 2016 to 31st August 2016 were 188,203 compared to 194,394 for the equivalent period 1st April 2015 – 31st August 2015. This represents a 3% decrease on last year's total visitor numbers for the equivalent period. Factors impacting negatively on the overall visitor figure include an early Easter in 2016 (meaning Easter holiday visits were split between two financial years) and a very hot summer, which has seen a small percentage reduction in visits to Norwich Castle over the summer holidays. However, given that 2015/16 represents a record year for the Museums Service, the total visitor figure is remarkably positive and there is every reason to be confident going into the second half of the year that we will match last year's excellent figure of c400,000 visits across the sites plus outreach and special events attendance.

1.1.2 School visits across the 10 NMS sites for the period 1st April 2016 – 31st August 2016 were 17,356 compared to 15,317 for the period 1st April 2015 – 31st August. This represents a 13% increase. This is a very strong performance, especially as it is benchmarking against the excellent total for school visits achieved during 2015/16.

1.2 Performance/Service Plan highlights

1.2.1

Halfway to Paradise - The Birth of British Rock: exhibition at Time and Tide Museum, Great Yarmouth

Halfway to Paradise transported visitors back to the dawn of British rock 'n' roll – when four Liverpool lads were stopping hearts and the vinyl record reigned supreme. Showbiz photographer Harry Hammond captured definitive images of leading British musicians and many visiting American artists. This exhibition from the V&A showcased his photographs and the exhibition also included memorabilia from the collections of people who were part of the Great Yarmouth rock scene in its heyday.

The exhibition ran until 2 October 2016 and included a full programme of events, talks and schools' programmes. This exhibition will be followed later in the year by an exhibition looking at life in the 1950s.

Art of the Mart: exhibition at Lynn Museum, King's Lynn

This exhibition looked at the art, craft and design of King's Lynn's funfair, known as 'the Mart'. The Mart opens each year on Valentine's Day, traditionally the first of the fairs in the Showmen's year. King's Lynn was famous in Victorian times as the home of creators of steam-powered merry-go-rounds, Savage's Ltd.

The exhibition ran until 11 September 2016.

LITTLE LIVES: Snapshots of Childhood 1800 to the Present Day: exhibition at Lynn Museum, King's Lynn

This new exhibition at the Lynn Museum touches on the stories of childhood over the last two centuries. Childhood objects from the museum collections together with photographs and paintings offer snapshots of the changing experience of childhood.

The exhibition ran from 23 September 2016.

'To watch the corn grow, and the blossoms set': the art of Claughton Pellew: exhibition in the Colman Project Space, Norwich Castle

Claughton Pellew (1890-1966) was a gifted painter and wood engraver, trained at the Slade School of Art. Rediscover his exquisite drawings and prints, inspired by the harmony of country life, on the 50th anniversary of his death.

The exhibition runs until late autumn.

Flint Rocks: exhibition at Ancient House Museum

Everything you ever wanted to know about flint but were afraid to ask. From fossils to flakes and soldiers to strike-a-lights, this exhibition throws light on this very versatile stone. Discover the people who

worked and used it, and find out about flint's Japanese cousin, obsidian.

The exhibition runs until 29 October 2016.

British Art Show 8: exhibition at Norwich Castle

The largest contemporary art show in Britain came to Norwich and the East of England for the first time in its history during the summer. The exhibition was shown at Norwich Castle, Norwich University of the Arts and The Forum and was delivered in partnership with Norwich University of the Arts (the lead partner) and the Southbank Centre, London. It was supported by Arts Council England and key local sponsors included Intu Chapelfield, Larking Gowen chartered accountants and Mills & Reeve solicitors.

A major national art commission with artist Alan Kane saw *The History Train*, a horse-drawn procession carrying special art works, travelled through Norwich on 18 June.

The exhibition ran until 4 September 2016 and helped contribute to a strong performance over the summer at Norwich Castle.

'Sixty Years On': Norfolk Contemporary Art Society; exhibition at Norwich Castle

An exhibition celebrating the impact of NCAS on Norwich Castle's collections over the last six decades.

Exhibition in the Timothy Gurney Gallery running until Spring 2017.

Fishermen & Kings: The Photography of Olive Edis. Exhibition at Norwich Castle

An exhibition celebrating the pioneering photography of Olive Edis who worked in North Norfolk in the late 19th and early 20th centuries. As well as being a talented portrait photographer, Edis was also the world's first female war photographer and this exhibition showcases both her photographs of local people and celebrities alongside her record of women during the First World War and her documentary on the battlefields of Northern Europe.

The exhibition is part of a wider project supported by the Heritage Lottery Fund with additional support provided by Arts Council England, East Anglia Art Fund and the John Jarrold Trust.

A touring exhibition of Edis' work will be shown at community venues across North Norfolk during 2017.

The exhibition runs from 8 October 2016 to 22 January 2017.

YMCA 160th anniversary exhibition: Museum of Norwich at the Bridewell

This exhibition looks at the history of the YMCA Norfolk over the last 160 years and was curated by a group of young people at the YMCA with support from the curators at the Museum of Norwich.

The exhibition forms part of a larger project supported by the Heritage Lottery Fund.

The exhibition opened on 22 September 2016.

1.2.2 Learning Programmes

The learning teams across the County continue to deliver a number of award-winning programmes for all ages with a focus on the priority groups of schools, disadvantaged communities and our Looked After Children.

Dr Robin Hanley, Head of Operations & Learning and Colly Mudie, Learning Manager at Norwich Castle, represented the Service at the national GEM (Group for Education in Museums) Conference in Edinburgh, presenting on the work of the Museums Service.

In September, Norwich Castle hosted an after-school development session for teachers and sixth-form coordinators with a view to developing new programmes aimed at 16-18 year olds from across the County.

As previously reported, the Department for Education (DfE) and Arts Council England have confirmed a further extension to the schools' literacy programme 'Museums and Schools'. This funding extension is enabling NMS to roll out the very successful *Stories from the Sea* in North Norfolk whilst continuing to build the programme in Great Yarmouth.

A partnership project application to deliver educational theatre sessions for schools in the Shirehall Courtroom has been successful. The project is being supported by the Heritage Lottery Fund.

Special learning programmes for the under 5's continue to attract very large numbers across the County, including *Little Kippers* at Time & Tide Museum, the *Bear Hunt* and the *Castles* workshops at Norwich Castle. Recent evaluation of the *Little Kippers* sessions at Time & Tide Museum showed the positive value placed on the programme, including the following feedback:

Jonah and I love coming to Little Kippers. It gives us the chance to explore the museum and learn about the exhibits in an exciting and toddler friendly way. Jonah always enjoys the craft activity provided and they are well thought out and superbly resourced. His favourite so far was the explorer session. He's constantly using the vocabulary he picked up during this session within his play.

We love Little Kippers! Samuel has come to love Time and Tide because of it and we make visits between the monthly sessions to see things in our own time. Polly always packs lots in and there is a fantastic variety of activities with the rare opportunity to actually touch an exhibit, make something well thought out (we loved our guitars :)), have a story and the all-important snack!

1.2.3 Teaching Museum & Skills

Following national recognition in May by the national Museums & Heritage Awards 2016, in September the Teaching Museum won an award in this year's prestigious Festival of Learning Awards.

Norfolk Teaching Museum was one of 28 regional and national winners clinching the Central England Employer award for its outstanding achievement in adult learning and contribution to its local community. Sarah Gore, Teaching Museum Manager, also won a Norfolk County Council Outstanding Contribution Award (OSCA) during the period.

The Heritage Lottery Fund has launched a second round of *Skills for the Future*, a programme which focuses on the development of heritage skills and supports training for entrants to the heritage sector. NMS ran the largest Skills for the Future programme in the UK in partnership with the Museum of East Anglian Life in Suffolk. We will be submitting an application for the new programme which will, as with the last project, be run by the team at Gressenhall.

1.2.4 Marketing and PR

On Thursday 8 September at a special presentation and media press call at the Castle, Art Department staff announced that a painting by the famous Belgian surrealist artist, René Magritte, in the Norwich Castle collections hides one quarter of a lost Magritte painting underneath.

The presentation by Giorgia Bottinelli, Curator of Historic Art at the Castle, and Alice Tavares da Silva, a freelance conservator, described how Alice's eagle eyes first spotted that the Magritte painting, 'La Condition humaine' (1935), in the Castle collections might hide an exciting secret. They explained how, in the process of examining the painting in preparation for its loan to the Pompidou Centre in Paris for a major Magritte exhibition, Alice discovered that Magritte had painted over a portion of an earlier, larger work, 'La Pose Enchantée' (1927), which until recently, had been thought lost.

The discovery received excellent national and regional coverage and was also picked up by many international newspapers and art fora.

1.2.5 Partnerships

NMS continues to work closely with the national charity *Kids in Museums* and other learning partners on the 'Takeover Day' initiative which gives young people the chance to run an institution for the day.

One example from the many Takeover events running across the 10 NMS museums was the event at Time and Tide Museum on 12 August when the Museum's Twitter feed was taken over by teenagers from Creative Collisions youth arts network. The young people involved used social media to promote the collections and were asked to think about how the culturally diverse communities of Great Yarmouth are represented in the museum.

During the period, the Museums Service also supported the national Heritage Open Days programme in September with free access and special events across the whole of the Service. The weekend was the most successful to date, with many thousands of visits taking place over the three days.

1.2.6 Commercial Developments

A key element of the current Service Plan and of meeting the challenges of the budget reductions ahead is the successful delivery of the Service's commercial income targets. Key developments since the last meeting are listed below:

- The first summer of registry weddings at Norwich Castle has been a great success, with numbers exceeding expectations and advance bookings for 2017 looking very strong. In September, Norwich Castle hosted its first wedding reception in the Rotunda and across our other sites a growing number of bookings have been secured for Strangers' Hall and Gressenhall.
- The Arts Council England supported project developed in partnership with Norwich University of the Arts (NUA) to create commercial opportunities using the Museum's collections has been completed. Evaluation is being completed on this innovative project.
- External Services – the Museum's national-standard Design and Conservation teams continue to offer professional services commercially to other museums and heritage sites. Project work for a number of external clients is being delivered for the forthcoming financial year, including work for the Sainsbury Centre for Visual Arts (SCVA) and the National Trust.

For more details visit [**www.conserveanddisplay.co.uk**](http://www.conserveanddisplay.co.uk)

- An increasing number of commercial bookings for Norwich Castle continue to be delivered, including major events and celebrations for local businesses.

1.3 Conclusion

- 1.3.1 Despite the challenges of an early Easter and a very hot summer, the Service's financial performance up to the end of September has been positive and, with a strong exhibitions and events programme in place across the 10 museums over the next two quarters, a breakeven budget position is forecast.

Commercial income strands including conference and banqueting, conservation and design services and weddings continue to develop positively, especially the Registry partnership at Norwich Castle.

2. Strategic Developments

2.1 Norwich Castle Keep

Norfolk Museums Service has received earmarked funding from the Heritage Lottery Fund (HLF) for the *Norwich Castle: Gateway to Medieval England* project.

An initial development grant of £462,400 is a major boost to the multi-million pound plan to transform Norwich Castle's iconic Keep into one of the region's premier heritage attractions. A further £8.7 million has been earmarked towards the project and a second application for the full grant will be made at a later date.

Along with the recreation of the 12th Century Royal Palace, the project will enable a unique form of partnership, displaying national treasures from the British Museum collections alongside exquisite artefacts from Norwich Castle's own medieval collection, in a new *British Museum Gallery of the Medieval Period*.

The initial grant from the HLF provides development funding to help the Service progress its plans and undertake a major public fundraising campaign. This first award will enable a programme of study to record, interpret and understand the Keep fully, as well as identify essential repairs and conservation work.

In terms of energy efficiency, the project aims to bring the latest environmentally sustainable technologies into the building ensuring it is fit for the 21st century.

A fundraising plan is in place to meet the match-funding target for the project and this will be kept under regular review by the Board of the Norfolk Museums Development Foundation (NMDF).

Tender returns are expected shortly for the professional services and project management elements of the project.

Work has progressed well on the Activity Plan over the summer with new events and activities being trialled as part of the Learning Team's Medieval Madness programme. This included the reintroduction of Medieval Mystery Plays to Norwich for the first time in 500 years.

An event to celebrate the securing of a Stage 1 HLF pass was held in the Keep on 4 October with thanks to the partners who had supported the application including Norfolk County Council, Norwich City Council, New Anglia LEP, the Friends of Norwich Museums, Norwich BID and Arts Council England.

- 2.2 Norfolk Museums Development Foundation (NMDF) & Fundraising**
Delivery of the fundraising strategy via the Norfolk Museums Development Foundation continues to progress well and a Board Development Day has been held which has been helpful in assisting the Trust in developing a clear vision which complements the work of the Joint Museums Committee and our other sister charities.

A new website for the Foundation has been created to give the charity a profile for potential supporters and grant giving bodies – <http://nmdf.org.uk/>

An application from the NMDF to the Peter Cruddas Foundation to support our partnership work with the Norfolk Youth Offending Team (YOT) has been successful. The grant will fund projects at Norwich Castle to help young people aged 16 and 17 who are working with the YOT to move into education, employment or training. With this funding support, the Museum will run a three month animation course this autumn and a further course next year. The young people will work with the Museum's learning team, a reparations worker and an experienced animator to gain film and photography skills. They will work together to devise stories about the collections and the Castle to create animations which will provide them with a portfolio to achieve an accredited qualification with an Arts Award.

- 2.3 Gressenhall Farm & Workhouse – Voices from the Workhouse project**

The *Voices from the Workhouse* development project at Gressenhall, supported by the Heritage Lottery Fund and other key funders including DCMS Wolfson and Breckland DC, is progressing according to schedule and the main exhibition was opened to the public in May.

The VIP opening with the Heritage Lottery Fund took place on Friday 8th July, with the relatives of workhouse inmates whose stories are told in the main exhibition cutting the ribbon to officially open the new galleries.

Positive work on the digital App to support the interpretation in the new galleries has been completed during the period and the Heritage Lottery Fund has also given their approval to the redevelopment of the Collections Gallery above the new workhouse displays.

Learning and outreach work with local schools and community groups linked to the project continues.

The Gressenhall project team have been recognised for their hard work and dedication to delivering an exemplary project by Norfolk County Council in the form of an Outstanding Contribution Award (OSCA).

2.4 Arts Council England

Whilst NMS continues to deliver its current funding programme (2015-18), work is underway to prepare for the new funding round in the autumn. Consultation has been completed and the Arts Council have confirmed a 4 year settlement for the period 2018-22.

The Arts Council has also confirmed that it will bring museums into line with the rest of the arts portfolio in terms of having one major funding programme but with three levels of investment giving different stages of responsibilities.

Norfolk Museums Service has been tasked with a national leadership responsibility for the Arts Council's Goal 4 Diversity and Skills. This will involve coordinating a national conference in December and a publication containing case studies drawn from NMS's work and that of 5 other Major Partner Museums across England. NMS is also working with Kids in Museums, the national charity, to develop a new Takeover Day programme aimed at introducing children from diverse backgrounds to the idea of working in museums and the cultural sector.

The Museums Service has received a very positive end of year report from the Arts Council with particular credit given to the Museum's progress embedding new income generation initiatives and activities, and its award-winning work with children and young people.

2.5 Deep History Coast Project

NMS curatorial staff continue to progress the *Deep History Coast* Project initiative.

Staff continue to work on the Deep History Coast (DHC) publication. Work is continuing, together with Natural History Museum specialists, on a review and analysis of Norfolk's faunal collections from the Cromer Forest Bed. Dr David Waterhouse appeared on the Channel 4 documentary 'Walking Through Time', concerning Britain's lost land bridge. A DHC public 'Fossil Roadshow' event was delivered at Time & Tide Museum over the summer and behind the scenes tours as part of Heritage Open Weekends in September

NMS staff continue to work with North Norfolk District Council (NNDC) on the DHC Steering Committee in order to shape the direction of the project in North Norfolk. Specialist advice and support has also been provided to North Norfolk's developing DHC Coastal Community Team work, with further meetings scheduled.

A partnership application led by NNDC to the Government's Coastal Communities Fund was submitted at the end of June and has been successful in obtaining a Stage 1 pass. Further work will be put into the application over the coming weeks. Dr David Waterhouse is also helping NNDC with the development of a Deep History Coast brand which can be used by partners and businesses in North Norfolk.

2.6 DCMS National Museums Review

The Department for Culture, Media and Sport has begun a National Museums Review, the first such review in more than 15 years.

As part of the Review, the Museums Service received a visit in August from Neil Mendoza, Chair of the Review, Dr Simon Thurley and Kate Bellamy from the DCMS.

In parallel to the National Review, the Museums Association has created a Museums Taskforce to examine the state of the museums sector across the UK and produce a report by May 2017. NMS is represented on the Steering Group for this piece of work.

3. Museum Development across Norfolk

3.1 Museum Development across Norfolk

NMS continues to have a leadership role for the wider museums sector across the East of England. The Service is in receipt of a grant of £1.2m from Arts Council England to provide professional support, advice and guidance to museums for the three year period 2015-18. The programme of support is delivered by SHARE Museums East. Recent developments include the launch of the 2016-17 training calendar which offers over 80 events including training courses, workshops, conferences and seminars.

SHARE Museums East continues to provide Accreditation advice to museums in the region with a dedicated email enquiries line and regular county group updates and briefings.

Forward planning seminars and a grants award scheme have been announced to assist museum boards in reviewing and developing their forward plans to support improved organisational resilience.

The annual SHARE Museums East Volunteers Awards was held at the Fitzwilliam Museum in Cambridge in June.

This year's annual SHARE Museums East conference will be held in November at the newly developed National Horseracing Museum at Newmarket.

For more information on NMS' leadership role in museum development in the region and the SHARE scheme visit: <http://sharemuseumseast.org.uk>

4. Equality Impact Assessment (EqIA)

- 4.1 The NMS Service Plan places diversity, equality and community cohesion at the heart of service development and service delivery. It aims to ensure that activities included in the service plan are accessible to diverse groups in Norfolk and that all policies, practices and procedures undergo equality impact assessment.

These assessments help the service focus on meeting the needs of customers in relation to age, disability, gender, race, religion & belief and sexual orientation.

5. Section 17 – Crime and Disorder Act

- 5.1 NMS is working hard to help address the issues of social exclusion, one of the key triggers for crime and disorder. NMS provides services that are accessible to local people, encourage participation in cultural activities by people who are at risk of offending, engage offenders through a range of cultural projects, assist schools in improving pupil attainment and deliver opportunities to increase the number of people who are in education, employment or training.

Through these and many other projects the NMS is using its resources to contribute towards reducing crime and disorder in Norfolk.

6. Conclusion

- 6.1 Meeting the Service's financial targets for 2016/17 is dependent on the delivery of commercial and fundraising targets as well as the maintenance of high visitor numbers across the 10 museums.

Following the opening of the new *Voices from the Workhouse* galleries at Gressenhall and a strong exhibitions and events programme across the County, the Service remains optimistic of meeting its challenging targets.

The redevelopment of the Keep at Norwich Castle is the key focus for the Service for the coming period.

7. Recommendation or Action Required

7.1 The Joint Museums Committee is asked to consider and comment on:

- Progress regarding development of the Keep at Norwich Castle
- Plans for 2016/17 including the exhibition and events programme and the Service's progress in achieving a balanced budget
- Arts Council England's new funding programme for 2018-22

Officer Contact

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JOINT MUSEUMS COMMITTEE
28 October 2016

Norfolk Museums Service
Collections Review and Rationalisation Programme 2015-18
A report by the Head of Museums

Executive Summary

As part of its strategy to review service needs and reduce costs Norfolk Museums Service (NMS) has an ongoing Collections Review & Rationalisation programme whereby collections are reviewed on a regular basis, and those which are not suitable for future display or study needs may be found alternative homes.

The programme follows best practice as advised by Arts Council England's Museums Accreditation Standard and the Museums Association's Code of Ethics standards of which have been incorporated into the NMS Collections Development Policy. The outline of which is noted in Annex 2.

Recommendations:

Committee Members are asked to consider and approve the rationalisation of:

- **Annex 3 Gressenhall Social History items approved at Breckland AMC 4th July 2016**
- **Annex 4 (inc. Internal transfers included for information only) approved at Breckland AMC 4th July 2016**

1 Executive summary

This report asks Committee Members to consider and approve the rationalisation of museum collections identified by staff as falling outside of NMS' Collections Development Policy.

1.1 Background

1.1.1 NMS' ongoing Collections Review & Rationalisation Programme assesses collections for their relevance and cultural significance. Those that are not suitable for the future display or study needs of NMS may be found alternative homes, usually retaining them within a publicly-accessible domain. This is done with the aim of:

- Reducing NMS' accommodation needs to the minimum necessary for the safe and accessible storage of collections, in order to reduce the financial and staffing burden of collections care

- Ensuring that all collections are accessible and used on a regular basis for the benefit of the public
- Improves the care of the collections it retains
- Ensuring that those collections which are not key to the mission of NMS are cared for and made accessible by other organisations

The methods by which collections are rationalised are set out in Annex 1.

The programme was considered and approved by the Norfolk Joint Museums & Archaeology Committee on 14 January 2011.

2 Collections Review Programme

- 2.1 The objects listed in Annexes 2, 3 & 4 are recommended for rationalisation by the methods proposed against each object.
- 2.2 All lists have been scrutinised and approved by NMS' internal Rationalisation Committee which comprises the Chief Curator, Collections Development Manager, the Senior Conservation Officer and the Registrar. Every effort will be made to find these objects a home in another museum or cultural institution.
- 2.3 The objects listed are from the Gressenhall Social History collections. They were considered by Breckland's Area Museums Committee of 4th July 2016 which recommended them for rationalisation by the methods proposed.

3 Resource Implications

3.1 Finance

- 3.1.1 The Review & Rationalisation Programme is fully funded through Arts Council England's Major Partner Museums funding. There are no other revenue implications.

4 Other Implications

4.1 Equality Impact Assessment (EqIA)

- 4.1.1 The NMS Service Plan places diversity, equality and community cohesion at the heart of service development and service delivery. It aims to ensure that activities included in the service plan are accessible to diverse groups in Norfolk and that all policies, practices and procedures undergo equality impact assessment.

These assessments help the Service focus on meeting the needs of customers in relation to age, disability, gender, race, religion & belief and sexual orientation.

- 4.1.2 This review of collections aims to improve accessibility. Principles of representation and equality will guide the selection of objects for rationalisation, which will all be offered in the first instance to other Accredited museums.

4.2 Health and Safety Implications

- 4.2.1 The rationalisation programme will improve health and safety conditions for staff by removing risks inherent in overcrowded stores.

5 Section 17 – Crime and Disorder Act

- 5.1 NMS is working hard to help address the issues of social exclusion, one of the key triggers for crime and disorder. NMS provides services that are accessible to local people, encourage participation in cultural activities by people who are at risk of offending, engage offenders through a range of cultural projects, assist schools in improving pupil attainment and deliver opportunities to increase the number of people who are in education, employment or training.

Through these and many other projects the NMS is using its resources to contribute towards reducing crime and disorder in Norfolk.

6 Recommendation or Action Required

- 6.1 The Joint Museums Committee is asked to consider and recommend for rationalisation:

- the Gressenhall Social History items listed in Annex 2

Officer Contact

If you have any questions about matters contained in this paper please get in touch with:

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Appendix 2: Strategy for Rationalising NMS Collections

1. Introduction

As part of a regular programme of good collections care all museum collections will be reviewed to ensure that objects conform to standards of high priority and top quality. Material which does not conform will be disposed of. This paper sets out how the review will be undertaken. The key elements of the process outlined below are required under the Museum Accreditation Scheme, Arts Council England's standards scheme for museums that ensure good practice is followed in all publicly-funded museums.

The policy of NMS is to preserve and interpret Norfolk's history while also providing a window on the world for the people of Norfolk. NMS has rich and diverse collections and is ranked within the top 2.5% of non-national Accredited museums. These collections are held in trust on behalf of current and future generations. Those housed in the Castle Museum & Art Gallery and the Norwich Castle Study Centre have been Designated by the DCMS as being of national significance; only 50 out of over 2,000 Accredited museums have received this distinction.

Collecting within NMS is undertaken in accordance with the Collections Development Policy, which is reviewed and approved by Committee every five years (last revised in July 2015). This sets out the strengths of the collections, areas for future collecting and constraints on collecting, such as resources, space such as resources, space and expertise. Cromer Museum, for instance, will only acquire material that provides information about the history of Cromer not currently held within the museum. Thus, duplicates or material that is historic but not otherwise interesting or informative, will not be acquired.

This does not preclude collecting outside the terms of the Collections Development Policy in exceptional cases, such as the West Runton elephant, which is within the terms of the Policy but of unusual size and national importance. A similar exception is the famous teapot collection of over 3,000 examples, which is a nationally-important collection without parallel elsewhere in the country and supports the study of styles in ceramic design.

2. Using Collections

The Core Collections fall into three categories, with different levels of access:

- 1. Display material** represents the best or most significant items in the collections and is easily accessible by all people visiting the museums. Gallery displays are highly interpreted to attract the interest of the general visitor and, hopefully, enthuse them. The Egyptology collection at Norwich Castle, for example, provides an interesting display for the general visitor and an important resource for schools, which are able to study this part of the national curriculum from real objects in their local museum.

2. **Study collections** provide depth for people who want to learn more about a specific subject. The emphasis is on presenting as many objects as possible for study. Study facilities are provided at the Collections Study Centres at Shirehall and Gressenhall. Objects are either freely accessible when a museum is open, on open storage (easily accessible with an appointment or on regular open days) or in study rooms (open on set days a week).
3. **Long-term research material** is needed as evidence for current or future research and only needs to be available on an appointment basis. This can be contained in high density storage, thereby making the most cost effective use of space. Some of this material may duplicate other collections but museums have a responsibility to future research to ensure that important evidence is not destroyed unnecessarily. New analysis techniques are being developed all the time and often unprepossessing archaeological samples can provide important information. A balance needs to be struck between keeping enough for future needs but not so much that there are no resources to do anything else.

Items not retained for the Core Collections are categorised as follows:

4. **Working or demonstration material** Objects are put to working use or demonstration use at or on behalf of the museum. Items may require sufficient restoration to satisfy health and safety requirements and functionality. Work carried out on an object should take account of presentation issues of object preservation or restoration within the museum environment. Objects should be used under defined conditions that are stated in their documentation.
5. **Education, handling and loan collection** Objects are included for educational reference material only, including loans. There is an implied deterioration through usage over time.
6. **Set dressing** Objects are used as set dressing for on-site activities of the museum, following the principal of ultimate disposal through usage. They may also be re-used to enable the restoration of working collections.
7. **Dispersal** Objects are transferred or (as a last resort) sold to other organisations or individuals. NMS will follow Arts Council England's Accreditation and the Museums Association's guidelines. There will be a presumption that objects will be retained in the public domain and offered initially to similar institutions at whichever location provides the best balance of appropriate care, context and access.
8. **Disposal** Following Accreditation and Museums Association guidelines, objects which have no other viable home or use are disposed of or reused for restoring other objects or in creative projects.

3. The Review & Rationalisation Programme

The Review & Rationalisation Programme will particularly concentrate on identifying material which falls into categories 3-8. Some material in category 2 may also be reviewed as it is likely that this group contains objects which, over the years, have become surplus to requirements due to duplication within NMS.

Material in category 1 will not be reviewed since this will have been assessed when a decision was taken to put it on display. NMS has an ongoing programme of

renewing or refreshing displays which allows for changing objects on display and assessing their importance.

3.1 First steps in the Rationalisation Programme

The Collections Development Manager will be responsible for the review programme. Other staff to be involved include:

- Chief Curator
- Head of Conservation or Senior Conservator
- Staff with curatorial responsibility for collections at specific sites, e.g. Curator of the museum
- Subject specialists

The first step will be to agree a review process and timetable with staff and identify staff teams to carry out the review. The timetable will be affected by major developments currently underway or in the planning cycle that will determine the availability of staff.

3.2 Identifying material for rationalisation

NMS shall particularly examine material in the following categories to consider them for rationalisation:

- Does not fall within the current collecting policy.
- Unethically acquired material.
- Loan material no longer required for display.
- Does not provide important information about Norfolk and its history.
- Is irrelevant to the collection.
- Has no reasonable expectation of being useful for display or research.
- Is unaccessioned (i.e. has not been properly recorded).
- Is unprovenanced (i.e. has no background information to provide a context).
- Is an unnecessary duplicate.
- Is of poor quality compared with other examples in the collection.
- Has deteriorated beyond any useful purpose (e.g. through decay or infestation. This might be a textile item that has rotted or a natural history specimen that has an infestation)
- Poses a threat to other objects or people (e.g. by contamination. This might be WW2 gas masks with degraded asbestos filters or radioactive geological specimens).
- Where there is no reasonable expectation that NMS will be able to provide suitable levels of curation or collections care.
- Is of good quality but would fit better into another museum's collection.
- May be more appropriate to the Norfolk Record Office or Norfolk Library & Information Service.

Meeting one of the above criteria does not automatically condemn any object. Each object will be considered on its merits. There may well be good reasons why objects that fall into one or more of the above categories should be kept, but they will be critically examined and justified.

3.3 Options for disposal

There are several ways in which material that is not suitable for NMS core collections might continue to fulfil a useful purpose. The list below indicates the methods of disposal which will be considered for each object, in descending order of priority:

- Transfer to another Accredited museum by gift
- Repatriation to country of origin
- Transfer to another public institution by gift
- Return to donor or lender (if there are compelling reasons to do so)
- Transfer to a handling collection for use with schools or the public
- Re-used to enable the restoration and operation of working machinery, which can be used to engage the public and demonstrate historic practices
- Set dressing to enhance museum displays
- Charitable donation
- Sale on the open market
- Destruction (as a last resort)

3.4 Process for decision taking

The process for taking decisions about disposal is time consuming but it is important to ensure that:

- all legal responsibilities are fulfilled,
- that the sensibilities of donors are respected,
- that the political views of the partners in the Joint Museums Agreement are taken into account, and
- that the public retain confidence in NMS and Norfolk County Council as trustees of Norfolk's heritage.

3.5 The process of selection for disposal will be as follows:









- Objects for disposal will be identified by staff with curatorial or collections care responsibilities at each site, assisted by subject specialists as appropriate
- Documentation will be checked to confirm that NMS is the legal owner of the items and is legally free to dispose of them (for example, there may be conditions attached to a bequest)
- The views of particularly interested groups or organisations will be sought
- If material was acquired or conserved with grant aid, contact will be made with the grant funding body to establish whether the funder has any requirements or views on the disposal. Reimbursement of grant aid is a standard requirement unless the object is to be transferred as a gift to another Accredited museum.
- Permission for disposal will be sought from the Joint Museums Committee






3.6 Process for disposal of accessioned material





Once the Joint Museums Committee has agreed the list of proposed disposals the following steps will be taken:





- As required by the conditions of the Museum Accreditation Scheme, a notice will be placed in the Museums Journal or its on-line equivalent, and any other appropriate specialist publications, advertising the availability of significant material to other Accredited museums.
- Direct contact will be made with any Accredited museums or other public institutions which would have a particular interest in any of the objects.






- If no Accredited museum is interested and the material was donated within the last 20 years, attempts will be made to contact the donor to return the item.
- Material in which no interest is expressed will be either sold or otherwise disposed of, once all reasonable efforts to find it a new home have been exhausted.
- Complete records of all transactions will be kept.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 1977.41.2	engine	Engine. A wheelwrights boxing engine made of iron with wooden handle grips, used by the firm of GRAY AND SON, BUILDERS, PASTON. Early 20th Century.		This object is in very poor condition.	Transfer. Offer to accredited museums via Museums Journal.
GRSRM : 1978.107.6a	tree	WhippleTree. A wooden whipple tree which is used for harnessing horses to a plough. It is painted red and has metal fittings at both ends and a hook in the centre.		This object is in poor condition, it has no provenance and is a duplicate.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1978.107.6b	tree	WhippleTree. A wooden whipple tree which is used for harnessing horses to a plough. It is painted red and has metal fittings at both ends and a hook in the centre.		This object is in poor condition, it has no provenance and is a duplicate.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1978.107.6c	tree	Whipple Tree. Wooden whipple tree used for harnessing horses to ploughs. It is plain wood with a central metal hook. For two horses.		This object is in poor condition, it has no provenance and is a duplicate.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1978.107.6d	tree	Whipple tree. A wooden whipple tree used for harnessing horses to ploughs. It is plain wood, with metal fittings at both ends and a hook in the centre. 19th-20th Century.		This object is in poor condition, it has no provenance and is a duplicate.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1978.152	harmonium	Harmonium. A harmonium 'The Euterpe Organ' which was bought secondhand in 1940s or 1950s. Ivory and black keys with two foot pedals a sliding lid and two brass hooks for the music-sheet. It is held in a polished wooden case.		Poorly provenanced. A duplicate of another organ in the collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1980.17.2.2	bucket	One of two buckets for transporting raspberries; wood, painted red, with illegible name on side; bottoms missing; used in orchards around donor's house by his family, 1920 and earlier		Object is in poor condition and is a duplicate.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1980.63	chaise-longue	Chaise-longue; covered in brown floral upholstery; damaged		Poor provenance. Very poor condition.	Transfer. Offer to Strangers Hall and other museums via Museums Journal.





Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 1982.46	case	Three wooden biscuit tin holders with glazed fronts; frame missing; 20th century; used on premises of tobacconist and confectioner shop		Incomplete. Frame missing. Duplicate with complete object in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1985.49.1	tree	Two whipple trees or leader bars; wood, with iron fittings; 19th - 20th Century. Wooden whipple tree with iron attachments, for two horses.		This object is in poor condition, has no provenance and is a duplicate.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1985.49.2	tree	Whipple tree. Wooden whipple tree with with iron fittings, for two horses. 19th-20th cent.		This object is in poor condition, has no provenance and is a duplicate.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1988.52.3	chair	Mendlesham chair. Carver style and part of the Windsor chair group. This type of chair is usually made in yew or fruitwood with an elm, saddled seat. It has a distinctive shape with splayed out legs and flat arms which follow this angle. There is an ornamental heart shaped splat, which is a common style. Either side of this there are three turned spindles. A distinctive feature of this chair is the square finish of the back rail. Owned by Mr John Aldrin who lived all his life in Lowestoft.		Duplicate (retaining 2 out of 6)	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : 1988.52.4	chair	Mendlesham chair. Carver style and part of the Windsor chair group. This type of chair is usually made in yew or fruitwood with an elm, saddled seat. It has a distinctive shape with splayed out legs and flat arms which follow this angle. There is an ornamental heart shaped splat, which is a common style. Either side there are three turned spindles, the decorative nature of these spindles is an unusual feature. A distinctive feature of this chair is the square finish of the back rail. Owned by Mr John Aldrin who lived all his life in Lowestoft.		Duplicate (retaining 2 out of 6)	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.




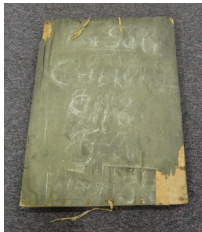

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 1988.52.5	chair	Mendlesham chair. Carver style and part of the Windsor chair group. This type of chair is usually made in yew or fruitwood with an elm, saddled seat. It has a distinctive shape with splayed out legs and flat arms which follow this angle. There is an ornamental heart shaped splat, which is a common style. Either side of this there are three turned spindles. A distinctive feature of this chair is the square finish of the back rail. Owned by Mr John Aldrin who lived all his life in Lowestoft.		Duplicate (retaining 2 out of 6)	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : 1988.52.6	chair	Mendlesham chair. Carver style and part of the Windsor chair group. This type of chair is usually made in yew or fruitwood with an elm, saddled seat. It has a distinctive shape with splayed out legs and flat arms which follow this angle. There is an ornamental heart shaped splat, which is a common style. Either side there are three turned spindles, the decorative nature of these spindles is an unusual feature. A distinctive feature of this chair is the square finish of the back rail. Owned by Mr John Aldrin who lived all his life in Lowestoft.		Duplicate (retaining 2 out of 6)	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : 1988.71a	boiler	A horizontal, portable shell steam boiler. Riveted and coal fired. Believed to have been made by Richard Garrett of Leiston, Suffolk about 1920		No Norfolk provenance. No longer suitable as a working exhibit. Working boiler with Norfolk provenance soon to be accessioned.	Transfer. Offer to The Longshop Museum (Leiston) and to other accredited museums via Museums Journal.
GRSRM : 1992.36.6	chair	Folding chair; wooden frame stained dark brown; small thick tapestry upholstered seat in green/red		Poorly provenanced. No maker or use information. Only donor information.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 1992.36.7	chair	Folding chair; wooden frame stained dark brown; small thick tapestry upholstered seat and purple fabric head rest and red leather arm rests		Poorly provenanced. No maker or use information. Only donor information.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : 1993.147	cabinet	Small nine drawer wooden cabinet; drawers missing; bad condition		No provenance. Poor condition.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 1993.197	press	Cider press; oak body; metal brackets, etc		This object has no provenance, better provenanced duplicates have been retained.	Transfer. Offer to accredited museums via Museums Journal. Offer to rural life museums.
GRSRM : 2000.38.1	jacket	Beekeeper's jacket with veiled hat attached; white cotton/ polyester jacket with large pocket sewn onto front; wide brimmed hat with black veil and zip; label sewn inside jacket with 'Made in England' in black stitching; small size label 112 cm 44 inches; one of a collection of beekeeping items		This object is a duplicate. We are retaining an identical jacket in better condition.	Transfer. Offer to other accredited museums via Museums Journal.







Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2006.102	chest	Wooden chest. Very roughly made with metal grips at either end and reinforcements on the corners. Lid opens and is held open by two canvas webbing straps. Keyhole has been covered with a rough piece of whitish wood. The chest is nailed together and smells strongly of creosote. Inside the chest are leather straps nailed around the sides that hold an assortment of different tools, there are 24 which need individually accessioning.		No provenance. Tools duplicate with existing ones in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2006.141.25.1	bucket	Bucket. Wooden bucket with metal handles and bands. Cylindrical shape, wider at top than bottom. Made with planks for wood or staves. One or two bands missing.		Poorly provenanced. Duplicates with other buckets in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2006.141.25.2	bucket	Bucket. Wooden bucket with metal handles and bands. Cylindrical shape, wider at top than bottom. Made with planks for wood or staves. One or two bands missing and one remaining loose, rusting band.		Poorly provenanced. Duplicates with other buckets in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2009.99	china	Small china ornament in the form of a teapot, with gilt decoration on spout, lid and handle and floral decoration on side, with inscription FINE Bone Chine, Ashleydale on the base		Broken. No known Norfolk context. Set dressing object.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.27	box	Wooden box with WM INSALL label stuck on inside of lid. The box lid has been held open by mdf supports and a perspex cover inserted.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to other accredited museums via Museums Journal.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.28	chest	Brown wooden chest with no handles. Metal edging on lid and corners. Black lettering on the front 'J J Turner 2 East Yorkshire Reg'.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to The York Army Museum and other accredited museums via Museums Journal.
GRSRM : 2015.2.29	cupboard	Black cupboard with two doors.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.30	bed	Orange bed ends on wheels.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : 2015.2.31	radiogram	Radiogram. Wooden box with record player inside.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.32	pram	Pram or pushchair. Green, metal, double ended pram.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.





Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.33	easel	Easel. Wooden A-frame easel linked by string and chain.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.34	wheelchair	Wheelchair. Canvas, wood and metal.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.35	case	Case or cupboard. Wooden case with front and back glazed. Opens from top and is locked. Has 44 in white above the lock.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.38	lectern	Lectern. Plain with no decoration.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance.	Transfer. Offer to other accredited museums via Museums Journal.




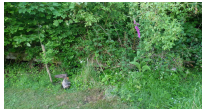
Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.40	frame	Frame with glass.		This object has no provenance. It has not been possible to match this frame with the work which presumably used to be inside it.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.41	drawers	Drawers. Three drawer.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.42	till	Cash till. 1930s.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to Hethel 389th Bomb Group Museum and other accredited museums via Museums Journal.
GRSRM : 2015.2.43	sign	Sign, blackboard sign with string for hanging.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.44	pan	Bed Pan, white glazed and wedge shaped with tapering to the front which is rounded. It has a handle at the back and inside in black lettering reads SLIPPER BED PAN, This Slipper should be passed under the Patient in front between the legs .		No provenance. Other bed pans already in collection.	Transfer. Offer to other accredited museums via Museums Journal.

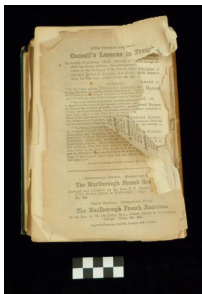



Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.45	pot	Chamber Pot, white glazed with handle but no distinguishing marks.		No provenance. Other bed pans already in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.46	pot	Pot thought to be from a commode with no distinguishing marks.		No provenance. Other bed pans already in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.47	pot	Pot thought to be from a commode with a chip on the rim which appears to have been used as a flower pot.		No provenance. Other bed pans already in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.48	cabinet	Wooden corner cupboard painted cream with one shelf inside.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.50	box	2 boxes of Tate & Lyle sugar cubes. One of caster sugar, the other quick-dissolving sugar.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.51	packet	3 packets of Vedast Blancmange powder. One lemon, one raspberry and one strawberry.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.53	kettle	Metal steam kettle with a red bakelite handle and knob to the lid.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.54	toaster	Morphy Richards electric metal toaster with black bakelite feet.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.55	scales	Set of scales and 7 weights. The scales are cream and have green labels 'Harper made in England' on both sides and a metal pan. The metal silver coloured weights are for 1/2oz, 1oz, 2oz, 4oz, 8oz, 1lb and 2lb.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.56	handle	Scythe handle. Made from rough wood with bark still attached. No scythe blade.		Incomplete. No provenance.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.57	fork	Pitchfork. Two pronged pitchfork with long wooden handle. Marked with NCM.		Broken. No provenance.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.2.58	tin	Biscuit tin. It is shaped like a basket with lid and two handles. Marked on bottom with 'Hewley & Palmers Biscuits Reading & London'.		No provenance.	Transfer. Offer to Reading Museum and other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.59	bottle	Bottle. Empty green glass bottle with black stopper. Ripped paper labels read 'Pleas Replace Stopper' and 'r's Olde English Cyder Lity'. Gaymer's Cyder.		No provenance. Poor condition. Duplicates with better examples existing in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.18	plate	White china plate with central black printed illustration of a church with lettering CHURCH OF TERRINGTON ST CLEMENT, NORFOLK. Worn gold rim.		Falls outside geographical collecting policy and duplicates other church tea services in collection.	Transfer. Offer to Lynn Museum, the Church of Terrington St Clement and other accredited museums via Museums Journal.
GRSRM : 2015.19	map	Bundle of seven Ordnance Survey maps of town and area around Wisbech, dated to 1887, 1902 and 1969.		Falls outside geographical collecting policy.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.20.1	part	Oblong metal part with openings which looks like a grill, possibly from a range or oven. Pat number 223 stamped on the reverse.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.20.2	part	Metal door possibly from a range or oven. Pat number 223 stamped on the reverse.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.20.3	part	Metal plate with circular and oblong openings possibly from a range or oven.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.20.4	part	Metal plate with a knob possibly from a range or oven.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.20.5	part	Part of a metal plate with seven holes possibly from a range or oven.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.20.6	part	Oblong metal part with four oblong and a oval opening possibly from a range or oven.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.20.7	part	Square metal part with raised edges on two sides possibly from a range or oven.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.20.8	part	Oblong metal part which is moulded at the front and has indentations on the back possibly from a range or oven.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.20.9	part	Two pieces of metal which appear to be part of the same item possibly from a range or oven.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2015.20.10	part	Bag of five screws and six nuts possibly from a range or oven.		No provenance. Incomplete. Other ranges in collection.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : 2016.8	bench	Saw bench, wooden and iron construction in two large parts. Believed to have come from ironmongers at Shipdham (possibly Hardwards). Believed to have been acquired for demonstration purposes.		This object is in poor condition, and has no context.	Transfer. Offer to Mr C. Woods




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : L185	book	Cassell's French and English Dictionary compiled from the best authorities of both languages by Professors De Lolme and Wallace and Henry Bridgeman, 7th and latest edition (1877) of the Dictionnaire of the Dictionary of the French Acadmeny by Professor E roubaud, spine broken and book in two halves and no back cover, dark green hard cover, 1881		No Norfolk provenance. Not needed for research within library.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : NN1	wheelchair	Wheelchair 'ALLWIN STANDARD NO.2'; c.1920s; black painted iron frame with green canvas seat, back and sides; leather and wood arm rests; rubber tyred and spoked wheels 'JOHN BULL/Heavy Duty/SERVICE TYRE/(Jointless)'; wheels have coiled suspension; canvas of chair fixed on with buckles and leather straps, studs, eyelets and string; two wooden foot rests; rubber brake pedal; rubber handlebar for pushing; digital image 'NN1'; found unaccessioned in collections		No provenance.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : NN5	stool	Polished wooden stool; slightly sloping square seat; two cross beams on each side; 19th cent		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN8.1	chair	Chair. Found in Store 1 labelled with NN8 but no corresponding Modes record found.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN9.1	chair	Chair. Found in Store 1 labelled with NN9 but no corresponding Modes record found.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN14.1	chair	Chair. Found in Store 1 labelled with NN14 but no corresponding Modes record found.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN20	chair	Wooden chair; four grooved slats in back; some damage and fresh worm infestation; blue label attached inscribed 'no.9'; 19th cent		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN24	chair	Very tall chair stained dark brown; square legs; single struts connecting the front legs together and the back legs together; two struts connecting front legs to back legs; padded leather seat with fabric and webbing on underside; leather cover held in place by studs; two single plain struts across back; 19th cent		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN29	commode	Polished oak commode; wooden armchair with box seat; back of chair has three bars, wide one at top and two narrow ones below divided by three turned and grooved beads; upper bar and lower ones separated by three turned decorative struts; hinged seat lifting to reveal panel with round hole cut out and pot below; deep drawer in front with brass handle; drawer contains white china pot; chair painted with plain black lines throughout; 19th cent		Incomplete - non original drawer. Other commode chairs in collection.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN32	chair	Oak dining chair; square, slightly flared seat; four grooved struts in back; curved bar across top of back; square legs; single square bar between legs; 19th-20th cent		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN38	chair	Chair. Dining chair. It has two back slats, turned front legs and squared back legs. It has a crack in a curved seat.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN44	chair	Chair. Dining chair with a torn leather seat stuffed with straw. It has six upright back slats with two rungs, one now missing.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN45	chair	Chair; label 'Sheringham'; two back slats; turned legs; three rungs		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.





Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN47	chair	Elm dining chair; flat back support held by one turned support on each side and for central slats; four turned legs, one side support between front and back legs (one now missing); signs of woodworm in seat; central slat between side supports also missing		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN51	chair	Chair, possibly oak; seat severely cracked along grain; two back supports continuing down to form rear legs; two horizontal back slats joined by four grooved slats; rear and front legs joined by supporting slats; two side struts joined by central strut towards front; showing signs of woodworm		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN52	chair	Dining chair, possibly of elm; flat back support held by two turned slats on either side and four central slats; four turned legs; front and back joined by side supports, in turn joined by central slat		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.





Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN54	chair	Chair. Wooden chair. Back side supports continuing down to form rear curved legs, two back cross horizontal supports joined by four grooved slats, two front straight legs. All four legs joined by side, rear and front support slats.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN55	chair	Chair. Wooden chair with a curved back and two side supports continuing down to form two rear curved legs. The two side supports are joined by three horizontal supports (top one being wider and flat to support back). It has two straight front legs and all four legs are joined by one curved supporting slat below seat. The two front legs joined by supporting slat below seat.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN57	chair	Wooden chair with leather upholstered padded seat and back support; two side back struts continuing down to form curved rear legs; two front turned legs		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.





Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN62	chair	Dining chair; painted white; two turned back supports continuing as back chair legs; two horizontal bars across back; two turned front legs; two supporting leg slats on each side; one supporting leg slat on front and back		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN63	chair	Dining chair of dark wood; leather upholstered seat; back supports, grooved with scrolled ends, continuing down to form back legs; two horizontal back supports with decorative carvings, joined by central elaborate carved slat of floral design; two turned front legs		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN64	chair	Chair. Elm dining chair with evidence of woodworm. It has four straight back slats, two turned back slats, four turned legs, one support on each side of legs which is linked by central support.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN66	chair	Wooden chair; straight back; two side supports continuing down to form slightly curved rear legs; two horizontal back supports joined by three slats; two front round legs joined to rear legs by two slats on each side; one slat joining two front legs and two rear legs		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN70	chair	Wooden chair; two rear side supports continuing down to form rear legs; three horizontal back supports joining back side supports; two rounded front legs joined to two rear legs by two slats on each side; one supporting slat joins two front legs and two rear legs		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN71	chair	Wooden school(?) chair; two side supports at back extending to form back legs; two horizontal back supports joining side back supports; seat board covering is cracked and coming away; two front legs joined to rear legs by two slats on each side, including two diagonal slats; legs joined together by two slats, one at front and one at back		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.


Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN73	chair	Wooden chair; two back side supports continuing down to form back legs; two horizontal back supports connected by four central slats; front legs connected to back legs by single slat on each side		This chair has no provenance and is a duplicate. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN74	chair	Wooden armchair; high back with one horizontal support and seven vertical slats; outer slats turned; turned legs; front and back legs joined by single slat on each side, in turn joined by central slat; arms supported by one turned support on each side; crack along front of seat; right arm loose. Label with 'library.'		No provenance. Poor condition. If it is a workhouse chair we have others of this style with firm provenance.	Transfer. Offer to Strangers Hall, workhouse museums and other accredited museums via Museums Journal.
GRSRM : NN75	chair	Wooden chair; painted white; seat drilled with holes to form star-shaped circular pattern; two turned side back supports continue down to form rear legs; two horizontal cross supports across back, lower one carved with floral design; two turned front legs linked to rear legs by two slats on each side; front and back legs linked by supporting slats		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN79	chair	Chair. Dining chair. It is now stripped of paint but there is evidence of previous cream and terracotta-coloured paints;. It has six horizontal back slats and four rungs.		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN81	chair	Wooden armchair; scrolled arms; turned front legs; two curved back slats		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN83	chair	Wooden armchair; scrolled arms; curved back; eight turned horizontal bars supporting back and arms		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN84	chair	Chair with leather seat; three back slats; middle slat has decorative scrolls; three rungs (one missing); leather seat stuffed with wadding		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.


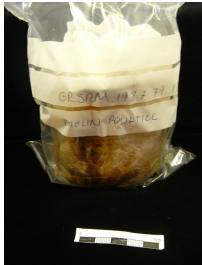


Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN358	chair	Chair; details to come		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN360	chair	Chair; details to come		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN362	desk	Desk; details to come		This chair has no provenance. Research into Norfolk chairs has been undertaken. This has ensured that nothing of local significance will be rationalised.	Transfer. Offer to other accredited museums via Museums Journal.
GRSRM : NN556	heater	HMV room heater.		No provenance. Duplicate with new acquisition GRSRM : 2013.1	Transfer. Offer to other accredited museums via Museums Journal."






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN557	heater	Room heater; HMV model		Lack of provenance. Duplicate with new acquisition GRSRM : 2013.1	Transfer. Offer to other accredited museums via Museums Journal.
NWHCM : 1972.200.5	rake	Part of broken hay rake; originally a thirteen tooth drag rake, painted red, with metal tines; 20th century		This object is in very poor condition.	Transfer. Offer to accredited museums via Museums Journal. Offer to rural life museums.
NWHCM : 1972.200.6	rake	Part of hay rake; originally a hand rake, wooden frame, with curved metal tines; 20th century		This object is in very poor condition.	Transfer. Offer to accredited museums via Museums Journal. Offer to rural life museums.
NWHCM : 1974.550.1	scythe	Scythe with wide, short blade; curved handle; from the donor's nursery and rose garden; 20th cent		Incomplete. Missing scythe blade, have complete scythes in collection.	Transfer. Offer to other accredited museums via Museums Journal.



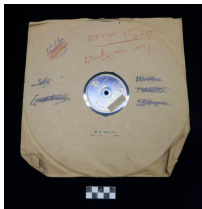


Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
NWHCM : 1974.587.6.4	chair	Chair. Stickback chair with four bars, circular seat and turned wooden legs. This chair comes from Wicklewood Workhouse, Forehoe Union. Two bars missing.		Poor condition. Whilst this is a workhouse chair, it is a duplicate. We have three chairs of this type that were actually used at Gressenhall.	Transfer. Offer to workhouse museums and other accredited museums via Museums Journal.
NWHCM : 1974.587.20.2	chair	Chair. Roman spindle-back chair with centre bar, turned legs and shaped seat. This chair comes from the Wicklewood Workhouse, Forehoe Union. Broken across top with bar strapped to chair.		Poor condition. Whilst this is a workhouse chair, it is a duplicate. We have two chairs of this type that were actually used at Gressenhall.	Transfer. Offer to workhouse museums and other accredited museums via Museums Journal.
NWHCM : 1974.587.24	chair	Windsor armchair, lath-back with turned legs, spindle arm supports, large comb, double H-stretcher; from Wicklewood Institution, the workhouse for the Forehoe Union, Wicklewood, Norfolk; about 1890		Poor condition. Whilst this is a workhouse chair, it is a duplicate. We have two chairs of this type that were actually used at Gressenhall.	Transfer. Offer to Strangers Hall, workhouse museums and other accredited museums via Museums Journal.

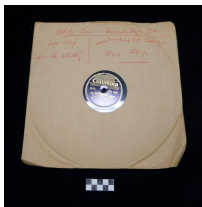


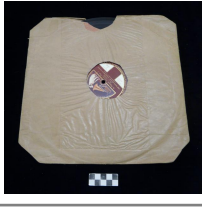

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
NWHCM : 1974.603.11	saw	One of a collection of tools, fittings and equipment from the wheelwright's shop of Neve and Son, Welborne Common, Mattishall; early 20th cent; metal bow saw		Saw has been dropped into a can full of tar and as such is damaged beyond repair.	Transfer. Offer to other accredited museums via Museums Journal.


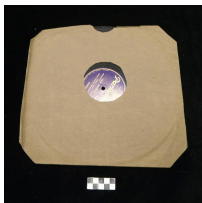

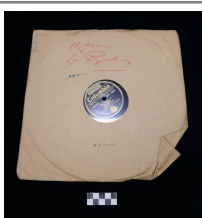
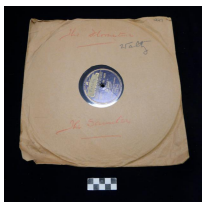
Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 1981.85.1.7	soap	One of seven packets of 'Favourite Brand' dry soap; blue and white label marked 'The Dry Soap for the Nation, this Big Packet for Value Favourite Brand'; from the old premises of J.W. Parker and Son, grocers, Dersingham		This object is in poor condition and is leaking. Six identical objects have been retained.	Disposal. Safely dispose of this item.
GRSRM : 1982.171.101.1	chemical	Bottle of 'XL All Compound'; packed in corrugated cardboard cartons with pink paper label 'Poison R. and A. Taylor'		Health and safety risk - unknown chemicals leaking from damp packaging.	Disposal. Safely dispose of this item.
GRSRM : 1982.171.101.2	chemical	Bottle of 'XL All Compound'; packed in corrugated cardboard cartons with pink paper label 'Poison R. and A. Taylor'		Health and safety risk - unknown chemicals leaking from damp packaging.	Disposal. Safely dispose of this item.
GRSRM : 1982.171.101.3	chemical	Bottle of 'XL All Compound'; packed in corrugated cardboard cartons with pink paper label 'Poison R. and A. Taylor'		Health and safety risk - unknown chemicals leaking from damp packaging.	Disposal. Safely dispose of this item.
GRSRM : 1986.97.9	bottle	Rectangular bottle of clear and aqua glass; arched sides; cylindrical top; impressed moulding on sides 'ESS Camp Coffee and Chicory, Glasgow, Pattersons'; early 20th cent		Very poor condition. Broken.	Disposal. Safely dispose of this item.
GRSRM : 1986.116.16	tub	'Sulfluid Household Ointment'; manufactured by Parker, Ward and Co., London; round silver-coloured metal tub; early 20th century		Very poor condition. Leaking.	Disposal. Safely dispose of this item.

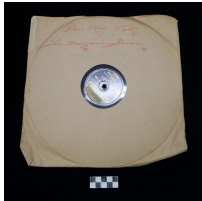

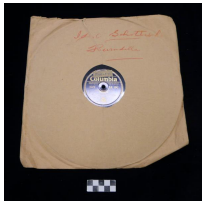
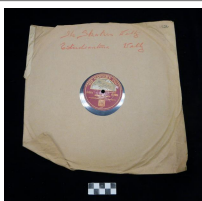

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 1987.6.1	tin	Tin of Artichokes; tall, slim can of artichokes; made in France about 1900; paper label, quite elaborate design, has a 'coat of arms' with medals on either side, one of which represents the 1900 Universal Exposition (held in Paris); all in French; labels reads 'Fonds D'Artichouts 1er Choix . . . Ch. Chevalier Puteaux (Seine)'		Very poor condition. Leaking.	Disposal. Safely dispose of this item.
GRSRM : 1987.79.11	dressng	Tin of kaolin poultice; yellow with brown overprinting, round, with push on/off lid; inscribed '16 ozs Kaolin Poultice... McClure, Young and Co Ltd., Manufacturing Chemist, Standard Road, N.W. 10'		Very poor condition. Leaking.	Disposal. Safely dispose of this item.
GRSRM : 1988.55.11	bandage	A triangular bandage which is folded and unopened in a paper packet. The paper is quite fragile and has some brown staining on the back. c.1930-50		This object is in poor condition and is a duplicate. Object in better condition has been retained.	Disposal. Safely dispose of this item.
GRSRM : 1988.55.12	bandage	A triangular bandage which is folded and unopened a in paper packet. The paper packet has some marks on and is slightly torn. The paper is also fragile c.1930-50		This object is in poor condition and is a duplicate. Object in better condition has been retained.	Disposal. Safely dispose of this item.

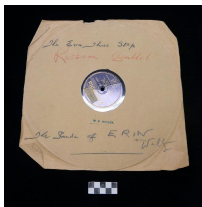


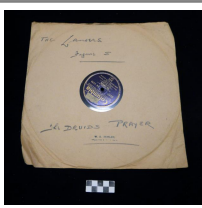

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 1990.69.55	bottle	Ink bottle. Contained 'STEPHENS VIOLET FOUNTAIN PEN INK'. A round violet coloured glass bottle with wrap-around label printed in black and purple and with cork stopper set into violet coloured plastic lid and embossed with 'STEPHENS'.		Very poor condition. Leaking.	Disposal. Safely dispose of this item
GRSRM : 2004.75.1a	dress	Dress. Dance hall dress in 1950s style. It is a blue / purple colour made of stiff patterned net material with additional sequin decoration. It has a lined bodice with blue fabric and a side zip and two shoulder straps. It has a full mid-length skirt with extra layer over waist and hips. It has sequin floral decoration in silver and blue over bodice and shorter layer of skirt. The main skirt has a flower pattern with an under-layer of plain stiff net both edged in silver.		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.1b	skirt	Under-skirt (probably worn with GRSRM : 2004.75a); formed of three layers of still purple / blue net, edged with silver thread; top two layers attached to section on patterned net (as GRSRM : 2004.75a); which would cover hip area; no elastic at waist or any other means of securing it when worn		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.2	skirt	Under-skirt for dancing dress. It is made of white tulle and is formed of up of six layers of stiffened net which are all edged with silver thread. It has a patterned top layer. It has a draw string elasticated waist. It has a plain horizontal band at the top. It also has two horizontal bands of floral lace, and a central band of plain white. It has a small band of floral lace around the hem.		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.3	skirt	Under-skirt for dancing dress. It is made of white tulle and is formed of a single layer of stiffened white net material with second layer at bottom edged with silver thread, to create frill. It has a plain horizontal band around the waistband with an elasticated tie. It has a central band of decoration on top layer which is a scalloped horizontal band, a plain band and a floral lace band.		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.

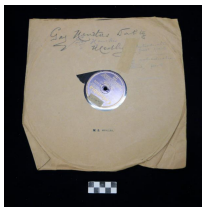
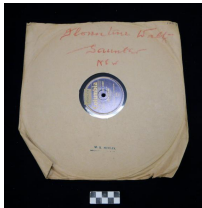
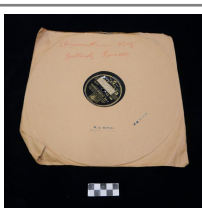
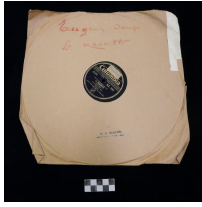
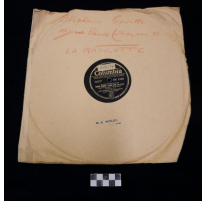
Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.4	dress	Dress. Dance hall dress in 1950s style. It is a blue dress with repeat floral design printed in white with a velvet finish. It is made from synthetic material. It has a fitted bodice top with 2 shoulder straps and a full skirt, zip fastening down the side. It has a blue tulle under skirt. There are blue sequins added in the centre of the floral patterns. Silver thread used on hem. It has blue glass beads on the bodice which is lined with purple material. Dress is likely to be homemade.		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.5	record	Sir Harry Lauder singing 'She is my Daisy' / 'O, Sing to me the Auld Scotch Songs'; black HMV picture label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.6	record	Harry Davidson and His Orchestra 'Doris Waltz' / 'One Step'; black/gold columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.7	record	The Alhambra Theatre Orchestra 'The Bing Boys on Broadway (I)' / 'The Bing Boys on Broadway (II)'; brown HMV picture label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.8	record	Joseph C Smith's Orchestra 'Irene' / 'Ching-a-Ling's Jazz Bazaar' red HMV picture label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.9	record	Harry Davidson and His Orchestra 'Old Time Excuse Me Dances'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.10	record	Harry Davidson and His Orchestra 'Savoy Tango' / Square Tango'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.11	record	Harry Davidson and His Orchestra 'Veleta (other side has 'Damaged' sticker over title); black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.12	record	The Band of HM Coldstream Guards 'A Musical Switch - Part 1' / 'A Musical Switch - Part 2'; red HMV picture label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.13	record	Harry Davidson and His Orchestra 'The Saunter' / 'The Florentine'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.

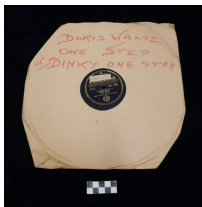
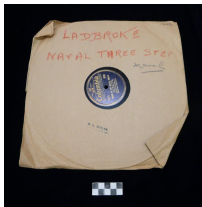


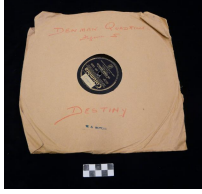
Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.14	record	Harry Davidson and His Orchestra 'Polka Mazurka' / 'The Highland Schottische'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.15	record	Edith Lorand Orchestra 'The Geisha - Part 1' / 'The Geisha - part 2'; purple and gold parlophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.16	record	Royal Guards Band 'Coronation March' / 'Grand March from 'Tannhauser' '; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.17	record	Harry Davidson and His Orchestra 'Maxina' / 'La Rinka'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.18	record	Harry Davidson and His Orchestra 'The Saunter' / 'The Florentine'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.

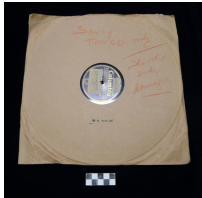




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.19	record	Harry Davidson and His Orchestra 'The Honeymoon Parade' / 'The Glen Mona Waltz'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.20	record	Harry Davidson and His Orchestra "Maxina" / 'La Rinka'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.21	record	Harry Davidson and His Orchestra 'Ideal Schottische' / 'Hurndilla'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.22	record	International Concert Orchestra 'Estudiantina - Waltz' / 'The Skaters - Waltz'; pink HMV picture label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.23	record	Harry Davidson and His Orchestra 'The Denman Quadrilles - 1' / 'The Denman Quadrilles - 2'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.





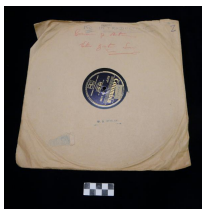
Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.24	record	Harry Davidson and His Orchestra 'The Eva Three Step' / 'The Pride of Erin - Waltz'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.25	record	Edna Thornton 'Love's Old Sweet Song' / Bantry bay'; black HMV picture label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.26	record	Harry Davidson and His Orchestra 'Valse Cotillon - Part 1' / 'Valse Cotillon - Part 2'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.27	record	Harry Davidson and His Orchestra 'The Druid's Prayer' / 'The Lancers'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.28	record	Harry Davidson and His Orchestra 'Mississippi Dip' / 'Delilah - Waltz'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.


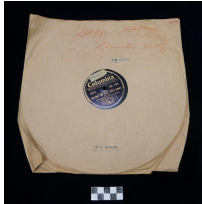

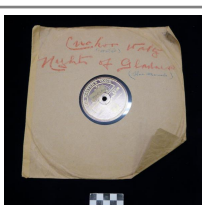
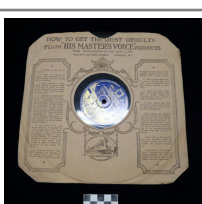
Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.29	record	Harry Davidson and His Orchestra 'The Lancers - part 1' / 'The Lancers - Part 2'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.30	record	Harry Davidson and His Orchestra 'The Saunter' / 'The Florentine'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.31	record	Harry Davidson and His Orchestra 'The Chrysanthemum Waltz' / 'Evergreen Quadrilles - Part 3'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.32	record	Harry Davidson and His Orchestra 'The Eugene Tango' / 'La Mascotte'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.33	record	Harry Davidson and His Orchestra 'Stephanie Gavotte' / Barn Dance'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.


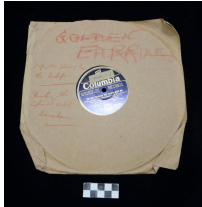



Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.34	record	Harry Davidson and His Orchestra 'The Gay Nineties - Waltz Medley - Part 1' / 'The Gay Nineties - Waltz Medley - Part 2'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.35	record	Harry Davidson and His Orchestra 'Royal Empress Tango' / 'The Tango Waltz'; black/gold Columbia label (not in sleeve, in brown paper bag with blue lettering: 'Charlie's / Music Services / Kingsd Lynn, Spalding / Wisbech')		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.36	record	Harry Davidson and His Orchestra 'Stephanie Gavotte' / Barn Dance'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.37	record	Harry Davidson and His Orchestra 'Veleta ('Inspiration') / 'Square Tango ('El Choclo')'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.38	record	Sydney Thompson's Olde-Time Dance Orchestra 'Waltz Medley' / 'Barn Dance Medley'; black and gold Parlophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.

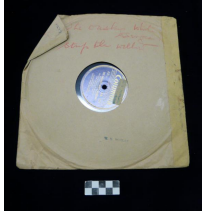




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.39	record	Harry Davidson and His Orchestra 'One Step' / 'Don's Waltz'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.40	record	Johann Strauss and Symphony Orchestra 'Wiener Blut - Waltz' / 'Roses of the South Waltz'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.41	record	Sydney Thompson's Olde-Tyme Dance Orchestra 'Butterfly Gavotte' / 'Chrysanthemum Waltz'; black/gold Parlophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.42	record	Harry Davidson and His Orchestra 'Valse Cotillon - Part 1' / 'Valse Cotillon - Part 2'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.43	record	Harry Davidson and His Orchestra 'The Denman Quadrilles' / 'Destiny Waltz'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.





Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.44	record	Harry Davidson and His Orchestra 'Savoy Tango' / '-----' (obscured by 'damaged' label); black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.45	record	The Four Bright Sparks 'He's My Secret Passion' / 'Let's Go Native'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.46	record	Thea Philips 'Serenade' / 'Parted' by Frank Webster; Broadcast Twelve; blue and gold label label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.47	record	Tennessee Ernie 'The Cry Of The Wild Goose' / 'Anticipation Blues'; black and gold Capitol label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.48	record	Bing Crosby 'At Last, At Last' / 'The Isle of Innisfree'; black and gold Brunswick label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.



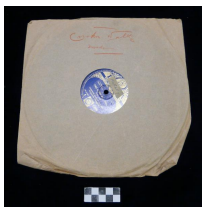
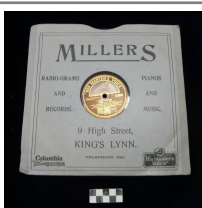

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.49	record	Harry Davidson and His Orchestra 'Polka Mazurka' / 'The Highland Schottische'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.50	record	Harry Davidson and His Orchestra 'The Choristers Waltz' / 'The Latchford Schottische'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.51	record	Harry Davidson and His Orchestra 'Naval Three Step' / 'The Ladbroke'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.52	record	Harry Davidson and His Orchestra 'Dutch Foursomes' / 'The Chadwick'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.53	record	Harry Davidson and His Orchestra 'Excuse Me Waltz' / 'Slow Waltz'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.54	record	Harry Davidson and His Orchestra 'Jollity Barn Dance' / 'Dinky One Step'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.55	record	Harry Davidson and His Orchestra 'Waltz Hesitation - Mighty Lak A Rose' / 'Military Two Step - Uncle Sammy'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.56	record	Joe Loss and His Orchestra 'Quick Step - Have I Told You Lately That I Love You' / 'Fox Trot - Sentimental Me'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.57	record	New Mayfair Novelty Orchestra 'The Cuckoo Waltz' / 'Nights Of Gladness Waltz'; gold and maroon HMV label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.58	record	Anton Karas / Zither Solo 'The Cafe Mozart Waltz' / 'The Harry Lime Theme' (from the film 'The Third Man'); blue and gold Decca label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.


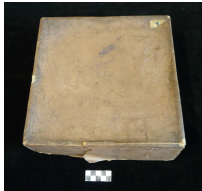



Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.59	record	The International Old Time Dance Orchestra 'Dutch Foursome' / 'Eva Three Step'; blue and gold Decca label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.60	record	Layton and Johnstone 'Painting The Clouds With Sunshine' / 'Tiptoe Through The Tulips With Me'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.61	record	Jimmy Shand and His Band 'Scottish Country Dances in Strict Tempo - Gay Gordons and Scottish Country Dances in Strict Tempo - Waltz Country Dance'; maroon and gold Parlophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.62	record	Sydney Thompson's Olde-Tyme Dance Orchestra 'The Spanish Gavotte' / 'The Lilac Waltz'; blue and gold Parlophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.63	record	Victor Sylvester and His Orchestra 'St Bernard Waltz' / 'The Veleta'; maroon and gold Parlophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.64	record	Chalmers Wood And His Scottish Dance Orchestra 'Strip The Willow' / 'The Dashing White Sargent'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.65	record	Ken Griffin 'The Cuckoo Waltz' / 'You Can't Be True, Dear'; black/gold Brunswick label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.66	record	Josephine Bradley And Her Orchestra 'The Royal Minuet' / 'How Lucky You Are' (record mended with tape and paste); blue and gold Decca label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.67	record	Walter Rodney 'Love's Old Sweet Song' / 'Sweet Genevieve'; blue and gold Eclipse label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.68	record	Petro Calina 'Londonderry Air' / 'Lucassi Waltz'; blue and gold Eclipse label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.





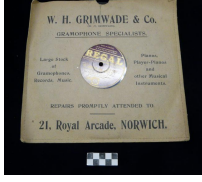
Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.69	record	Petro Calina 'Londonderry Air' / 'Lucassi Waltz'; blue and gold Eclipse label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.70	record	Bidgood's Good Boys 'Faithfully Yours' / 'Springtime Reminds Me Of You'; red, white and gold Broadcast label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.71	record	Barnabas von Greczy and His Orcestra 'Destiny Waltz' / 'Voices Of Spring'; maroon and gold HMV label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.72	record	Enrique Gonzales 'For You Alone' / 'Maire My Girl'; red and gold Edison Bell label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.73	record	Irving Kaufmann 'Sleepy Valley' / 'Louise'; lilac and purple Imperial label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.74	record	Bertins And The Tower Blackpool Dance Band 'Down An Old Irish Lane' / 'All I Do Is Dream Of You'; (cover jacket badly damaged); red and gold Eclipse label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.75	record	Walter Midgley 'Bless This House' / 'Until'; black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.76	record	Josephine Bradley and Her Ballroom Orchestra 'The Cuckoo Waltz' / 'Time Alone Will Tell'; blue and gold Decca label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.77	record	Jack Jackson and His Orchestra 'Soon' / 'Ole Faithful'; maroon and gold HMV label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.78	record	Francesco Vada 'On With The Motley' / 'La Donna e Mobile'; (no sleeve) blue and gold Broadcast label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.




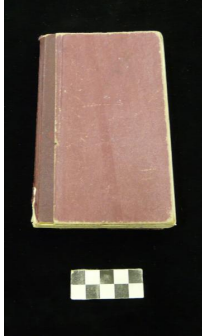
Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.79	record	The Columbia Photo Players 'My Love Parade' / 'Dream Lover'; (no sleeve) black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.80	record	Debray Somers Band 'Almond Eyes' / 'Why Did You Say'; (no sleeve) black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.81	record	Layton and Johnstone 'Night' / 'When It's Springtime In the Blue Ridge Mountains'; (no sleeve) black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.82	record	Harry Davidson And His Orchestra 'The Gay Gordons' / 'Moonlight Saunter'; (no sleeve) black/gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.83	record	Sydney Thompson's Olde-Tyme Dance Orchestra 'Fink-a-Lincke' / 'Gainsborough Guide'; (no sleeve) black and gold Parlophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.

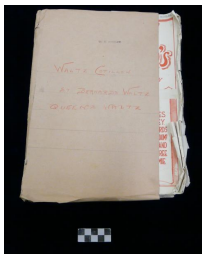


Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.84	record	Harry Davidson And His Orchestra 'The Jazz Twinkle' / 'On Leave'; (no sleeve) gold/black Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.85	box	Brown cardboard box; with lid; wood grain effect on the outside; stapled at the four corners		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.86	record	Robert Woodville 'Sweet and Low' / 'Silver Star; green and gold label with HMV hallmark dog at gramophone but labelled 'Zonophone Record'		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.87	record	The Peerless Orchestra 'Ecstasy Waltz' / 'Destiny Waltz'; green and gold zonophone 'The Twin' label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.88	record	Robert Woodville 'Peggy O'Neil' / 'Golden Dream Boat'; green and gold Zonophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.

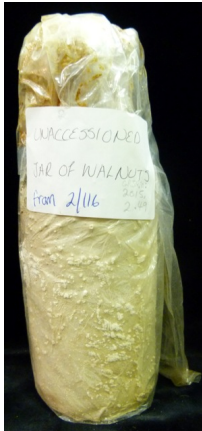

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.89	record	The London Municipal Orchestra 'Merry Widow Lancers' (one side only recording); green and gold International Zonophone label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.90	record	Jack Hylton And His Orchestra 'It Happened in Monterey' / 'Song Of The Dawn'; maroon and gold HMV label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.91	record	The Cavaliers 'Underneath The Russian Moon' / 'Recollections'; black and gold Columbia label in HMV magenta record sleeve		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.92	record	Rawicz and Landauer 'Viennese Waltz - Part 1' / 'Viennese Waltz - Part 2'; maroon and gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.93	record	Harry Lauder 'It's Just Like Being At Home' / 'Roaming In The Gloaming'; red and gold Zonophone Celebrity Record label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.





Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.94	record	The Connecticut Collegians 'Because you're In Love With Me' / 'Play To Me, Gipsy'; (no sleeve) red and gold Eclipse label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.95	record	The Midnight Merrymakers 'The Chum Song' / 'Dancing With Tears In My Eyes'; red, white and gold Broadcast label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.96	record	The Midnight Merrymakers 'Gypsy Melody' / 'When You're Smiling'; red and gold Broadcast label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.97	record	Jay Wilbur And His Band 'The Wedding Of Mr Mickey Mouse' / 'It's The Talk Of The Town'; gold and black Rex label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.98	record	Sydney Kyle And His Piccadilly Hotel Band 'Just Once For All Time' / 'Live, Laugh and Love'; maroon and gold Regal label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.99	record	Gordon Jenkins And His Orchestra 'Linda' / 'Skip To My Lou'; (no sleeve) gold and black Brunswick label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.100	record	Nat King Cole 'Paint Yourself A Rainbow' / 'Get to Gettin'; black and gold Capitol label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.101	record	Bing Crosby 'The Anniversary Waltz' / 'The Whistler's Mother-in-Law'; black and gold Brunswick label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.102	record	Winifred Atwell And Her Other Piano 'Gold and Silver Waltz' / 'Jubilee Rag'; blue and gold Decca label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.103	record	Al MacLeod's Country Dance Band 'Cowboy's Dream' / 'Mademoiselle From Armentieres'; black and gold Brunswick label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.



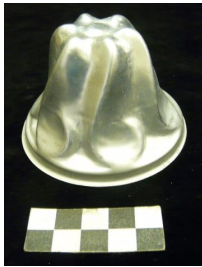

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.104	record	Hank Williams 'Jambalaya' / 'Settin' The Woods On Fire'; yellow and black MGM label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.105	record	Hank Williams 'Long Gone Lonesome Blues' / 'Half As Much'; yellow and black MGM label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.106	record	Ray Martin And His Concert Orchestra 'Unforgettable' / 'Blue Tango'; (no sleeve) black and gold Columbia label		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2004.75.107	book	Maroon notebook; lined paper containing handwritten lists of dances; pages numbered to #108; first page titled 'Old Time Music and Dances 1948'		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.






Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2004.75.108	book	Eighteen brown manilla foolscap folders; each containing sheet music for dances; folders mostly with contents list written on front in red pencil		Outside of collecting policy, comes from Kings Lynn. Lynn Museum have offered to acquire this collection.	Transfer to Lynn Museum.
GRSRM : 2005.100.12	jar	Glass celery holder. Solid clear glass base with fluted side to one third height top flares out.		Very poor condition. Broken.	Disposal. Safely dispose of this item.
GRSRM : 2015.2.5	bench	Wooden bench with six legs and high back.		This is almost certainly material purchased for display rather than an accessioned object. This object has been accessioned for the purpose of disposal. This object has no provenance.	Disposal. Offer to museums via Museums Journal.




Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.49	jar	Jar of Walnuts.		No provenance. Poor condition as leaking.	Disposal. Safely dispose of this item.
GRSRM : 2015.2.52	jar	Jar of tomatoes. In kilner screw top jar. Possibly bottled c 1948.		It is probable this object was never accessioned into the collection. It has been given an accession number for the purpose of disposal. This object has no provenance and is incomplete.	Disposal. Safely dispose of this item.

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.60	grater	Metal 'Tala' food grater which has three different grades for grating. It also has and what is thought to be a cutting grid at the small end. There are remnants of food on the large holes.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.61	tin	Round Mackintosh's Quality Street tin with images of a soldier and a lady outside a sweet shop on the lid. The tin has the same images plus a street scene with a horse and carriage. It also bears the wording 'A Delicious Assortment of Toffees & Chocolates' on the lid and side of the tin. It dates from the 1950s.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.63	slice	Egg slicer which has a wooden handle painted in two shades of blue with a white band. The paint is peeling and the fixing for the blade is loose on the handle. It dates from the 1950s.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.64	cover	Packet of BUTTERFLY BRAND gummed jam pot covers for 1lb jars which also contains green edged labels on a sheet and in an envelope and an instruction leaflet titled HOW TO MAKE A NICE JAM. The packet is blue and white and has a design of fruit and jars and is priced 3D. There are Do's and Don'ts for jam and marmalade making on the back.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.65	tin	Orange tin with an image of a bugler holding a plate of food in front of a crown and the wording JACOB & CO'S BISCUITS. Two corners of the tin are black with a gold coloured edging. The bottom of the tin is embossed FREE SAMPLE, ASK FOR JACOB'S CREAM CRACKERS, IN AIRTIGHT CARTONS.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.69	sieve	Metal food sieve which is conical in shape. It has PURE ALUMINIUM, TRADE MARK SWAN BRAND with the image of a swan in a triangle and MADE IN ENGLAND stamped on the side.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.71	tin opener	Tin opener with a wooden handle which has been painted green and 30A on the neck. It has PAT No 435066 and STAINLESS, SHEFFIELD MADE embossed on the metal part.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.72	mould	Three metal jelly moulds.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.73	box	Empty Jellette cardboard box for aluminium jelly or cake moulds. The box is red with illustrations of the 4 different patterns of moulds and has pure aluminium, made in England and British made around the sides.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.74.1	mould	Metal jelly mould in a flower pattern.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.74.2	mould	Metal jelly mould in a spiral pattern.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.74.3	mould	Metal jelly mould.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.74.4	mould	Five metal jelly moulds in a flower pattern.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : 2015.2.75.1	plate	Five small white side plates with a gold coloured edge and a leaf and berry image in brown, green and grey. On the base is the makers mark of a ship with the wording W H GRINDLEY & CO LTD, ENGLAND and SATIN WHITE around it and a crown above.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.75.2	saucer	Three saucers with a gold coloured edge and a leaf and berry image in brown, green and grey. On the base is the makers mark of a ship with the wording W H GRINDLEY & CO LTD, ENGLAND and SATIN WHITE around it and a crown above.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.75.3	cup	Three tea cups with a gold coloured edge and a leaf and berry image in brown, green and grey. ENGLAND is embossed on the base and one is chipped on the rim.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.75.4	bowl	Sugar bowl with a gold coloured edge and a leaf and berry image in brown, green and grey. ENGLAND is embossed on the base.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall
GRSRM : 2015.2.75.5	jug	Milk jug with a gold coloured edge and a leaf and berry image in brown, green and grey. On the base is the makers mark of a ship with the wording W H GRINDLEY & CO LTD, ENGLAND and SATIN WHITE around it and a crown above.		No provenance. Found un-numbered on display. Thought to be previously unaccessioned as it was not possible to match the object with an accession number.	Transfer. To be used as set dressing in the 1950's room at Gressenhall

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN4	chair	Kitchen chair; wood; four round back spindles; turned legs; 19th-20th cent		No provenance.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN31	chair	Plain elm dining chair; three plain bars across back and turned legs; two turned bars between the front legs and between the front and back legs; one turned bar across the back legs; 19th-20th cent		No provenance.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN39	chair	School chair; two back slats; six rungs between legs		No provenance.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.

Record number	Object Name	Brief Description	Image	Disposal Reasons	NMS Committee Recommendation
GRSRM : NN40	chair	Chair. Office or kitchen chair; two curved back slats; one curved rung between four legs; one straight rung at front		No provenance.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.
GRSRM : NN42	chair	Chair. Kitchen chair with turned legs. It has two back slats and three rungs.		No provenance.	Transfer. Offer to Strangers Hall and other accredited museums via Museums Journal.