

Appendix D

Notes from Acquisition and Disposal Panel Meeting

Date: 7th September 2012
Time: 10.00 – 12:00 hours
Venue: Friars Lane Meeting Room, Lincolnshire Archives, Lincoln
Attendees: Jonathan Platt (JP, Chair); Wendy Hutchinson (WH); Mark McCree (MMc); Catherine Wilson (CW); Tracey Crawley (TC)

Agenda Item	Notes	Lead Officer/ Deadline
1.) Welcome	1.) JP welcomed all attendees.	
2.) Notes of previous meeting / Matters Arising	<p>1.) Notes of Disposal Panel Meeting (9/03/12) were agreed as being an accurate record.</p> <p>2.) Following this meeting, a report was taken forward for Executive Councillor decision - all the Panel's recommendations were approved.</p> <p>3.) Outstanding Actions: MMc still to share the Collections Development Strategy with The Society for Lincolnshire History and Archaeology – Will take forward with a call to Stuart Squires, Chair of the Industrial Archaeology Team.</p> <p>4.) BBC Radio Car: CW enquired as to the status of transfer to LVVS, following discussion at the last panel meeting. Disposal was progressed and agreed however Lincs. Vintage Vehicle Society (LVVS) has indicated they now don't have space to take it in in the near future – CW to speak to them to see if there is any movement on this. MMc to progress with Collections Care team as per Disposal toolkit.</p> <p>5) Museums and Collections Care team already has University Conservation dept. work placements and discussions are taking place with WH and Stephanie Gilluly at present.</p>	<p>MMc, prior to next meeting</p> <p>CW / MMc</p>
3.) Acquisition Report	1.) MMc presented the second Acquisition Report, highlighting key areas of activity and development.	
4.) Rationalisation Strategy	<p>1.) MMc went through the disseminated paper, which has come out of the previous meeting's discussion around strategic disposal.</p> <p>2.) MMc explained the context re. Accreditation and the embedded requirement that a Service has a rationalisation strategy.</p> <p>3.) Panel approved the contents with slight amendments noted (re. items on loan being prioritised for rationalisation). MMc to make changes (see attached) and take forward to CMT for formal adoption.</p>	MMc
5.) Disposal Reports Discussion	<p>1.) DPR 070912 0001 - Framed Embroidery Picture</p> <p>No issues with this disposal - Progress as per procedure.</p> <p>2.) DPR 070912 0002 - Fowler Steam Ploughing Harrow</p> <p>It was noted that the three items mentioned in the Disposal Panel report were not an actual set; rather they were from the same producer but had been</p>	MMc/Al Popper

	<p>collected at different times and were not meant to be used together.</p> <p>Possible transfer has been discussed by the Rural Museums Network. Potential for cross-promotion to be explored (with MEAL), around Effective Collections in practice – 2 museums working together to improve access to objects; worthy of note in the Museums Journal.</p> <p>Recommendation to progress as per report / procedure i.e. dispose and transfer the Harrow to MEAL for them to work at their Museum.</p> <p>3.) DPR 070912 0003 - Showman's Wagon: Panel recommended that this go forward for disposal. Suggestion made that that Rural Museums Network should be consulted but if no museum home could be found then we would consider offering to a private owner through auction – any income generated being fed back into the Purchase Fund as per MA Code of Ethics.</p> <p>The point in the report around disposal being limited to Accredited Museums and retaining if no 'accredited' home could be found (1.3) was rejected.</p> <p>CW raised point about the usage of the term 'large' in relation to the disposal of items (in particular the working collection objects, engines etc.) due to intimation that size of object was/is an over-riding 'reason' for disposal, which is not the case and it was agreed that MMc would amend the DPR accordingly.</p> <p>Progress as per notes above/recommendation.</p>	<p>MMc/Al Popper</p> <p>MMc/Al Popper</p> <p>MMc</p> <p>MMc/Al Popper</p>
<p>6.) AOB</p>	<p>1.) CW asked about the furnace pillars that were on display in the courtyard of MLL. MMc explained that these had been moved primarily as a matter of health and safety, on the site's request, and that a full range of options for their storage and display arrangements had been considered.</p> <p>2.) MMc asked whether accessioned in error items needed to come to panel – it was confirmed that they did need to go through the full process.</p> <p>3.) MMc highlighted that a small backlog had built up around disposal process activity and that, alongside staffing capacity issues and the priority Butterworth's development, it was thereby unlikely that (m)any disposal reports would be forthcoming to the next meeting. It was agreed the Officers would focus on updating the Panel with developments re. previously agreed disposals and acquisitions next time around.</p>	<p>MMc/Al Popper</p>
<p>8.) Date of Next Meeting</p>	<p>1.) 7/6/2013, Friars Lane Offices, Lincolnshire Archives</p>	<p>MMc to arrange</p>