

## **EAST AYRSHIRE COUNCIL**

### **COMMUNITY SERVICES COMMITTEE – 13<sup>TH</sup> SEPTEMBER 2006**

#### **RATIFICATION OF THE COUNCIL'S ARTS AND MUSEUMS ACQUISITION AND DISPOSAL POLICY**

##### **Report by the Executive Director of Neighbourhood Services**

### **1. PURPOSE OF REPORT**

- 1.1 To seek Committee ratification of the Arts and Museums Section's Acquisition and Disposal policy.

### **2. BACKGROUND**

- 2.1 An Acquisition and Disposal Policy sets out a museum or museum service's priorities and procedures in terms of the objects and information it formally acquires through donation, purchase and loan, and also the procedure for the disposal of objects from the collections.
- 2.2 An Acquisition and Disposal Policy ratified by the relevant committee or governing body is a key requirement of the Museum Accreditation Scheme, (formerly known as Registration). Administered by the Scottish Museums Council (SMC) on behalf of the Museums, Libraries and Archives Council (MLA), the Accreditation Scheme sets nationally agreed standards for UK museums. To qualify for accredited status, museums must meet clear basic requirements on how they care for and document their collections, how they are governed and managed, and on the information and services they offer to their users. The benefits to museums of being accredited include access to funding sources they would otherwise be excluded from; the ability to carry out loans, transfers and other arrangements and agreements within the museums sector; and a clear recognition by all that the museum meets a certain standard. A copy of the Museums Acquisition and Disposal Policy is included as an Appendix 1 to this report.
- 2.3 East Ayrshire Council currently has three museums which have Full Registration under Phase 2 of the Registration Scheme. These are the Dick Institute and Dean Castle in Kilmarnock, and the Baird Institute in Cumnock. East Ayrshire Council Arts and Museums have been invited to submit applications for Accredited status for its museums by 1<sup>st</sup> November 2006. It is intended that in addition to the three museums mentioned above, that applications for our other museums at the Burns House Museum in Mauchline, and the Doon Valley Museum in Dalmellington be submitted.

### **3. CONSIDERATIONS**

- 3.1 **ACQUISITION POLICY**  
This is a Policy Statement regulating the acquisition of items for the Collections of East Ayrshire Council Arts and Museums Section.

The adoption and implementation of such a policy by East Ayrshire Council is a key requirement of the Museums, Libraries and Archives Council's (MLA) 'Museums Accreditation Scheme'.

This represents the aims and plans of the Council at the time of its adoption in 2006, and as such will be subject to revision as the museum service and relevant legislation develops. It is, as a result, intended that this policy should be reconsidered at least every five years, and a revised statement brought before the Council for its agreement. The Policy is due for review in 2011 or sooner.

This Policy Statement supersedes all previous and existing practices and policies, formal or informal, relating to the acquisition of items for the Collections of the Arts and Museums Section.

### 3.2 DISPOSAL POLICY

This is a Policy Statement regulating the disposal of items from the collections of East Ayrshire Council Arts and Museums. The adoption and implementation of such a policy by East Ayrshire Council is a requirement of the Museums, Libraries and Archives Council's (MLA) 'Museum Accreditation Scheme'.

One of the basic functions of museums is preservation; items acquired by a museum are generally considered to be inalienable once they have been incorporated into the Collections. There is a strong presumption against the subsequent disposal of items from museum collections, other than in very specific circumstances. This Policy Statement covers the circumstances in which disposals may take place, and the procedures to be followed.

This Policy statement supersedes all previous and existing practices and policies, formal or informal, relating to the disposal of items from the Collections of the Arts and Museums Section.

## 4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications to the council.

## 5. LEGAL AUTHORITY/IMPLICATIONS

- 5.1 Accreditation will support the Council's Community Plan and emerging Leisure and Cultural Strategy.

## 6. POLICY IMPLICATIONS

- 6.1 Accreditation will enable the Arts + Museums service to more effectively meet the objectives of the Community Plan and the department's Continuous Improvement Plan.

## **7. CONCLUSIONS**

- 7.1 Achieving Accredited status for the Councils museums will demonstrate the level of quality and commitment provided by the Arts and Museums Section

## **8. RECOMMENDATIONS**

- 8.1 The Community Services Committee is invited to recommend that Council: -
- (i) ratifies the Arts and Museums Acquisition and Disposal Policy; and
  - (ii) otherwise note the content of this report

William Stafford

**Executive Director of Neighbourhood Services**

WS/JAG/JS

25<sup>th</sup> August 2006

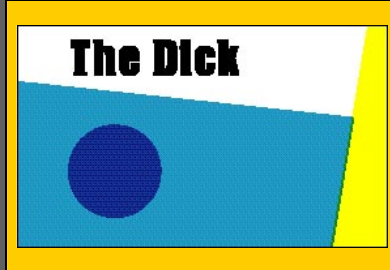





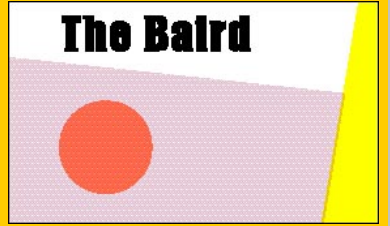
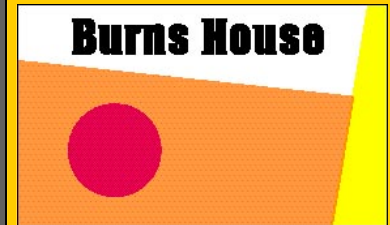

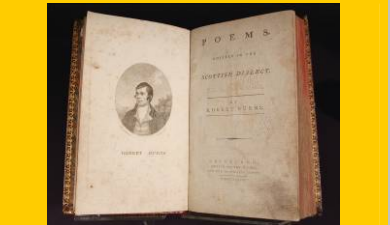


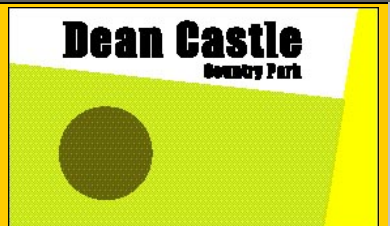



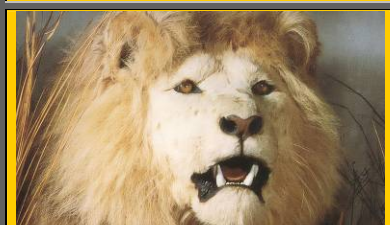
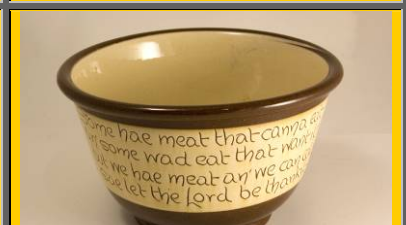
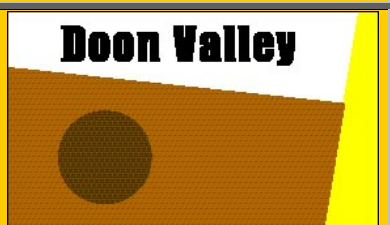
### **LIST OF BACKGROUND PAPERS**

The MLA Museum Accreditation Scheme: <http://www.mla.gov.uk>

Any person wishing to inspect the background papers listed above should telephone John Griffiths, Head of Leisure Services on 01563 578178.

Implementation Officer: - [john.griffiths@east-ayrshire.gov.uk](mailto:john.griffiths@east-ayrshire.gov.uk)

# APPENDIX 1

 <p><b>The Dick</b></p>	<p><b>East Ayrshire Arts and Museums</b></p>	
	<p><b>Acquisition and  Disposal Policy 2006 - 2011</b></p>	
	 <p><b>East Ayrshire COUNCIL</b> Department of Neighbourhood Services</p>	 <p><b>The Baird</b></p>
 <p><b>Burns House</b></p>		
		 <p><b>Dean Castle Country Park</b></p>
	 <p><b>future museum.co.uk</b> South West Scotland</p>	
		 <p><b>Doon Valley</b></p>

# EAST AYRSHIRE COUNCIL ARTS AND MUSEUMS ACQUISITION AND DISPOSAL POLICY

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## **DEFINITIONS**

- 1 The Museum is defined as those premises, staff and collections of original material which may from time to time be under the control of the Curator. At the time of adoption of this policy, this principally encompasses the Dick Institute and Dean Castle, Kilmarnock; the Baird Institute, Cumnock; the Burns House Museum, Mauchline; the Doon Valley Museum, Dalmellington, the National Burns Memorial , Mauchline; and the Kilmaurs Museum, although certain items normally held in other premises, are also part of the museum collections. The term “Museum” is used in a functional sense, and may at all times be taken to subsume the terms “Gallery”, “Art Gallery”, “Heritage Centre” or otherwise as appropriate.
- 2 “Collections” are defined as any item entered in the Accession Registers of the Museum, whether as donation, purchase or loan, any item so recorded in the catalogue of the Burns Monument Museum, any item recorded as a donation, purchase or loan in the Minutes of Kilmarnock Library and Museum Committee, or the Minutes of any local authority antecedent to East Ayrshire Council, together with any item not entered in the Accession Registers, but was in the possession of the Museum at July 1, 1975, or which was donated or purchased with the intention that it should become part of the Collections. In certain circumstances, historically significant items owned by the Council but not accessioned into the Museum e.g. Civic Regalia may also be classed as Collections.
- 3 A “Museum Specimen” is defined as any individual item from the Collections.
- 4 The Curator is defined as being the professional officer responsible to the Council for the operation of the Museum according to proper professional standards. The Curator will have relevant qualifications and/or substantial relevant experience as may be determined to be acceptable by the MLA.

# **ACQUISITIONS POLICY**

## **1.0 Introduction**

- 1.1 This is a Policy Statement regulating the acquisition of items for the Collections of East Ayrshire Council Arts and Museums Section. The adoption and implementation of such a policy by East Ayrshire Council is a key requirement of the Museums, Libraries and Archives Council's (MLA) 'Museums Accreditation Scheme'.
- 1.2 This represents the aims and plans of the Council at the time of its adoption in 2006, and as such will be subject to revision as the museum service and relevant legislation develops. It is, as a result, intended that this policy should be reconsidered at least every five years, and a revised statement brought before the Council for its agreement. The Policy is due for review in 2011 or sooner.
- 1.3 This Policy Statement supersedes all previous and existing practices and policies, formal or informal, relating to the acquisition of items for the Collections of the Arts and Museums Section (hereinafter called the "Museum").

## **2.0 General Rules for Collecting**

- 2.1 The Council accepts the general principle that it is their responsibility to ensure to the best of their ability that all of the Collections in their care are adequately housed, conserved and documented.
- 2.2 The museum will not acquire, whether by purchase, donation, bequest, transfer or exchange, any item, unless the Curator acting on the Council's behalf is satisfied that valid title to the item in question can be acquired. In particular, no item will be collected which has been acquired in, or exported from, its country of origin including the United Kingdom, or any intermediate country in which it may have been legally owned, in violation of the country's laws.
- 2.3 Where an item is offered as a donation in good faith and the prospective donor is uncertain of the identity of the legal owner/s and the Museum is unable to find this out as a result of its own reasonable efforts, the Curator shall be permitted to accept the item, provided a permanent and detailed note of the circumstances and known facts is made at the time of acceptance.
- 2.4 No biological or geological specimen will be acquired unless the Curator acting on the Council's behalf is satisfied it has not been collected, sold or otherwise transferred in contravention of any Wildlife or Conservation law or Treaty of the United Kingdom or any other Country, unless acquisition has been specifically authorised by an appropriate outside authority, such as a court.

- 2.5** The Museum accepts the legal principle of “Bona Vacantia”, under which the discovery of antiquities is a matter for report to the Treasure Trove Secretariat at the National Museums of Scotland. Archaeological material will therefore not be acquired by any means other than allocation to the Museum by the Treasure Trove Secretariat, unless the Curator acting on the council’s behalf is satisfied that the items in question are either of a class of material the discovery of which does not warrant a report to the Treasure Trove Secretariat, or were not found in Scotland.
- 2.6** No excavated or archaeological material discovered outside Scotland will be acquired unless the Curator acting on the Council’s behalf can be certain that the circumstances of excavation or recovery did not involve the recent unscientific destruction of, or damage to, ancient monuments, known archaeological sites or places of special scientific or historical interest, or failure to disclose finds to the owner or occupier of the land where found, or to any proper authority.
- 2.7** No Firearms or ordnance will be acquired without full consultation of Strathclyde Police on behalf of the Scottish Executive Justice Department, and where acquisition would be in contravention of East Ayrshire Council Arts and Museums current and valid Firearms Licence.
- 2.8** Where items are identified as being of cultural, religious or spiritual importance, then all reasonable steps will be taken to ensure valid title, to treat the acquisition sensitively, and to fully document the acquisition process. It will also be understood that such an object may become the future subject of a request for return or restitution.
- 3.0** **Acquisition Procedures**
- 3.1** The Curator as the Council’s senior museum professional, will normally have delegated authority and responsibility for the acceptance or rejection of potential donations or bequests to the Museum, for soliciting donations of material for the Collections within the terms of this policy, and for making recommendations and taking action on the purchase of material in accordance with this Policy and within the Council’s normal standing orders.
- 3.2** Where the acquisition of any item would result in significant financial implications in respect of storage, conservation or display, the matter will be referred to the Council for decision.
- 3.3** Items offered to the Museum as donations or bequests will not normally be accepted if they are subject to any restrictive covenant or special conditions, such as that they be displayed in a particular way. In exceptional circumstances, if the Curator feels the item(s) in question are of over-riding importance, the Council may be asked to approve the acquisition of a specific item. A general exception to this rule will be deemed to exist in respect of restrictive covenants or conditions

intended only to ensure the permanent protection of the item concerned in the museum's collections, such as restrictions placed upon any legal powers of disposal that the Museum may have; under such circumstances, the Curator may reasonably recommend that the Council accept the donation or bequest in question.

- 3.4** The acceptance of items on loan, normally for a finite period for display or scientific study, may be authorised by the Curator acting on the Council's behalf. In exceptional cases, a privately-owned item of major importance that falls within the scope of this Policy may be accepted on a finite (3-year) loan, whether or not it is required for immediate display or study. Also, privately-owned items of historical significance as identified by the Curator, and which are at immediate risk of loss of damage in their current locations, may be accepted as finite loans.

No item will be received on "permanent loan", a term which has no legal status. The period of all loans will be agreed in writing by the Curator and the owner of the item at the time of deposit. Where the term of a loan has expired, it may be renewed or extended for further finite periods, at the discretion of both the owner and curator.

Loans of items to the Museum collections (as distinct from the temporary exhibition of travelling exhibitions) will be accepted only where these meet the requirements detailed above, where mutually acceptable arrangements for insurance have been agreed, and where a specific time period is agreed. This should not exceed 3 years. At the end of the agreed time the item should either be returned to the lender or a new agreement drawn up.

- 3.5** Minor items will be acquired by the Museum without becoming part of the formal collections. These may be for use as school loans, demonstration pieces, to provide spare mechanical parts, etc. Such items are not subject to the full formal rules of acquisition and disposal, but must be recorded, numbered, listed and stored separately from the formal collections.

- 3.6** Where items have been taken in to the care of the Museum for enquiry, etc, and all reasonable steps have been taken to return items to their owners, the Museum will have the right to claim title to any items not collected for over 4 months from the agreed date. There will be an understanding that any subsequent requests for the return of these items will be treated sympathetically.

- 3.7** Loans are seen as an important way of increasing access to collections. Any item is potentially available for loan, subject to criteria including condition, display requirements, security, insurance and environmental conditions, and prior commitments.

Loans out may be made from the collections, at the discretion of the Curator. This will be for a period not exceeding 3 years, after which the loan may be renegotiated and extended if necessary. Loans out may be made only in the following circumstances :-

- a) Items of low scientific or historical importance and represented by other examples may be set aside for loans to schools for educational use and similar purposes. Such items run a risk of loss, or damage and should be clearly marked and recorded separately in the catalogue. These loans may be made at the discretion of the Curator.
- b) Other items from the collection may be loaned for specified limited periods to other museums for display, or to academic or scientific institutions for research. This will be done only where the Curator is satisfied that adequate arrangements for conservation, security, insurance etc., have been made, and, in the case of highly significant items (as identified by the Curator) where authority has been given by the Council.
- c) Where an item leaves the building but remains under the Museum Service's control. This is not classified as a loan, e.g. objects included in exhibitions, or items taken to other conservation laboratories for specialised treatment, etc.

**3.8** The Curator shall ensure that all acquisitions, loans and returns are fully recorded on the appropriate forms and databases, together with all necessary supporting records, in compliance with Museums Documentation Association Standards.

#### **4.0 Collecting Areas and Subjects**

**4.1** Since this Museum service has a wide range of quite different collections, different criteria are used to define collecting area of a subject according to the collection concerned.

The aims of acquisition fall into two main groups –

- a) The systematic collection of material representative of the human history, natural history, and earth sciences of the local area. That is particularly East Ayrshire, but for historical, geographical and scientific reasons the concept of the local area is meaningful in many contexts only when more widely defined as Ayrshire or in some cases the Clyde basin
- b) Systematic additions to existing collections with a purely subject basis not related to the local geographic area do not fall within the above definition. Such collections formed a large part of the original basis for the museums both at the Dick Institute and at Dean Castle, and the various deeds of donation are dedicated to ensuring their preservation. These collections are mostly on clearly defined themes.

**4.1.1** The direct geographical responsibility for the Museum is the area of East Ayrshire, of which it is a direct responsibility to ensure the

preservation of a record of human history, natural history and earth sciences.

However within this area certain specialised or national institutions have legitimate interests in the same subject areas –

The Hunterian Museum in respect of earth sciences and archaeology, Glasgow Museums in respect of natural history and geology and National Museums of Scotland in respect of all of these and additionally in respect of the history of technology, industry and agriculture, the British Museum (Natural History) in respect of geology and natural history, the British Museum in respect of archaeology, the Science Museum in respect of science and technology, the National Galleries of Scotland in respect of Fine Art, and the Victoria and Albert Museum in respect of decorative and applied arts. Certain non-Museum repositories also have interests which may overlap with ours in certain instances. Glasgow City Archives, Glasgow University Archives, the Scottish Records Office, the National Library of Scotland, Ayrshire Archives, Royal Commission on the Historical & Ancient Monuments of Scotland (RCHAMS)

Purely local museums such as those run by Stewarton Historical Society and Lochgoin Covenanter's Museum have restricted local interest, but should they receive Accreditation these interests will be formally recognised.

#### **4.1.2 Local Collections**

From its earliest days the Museum collected material representing its local area – particularly East Ayrshire and its environs.

In addition to the local aspects of the topics covered by the systematic subject collections described in Section 4, local social and industrial history has been collected. The results of this are uneven. Some aspects are fairly well covered, others hardly represented at all. Industrial history in particular suffers from patchy coverage. The former industries of bonnet-making and calico printing were of national importance in Scotland, but are represented by only a few specimens, as are others formerly of West of Scotland significance – cutlery, horn work and shoemaking. Ayrshire embroidery is rather better represented. Engineering is represented mainly by models. With locomotives etc., preserved in the Transport Museum and national museums there is less need for preservation of large items locally. Other continuing industries are partially represented – especially lace, hosiery, shoemaking, carpets and agriculture.

Photographs include landscapes, townscapes, portraits and industrial studies, from around 1850 to the present. Heavily used for reference and display, this collection is a priority for expansion to fill gaps in periods and subjects.

Local archival material relates to former local authorities, local estates, families and businesses. Plans and maps include estate plans as well as published maps. Of direct significance to the Museum itself are the collections of Boyd Family Papers, and Kilmarnock Estates Records, which both include material relating to Dean Castle.

Additions to the local collections are the most actively pursued type of acquisition. While generally representative items in the social history category are sought, the collecting priority is where local items are unique.

Priority areas are –

- i) local photographs and pictorial records
- ii) local records including maps and plans (subject to the principles detailed in Section 4.3.5, applied in particular to the relevant archival institutions listed in Section 4.1.1). This to be done in conjunction with the Libraries service to avoid unnecessary duplication and to ensure adequate preservation of local material.
- iii) artefacts associated with local industries of a unique or unusual status – bonnet making, machine lace, calico printing, madras, hydraulic engineering
- iv) artefacts associated with general local industries – shoemaking, carpets, whisky blending and bottling, engineering, especially locomotives, woodworking, agriculture, pottery including brick and tile making, mining, hosiery
- v) social historical items relating to domestic and leisure activities, plus those relating to the emergency services, health the ecclesiastical history of the area, and architecture.
- vi) local ephemera, such as political posters, price lists, advertisements, etc.
- vii) extinct local crafts – hornwork, cutlery and swordsmithing.
- viii) contemporary social history
- ix) artefacts and records relating to locally significant individuals or families

**4.1.3** Certain of the systematic collections with which the Dick Institute was founded are drawn from a more widely defined local area – in some cases Ayrshire, in others the Clyde Basin – and make geographical, historical and scientific sense only within that broader context. Such collections cover the fields of archaeology, ornithology, fossils, molluscs, mammals, botany, topographic photography. Within this wider geographic area, those museums noted in 4.1.1 have collecting

interest in these subjects, as does Paisley Museum. A number of other museums have interests more restricted by subject or to their own immediate area, such as local authority museums in North Ayrshire and South Ayrshire.

## **4.2 Collecting Constraints**

**4.2.1** Acquisitions should normally fall directly into one of the geographical or subject areas as outlined above, however it is sometimes also necessary to acquire selected comparative items from different geographical areas, historical periods, or subject areas. These should be limited to items necessary to illustrate specific comparisons with the existing collections, and their acquisitions should be subject to the conditions outlined in 4.3.5.

**4.2.2** Acquisitions completely unrelated to the above guidelines should be made in exceptional circumstances and after proper consideration by the Council on the advice of the Curator.

**4.2.3** Acquisitions of any kinds shall not be made unless the Curator is satisfied that the Museums Service is able to provide adequate long term care in respect of storage, conservation, documentation and public access, and that they make worthwhile additions to the collections. It is recognised that space limitations may affect the acquisitions of certain categories of objects – machinery, furniture, easel paintings. If problems are foreseen in relation to a particular proposed acquisition, a report should be prepared so that a decision can be taken by the Council.

**4.2.4** Financial resources are normally quite inadequate to allow the purchase of many types of items. However donations of items should be sought and where an item of particular significance is offered for sale, the Curator should investigate the possibility of Government or other grants and prepare a report for the Council to consider the allocation of additional funds.

**4.2.5** The Museum will work with other Accredited Museums and institutions with overlapping interests as outlined above, to ensure that items are preserved in the place most appropriate given the nature and provenance of the particular item concerned. Where this involves us in the collection of items from within the geographical sphere of influence of another Accredited Museum the principles of good communication and open actions will apply.

## **4.3 Collecting Priorities – General Summary**

In general terms these are to build on the strengths of the existing collections by filling gaps which detract from the significance of subject collections, or leave important aspects of the local area under-represented, details follow.

- 4.3.1** Some former local crafts and industries are poorly represented – cutlery and swordsmithing, bonnet making, hornwork, calico printing, mining, woodworking. In other cases we have quite a number of specimens, but still lack examples of certain types – Ayrshire embroidery, textile designing, pottery. Other local industries still survive, but acquisitions should be made as they modernise or in the event of closure, since existing specimens are an inadequate record – machine lace, madras, hydraulic engineering, hosiery, locomotive engineering, carpets, whisky blending and bottling, printing, agriculture, shoemaking.
- 4.3.2** Records and artefacts relating to the history of Dean Castle and of the Boyd family. Records and artefacts relating to the history of former local burghs, and of local estates, businesses and industries.
- 4.3.3** Fine Art – the existing strengths should be developed – especially Scottish 18<sup>th</sup> century to early 20<sup>th</sup> century – and brought up to date by adding works by contemporary artists – Scottish, especially West of Scotland.
- 4.3.4** Photography and other pictorial records – the weak parts of the collection should be filled – both in respect of periods and of geographical areas and subjects, especially of the region.
- 4.3.5** Natural Sciences – the original collections were extremely strong and comprehensive, but where particular specimens have deteriorated, high quality matching examples should be added and existing gaps should be filled.
- 4.3.6** Major specialised collections – there are limited opportunities to add to major collections like early European musical instruments but any opportunity which arises should be taken.
- 4.3.7** Split named collections – several of these which we hold have lost substantial parts before we acquired them – the van Raalte Collection of musical instruments, the Robert Munro Collection of archaeology, the Braidwood Collection of antiquities, the Thomson Collection of corals and other fossils, the Murphy Collection of insects, the Landsborough Collection of shells. “Lost” items belonging to these collections should be re-integrated whenever the opportunity arises.

#### **4.4 Subject Collections – General Summary**

Many of the main collections of the Museum are on a purely subject basis, some are of major significance nationally or internationally. These include Mauchline Boxware, Cumnock Pottery, James Keir Hardie and original foundation collections of geology, including rocks, fossils and minerals, entomology, and the Robert Burns collection. Of similar or even greater stature are later additions – Fine Art – Scottish, English and European paintings, prints and sculpture, European arms and armour, European musical instruments, European tapestries.

On a second tier of importance are subject collections such as firearms; Scottish communion tokens; British trade tokens; Scottish broadswords; European pottery and porcelain; ethnography – African, Australasian, South-East Asian, Oriental arms and armour; Mediterranean archaeology; pre-Columbian archaeology; clocks and watches; scientific and optical instruments; glass; pewter; early printed books; molluscs; birds.

Some such collections have a strong local significance which greatly enhances their importance to this Museum – Ayrshire embroidery and other whitework, hand and machine lace, engineering models and herbaria.

Thirdly there are more minor collections such as tobacco pipes and accessories, paper weights, medals, military cap badges, exotic mammals, exotic birds and exotic reptiles.

Some of these subject collections (e.g. ethnography, exotic natural history, recent firearms) represent areas where we would not now seek additions, or even accept additions except in special cases where an item related directly to the existing collection in a way that gave a special significance. However they remain important in representing the breadth of the original collections, and in providing comparative examples.

In those subject areas where we do still seek to acquire more specimens, numerous other Museums have interests. Whenever possible we will seek to work with such museums to direct acquisitions to the most appropriate homes.

#### **4.5 Details of Principal Subject Collections**

Subject headings are taken from those used for the National Audit

- 4.5.1 Archaeology**
- 4.5.2 Archives**
- 4.5.3 Coins and Medals**
- 4.5.4 Costume and Textiles**
- 4.5.5 Culture**
- 4.5.6 Decorative and Applied Art**
- 4.5.7 Domestic Life**
- 4.5.8 Fine Art**
- 4.5.9 Health**
- 4.5.10 History of Science**
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- 4.5.19 Weapons and Accessories**
- 4.5.20 World Culture**

#### 4.5.1 **Archaeology**

##### **British Pre-historic, Romano-British, Medieval, other British, Classical Archaeology, Egyptology and other foreign archaeology**

The majority of the archaeological collections are small, self-contained collections, and include a comprehensive range of specimens of periods and types from the Ayrshire area. There are also world antiquities – including ancient glass, Mediterranean pottery, pre-Columbian pottery.

##### **SIGNIFICANT SUB-COLLECTION: The Robert Munro Collection**

This collection was acquired by the Corporation in 1879, and housed initially in the Burns Monument. It was transferred to the Dick Institute on its completion in 1901. The Robert Munro Collection is an important specialised archaeology collection from lake dwelling sites, including many items figured in Munro's seminal works of the 1880s (another section of this collection is in the National Museums of Scotland). Regularly visited by specialist researchers, the significance of this collection has not decreased with time.

##### **Future collecting:**

Current additions to the Archaeology collections are almost entirely of Scottish material (from Ayrshire). These are mainly generated from rescue excavations and surveys by museum staff and by allocations from the Treasure Trove Secretariat. Chance finds by individuals are accepted where these conform to the rules specified the Acquisition Policy.

In addition to these on-going processes three areas of desirable acquisition can be highlighted –

- i) to collect a larger and more representative sample of local finds of all periods. This may allow researchers to attempt to identify local typologies and chronologies, presently largely unknown.
- ii) to attempt to retrieve items formerly in Robert Munro's Collection, but dispersed in private hands and items removed from sites excavated by Robert Munro from private individuals.
- iii) to attempt to trace and acquire other lost finds from local sites, such as items figured in 19<sup>th</sup> century archaeological texts, especially "The Archaeological Collections of Ayrshire and Galloway" and John Smith's "Prehistoric Man in Ayrshire".

#### 4.5.2 Archives

**Institutional, Business, Church, Clubs, Societies, Maps, Plans, Official, Oral history, Personal, Estate, State and others**

The formation of the Ayrshire Archives, a cross-authority archive service, has meant that several collections items have been transferred from our collections. However, certain classes of archive material have been retained. The main collections in this area fall under the following areas:

##### **Items relating to our properties**

These include archives relating to Dean Castle and the Dick Institute, and to the individuals and families who are closely associated with them.

##### **Maps**

Ordnance Survey and other maps which relate directly to the East Ayrshire area.

##### **Business, estate, and ecclesiastical records**

Relating to the East Ayrshire area

##### **Future collecting:**

- i) Archive material that forms part of a larger body of collections including objects
- ii) Any other archive material relevant to the East Ayrshire area, in negotiation with other bodies with overlapping collecting policies e.g. Ayrshire Archives

### 4.5.3 **Coins and Medals (Numismatics)**

#### **Coins, Medals, Tokens, Badges, Banknotes**

**Coins** are represented by collections of coins of the World, and of Britain. The British section covers the Roman, Anglo-Saxon, Medieval and Modern periods, and is fairly comprehensive without including many rare or any particularly important examples.

**Trade Tokens** – There is a collection of British trade tokens, including a strong Scottish section.

**Medals** include military and commemorative medals – including many of the well-known national examples, and also local ones.

**Miscellaneous** items such as colliery checks, include mainly local examples.

**Communion Tokens** – this is the most important collection in this category, with over 4000 specimens. Systematic and comprehensive, it covers all Scottish Presbyterian churches and sects, and all parishes. The date range is 17<sup>th</sup> century to 19<sup>th</sup>. Smaller sections cover English, Irish and American Presbyterian churches, and other denominations.

**SIGNIFICANT SUB-COLLECTION: The MacDowall Collection** – this forms the main part of the Communion Tokens collection. Additional sections were contributed by Landsborough and Kater, both important benefactors in other subject areas.

#### **Future collecting:**

i) local items – trade tokens, colliery checks, etc.

ii) systematic additions to the Communion Token collection, with examples of different date or in better condition

iii) coins filling gaps in the series of British coins, especially Scottish.

NB – Items resulting from field collection or excavation are regarded as archaeological specimens and treated according to the guidelines laid out in the Acquisition Policy.

#### **4.5.4 Costume and Textiles**

**Accessories, Designer, Uniform, Regalia, Theatrical, Ladiesware, Mensware, Childrensware, Religious, Workwear, Tapestry, Embroidery, Carpets, Textiles, Lace, Shoes, Hats and other**

This collection is mainly housed at Dean Castle. Display is primarily in the Dick Institute.

The costume selection is relatively small and almost entirely drawn from the local area. The great bulk of it dates to the period 1850-1920, with a few isolated earlier and later examples. Except for military uniforms, male costume is poorly represented.

##### **SIGNIFICANT SUB-COLLECTION: Lace and Whitework**

Lace and whitework embroidery have been collected systematically, with examples from all over Europe and further afield. This complements the local selection of Ayrshire embroidery and machine lace. The most important aspect of the last being several thousand designs and samples from the 1880s onwards.

##### **SIGNIFICANT SUB-COLLECTION: European Tapestries**

A small but important Howard de Walden Collection housed and exhibited in Dean Castle. Brussels tapestries of the 15<sup>th</sup> and 16<sup>th</sup> centuries include an important altarpiece by the Master of St Gudule (c.1475).

##### **Future collecting:**

- i) further examples of Ayrshire embroidery of different designs and techniques used on different items
- ii) further examples of costume worn locally – especially male costume
- iii) further examples of locally produced fabrics and textiles, especially those made by weaving and knitting techniques, plus equipment and objects associated with their production and design.
- iv) Original examples of both Stewarton and Kilmarnock bonnets.
- v) Items relating to the Morton family

#### 4.5.5 Culture

##### **Cinema, Literature, Media, Music, Theatre and other**

We have representative items from all aspects of this category.

##### **SIGNIFICANT SUB-COLLECTION: Robert Burns**

The Burns Collection includes both original items associated with, and in some cases produced by, Burns and his contemporaries, and also more recent items produced to commemorate and celebrate him. In addition, the properties at the Burns House Museum and the National Burns Memorial are held by East Ayrshire Council.

##### **SIGNIFICANT SUB-COLLECTION: McKie Collection**

The McKie Collection of Burns manuscripts and books was purchased in 1882 by public subscription, pre-dating even the Thomson Geological Collection. It was then donated to the Kilmarnock Corporation and housed in the Burns Monument (Kay Park), and for some years added to systematically. Several years ago all original specimens were removed to more secure and environmentally controlled conditions at the Dick Institute and Dean Castle.

This includes manuscript letters and poems (50) including major works – Tam o' Shanter, The Twa Dogs, Holy Fair, Holy Willie's Prayer and the Cotter's Saturday Night. In some cases these are the manuscripts for the original publication of the poem concerned, in others it is an altered version for a later edition. Several manuscripts show extensive alterations in the poet's hand. The collection of books has examples of all important editions of Burns's works, including the Kilmarnock (First) and Edinburgh (Second) editions.

In addition to paintings and illustrations, some contemporary with the poet, there are artefacts and relics associated with him.

##### **SIGNIFICANT SUB-COLLECTION: Musical Instruments**

This collection is housed and displayed in Dean Castle. Some examples are in playing condition, and performances by professional specialists in period music are arranged from time to time. This collection is regularly visited by researchers from all over the world. Several of the instruments have been used as models for modern reconstructions. With a few isolated specimens from other sources, it consists of the van Raalte Collection, donated by Lord Howard de Walden along with Dean Castle.

### **SIGNIFICANT SUB-COLLECTION: The van Raalte Collection**

This collection of European musical instruments (100) has numerous internationally important items. The lute and guitar section covers the period 16<sup>th</sup> to 18<sup>th</sup> centuries and includes examples of the work of famous makers like Sellas and Tieffenbrucker.

Keyboard instruments (all of portable or miniature types) cover much the same period, but include some even earlier examples from around 1500. Most are spinets, but there are also examples of the organ, clavichord and harpsichord.

The wind section is less comprehensive, but covers the period 16<sup>th</sup>-19<sup>th</sup> centuries, with important early examples of the recorder, flute, oboe and cornetto. No violins by famous makers are included but there are a number of important viols, especially 17<sup>th</sup> century pochettes and 18<sup>th</sup> century viols d'amore. In addition to these systematic sections, the collection has interesting individual examples of other instruments.

### **Future collecting:**

- i) Additions to the Robert Burns collection are sought in cases where they fill gaps in the collection.
- ii) Early musical instruments, especially woodwind and stringed, and Scottish musical instruments
- iii) Original music relating to the instruments in the collection
- iv) Objects from the dispersed van Raalte collection
- v) Early and contemporary brass instruments
- vi) Kilmarnock fiddles
- vii) items relating to local cinema, media and theatre
- viii) video, phonographic and other equipment related to the above category

#### **4.5.6 Decorative and Applied Art**

**Architecture, Basketwork, Ceramics, Contemporary Crafts, Enamelling, Furniture, Glass, Jewellery, Lacquering, Metalwork, Woodwork and other**

We have representative items from all aspects of this category.

##### **SIGNIFICANT SUB-COLLECTION: Cumnock Pottery**

At present there are 170 items in the collection of Cumnock Pottery ranging from miniature pieces to large basins and crocks. Cumnock Pottery began production in 1791 from local clays, firing to a deep terracotta colour and normally decorated with a rich brown glaze. A few items are stamped “Cumnock” or “Cumnock N.B.”. Initially the pottery was made very much for daily use and in the late 19<sup>th</sup> century most local homes would have had some Cumnock Pottery. The decoration of items with mottoes in old Scots dialect was very popular and helped continue production into the 20<sup>th</sup> century.

##### **SIGNIFICANT SUB-COLLECTION: Mauchline Ware or Box-ware**

The Mauchline Ware collection ranges from small napkin rings and trinkets to stools and tables. This is believed to be the largest collection in public ownership in Scotland, and second only in Britain to Birmingham Museum’s collection. Beginning with the manufacture of snuff boxes with “invisible hinges” in the early 19<sup>th</sup> century Mauchline Ware production reached its peak about 1860. Apart from the village of Mauchline, this domestic and souvenir woodware was made in other parts of East Ayrshire, for example, Auchinleck and Catrine. Most Mauchline Ware was produced in one of three distinct ranges: transfer ware, tartan ware, fern ware.

Transfer ware was a pictorial souvenir ware, each piece decorated with a view associated with the place of purchase. Mauchline Ware was produced with views of Scotland; England; Canada; USA; Australia. One manufacturer, Smiths of Mauchline, developed an ingenious machine capable of “weaving” coloured tartan designs onto paper. The Mauchline Ware items were decorated with the tartan paper then covered with layers of protective varnish. Examples of fernware were produced at a later date than the others and in smaller quantities. In most cases actual ferns were used in the decorative process which remains a secret to this day.

**Future collecting:**

- i) Cumnock Pottery - The Museum will continue to collect this material and will take active steps to develop the length and breadth of the collection. Duplicates of items already in the collection shall be acquired as this museum service is the main repository in Scotland for this type of material. Duplicates enable specimens to be rotated on display and allow specimens to be available for some purposes, e.g. research, whilst similar items are otherwise in use or unavailable, e.g. touring exhibitions.
- ii) Box-ware - The Museum will continue to collect this material and will take active steps to develop the length and breadth of the collection. For the reasons previously referred to in relation to Cumnock Pottery, duplicates shall be acquired.
- iii) Local architecture
- iv) Locally made ceramics and earthenware, plus catalogues from the relevant companies
- v) 'Darvel' chairs
- vi) Locally made cutlery, including hornwork items

#### **4.5.7 Domestic Life**

**Child rearing, Childhood, Cleaning, Laundry, Food, Drink, Tobacco, Furnishings, Heating, Lighting, Sanitation, Media and Communications, Sewing, Dressmaking and other**

We have representative items for many aspects of this category, but no significant sub-collections.

#### **Future collecting:**

- i) Any items from the above sections relating to East Ayrshire
- ii) Items from the above which could be used for reminiscence work

#### **4.5.8 Fine Art Drawings, Paintings, Watercolours, Prints, Sculpture and other**

This collection is primarily housed at the Dick Institute. It is exhibited at all venues, with a policy of rotation which attempts to put all displayable works on exhibition regularly. Unlike the other collections dealt with above, this did not originate from one main private collection. It has grown gradually over the years with the donation of a number of private collections, together with occasional purchases. Some of the most important acquisitions have resulted from benefactors systematically purchasing paintings in order to donate them to the Museum. Particularly important are works presented in this way by Sir Alexander Walker and by George Dunlop.

The scope of the collection is Scottish, English and European paintings (400 works), drawings, prints and sculptures, covering the period 16<sup>th</sup> century to present. Several paintings are illustrated in catalogues raisonnées, biographies or period studies. The collection is regularly visited by specialist researchers.

Within this broad heading, a number of strong sections can be identified –

- a) European paintings. Ranging in date from 16<sup>th</sup> century to 19<sup>th</sup>, these include works by Dutch, Flemish, French and Spanish artists, some of considerable historical importance – such as Herarra, Lairesse, Teniers and Corot.
- b) British paintings. This section is primarily 19<sup>th</sup> century, although it extends into the earlier part of the 20<sup>th</sup> with, for example, 3 fine works by Brangwyn. There are works by Constable (3), and Turner, but the most notable are high Victorian works by neo-Classical and pre-Raphaelite artists. This includes major works by Alma Tadema, Leighton and Millais.
- c) Scottish paintings – this is the largest paintings section – includes a strongly representative series of works from the late 18<sup>th</sup> to early 20<sup>th</sup> centuries. There are works by artists such as Nasmyth, Raeburn, Robert Scott Lauder, Horatio McCulloch, D.O. Hill, W. Cameron (8), E.A. Hornel (10), G.F. Henry, Samuel Bough, William Mounsey, David Farquharson, William Gibson, Charles Oppenheimer, David Gauld and Stuart Park. Artists with West of Scotland connections are particularly strongly represented. These include some undeservedly little-known outside this area, such as Andrew Law, Brownlie Docharty and Taylor Brown.

Works by recent and contemporary artists are not so well represented. These are in a variety of media and include works by Robert Colquhoun, Robert McGilvray, Charles Boyle, David Martin, John Taylor and others of more local significance.

- d) Prints mainly cover the period mid 19<sup>th</sup> – mid 20<sup>th</sup> century and represent English and Continental artists as well as Scottish. Artists represented include Graham Sutherland, Emilio Coia, Wyndham Lewis and Augustus John.
- e) Sculpture is mainly bronze. A small section of high quality work by Rodin, McGill, Evans and Schotz.
- f) The Penkill Collection is a special sub-section, representing a remnant of the important collection of pre-Raphaelite art formerly held at Penkill Castle. Mainly comprising watercolours and prints by William Bell Scott and Alice Boyd. This cross-links to the main collections in two ways – both to the Fine Art collection and to the Boyd Collection representing the family papers of the Boyds (formerly of Dean Castle).

**Future collecting:**

The general principle of collecting is to build on the existing strengths and fill gaps. The prices commanded by Fine Art specimens make difficult a planned systematic series of additions to this collection at the existing level of quality. Nonetheless it is realistic to plan to make acquisitions in certain categories where gaps exist.

- i) Scottish works mid-19<sup>th</sup> century to present, especially those filling gaps in the existing strong West of Scotland series, e.g. a work representing Hornel's Japanese period, more works painted by Horatio McCulloch while working in Kilmarnock, Kirkcudbright, Glasgow Boys and Girls.
- ii) Works by recent artists with West of Scotland significance, especially where the works themselves are of local interest or complement existing specimens – works by Stuart Park, Andrew Law, Brownlie Docharty and Taylor Brown.
- iii) Works by Robert Colquhoun, with comparative material by Robert Macbryde and the Neo-Romantics
- iv) Works by contemporary and emergent artists, especially those of local interest.

- v) Material to support the Fine Art collection – sketchbooks, documentation, photographs of artists and exhibition catalogues.
- vi) Works from artists who have displayed their work at our venues, and where possible, work exhibited at our venues.
- vii) Items related to the Penkill artistic community, whilst regarding the collecting policies of other interested parties

#### **4.5.9 Health**

##### **Alternative, Mental, Pharmaceuticals, Public, Surgery, Emergency Services and other**

The collections contain a very limited range of items relating to this area.

##### **Future collecting:**

- i) Emergency Services relating to the area
- ii) Public health, especially items relating to local hospitals
- iii) Items related to all the above for use in reminiscence work.

#### **4.5.10 History of Science**

**Astronomy, Chemistry, Electronics, Mathematics, Medicine, Natural, Biological, Physics, Veterinary and other**

The collections contain a very limited range of items relating to this area.

#### **Future collecting:**

i) Items relating to local individuals, businesses and societies of importance – e.g Sir Alex. Fleming,

#### **4.5.11 Industry / Commerce**

**Advertising, Agriculture, Brewing, Distilling, Chemicals, Civil Engineering, Clerical, Communications, Computing, Construction, Energy, Fishing, Forestry, Horticulture, Manufacturing, Mining, Retail, Textiles, Tourism, Trades and other**

Much of Ayrshire's history is bound-up in its industrial and commercial activity. There are many items in the collections relating to these fields, but similarly there are a wealth of potential acquisitions to be made.

##### **Future collecting:**

i) Agricultural items

ii) Items relating to tourism in the area

iii) Whisky industry

iv) Manufacturing, especially tools and equipment, and those items which may become available through closure and salvage

v) Trades, especially tools and equipment

vi) Retail

vii) Printing

#### **4.5.12 Maritime**

**Exploration, Fishing, Engineering, Navigation, Oceanography, Ports, Rescue Services, Sea-farers, Shipbuilding, Trade and other**

East Ayrshire has no coast-line, but there are still a limited number of items in the collections directly related to the above categories.

#### **Future collecting:**

- i) Items relating to local industries with maritime connections e.g. Strangs (propellers)
  
- ii) Items related to local individuals with maritime connections

#### **4.5.13 Natural Sciences**

##### **Fossils, Minerals, Rocks, Mammals, Birds and Eggs, Reptiles, Amphibians, Fish, Insects, Invertebrates, Botany and other**

**Geology** – This is housed and primarily displayed at the Dick Institute, with some 8000 specimens – mostly carefully selected and of high quality. This is the historical origin of the Dick Institute in its present form, since the adoption of that museum as a service funded by Kilmarnock Corporation (1893) and the acceptance of the gift of funds for the construction of the Institute were both specifically to accommodate the Thomson Collection.

##### **SIGNIFICANT SUB-COLLECTION: Thomson Collection**

The Thomson Collection is important internationally for 170 specimens of Carboniferous corals from South and Central Scotland including 24 type and 10 figured specimens. Amassing the collection between 1857 and 1900 he pioneered classification methods dependant on the internal structure of the fossil creatures. This was only possible because of his skills in sectioning and polishing the specimens and also engraving for illustrations. An important collection in the history of taxonomy. His general palaeontological collection has important fossil fish from the Carboniferous rocks of Ayrshire and Lanarkshire. One fish specimen is figured (Traquair, 1913). Most of the collection was obtained from sites (especially mines) that no longer exist.

##### **SIGNIFICANT SUB-COLLECTION: Braidwood Collection**

This collection of J Hunter-Selkirk also joined the Museum in 1894, with a fossil section including further type specimens. (However this wide-ranging collection also contributed antiquities and early printed books).

##### **SIGNIFICANT SUB-COLLECTION: Blackwood Collection**

Described as second only to his great friend Dr Heddle as a mineralogist the Blackwood Collection is of three parts –

- i) the mineral and rock collections of some 1500 specimens of predominantly Scottish rocks and minerals
- ii) The microscope slide collection including 1000 slides taken from the rock and mineral specimens has a manuscript notebook by Dr Heddle
- iii) The collection of 400 Carboniferous fossils is strong in brachiopods. He was also a pioneer in photography, electric light and optics.

### **Other Geology Collections**

The local Carboniferous period is most strongly represented in the palaeontological collections. Many other notable individuals (Sinclair, Landsborough, Linton, Lindsay) and institutions (Kilmarnock Glenfield Ramblers, Kilmarnock Philosophical Institution) have been instrumental in developing high quality, wide ranging, local and national collections of fossils. Specialists like Landsborough on plants and Linton on amphibians seem to have co-operated through the societies to develop systematic collections with few gaps. The Gloag collection of several hundred local agates further enhances the geological collections. The specimens in the existing collections were collected when Scottish (especially Ayrshire) extractive industries were at their height, and specimens of the highest quality resulted. This series of collections is housed mainly in the Dick Institute, and primarily displayed there. The bulk of this material joined the museum collections after the opening of the Dick Institute in 1901.

### **Zoology – Vertebrates**

#### **SIGNIFICANT SUB-COLLECTION: Birds**

There is clear evidence of societies and individuals working together in the period 1910-1940 to form a systematic collection of British birds. The Kilmarnock Philosophical Institute donated a general collection (as well as Pheasants of the World) whilst the Richmond-Paton collection is especially strong in birds of prey. Fisherman/Naturalist J. McCrindle donated seabirds and migratory species. The gaps were filled by active collection and donation, principally by the Kilmarnock Glenfield Ramblers. Archibald Fairburn was a skilled taxidermist and besides doing work for the museum he donated 130 specimens. A collection of eggs, from the same donors, supports and enhances the mounted specimens.

Other vertebrates are represented mainly by mammals from the Ayrshire area (although there is a section on exotic mammals and reptiles).

### **Zoology – Invertebrates**

#### **SIGNIFICANT SUB-COLLECTION: Insects**

The insect collections (some 25,000 specimens) comprise principally of 3 named collections and exotic specimens, particularly butterflies.

The Murphy collection has many good specimens with data from the Clyde Area. The comprehensive collections of beetles and butterflies form a good reference collection but their arrangement is outdated and inconvenient to access. A curious feature is the virtual absence of Heteroptera as Murphy was an authority. Possibly the main collection of Heteroptera is elsewhere.

The Clark collection of butterflies is more complete than the Murphy and is attractively stored. However there is less data than the Murphy and the specimens have come from a broader geographical range.

The Crainie collection has predominantly butterflies, moths and beetles with small numbers from other orders, from Britain and abroad. There is little data.

### **SIGNIFICANT SUB-COLLECTION: Shells**

The British shell collection is again very broad ranging with 2000 specimens representing 200 species. Gastropods, bivalves, chitons and scaphopods from marine, terrestrial and freshwater environments are all present. Kept separately there is a collection of shells from Kilmarnock and district comprising 34 species.

A complimentary collection of 1800 foreign shells includes a particularly important group of Unionids from N. America, many of which are now extinct. The major donor is Rev D Landsborough but with contributions, especially of local material, from Rose, McCutcheon and Clark.

### **Botany**

This is the smallest of the Natural History collections, with under 1000 specimens. Two discrete named collections are on a Clyde area basis, and one of British plants.

### **Future collecting:**

**Geology** - Active field collecting is continued by the museum staff when opportunities are provided by new road cuttings or open-cast mining. Casual finds are accepted subject to the conditions laid down in the Acquisition Policy. There are specific cases where the existing collection would benefit by acquisitions –

i) trilobites from South Ayrshire

- ii) recently found and previously found specimens from Lesmahagow (in conjunction with national museums)
- iii) historical collections or recent finds of Ayrshire agates and other semi-precious stones.
- iv) geological specimens from local extractive sites e.g. local coal, fireclay, stone

**Zoology – Vertebrates** - This collection is rarely actively added to for strong legal, ethical and environmental reasons, but nowadays quality specimens are most frequently available as a result of accidental mortality, or as antique taxidermy specimens and display. The legislation surrounding the acquisition of bird's eggs is extremely restrictive, but subject to certain conditions being met it is possible to acquire them if the alternative is destruction by the owner.

Subject to the relevant legislation we would seek to acquire (to replace poor quality or damaged specimens):

- i) the common birds
- ii) particular species of less common birds, especially hawks, falcons and owls
- iii) British small and large mammals
- iv) bats, reptiles, amphibians and fish (especially freshwater)
- v) skeletons, particularly skulls

**Zoology – Insects** - Active collecting is not pursued, but occasional acquisitions are made following dead specimens being found by members of the public.

#### **4.5.14 Photography**

##### **Art, Copies, Film, Archive ,Equipment, and other**

The current strengths of these collections are postcards, prints and duplicate copies of local scenes and individuals. Film is underrepresented, but there is a good collection of photographic equipment.

##### **Future collecting:**

i) Images and footage of local scenes, people, and events

#### 4.5.15 **Society**

##### **Crime, Law, Punishment, Education, Politics, Religion and others**

There are representative items of most of these subject headings in the collections.

##### **SIGNIFICANT SUB-COLLECTION: Lochnorris Collection**

The Lochnorris Collection contains 1200 items relating to the public and private life of the influential politician James Keir Hardie and his family, principally his daughter Agnes (Nan) and her husband Emrys Hughes. The collection has been acquired almost exclusively from direct family descendants. Furniture, letters, pictures, books, photos and ceramics are all included. Many items were gifts received by James Keir Hardie on world tours so a strong element of ethnography appears in the collection.

##### **Future collecting:**

- i) Lochnorris / Keir Hardie - The policy of the Museum Service is to acquire material to develop this collection whilst recognising that other museums may have similar aspirations.
- ii) All of the above categories where they relate to the local area
- iii) Items for reminiscence
- iv) Covenanting material

#### **4.5.16 Sport and Leisure**

##### **Sport, Hobbies, Games, Toys and other**

Although some areas of this category are fairly well represented, there are still significant gaps in the collections.

##### **Future collecting:**

i) Football related to the area, at all levels

ii) Curling

iii) Quoits

iv) Golf

v) Bowling

vi) Rugby

vii) Local sporting events

viii) Women's sport

ix) Sportspeople

#### **4.5.17 Transport**

**Aerospace, Waterways, Road, Rail and other**

**Items related to the railways are well represented, whilst the other sections are not.**

**Future collecting:**

i) Railway items (incl. trams)

ii) Bicycles

#### **4.5.18 Warfare and Defence**

##### **Wartime life, Army, Navy, Merchant Navy, Air Force and other**

Wartime life is fairly well represented, with the other areas not.

##### **Future collecting:**

- i) Home Front
- ii) Local militia, plus the Home Guard and Ayrshire Yeomanry
- iii) Personal items and correspondence relating to local individuals' experience of war

#### **4.5.19 Weapons and Accessories**

**Ammunition, Artillery, Edged weapons, Explosive weapons, Firearms, other weapons, Military uniform, Flags and banners, Armour, other accessories,**

##### **European Arms and Armour**

##### **SIGNIFICANT SUB-COLLECTION: The Howard de Walden Collection**

This collection was included in the gift of Dean Castle. The full and half armours (12) of the 16<sup>th</sup> century are good quality, interesting examples, but include no exceptional specimens. However there are several outstanding examples of parade pieces including helmets and a comprehensive collection of separate helmets. The swords (100) include a number of very fine and rare types, ranging from the Viking and Crusader periods to the 17<sup>th</sup> century including several examples made by noted sword smiths in Toledo, Bilbao and Milan and this section of the collection is comprehensive and of international significance. There is a smaller collection of daggers of similar quality. The other sections of the collection make no attempt to be comprehensive, but include important individual items.

This discrete collection is enhanced by and complements certain of the Dick Institute collections. The Walker Collection of Scottish broadswords are a comprehensive selection from an area not dealt with in depth by the Howard de Walden Collection. This includes all stages of development from the claymore through shellguard swords to basket hilts. The Kater collection of firearms (200) includes early wheel-locks, overlapping with the Howard de Walden collection, but continues through flint-locks and percussion caps to bolt-action weapons. The Walker Collection of Oriental arms and armour provides examples comparative with European specimens extending the small Oriental selection included for the purpose in the Howard de Walden Collection.

##### **Future collecting:**

The acquisition of specimens of the quality and condition seen in the collection is quite beyond foreseeable financial resources, however it is hoped to acquire examples in deteriorated or excavated condition, which will enhance the collection by filling technical gaps.

- i) Scottish weapons and accessories, especially those made locally
- ii) uniform

iii) locally relevant heraldry

iv) Systematic additions to the de Walden collection

v) Covenanting items

#### **4.5.20 World Culture**

##### **Africa, Asia, Europe, North America, South America, Australia and New Zealand and other**

Housed at the Dick Institute, this consists of a series of collections, mainly put together late last century. Most have a local connection by originating from the travels of local people. The main areas represented are Central and Southern Africa, China and South-East Asia, and Australasia – especially Australia and New Guinea. Such material would not now be sought but it remains a valid part of the Museum collections for historical reasons, and because of the local origin of the collections. It remains useful in providing comparative examples which help to interpret other “active” collections. This is particularly true for the artefacts produced by recent Stone Age and Iron Age cultures in relation to the Archaeology collection, for Oriental musical instruments and arms and armour in relation to the European collections of these items, and for sculpture and other art forms in relation to the Fine Art collection.

##### **Future collecting:**

The policy on acquisitions of ethnographic items is that they will only be made in particular circumstances, where they relate closely and directly to the existing collections, and where they satisfy the principles laid down in the Acquisition Policy

# **DISPOSAL POLICY**

## **1.0 Introduction**

- 1.1 This is a Policy Statement regulating the disposal of items from the collections of East Ayrshire Council Arts and Museums. The adoption and implementation of such a policy by East Ayrshire Council is a requirement of the Museums, Libraries and Archives Council's (MLA) 'Museum Accreditation Scheme'.
- 1.2 One of the basic functions of museums is preservation; items acquired by a museum are generally considered to be inalienable once they have been incorporated into the Collections. There is a strong presumption against the subsequent disposal of items from museum collections, other than in very specific circumstances. This Policy Statement covers the circumstances in which disposals may take place, and the procedures to be followed.
- 1.3 This Policy statement supersedes all previous and existing practices and policies, formal or informal, relating to the disposal of items from the Collections of the Museums.

## **2.0 General Principle**

- 2.1 The Council hereby confirms its acceptance of the principle that the collections of the Museum are held in trust for future generations. Only under exceptional circumstances will the disposal of any specimen from the Collections be permissible. The cases in which disposal may from time to time be recommended to the Council by the Curator are indicated in Section 3 below.

Disposal in any other circumstances should not be undertaken without the formal adoption by the Council of a new disposal policy to cover such circumstances.

## **3.0 Reasons for Disposal**

- 3.1 By exchange with another Accredited Museum where the respective Curators recommend to the respective Governing Bodies that the Collections of both Museums would benefit, and that no outstanding condition of donation, bequest or sale would thereby be breached.
- 3.2 By destruction in cases where a specimen is too badly damaged or deteriorated to be of any further use to the Museum.
- 3.3 Where it has been identified by the Curator that there are duplicated items within the collections it may be recommended to the Council that these items be offered to another Accredited museum for transfer. These items will not be recommended for destruction.
- 3.4 Where it has been identified by the Curator that items may be hazardous e.g. radioactive minerals, it may be recommended to the Council that these items be offered for transfer to a suitable repository.

#### **4.0 Authority for Disposal**

- 4.1** No Museum Specimen may be disposed of without the specific authority of the Council. Such a decision must be the responsibility of the Council, acting on the advice of the Curator and not of the Curator or any person acting alone.
- 4.2** If the disposal of a quantity of similar material is proposed, the Council may, however, give the Curator delegated authority to act in the specific, once a general principle has been approved.

#### **5.0 Disposal of Purchases**

- 5.1** Where it is the intention to dispose of an item which was acquired by purchase, the Curator will take all reasonable steps to discover whether the original purchase was assisted by a grant from the National Heritage Memorial Fund, the National Acquisitions Fund, the Local Museums Purchase Fund, the National Art Collections Fund or other identifiable funding source. Where it is known or discovered that such a grant was made, the body concerned or its successors will be notified of the Museum's intentions so that any relevant conditions attached to the original grant may be fulfilled.

#### **6.0 Disposal Procedures**

- 6.1** The destruction of a Museum Specimen will be acceptable in exceptional circumstances where the Curator is satisfied that the object is of no further present or future use for the Collections. After authorisation by the Council the disposal shall be organised in a discreet, confidential and permanent fashion.
- 6.2** Where a Museum Specimen is transferred to another Accredited museum, all the associated documentation must accompany the item or follow within a period of one month. Where appropriate, this will include any photographic records. The Museum will retain on file copies of key sections of the documentation, for future reference.
- 6.3** Where possible, all efforts should be made to ensure that any restrictive covenants made at the time of acquisition are considered.

#### **7.0 Procedure Following Disposal**

- 7.1** Full records must be kept of all disposals from the Museum. Where Museum Specimens have been disposed of, this shall be recorded in the appropriate register.
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