

SAFE WELL PROSPEROUS CONNECTED

North Lincolnshire Museums Collections Development Policy

Name of museum: North Lincolnshire Museums

Name of governing body: North Lincolnshire Council

Date on which this policy was approved by governing body:
30 April 2025

Policy review procedure: The Collections Development Policy will be published and reviewed from time to time, at least once every five years.

Date at which this policy is due for review: March 2025

Arts Council England will be notified of any changes to the Collections Development Policy, and the implications of any such changes for the future of collections.

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1.0 Relationship to Other Relevant Policies and Plans of North Lincolnshire Museums and North Lincolnshire Council

1.1 North Lincolnshire Museums (NLMs) consists of North Lincolnshire Museum (NLM) and Normanby Hall Country Park (NHCP).

1.2 The purpose of North Lincolnshire Museums is to:

- Collect and Display, Entertain and Enjoy, Inspire and Inform.

For the staff and users of NLMs this would mean:

- **Collect and Display:** collect and preserve objects and information to enable people to discover the story of North Lincolnshire and its residents through innovative display techniques.
- **Entertain and Enjoy:** providing an accessible environment where people explore the museums and the collections in a fun and engaging way.
- **Inspire and Inform:** use the museums and its collections in innovative, creative and challenging ways to inspire and inform visitors about their heritage, their future and make a positive contribution to their quality of life.

1.3 NLMs is part of Culture and Creative Partnerships within Community Transformation, part of the Communities directorate. The aim of Culture and Creative Partnerships is to support NLC in achieving its ambition for North Lincolnshire to be the best place for our residents.

The NLC 2022-2025 Council Plan priorities are:

- Priority 1: Keeping people safe and well.
- Priority 2: Enabling resilient and flourishing communities.
- Priority 3: Enabling economic growth and renewal.
- Priority 4: Providing value for money for local taxpayers.

NLMs will support NLC in the achievement of these priorities by:

- **Keeping people safe and well:** Ensure children, young people and vulnerable adults feel safe and are safe in our venues. Creating accessible venues, exhibitions and engagement opportunities. Providing high quality customer focused services. Responding in a timely manner to customer requirements. Listening to our customers and providing them with value for money.

- **Enabling resilient and flourishing communities:** Raising aspirations and empowering young people by creating a sense of pride in North Lincolnshire's rich history and heritage. Encourage volunteering within our service and support appropriate community projects.
 - **Enabling economic growth and renewal:** Providing voluntary, work experience and apprentice placements to assist in creating employment opportunities for all ages.
 - **Providing value for money for local taxpayers:** Managing our finances and balancing our budget. Managing our collections in the interests of the community. Ensuring services remain viable, effective and value for money.
- 1.4 The governing body will ensure that both acquisition and disposal are carried out openly and with transparency.
 - 1.5 By definition, NLMs has a long-term purpose and holds collections in trust for the benefit of the public in relation to its stated objectives. The governing body therefore accepts the principle that sound curatorial reasons must be established before consideration is given to any acquisition to the collection, or the disposal of any items in the NLMs collection.
 - 1.6 Acquisitions outside the current stated policy will only be made in exceptional circumstances.
 - 1.7 NLMs recognises its responsibility, when acquiring additions to its collections, to ensure that care of collections, documentation arrangements and use of collections will meet the requirements of the Museum Accreditation Standard. This includes using Spectrum primary procedures for collections management. It will take into account limitations on collecting imposed by such factors as staffing, storage and care of collection arrangements.
 - 1.8 NLMs will undertake due diligence and make every effort not to acquire, whether by purchase, gift, bequest or exchange, any object or specimen unless the governing body or responsible officer is satisfied that NLMs can acquire a valid title to the item in question.
 - 1.9 NLMs will not undertake disposal motivated principally by financial reasons.

2.0 History of the Collections

- 2.1 NLMs currently consists of two venues, North Lincolnshire Museum in Scunthorpe and Normanby Hall Country Park. Baysgarth House

Museum (BHM) was previously part of North Lincolnshire Museums, but as of 2024 has been leased to the Ropewalk.

- 2.2 The institution which is today known as NLMs was founded in 1909 by a group of local enthusiasts concerned about the destruction of archaeological and geological material and the disappearance of natural habitats due to ironstone mining in North Lincolnshire. The group were led by two men from Sheffield, Mr. A. C. Dalton, the Museum's first honorary curator, and Mr. Harold E. Dudley, his successor. The efforts of Dalton and Dudley attracted the support of several local worthies who formed the Naturalist and Antiquarian Society in Scunthorpe. The group convinced the Library Committee to allocate a room in the Carnegie Free Library on Station Road, for museum use. On 31 August 1909 the single room of exhibits, which had in the main been donated by the founders themselves, opened to the public. A small collection of antiquities were also displayed in Ashby Free Library, until their transfer to the Museum in Scunthorpe. The first years were a struggle, and it soon became clear that without funding the Museum would close. In 1911 Scunthorpe Urban District Council adopted the relevant section of the Museums and Gymnasium Act, allowing the Museum to become a Council run venue.
- 2.3 In 1913, Dalton resigned and was replaced by Harold Dudley, who held the post until his retirement in 1956. Dudley was a respected archaeologist and geologist, as well as a gifted musician. Assisted by Mr. Thomas Sheppard, curator of Hull Museum, Dudley worked with local enthusiasts to found and develop the nationally important collections drawn from the North Lincolnshire area, particularly the archaeology and geology collections. By 1937 the Museum had outgrown the single room in the Carnegie Free Library and was moved to a disused maternity home on Cottage Beck Road, Scunthorpe. As well as more display and storage room, Dudley now had the space to found a museum education service.
- 2.4 By the early 1950s Scunthorpe Museum had again outgrown its home. As well as extensive collections of local Prehistoric and Roman objects, the collection now included the Canon Cross geological collection, the beginnings of the Fowler Collection of engravings and artefacts, and the Bronze Age Appleby Log Boat. In 1953 the Museum moved into its current home, the old Frodingham Vicarage, built from Frodingham Ironstone during the Victorian period.
- 2.5 In 1959 Michael Kirkby was appointed curator, and his interest in the fine and decorative arts saw a focus on developing the art collections for the first time. The Museum was renamed Scunthorpe Museum and Art Gallery, and the Vicarage was extended to create temporary exhibition space for use by local artists and societies. Further extensions created more permanent display spaces, as well as offices and learning rooms. In 1963 an ironstone cottage was removed from Church Street, Scunthorpe ahead of demolition and rebuilt within the

Museum. The programme of museum development was rewarded in 1982 when Scunthorpe Museum and Art Gallery won the Small Museum of the Year Award.

- 2.6 An important development in the creation of NLMs took place in 1964 when the Sheffield family moved out of Normanby Hall, a Regency country house situated in a small village north of Scunthorpe. The Hall and its park were leased for ninety-nine years to Scunthorpe Borough Council for use as a museum and conference venue. The present Hall was built by Sir Robert Smirke in 1825 for Sir Robert Sheffield. Parts of the Hall would be used as a conference and wedding venue, whilst other rooms would be dressed in Regency style circa 1830 and opened to the public. Between 1964 and 1970, Michael Kirby developed the decorative arts collections by collecting furniture, textiles, ceramics, paintings, silver ware and costume for display in the Hall. The Sheffield family have since given and loaned back several family paintings and objects for display in Normanby Hall, including an Erard Piano, a grandfather clock and a painting of the Marquis of Normanby, son of the 1st Duke of Buckingham.
- 2.7 NLC has continued to develop the visitor offer at NHCP. The Farming Museum was opened in 1989, with displays telling the story of traditional farming and rural life in North Lincolnshire from 1850. In 2020 the Farming Museum was rebranded as the Rural Life Museum. Objects on display include farm machinery, carts and wagons, much of which were made by local firms such as Fletchers of Winterton and Marshalls of Gainsborough. There is also a Transport Gallery featuring locally made bicycles and motorbikes, including the only known remaining Johnson's Motorcycle. The Victorian Walled Garden was originally built by the Sheffield's in 1817. It was restored to its Victorian splendour and reopened in 1997. As well as extensive vegetable, flower and trainer fruit beds, the Walled Garden includes re-creations of working and living areas in the potting shed, bothy and head gardener's office.
- 2.8 In 1990, Scunthorpe Borough Council and Glanford Borough Council, which together covered the north-western part of South Humberside and northern Lincolnshire, adopted a Joint Archaeological Collecting Policy. This relationship was formalised in 1996, when county borders were revised, and North Lincolnshire was carved out of the county of Humberside and part of northern Lincolnshire. Scunthorpe Museum and Art Gallery was renamed North Lincolnshire Museum, a name more accurately reflecting the scope and range of the collections. The reorganisation saw the Scunthorpe and Glanford Borough collections and museums, (NLM, NHCP and including Baysgarth House Museum) merged together into one North Lincolnshire wide museum service.
- 2.9 The current permanent galleries at NLM tell the story of North Lincolnshire from its geological origins to the early post-war period. The Jurassic Sea gallery features key fossils from the Frodingham

Ironstone, including rare ammonites, starfish, ichthyosaur and plesiosaur specimens. The Steel Town Gallery charts the development of the Iron and Steel industry and the growth of Scunthorpe and includes objects including a tobacco box made from the first iron made at the first iron works in North Lincolnshire. The Local History displays include the reconstructed Ironstone Cottage, with the ground floor set out as a typical working class living space. The parlour of the original Frodingham Vicarage is laid out as a Victorian parlour and features an original display case containing specimens from the Canon Cross Collection and a chimneypiece from Bottesford Manor with the crest of the Peacock family. The Local History Gallery features key objects relating to local folklore traditions such as the Haxey Hood and Plough Jags, and material from the Ethel H. Rudkin Collection. The People's War Gallery includes important local material relating to personal histories of the Second World War. The Post War Gallery explores life in North Lincolnshire in the 1950s, 60s and 70s. The Archaeology Gallery tells the story of North Lincolnshire from the Palaeolithic to the early Post-Medieval period and features objects from a number of important excavations as well as key stray finds, including the earliest human worked flints from North Lincolnshire and the Romanesque Barnetby Font. A changing exhibition programme draws on the extensive collections and includes co-production with local communities.

- 2.10 Currently several rooms are open to the public at Normanby Hall. The ground floor display rooms are dressed in Regency style based on contemporary inventories and feature furniture, ceramics, paintings and decorative art appropriate to the period and the Sheffield's use of the house. Amongst the items on display, key objects include a Napoleon III death mask, several pieces of furniture made by Messrs Gillow of Lancaster, including a breakfront bookcase and an oak table from Marlborough House. The first-floor rooms are dressed in Edwardian style and include an Edwardian Bathroom, the Upstairs Downstairs servants display, the Normanby At War Gallery, an Exhibition Gallery and a Costume Gallery, which feature new exhibitions each season drawing on the extensive costume collection. Other rooms on the ground floor and first floor form the catering, conference and wedding suites.
- 2.11 In 2004 management of BHM was transferred to the Community Heritage Arts & Media Project (CHAMP). The Glanford Borough collection remained with NLMs, and the items on display at BHM were loaned to CHAMP as part of the lease agreement. In 2020 the management agreement was terminated and responsibility for BHM transferred back to NLC. In 2024 BHM was leased to the Ropewalk. In November 2024, CHAMP transferred title of their accessioned collection to NLMs, and the objects were subsequently added to the NLMs accessioned collection. This has seen a number of important Barton related objects added to the NLMs collection, including two Elswick motorbikes.

3.0 An Overview of Current Collections

- 3.1 As per the stated mission of the NLMs to collect and preserve objects and information related to the history of the North Lincolnshire region, NLMs has wide ranging collections of archival and three-dimensional material reflecting the geology, natural history, social history and archaeology of the region in and around North Lincolnshire. The collection consists of approximately 400,000 objects. The collection can be divided into subject areas as follows: Archaeology, Natural Sciences, Social History, Fine and Decorative Arts and Costume.

Archaeology

- 3.2 The Archaeology collection consists of approximately 274,500 three-dimensional objects, mainly from the region in and around North Lincolnshire, together with excavation records and associated documentation.
- 3.3 This includes a number of large metal detected collections and finds and archives from a number of nationally and regionally important major excavations and field projects.
- 3.4 The collection includes human skeletal material from a number of Prehistoric, Roman and Early Medieval cemetery excavations and single burials.
- 3.5 There is a small but significant collection of coins and medals.
- 3.6 All periods of the past, from the Palaeolithic to modern day, are represented.
- 3.7 Key acquisitions to the Archaeology Collection include:
- 1909 – 1956, 2014: The Dudley Collection of Prehistoric flints, and Iron Age and Roman settlement material, collected from the warrens around Scunthorpe and local iron workings. The most recent additions being a small amount of material which Dudley had retained which was donated by his granddaughter.
 - 1933: The Bagmoor Late Bronze Age Hoard of socketed axeheads, spearheads, a chisel and a bucket base.
 - 1939: The Anglo-Saxon Manton Hanging Bowl, made in the same workshop as the Sutton Hoo Hanging Bowl.
 - 1943: The Bronze Age Appleby Log Boat, made from a single tree trunk, found on the bed of the Old River Ancholme.

- 1958 – 1967, and 1981: Winterton Roman Villa excavation archives including the Winterton Fortuna Mosaic.
- 1961 – 2011: The Alan Harrison Collection, metal detected objects from a number of key sites in North Lincolnshire including Kirmington Iron Age - Roman Settlement and Winteringham Roman Port and Settlement.
- 1963: The Kirmington Hoard of over 10,000 3rd century Roman radiate coins, the third largest coin hoard of that date found in Britain to date.
- 1964 – 1968: Dragonby Iron Age – Roman Settlement excavation archive, including the Dragonby Mars Gravidus and Mars Ultor figurines.
- 1969: The Mossop Collection of small finds from Roman sites at Kirmington, Ludford and Owmbly.
- 1972 – 1979: The Hilda Sands Collection of small finds from Roman sites at Owmbly and Kirmington.
- 1975 – 1976: Elsham Anglo-Saxon Cemetery excavation archive.
- 1975 – 2009: The Ethel H. Rudkin Collection of local antiquities, including the Neolithic Wroot Jadeite Axe.
- 1984: Thornholme Priory excavation archive, including the Thornholme Medieval Grave Slab.
- 1989: The Walter Carlile Collection of field walked and metal detected finds from South Ferriby parish.
- 1999: The Bottesford Hoard of Roman denarii.
- 2002: The Chris Marshall Collection of metal detected finds from local sites including Kettleby Thorpe and Ketsby.
- 2003: The Whitton Viking Silver-gilt Brooch.
- 2005: The Viking Theddlethorpe Silver Finger Ring.
- 2005: The Late Neolithic Ulceby Beaker. Originally found in the late nineteenth century and preserved in Ulceby Vicarage. Shortly after it was lost to archaeological view, eventually resurfacing at auction in 2005.

- 2005: The Scotterthorpe Runic Inscription.
- 2006: Cleatham Anglo-Saxon Cemetery excavation archive, the paper archive, urns and finds from the third largest Early Anglo-Saxon cemetery found to date.
- 2007: Hibaldstow Roman Roadside Settlement excavation archives.
- 2007: The Goxhill Tudor Bailiffs Wand of Office belonging to Sir Robert Tyrwhitt of Kettleby, Vice Admiral of England and bailiff of the King's Manor of Barton upon Humber under Henry VIII.
- 2008: The Bigby Medieval Coin Hoard.
- 2009: Flixborough Early Medieval Settlement excavation archive. The finds and paper archive from the excavation of an important 7th – 11th century settlement.
- 2009: The Roman Winterton Cup, an enamelled copper alloy soldier's souvenir from Hadrian's Wall.
- 2013: The Roman Appleby Wine Jug Handle.
- 2014: Brigg Late Bronze Age Sword Hoard.
- 2016: Viking Odin Pendant from Winteringham.
- 2018: The West Halton Pendant, a gold 7th century conversion period pendant.
- 2020: Welbeck Hill Anglo-Saxon Cemetery excavation archive.
- 2020: The Haxey Pendant, a gold 7th century conversion period pendant.
- 2024: The Barnetby Bull Rider, a late Iron Age – Early Roman bucket escutcheon in the form of a female figure riding a bull and duck hybrid creature.
- 2024: The Grasby Pendant, a gold and cabochon garnet 7th century conversion period pendant.

Natural Sciences

- 3.8 The Natural Sciences collection includes geological and biological material. Geology consists of approximately 4,500 fossils, primarily of local origin, and 1,500 rocks and minerals mainly of non-local origin.

The core collection of local fossils was formed by Harold Dudley and his contemporaries in the early years of the Museum's existence.

- 3.9 The fossils include a small collection of type, figured and cited specimens and a nationally important collection of fossils from the Frodingham Ironstone rocks.
- 3.10 There is also a collection of borehole specimens and logs, and geological maps dating from the first half of the 20th century.
- 3.11 Biology consists of approximately 7,000 specimens, including mounted taxidermy, herbarium sheets, Lepidoptera, birds eggs, marine invertebrates (mainly mollusc shells), vials of spiders in alcohol, vertebrate specimens and photographic transparencies.
- 3.12 Key acquisitions to the Natural Science Collection include:
 - 1909: The Reverend Cutts Collection of geological material from local quarries, a founder and founding collection of the Museum.
 - 1909 – 1956: The Dudley Collection of local fossils from the Frodingham Ironstone and local quarries.
 - 1909 – 1939: The A. M. Cobban Collection of local maps, boreholes and Jurassic Fossils, a founding collector and collection of NLMs.
 - 1930: The Canon Cross Collection of rocks and fossils collected during the construction of the railways and used in 1874 to illustrate the first paper describing the geology of north west Lincolnshire.
 - 1940: The Miss A. L. Sich Collection of Jurassic and Cretaceous fossils, minerals and recent molluscs.
 - 1942: The H. Greaves Collection of rocks and minerals from Australia.
 - 1949: The G. V. Standerline Collection of geological specimens, including crystals from Cumberland.
 - 1986: Fossil bones from an Ichthyosaur from Middlegate Quarry, South Ferriby.
 - 1987: Fossil bones from an Ichthyosaur from Yarborough Mine, Scunthorpe.
 - 1990: Fossil bones from the hind part of a Plesiosaur from Crosby Warren Mine.

- 1991: The Joe Duddington Lepidoptera Collection of butterflies and moths from the Scunthorpe area.
- 2018: The Middlegate Quarry Pliosaur, fossil bones from an Pliosaur from Middlegate Quarry, South Ferriby.

Social History

- 3.13 The Social History Collection consists of approximately 45,000 three-dimensional objects, 30,000 items of ephemera and documents, and 25,000 photographs.
- 3.14 The collection includes some items from the Medieval period, and covers the entire Post-Medieval period, however the majority of the collection dates from the mid nineteenth century to the mid twentieth century.
- 3.15 The collection covers the whole of North Lincolnshire including agriculture, urban development, industry, particularly iron and steel, folklore, transport and domestic life.
- 3.16 Types of ephemera and photographic material includes:
- Unique historic documents,
 - Photographic negatives and prints,
 - Books, printed documents and ephemera,
 - Sound recordings,
 - Newspapers and magazines,
 - Maps,
 - Videos.
- 3.17 The NLMs does not collect original film, and any offers of donations are passed on to the appropriate film archive.
- 3.18 Some archival documents are on deposit at the North East Lincolnshire Archives.
- 3.19 Key acquisitions to the Social History Collection include:
- 1948: French made 1860s Velocipede 'bone shaker' bicycle. One of a small number of survivals, many were melted down during the First World War.

- 1960s – 2010s: Sheffield Family and Estates papers, records and photographs.
- 1962: Miniature Yorkshire Farm Wagon, late nineteenth century.
- 1962: Iron Stone Cottage, a pre-1860 cottage built from Frodingham Ironstone. The cottage was dismantled and moved to the Museum ahead of demolition, as an example of the type of housing built to house workers in the rapidly expanding iron and steel industry.
- 1964: The Normanby Estate Fire Engine, a 1900 horse-drawn steamer operated by the Normanby Park Fire Brigade.
- 1965: Hermaphrodite Wagon, used by Charles Bayles at Binbrook Hill Farm, Caistor.
- 1969: Pre-1874 green Penfold Pillar Box, one of around 150 still in existence. One of the earliest pillar boxes to be used in Britain.
- 1969: Threshing Machine made by Marshalls of Gainsborough.
- 1970: Lincolnshire spindle-sided wagon, early nineteenth century, used by the Evison family at Marsh Chapel until the mid-twentieth century.
- 1972 - 2014: The Ethel H. Rudkin Collection: Objects relating to local folklore, including Plough Jag Hobby Horse and Fool costumes, a running hood from the Haxey Hood game and a Largus lamp. The most recent acquisitions in 2014 include a corn dolly and witch balls previously in Sheffield University's collection.
- 1988: Hermaphrodite Wagon, a Lincolnshire farm wagon made by the Frankish family of Grasby.
- 1989: Sackcloth running hood from the Haxey Hood, one of twelve used in the game.
- 1993: 1901 Model 107 Johnson's Motorcycle, made by Johnson's Cycles of Scunthorpe, the only one of this model known to still survive.
- 1997: The Peacock Family Archive. A collection of family papers, correspondence, documents, publications and a dialect card index, related to the varied interests of the Peacock Family.

- 1999 – 2010: The Ethel H. Rudkin Archive: Photographs, papers, and books relating to Ethel H Rudkin’s local history and folklore research and publications and including personal papers and photographs.
- 2008: The Nick Lyons Collection of local history documents and research papers.
- 2009: Two pieces of graffiti from Pingley Prisoner of War Camp.
- 2014: Scent flask, c1825 that belonged to Sir Berkeley Sheffield.
- 2014: The George Parker Collection, a series of glass plate negatives taken by a local photographer during the late 19th and early 20th century.
- 2017: Scunthorpe Youth Centre archive including over 1000 photographs.
- 2019: Collection of photographs and slides taken and collected by Reg Cooke.
- 2022: 1946 Fordson Major Tractor.
- 2022: Large collection of tools, ephemera and photographs relating to the agricultural engineering company Fletcher’s of Winterton.
- 2024: Several donations relating to the Nypro company and the disaster occurring in 1974. ID badges, ephemera, photographs and oral histories.
- 2024: Two Elswick Motorcycles transferred from the CHAMP collection.

Fine and Decorative Arts

- 3.20 The Fine and Decorative Arts collections consists of approximately 1,500 paintings and sculptures.
- 3.21 Fine art is represented by paintings and sculptures dating from the seventeenth century onwards including a collection of local paintings dating from c.1960 – 1990.
- 3.22 Decorative art consists of a good collection of furniture, ceramics and metalwork, mainly from the Regency period, a collection of European and Far Eastern ceramics, and a collection of ivory.

3.23 Key acquisitions to the Fine and Decorative Art Collection include:

- 1976, 1997, 2012 and 2024: The Fowler Collection, collection of engravings by William Fowler (1761 – 1832) a local amateur antiquarian, joiner and architect showing Roman mosaics, stained glass windows and architectural subjects has been developed over a number of years. A major acquisition of engravings in 1976 has since been supplemented by further engraving acquisitions. In 1997 an extensive collection of architectural designs, working drawings, correspondence, personal papers and engravings was acquired and added to the Fowler Collection. In 2012 further engravings and William Fowler's watch were donated by descendants of Fowler. In 2024 a bound folio of coloured engravings that had always been in the family was donated by a descendent of Fowler.
- 1967: 'Emperor Otho' by Peter Paul Rubens, painted as one of a series of the Twelve Emperors by Rubens himself. Nine in the series have been located, and three remain missing.
- 1968: Oil painting of Mrs Alice Wood by Sir Thomas Lawrence, c1830.
- 1964: Plaster cast of the death mask of Napoleon I.
- 1965: The John Arthur Jackson Collection of Chinese, Japanese and Indian ivory ornaments.
- 1964: An impressive carved mahogany bookcase by Gillows of Lancaster, c.1810.
- 1960s – 1970s: The Regency Silver Collection, a number of pieces of Regency tableware collected from various sources over a period of years.
- 2016: Sculpture and former 'Horse and Rider' by Harold Gosney.
- 2017: Two paintings by local artist Marjorie Burton.
- 2019: Regency fire screen originally used in Normanby Hall by the Sheffield family.
- 2019: Painting 'Katie at the Thornton Hunt' by Tony Codd.
- 2020: 'Are You Going To Eat That'? by Lindsey Mendick, a dinner service commissioned as part of an Arts Council England (ACE) funded series of artist installations in Normanby Hall.

Costume

- 3.24 The Costume collection consists of approximately 9,000 items of costume.
- 3.25 The costume collection is of regional importance and items date from the early eighteenth to early twenty-first centuries.
- 3.26 Key acquisitions to the Costume Collection include:
- 1960s: Sheffield Family uniforms, clothing worn by Lady Sheffield on cruises and servants' uniforms.
 - 1964: The Parkinson Collection, a collection of silk costume belonging to Reverend John Parkinson c.1790, worn to take undergraduates on tours of the continent.
 - 2016: Hollingsworth collection of 1980s and 1990s costume.
 - 2022: Collection of Sheffield family costume from the early 1900s.

4.0 Themes and Priorities for Future Collecting

Collecting Period and Area

- 4.1 The principal collecting area for the NLMs will be within the boundary of the unitary authority of North Lincolnshire.
- 4.2 Acquisitions outside of this area will only be made if they:
- a) Originated in this area and were exported either in antiquity or recent times.
 - b) Form part of a collection, which for scientific, historic or contractual reasons, cannot be desegregated, providing that the majority of specimens contained within the collection originated or were recovered from the collecting area.
 - c) A numismatic, fine art or decorative art item required to improve these respective collections.
 - d) Provide comparative material for use in the study of the archaeology of North Lincolnshire, for example finds from pottery kilns whose products appear in North Lincolnshire.

Such acquisitions will either be subject to the requirements of section 13.0 below or, in the case of comparative material for study purposes, subject to the requirements of section 7.0 below.

Collecting periods, areas and exceptions for specific collections are outlined below:

Archaeology

- 4.3 Archaeological material will be collected from all periods from the Lower Palaeolithic to recent, including industrial material.
- 4.4 In addition, archaeological material will be collected from an area:
 - a) South of the centre line of the Humber estuary.
 - b) North of a line running east-west from Louth to Market Rasen and Gainsborough, but not including these places.
 - c) East of the course of the Old River Don, the historic north-western boundary of Lincolnshire.
 - d) West of the North Sea.

This is the traditional archaeological collecting area for the NLMs.

- 4.5 Archaeological material charting human history in and around North Lincolnshire will be collected subject to the requirements of section 5 below being met.
- 4.6 This includes excavation records and associated documentation as well as artefacts.
- 4.7 The archaeological material collected may come from:
 - a) Controlled archaeological methods of recovery including excavation and other fieldwork, particularly developer-led under the National Planning Policy Framework.
 - b) Casual finds including material initially recorded under the Portable Antiquities Scheme.
 - c) Private collections.
 - d) Treasure as defined by the Treasure Act 1996 and the Treasure (Designation) Order 2002.
- 4.8 Important archaeological material, however, will not be excluded on the grounds of unscientific recovery alone, subject to the requirements of paragraph 9.2 below, provided that such recovery did not infringe existing legislation.

- 4.9 Human skeletal material from excavations will continue to be collected. It will be treated in accordance with legislation either being re-interred or retained for study on the advice of relevant specialists.

Natural Sciences

- 4.10 Natural Science material will be collected from all periods.
- 4.11 Natural Science material will be collected from within the historic county of Lincolnshire, as the North Lincolnshire Museum is the Geological Locality Records Centre covering the historic county of Lincolnshire.
- 4.12 Natural Science material will be collected from within the historic county of Lincolnshire subject to the requirements of section 7.0 below being met.
- 4.13 Natural Sciences will include both geological and biological specimens and publications, maps, and archive materials relating to the natural history of the collecting area.
- 4.14 Acquisition may occur by field collection, gift, purchase or bequest, subject to legal and ethical considerations.
- 4.15 Material from the local ironstone mines, other threatened sites and to fill gaps in the collection will continue to be collected as a priority.

Social History

- 4.16 Social History material will be collected from the Medieval period to the present day.
- 4.17 Social History objects will be collected to illustrate the working life, domestic life and social life of people in North Lincolnshire in the Post-Medieval period concentrating on the post 1945 period in particular.
- 4.18 Archival records from North Lincolnshire will be collected in consultation with North East Lincolnshire Archives and may be placed on deposit there.
- 4.19 The digitised sound archive is to be expanded by undertaking oral history projects, and occasional 'one off' recordings.
- 4.20 Photographs, and other graphic material and ephemera, that is representative of North Lincolnshire both topographically and by subject matter will continue to be collected.

Fine and Decorative Arts

- 4.21 Fine and decorative arts will principally be collected, subject to the requirements of sections 7.0 and 9.0 below, to improve and extend the period displays in Normanby Hall.
- 4.22 NLMs may choose to retain and accession art pieces it has commissioned in response to the collections or North Lincolnshire's history.

Costume

- 4.23 Costume will continue to be collected but priority will be given to objects of North Lincolnshire provenance filling weak areas of the collection, such as costume belonging to people with protected characteristics.

General

- 4.24 Passive collecting will continue within the boundaries and themes set out above in 4.3 – 4.22.
- 4.25 Active collecting will aim to fill gaps in the existing collection with the aim of better representing North Lincolnshire's communities. The following themes have been identified for active collecting:
 - North Lincolnshire Now: contemporary collecting of objects and stories that reflect the recent past and what is happening today.
 - Objects, photographs and stories that tell stories about LGBTQIA+ history and lives.
 - Material that tells the stories of people and communities who have migrated to North Lincolnshire.
- 4.26 Acquisition may occur by gift, purchase or bequest, subject to legal and ethical considerations.
- 4.27 Objects will be collected only for study, research, educational, interpretive or display purposes and the NLMs reserves the right to refuse any object offered.
- 4.28 Where possible the full archive relating to objects that are accepted into the collection will be acquired.
- 4.29 Loans will generally be accepted only for display or for research purposes. All loans will be of a fixed duration. Efforts will be made to regularise the status of existing loans by seeking to either acquire the title to these objects or to return them to the lenders.

5.0 Themes and Priorities for Rationalisation and Disposal

Rationale

- 5.1 NLMs recognises that the principles on which priorities for rationalisation and disposal are determined will be through a formal review process that identifies which collections are included and excluded from the review. The outcome of review and any subsequent rationalisation will not reduce the quality or significance of the collection and will result in a more useable, well managed collection.
- 5.2 The procedures used will meet professional standards. The process will be documented, open and transparent. There will be clear communication with key stakeholders about the outcomes and the process.
- 5.3 NLMs holds material that it may no longer be appropriate to retain. The scale of such holdings is not established, but in some areas it may be substantial in size and volume. Because the value of the collections has been diluted by collection of extraneous material, NLMs needs to refine existing collections in order that they remain consistent with the current *NLMs Collections Development Policy*.
- 5.4 A fundamental principle of museum collection management is that the collections inherited by the present generation should be passed on in good order to future generations. Because resources are finite, this cannot be achieved without some element of collections rationalisation and disposal. The Museum Accreditation Scheme provides a process to enable disposals to be undertaken in a transparent and ethical manner, respecting the public interest.
- 5.5 Rationalisation of the collection will enable resources to be more effectively targeted in caring for the remaining objects in the collection. It will ensure the collections remain relevant to the study and enjoyment of the heritage of North Lincolnshire. In addition, rationalisation will create space in the stores for future collecting to strengthen the collections.

Aims and Objectives

- 5.6 To enhance physical access to the collections by staff and researchers by improving and rationalising the storage conditions for all objects.
- 5.7 To upgrade collections management information and procedures in order to ensure optimal long-term care of the collections, including the ability to quickly and easily retrieve items for researchers.

- 5.8 To enhance the research potential of the collections by compiling full documentation for the objects, including reuniting documentation with objects where these essential relationships have been lost.
- 5.9 To enhance public access to the collections by creating a streamlined and documented collection relevant to the cultural and environmental heritage of North Lincolnshire.
- 5.10 To create space in stores in order to collect for new displays.

Themes and Priorities for Rationalisation

Archaeology

- 5.11 A number of large-scale excavations took place during the 1960s and 1970s where the onus was on retaining all bulk finds and the 'sampling strategy' was to sample each context. This has resulted in many boxes containing samples and unstratified finds being deposited in the archaeology bulk finds stores. Where the excavator is deceased, it is proposed to consult with a senior English Heritage curator regarding a sampling and rationalisation strategy for bulk finds and samples from these excavation archives.
- 5.12 Soil samples which were not sampled during post-excavation, and from which no archaeological information could now be gleaned due to the length of time having passed and the potential for contamination.
- 5.13 Non-diagnostic Post-Medieval sherds and ceramic building material from unstratified layers on excavations which have no archaeological value.
- 5.14 Unprovenanced objects, particularly foreign Post-Medieval unprovenanced coins.

Social History and Fine and Decorative Arts

- 5.15 The art collection contains a number of paintings and drawings which are not of local relevance or import.
- 5.16 When purchasing objects to dress Normanby Hall in the 1960s, job lots were bought at auction which included items never intended to be added to the collection. Some of this material was not subsequently sold on and remains in store.
- 5.17 The male and female costume collections contain a number of duplicate items, some of poor quality.
- 5.18 The library and ephemera collection contains duplicate editions of a number of journals, magazines, newspapers and books, some in poor condition.

- 5.19 The photographic collection contains duplicate prints, some in a very poor condition.
- 5.20 The Social History Collection contains many objects that have no provenance, or are not of local provenance, or are duplicates of other (better) examples.
- 5.21 The intention is to focus the Social History collection on items made in the area or that are unique to the area. Currently the collection currently contains many everyday items that were used here but not made here and similar items will be found in many other local authority museum collections.

Natural Sciences

- 5.22 Unprovenanced and duplicate specimens.

Rationalisation Criteria

- 5.23 To qualify for rationalisation and subsequent deaccessioning and disposal, an item must meet one or more of the below criteria. However, meeting one or more of the criteria does not necessarily condemn an item to disposal. Each item will be considered on its own merits. An item will be considered for rationalisation if it:
 - a) Is outside the geographical and/or subject area of the current *NLMs Collections Development Policy*.
 - b) Has no relevance to the environmental or cultural heritage of North Lincolnshire.
 - c) Is of good quality but would more properly be housed in another museum's collection.
 - d) Is in a poor condition and beyond conservation.
 - e) Poses a threat to people or other material in the collection.
 - f) Is too incomplete to be of any use to the Museum.
 - g) Is an unnecessary duplicate of other material in the collection.
 - h) Is of poor quality compared to other examples in the collection.
 - i) Is unethically acquired material.

- j) Has no reasonable expectation of being useful for display or research.
- k) Is loan material no longer required for display or research.
- l) Is unaccessioned.
- m) Is unprovenanced.

Rationalisation Procedure

- 5.24 Objects for rationalisation will be identified according to the above Rationalisation Criteria by collections staff, assisted by appropriate specialists as required.
- 5.25 Documentation will be checked to ensure NLMs has ownership of the material and is legally free to dispose of it.
- 5.26 Material proposed for rationalisation will be discussed at a collections team meeting.
- 5.27 List of items agreed by Collections Team drawn up.
- 5.28 Material identified for deaccession and disposal will be dealt with as per the procedure set out in section 16.0.

6.0 Legal and Ethical Framework for Acquisition and Disposal of Items

- 6.1 NLMs recognises its responsibility to work within the parameters of the Museum Association Code of Ethics when considering acquisition and disposal.

7.0 Collecting Policies of Other Museums

- 7.1 NLMs will take account of the collecting policies of other museums and other organisations collecting in the same or related areas or subject fields. It will consult with these organisations where conflicts of interest may arise or to define areas of specialism, in order to avoid unnecessary duplication and waste of resources.
- 7.2 Specific reference is made to the following museums and organisations:
 - Baysgarth House, Barton upon Humber,
 - The Ropewalk, Barton Upon Humber,

- Wilderspin National School, Barton Upon Humber,
- The Trolleybus Museum at Sandtoft,
- Crowle and Peatland Railway,
- Appleby-Frodingham Railway Preservation Society,
- North East Lincolnshire Museum Service,
- North East Lincolnshire Archives,
- Lincoln Museum and Usher Gallery,
- Museum of Lincolnshire Life,
- Lincolnshire Archives,
- Hull Museums and Gallery,
- East Riding of Yorkshire Museum Service,
- Doncaster Museum Service,
- English Heritage,
- The British Museum,
- The Natural History Museum.

8.0 Archival Holdings

- 8.1 As the NLMs holds and intends to acquire archives, including photographs and printed ephemera, the North Lincolnshire Council will be guided by the Code of Practice on Archives for Museums and Galleries in the United Kingdom (3rd ed., 2002) and, where appropriate, the Archive Service Accreditation Scheme.

9.0 Acquisition

- 9.1 The procedure for agreeing acquisitions is:
- a) All offers of donation are referred to the appropriate member of the Collections Team, who then checks the *NLMs Collections Development Policy* to ascertain whether the

offer of donation fits within that policy and whether NLMs can commit to caring for the donation in perpetuity.

- b) The appropriate member of the Collections Team collates all relevant information for presentation to the Collections Development Panel.
 - c) The Collections Development Panel meets once a month and is made up of the Heritage Manager, the Collections Team and a representative from the Arts and Heritage Learning Team. All potential acquisitions and disposals are discussed and either approved or declined by the panel. The minutes of each meeting will act as a record of the decision and opinions from experts and community members are welcomed and considered.
 - d) If an offer of donation or sale is clearly outside the NLMs Collections Development Policy, it can be declined without discussion by the panel.
 - e) If an offer of donation or sale is time sensitive, for example sale at auction, approval can be agreed by email.
 - f) If the panel cannot reach an agreement it will be decided by the majority with the final decision resting with the Heritage Manager.
 - g) If the offer of donation is a purchase, the Heritage Manager determines whether the purchase can be covered by existing budgets or if grant applications will need to be submitted.
 - h) For higher value items, the Heritage Manager will consult with the Senior Manager(s) to determine whether or not to proceed with the purchase and/or a grant application/s.
- 9.2 NLMs will not acquire any object or specimen unless it is satisfied that the object or specimen has not been acquired in, or exported from, its country of origin (or any intermediate country in which it may have been legally owned) in violation of that country's laws. For the purposes of this paragraph 'country of origin' includes the United Kingdom.
- 9.3 In accordance with the provisions of the UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, which the UK ratified with effect from November 1 2002, and the Dealing in Cultural Objects (Offences) Act 2003, NLMs will reject any items that have been illicitly traded. The governing body will be guided by the national guidance on the responsible acquisition of cultural property issued by the Department for Culture, Media and Sport in 2005.

10.0 Human Remains

- 10.1 NLMs holds human remains from archaeological excavations in North Lincolnshire. The *NLMs Human Remains Policy* details the standards of care and procedures for managing the human remains held by NLMs.
- 10.2 As NLMs holds or intends to acquire human remains from any period, it will follow the procedures in the '*Guidance for the Care of Human Remains in Museums*' issued by DCMS in 2005.

11.0 Biological and Geological Material

- 11.1 So far as biological and geological material is concerned, NLMs will not acquire by any direct or indirect means any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of the United Kingdom or any other country, except with the express consent of an appropriate outside authority.

12.0 Archaeological Material

- 12.1 Archaeological archives are covered by the Town and Country Planning Act 1990 and the procedure for their collection and deposition is set out in the National Planning Policy Framework (NPPF).
- 12.2 NLMs is the regional repository for archaeological archives resulting from developer-led investigations in North Lincolnshire under the NPPF.
- 12.3 Paragraph 205 of the NPPF states that: "Local planning authorities should require developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible".
- 12.4 Furthermore paragraph 205 refers to Footnote 69, which states that: "Copies of evidence [from planning-led investigations of heritage assets] should be deposited with the relevant historic environment record, and any archives with a local museum or other public depository".
- 12.5 NLMs will not acquire archaeological material, including excavated ceramics, in any case where the governing body or responsible officer has any suspicion that the circumstances of their recovery involved a failure to follow the appropriate legal procedures.

- 12.6 In England, Wales and Northern Ireland the procedures include reporting finds to the landowner or occupier of the land and to the proper authorities in the case of possible treasure, i.e. the Coroner for Treasure, as set out in the Treasure Act 1996, as amended by the Coroners & Justice Act 2009.

13.0 Exceptions

- 13.1 Any exceptions to the above clauses will only be because NLMs is:

- acting as an externally approved repository of last resort for material of local (UK) origin.
- acting with the permission of authorities with the requisite jurisdiction in the country of origin.

In these cases NLMs will be open and transparent in the way it makes decisions and will act only with the express consent of an appropriate outside authority. NLMs will document when these exceptions occur.

14.0 Spoliation

- 14.1 NLMs will use the statement of principles '*Spoliation of Works of Art During the Nazi, Holocaust and World War II Period*', issued for non-national museums in 1999 by the Museums and Galleries Commission.

15.0 The Repatriation and Restitution of Objects and Human Remains

- 15.1 NLMs governing body, acting on the advice of NLMs professional staff, may take a decision to return human remains, unless covered by the '*Guidance for the Care of Human Remains in Museums*' issued by DCMS in 2005, objects or specimens to a country or people of origin. NLMs will take such decisions on a case by case basis; within its legal position and taking into account all ethical implications and available guidance. This will mean that the procedures described in 16.1-5 will be followed but the remaining procedures are not appropriate.
- 15.2 The disposal of human remains from museums in England, Northern Ireland and Wales will follow the procedures in the '*Guidance for the Care of Human Remains in Museums*'.

16.0 Disposal Procedures

- 16.1 All disposals will be undertaken with reference to the Spectrum Primary Procedures on disposal.
- 16.2 The governing body will confirm that it is legally free to dispose of an item. Agreements on disposal made with donors will also be taken into account.
- 16.3 When disposal of a museum object is being considered, NLMS will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to the original grant will be followed. This may include repayment of the original grant and a proportion of the proceeds if the item is disposed of by sale.
- 16.4 When disposal is motivated by curatorial reasons the procedures outlined below will be followed and the method of disposal may be by gift, sale, exchange or as a last resort - destruction.
- 16.5 The decision to dispose of material from the collections will be taken by the governing body only after full consideration of the reasons for disposal. Other factors including public benefit, the implications for NLMS collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. Expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities and others served by NLMS will also be sought.
- 16.6 A decision to dispose of a specimen or object, whether by gift, exchange, sale or destruction in the case of an item too badly damaged or deteriorated to be of any use for the purposes of the collections or for reasons of health and safety, will be the responsibility of the governing body of NLMS acting on the advice of professional curatorial staff, and not of the curator or manager of the collection acting alone.
- 16.7 Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain. It will therefore be offered in the first instance, by gift or sale, directly to other Accredited Museums likely to be interested in its acquisition.
- 16.8 If the material is not acquired by any Accredited Museum to which it was offered as a gift or for sale, then the museum community at large will be advised of the intention to dispose of the material normally through a notice on the Museum Association's Find an Object web listing service, an announcement in the Museums Association's Museums Journal or in other specialist publications and websites if appropriate.
- 16.9 The announcement relating to gift or sale will indicate the number and nature of specimens or objects involved, and the basis on which the material will be transferred to another institution. Preference will be

given to expressions of interest from other Accredited Museums. A period of at least two months will be allowed for an interest in acquiring the material to be expressed. At the end of this period, if no expressions of interest have been received, NLMS may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

- 16.10 Any monies received by the NLMS governing body from the disposal of items will be applied solely and directly for the benefit of the collections. This normally means the purchase of further acquisitions. In exceptional cases, improvements relating to the care of collections in order to meet or exceed Accreditation requirements relating to the risk of damage to and deterioration of the collections may be justifiable. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way. Advice on those cases where the monies are intended to be used for the care of collections will be sought from the Arts Council England.
- 16.11 The proceeds of a sale will be allocated so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard. Money must be restricted to the long-term sustainability, use and development of the collection.
- 16.12 Full records will be kept of all decisions on disposals and the items involved and proper arrangements made for the preservation and/or transfer, as appropriate, of the documentation relating to the items concerned, including photographic records where practicable in accordance with Spectrum procedure on deaccession and disposal.

Disposal by Exchange

- 16.13 The nature of disposal by exchange means that NLMS will not necessarily be in a position to exchange the material with another Accredited Museum. The governing body will therefore ensure that issues relating to accountability and impartiality are carefully considered to avoid undue influence on its decision-making process.
- 16.13.1 In cases where the governing body wishes for sound curatorial reasons to exchange material directly with Accredited or non-Accredited Museums, with other organisations or with individuals, the procedures in paragraphs 16.1-5 will apply.
- 16.13.2 If the exchange is proposed to be made with a specific Accredited Museum, other Accredited Museums which collect in the same or related areas will be directly notified of the proposal and their comments will be requested.

- 16.13.3 If the exchange is proposed with a non-Accredited Museum, with another type of organisation or with an individual, NLMs will place a notice on the Museum Association's Find an Object web listing service or make an announcement in the Museums Association's Museums Journal or in other specialist publications and websites if appropriate.
- 16.13.4 Both the notification and announcement must provide information on the number and nature of the specimens or objects involved both in NLMs collection and those intended to be acquired in exchange. A period of at least two months must be allowed for comments to be received. At the end of this period, the governing body must consider the comments before a final decision on the exchange is made.

Disposal by Destruction

- 16.14 If it is not possible to dispose of an object through transfer or sale, the governing body may decide to destroy it.
- 16.15 It is acceptable to destroy material of low intrinsic significance, duplicate mass-produced articles or common specimens which lack significant provenance, where no alternative method of disposal can be found.
- 16.16 Destruction is also an acceptable method of disposal in cases where an object is in extremely poor condition, has high associated health and safety risks or is part of an approved destructive testing request identified in an organisation's research policy.
- 16.17 Where necessary, specialist advice will be sought to establish the appropriate method of destruction. Health and safety risk assessments will be carried out by trained staff where required.
- 16.18 The destruction of objects should be witnessed by an appropriate member of the NLMS workforce. In circumstances where this is not possible, e.g. the destruction of controlled substances, a police certificate should be obtained and kept in the relevant object history file.