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Agenda

Coventry City Council

Communities and Neighbourhoods Scrutiny Board (4)

Time and Date

10.00 am on Thursday, 29th January, 2026

Place

Diamond Rooms 1 and 2 - Council House

1. Apologies and Substitutions**2. Declarations of Interest****3. Minutes (Pages 3 - 6)**

- a) To agree the Minutes of the previous meeting held on 4th December, 2025.
- b) Matters arising

4. Design Guide Consultation

Briefing Note of the Director of Regeneration and Economy.

- (a) Draft Shopfront Design Guide Supplementary Planning Document (Pages 7 - 44)

- (b) Initial Coventry Design Code Consultation (Pages 45 - 54)

5. Request by Culture Coventry Trust to Dispose of Collection Items, in line with Relevant Policies and Accreditation Standards. (Pages 55 - 166)

Briefing Note of the Director of Regeneration and Economy.

6. CCTV in Taxis - Task and Finish Group (Pages 167 - 170)

Briefing Note of the Director of Law and Governance.

7. Work Programme 2025/2026 (Pages 171 - 176)

Briefing Note of the Scrutiny Co-ordinator.

8. Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved

Julie Newman, Director of Law and Governance, Council House, Coventry

Wednesday, 21 January 2026

Note: The person to contact about the agenda and documents for this meeting is Asher Veness Email: asher.veness@coventry.gov.uk

Membership: Councillors S Agboola (By Invitation), N Akhtar (By Invitation), M Ali (Chair), R Bailey, B Christopher, G Hayre, P Hetherton (By Invitation), T Khan, G Lewis, S Nazir (Deputy Cabinet Member), E Ruane, T Sawdon and R Thay

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Asher Veness

Email: asher.veness@coventry.gov.uk

Agenda Item 3

Coventry City Council

Minutes of the Meeting of Communities and Neighbourhoods Scrutiny Board (4) held at 10.00 am on Thursday, 4 December 2025

Present:

Members: Councillor M Ali (Chair)
Councillor B Christopher
Councillor G Hayre
Councillor G Lloyd
Councillor E Ruane
Councillor T Sawdon
Councillor G Lloyd (Substitute for Councillor R Thay)

Employees (by Service Area):

Adults and Housing: D Blackburn, J Ibbs

Law and Governance: G Holmes, A Veness

Apologies: Councillor R Bailey
Councillor P Hetherston (Cabinet Member for City Services)
Councillor G Lewis
Councillor R Thay

Public Business

49. Declarations of Interest

A statement from the Director of Law and Governance was read out as follows “For item 4, Elected members may be impacted by this new legislation, for example as landlords or tenants; however, for the purposes of this scrutiny meeting it is not considered that this gives rise to conflict of interest that members need to declare”.

There were no declarations of interest.

50. Minutes

The minutes of the meeting held on the 23rd of October 2025 were agreed and signed as a true record.

The Chair noted that the recommendations on Fly-tipping were accepted by the Cabinet Member for City Services and progress will be monitored through the report coming next year.

51. Overview of the Renters Rights Act 2025

The Board considered a briefing note and presentation from the Director of Law and Governance that provided an overview of the Renters Rights Act 2025.

The presentation given by officers covered the following information:

- Purpose of the Act
- Timeline of implementation
- Key Legislative Changes
- Enforcement and Investigatory Powers
- Implementation

Officers explained that the act was aimed at making renting properties secure, affordable and fair for both tenants and landlords. They outlined some of the key changes but emphasised that as this had not yet been introduced and all the details had not yet been announced they were limited in the breadth and depth they could give in their responses.

The policy was due to be implemented the 1st May 2026 and once more information had been released, officers were willing to present any updates to councillors.

In considering the briefing note, the Board questioned officers, received responses, and discussed matters as summarised below:

- That although no rent could be paid in advance, this did not exclude the following month being paid at the end of the previous month.
- That many of the questions being raised by councillors for which officers could not yet answer had been raised during the passage of the legislation and were likely being considered before implementation.
- If a property is registered and rented it remains rented to the tenants until the contract ends, it is mutually agreed to end the contract early or section 8 grounds for eviction are met.
- That this was expected to provide benefits for vulnerable tenants and as this is an area the council already monitors, expanding their monitoring to work with new legislation should be manageable.
- That the council already regulates and enforces private rentals beyond statutory requirements therefore expanding this work to keep in line with the new regulation would be straightforward.
- That additional funding has been made available by the national government for this new enforcement and, part of this will help fund additional training for landlords, officers and tenants.
- That the council has begun considering how to prevent and mitigate any risks that may arise from the change in legislation, and that they are confident they can manage any legal disputes or issues with enforcement that may arise.
- This legislation will not impact existing legislation on what rent can be set at for any given property, although landlords will no longer be allowed to award properties to the highest bidder.

- That a security deposit now must be given and placed in the tenancy deposit scheme, rent cannot be taken in lieu.
- The council is preparing advice and literature explaining the new system, this will be given to relevant partners such as citizen advice.

RESOLVED that the Communities and Neighbourhoods Scrutiny Board (4):

- 1) Noted the Briefing Note and the implications the upcoming legislation would have for the council.
- 2) Recommend that the Cabinet Member for Housing and Communities to work in partnership with independent advice services, including Citizens Advice Bureau and the Coventry Law Centre as well as the Council's customer service advisors to ensure accurate and consistent advice and support is given to tenants and landlords on their rights and responsibilities under the new legislation.

52. **Work Programme 2025/26**

RESOLVED that the Communities and Neighbourhoods Scrutiny Board (4):

- 1) Requests the following items be changed on the Work Programme 2025/26:
 - Selective licensing be moved from the meeting on the 29th of January to be considered at a joint SB4 and SCRUCCO meeting on the 15th of January.
 - An item covering housing enforcement be added to the 29th of January meeting.
 - The CAB and Coventry Law Centre be invited to the 29th of January meeting for the item relating to housing enforcement.

53. **Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved**

There were no items of public business.

(Meeting closed at 11.25 am)

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To: Communities & Neighbourhoods Scrutiny Board (4)

Date: 29th January 2026

Subject: Draft Shopfront Design Guide Supplementary Planning Document

1 Purpose of the Note

- 1.1 To provide the Communities and Neighbourhoods Scrutiny Board (4) with a review of the draft Supplementary Planning Document (SPD) (Appendix 1) update of the Coventry Shopfront Design Guide.

2 Recommendations

- 2.1 The Communities and Neighbourhoods Scrutiny Board are recommended to:
 - 1) Support the public consultation of the updated Shopfront Design Guide SPD, and provide feedback to the consultation to inform the SPD's future development.
 - 2) Identify any further recommendations for the appropriate Cabinet Member.

3 Information and Background

- 3.1 The National Planning Policy Framework (NPPF) defines Supplementary Planning Documents (SPDs) as 'documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues. Supplementary Planning Documents are capable of being a material consideration in planning decisions, but are not part of the development plan'.
- 3.2 It is established good practice to update SPD's over time to ensure that they remain relevant and robust. This draft SPD is a comprehensive review and updating of the 2014 Design Guidance on Shopfronts for Conservation Areas and Historic Buildings and will provide clear guidance for applicants considering works to retail shopfronts across the city.
- 3.3 The content of the SPD will inform applicants and decision makers of the expectation of high quality proposals when seeking to gain planning permission for new shop fronts across the city, rather than being limited to guidance for Conservation Areas as is currently the case with the adopted 2014 SPD.
- 3.4 The quality of retail frontages can have a significant qualitative effect upon the character and quality of streets across the city. The draft SPD seeks to provide best

practice guidance for shop front design, establishing ten key principles of good design. The SPD also recognises and advises approaches across a range of architectural styles found across the city, seeking to ensure that the SPD can guide development proposals across a wide variety of contexts.

- 3.5 The draft SPD seeks to articulate these requirements in a manner to align to our local planning policies, and inform applicants, business owners and agents of the high quality design expectations when proposing new shop fronts.
- 3.6 The SPD expands upon policy DE1 of the adopted 2017 Local Plan and policy DE1, DE2 and R5 of the Local Plan Review, which has now reached examination stage.
- 3.7 The findings of the consultation will inform the next stages of development of the guidance ahead of its being presented to members for adoption, inclusive of a summary of feedback and response to the consultation findings.
- 3.8 To ensure that the SPD remains aligned to latest planning policy, it is intended that adoption of the SPD will only be progressed after the adoption of the Local Plan Review.

Appendix 1: Shop Front Design Guide 2026

Chris Styles
Head of Planning Policy and Environment
Coventry City Council



Coventry City Council

Design Guidance For Shopfronts

**Supplementary Planning
Document (SPD)**

Page 9



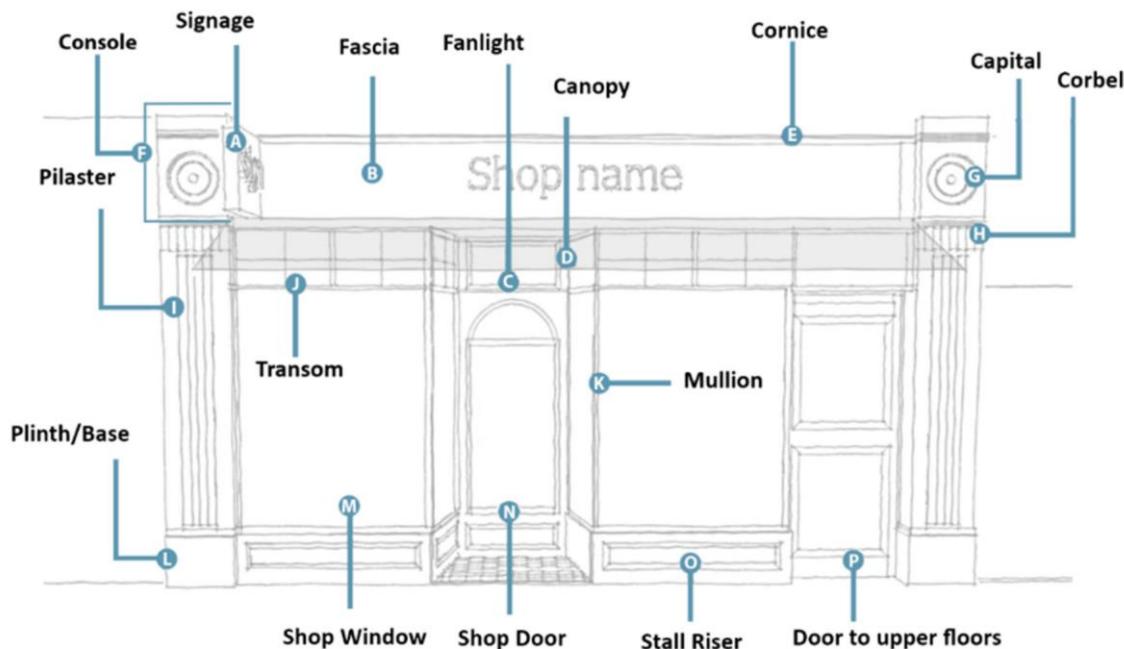
Contents page

1. Glossary of Terms
2. What is an SPD including Policy Context
3. Aims of the SPD
4. When is permission required?
5. How to use the guidance
6. General Principles of Good Shopfront Design
7. Character specific design guidance
 - 7.1 – Late medieval
 - 7.5 – 18th-20th
 - 7.8 – Interwar
 - 7.10 – postwar
 - 7.13 - Contemporary
8. Shop front precedents
9. Contacts & Resources

1.0 Glossary of Terms

1.1 Retail frontages, both traditional and contemporary are often comprised of a number of architectural elements, these elements are referenced through this design guidance, with the following providing a glossary of these terms to assist the SPD's interpretation and application.

1.2 What Makes a Shopfront? – Architectural Elements:



1.3 **Signage**

Any graphics, symbols, or text used to convey the shop's name, services, or promotions, typically located on the fascia board, windows, or other prominent areas.

1.4 **Fascia Board**

A horizontal board above the shop window, often bearing the shop's name or logo. It is a prominent feature for displaying signage.

1.5 **Fanlight**

A small, semi-circular or rectangular window above the door, often including decorative glazing, allowing additional light into the entrance area.

1.6 **Canopy**

A retractable or fixed covering that extends over the pavement or forecourt, providing shade and shelter.

1.7 **Cornice**

The cornice is an ornamental moulding located at the top of the fascia board designed to ensure that water is thrown clear of the shopfront, it may serve as a decorative element that adds character to the shopfront.

1.8 **Console**

A projecting bracket positioned to the edges of a fascia. Its role is to support the horizontal elements of the shopfront, with the decorative capital forming its visible front face.

1.9 Capital

The decorative front face of the console, forming the topmost element of a pilaster or column and providing a visual crown to the vertical support.

1.10 Corbel

A structural piece projecting from the wall or pillar which can be both structural whilst providing detailed decoration.

1.11 Pilasters

Flat, rectangular columns that project slightly from the wall. They frame the shop front, adding a sense of structure and elegance. Pilasters form the division between adjoining shopfronts and provide a vertical framing to the side of the stallriser and fascia.

1.12 Transom Window

A horizontal window division above the main shop window allowing extra light into the interior and sometimes featuring decorative glazing.

1.13 Mullion

A vertical element that forms a division between elements of a window or door.

1.14 Plinth

The Base element upon which a column pedestal or structure rests, forming the junction between the shopfront and the ground.

1.15 Shopfront Window

The large, usually glazed area that showcases the shop's interior and merchandise to passersby, acting as a visual connection between the shop and the street.

1.16 Shop Door

The main entryway to the shop, often designed to be inviting and complement the overall style of the shopfront. These entranceways must be designed for inclusive access

1.17 Stall Riser

The solid panel beneath the shop window which is often formed of timber or masonry. It provides a sturdy base, protects the glass, and can be used for additional decorative detailing. A stallriser is often between 400-700mm high and topped with a moulded projecting cill where it joins the shop window.

1.18 Architrave

Architraves are decorative mouldings that frame windows and doors.

2.0 What is an SPD

- 2.1 A Supplementary Planning Document (SPD) is a document which contains additional detail on how the Council will interpret and apply specific policies in its Local Plan. An SPD does not include any new policies that do not currently form part of the Local Plan, and an SPD also does not form part of the Local Plan.
- 2.2 SPD's are a key consideration in the determination of planning applications and applicants are advised to refer to the contents of an SPD, as this will provide guidance on how the Council will carry out its decision-making functions.
- 2.3 Shopfronts, with their associated signage and advertising, can have a major impact upon their locality. Whether this impact is positive or negative depends upon how the shop is presented. Whilst the main purpose is to display goods for sale or services offered, the shopfront has an important secondary role to play in projecting the image of the business.
- 2.4 Poor design, low quality materials, bad workmanship, inappropriate colour schemes, intrusive lighting, excessive signage and advertising can negatively impact upon the first impressions of the retail offer for potential customers and the character of the wider area. Whilst a well-designed shopfront gives a favourable perception of a business, and if all the premises in a street are attractive, that impression will extend to the whole area, to the mutual benefit of both local traders and residents.

2.5 Policy Context

This document is based on planning policies set out at the local, and national level. It expands on policies within the City Council's Local Plan and provides detail from the local level through to national guidance.

| Local | National |
|--|--|
| <p>The Coventry City Council Local Plan 2017</p> <ol style="list-style-type: none"> 1. R2 – Coventry City Centre Development Strategy 2. DE1 – Ensuring High Quality Design 3. HE1 – Conservation Areas 4. HE2 – Conservation and Heritage Assets <p>The Coventry City Centre Area Action Plan</p> <ol style="list-style-type: none"> 5. Policy CC1: Coventry City Centre – Development Strategy 6. Policy CC3: Building Design 7. <p>The Coventry Local Plan Review</p> <p>Emerging policies :</p> <ol style="list-style-type: none"> 8. DE1 – Ensuring High Quality Design 9. DE2 – Delivering High Quality Places 10. HE1 – Conservation Areas 11. HE2 – Conservation and Heritage Assets 12. CC1 (partA) – Coventry City Centre Development Strategy 13. CC1 (partE) – City Centre Character Areas | <p>National Planning Policy Framework (2023)</p> <p>Chapter 12 Achieving well-designed and beautiful places.</p> <p>The Government attaches great importance to the design of the built environment.</p> <p>It is important to plan positively for the achievement of high quality and inclusive design for all development.</p> <p>Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions.</p> <p>Poorly placed advertisements can have a negative impact on the appearance of the built and natural environment</p> <p>Historic England – Historic Town Centres and High Streets</p> |

3.0 Aims of the SPD

3.1 Shopfronts, when poorly designed and maintained, can detract from the overall quality and character of the street and surrounding area. The purpose of this document is to provide guidance for the designs of new shopfronts as well as for alterations, replacement and restoration of existing shopfronts, both in historic and contemporary settings, encouraging a sensitive approach to shopfront design.

3.2 This Shopfront Design Guide SPD supports Local Plan design policies by setting out what the Council considers to be good shopfront design principles across the entire city and supersedes the previously adopted 'Shop Front Design Guide In Conservation Areas SPD'.

3.3 The purpose of this document is to provide guidance to shop owners and their agents to ensure that future development in the city reflects high-quality, inclusive design that contributes to a vibrant, welcoming environment and supports Coventry's aspirations for its places and people.

3.4 **Shopfront Evolution**

Shopfront design has evolved in step with social, technological and architectural changes, which can be broken down into five core typology periods to offer era appropriate designs that complement the host building in which they sit.

3.5 In the late medieval period shops were simple openings in domestic facades with small window opening that doubled as counters enclosed by timber framing and accompanying shutters.

3.6 As trade expanded through the 18th to early 20th centuries, larger glazed displays emerged framed by classical elements such as pilasters, cornices and stallrisers. The advances in glass production allowed for wider panels and further opening up of displays, while the growing emphasis on craftsmanship and ornaments offered reflection of the prosperity of Georgian, Victorian, and Edwardian commerce creating a coherent architectural language that tied the shopfronts to the host building.

3.7 The Interwar period introduced further streamlining and Art Deco influences, favouring curved glass, chrome, and marble detailing that celebrated progress and luxury.

3.8 Following post-war construction, simplicity and standardisation was favoured utilising aluminium frames, plate glass and box fascias which replaced decorative joinery often eroding local design distinction and ornate detailing.

3.9 Contemporary 21st century design has shifted towards transparency, minimalism and sustainability using expansive glazing, subtle branding and accessible entrances which prioritise inclusivity, high quality robust materials, energy efficiency and visual



Fig 2 - 18th – 20th Century Shop Fronts



Fig 3 - 18th – Interwar



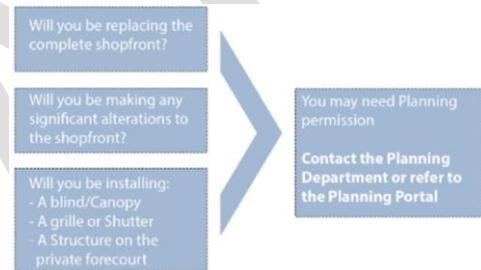
Fig 4 - 18th – Postwar

permeability, re-establishing the shopfront as both a civic interface and expression of modern identity.

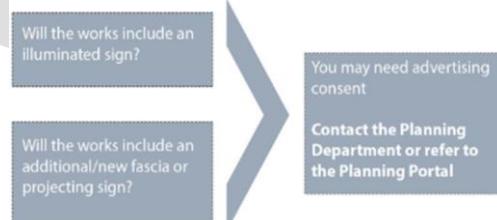
4.0 When is permission required?

- 4.1 The installation of a new or replacement shopfront will normally require planning permission, whilst alterations to an existing shopfront, that go beyond repair and maintenance and involve a material change in appearance may also require planning permission.
- 4.2 The requirement of making a planning application for such works is dependent upon a number of factors, including if the area is within a designated Conservation Area, if the property in question is a designated Heritage Asset or if the area or property is subject to an Article 4 direction. Therefore, direction should always be sought from the Coventry City Council planning office. planning@coventry.gov.uk
- 4.3 Building Regulations approval will likely be required for all new or replacement shopfronts and for all structural alterations. You are advised to contact Building Control before proceeding with any works. buildingcontrol@coventry.gov.uk

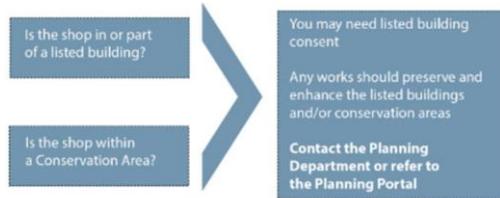
4.4 Planning Permission checklist



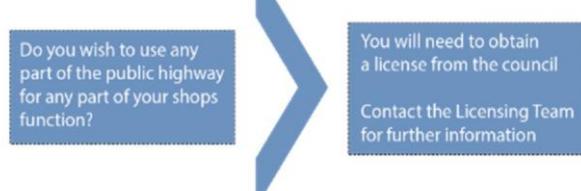
4.5 Advertisement consent checklist



4.5 Heritage consent checklist



4.6 Licencing checklist



5.0 How to use the guidance.

- 5.1 This Guide sets out design considerations for all ranges of shopfronts from repair, replacement to the installation of new shopfronts.
- 5.2 The SPD offers guidance upon how planning policies will be applied when assessing planning applications for undertaking works to a shopfront or installation of a new shopfront.
- 5.3 All shopfronts will need to be designed with consideration of the good principles outlined in Chapter 6.0, alongside the specific character appropriate guidance offered in Chapter 7.0.
- 5.4 Character appropriate guidance is broken down into the five core period shopfront typologies. For ease, a list of areas and which typology those areas generally respond to, can be found below :

5.5 Retail Character Areas :

| Late Medieval Character | Inter-war Period | Post-War |
|---|-----------------------|-----------------------|
| 1. Spon Street | 1. Jordan Well | 1. Trinity Street |
| 2. Far Gosford Street | 2. Whitefriars Street | 2. Ironmonger Row |
| 3. Hay Lane | 3. Ansty Road | 3. Broadgate |
| 18th to 20th Century Character | | |
| 1. The Burges | 4. Baginton Road | 4. Smithford Way |
| 2. Hale Street | 5. Baker Butts Lane | 5. Market Way |
| 3. Gosford Street | 6. Binley Road | 6. New Union Street |
| 4. Far Gosford Street | 7. Henley Road | 7. Corporation Street |
| 5. Warwick Row | 8. Daventry Road | 8. Acorn Street |
| 6. Little Park Street | 9. Green Lane | 9. Bell Green |
| 7. High Street | 10. Holbrook Lane | 10. Birmingham Road |
| 8. Hillfields | 11. Longford | 11. Broad Park Road |
| 9. Hay Lane | 12. Keresley Road | 12. Charter Avenue |
| 10. Cuckoo Lane | 13. Station Avenue | 13. Holyhead Road |
| 11. Hertford Street | 14. Radford Road | 14. Quorn Way |
| 12. The Butts | | 15. Jardine Crescent |
| 13. Walsgrave Road | Contemporary | 16. Jubilee Crescent |
| 14. Foleshill Road | 1. Lower Precinct | 17. Riley Square |
| Areas of Contrast | 2. City Centre South | 18. Sutton Avenue |
| 15. Upper Precinct | 3. Bishop Street | 19. Willenhall |
| | 4. West Orchards | 20. Windsford Avenue |
| | 5. Belgrave Plaza | |
| | 6. Bannerbrook | |

5.6 The Guide concludes with a Design Checklist to enable the understanding of the typical design parameters anticipated for the successful delivery of shopfront designs in line with the policies which support these elements for developers and shop owners to review.

5.7 Imagery used within this document is contained to assist in the exploration of possible design outcomes; however, inclusion of such imagery does not suggest endorsement. Proposed design outcomes will be assessed on a contextually specific basis.

6.0 General Principles of Good Shopfront Design

6.1 Traditionally shopfront designs were based on a set of broad principles which successfully achieved a satisfactory relationship between the shopfront and the building as a whole and can still be applied as the basis for new shopfronts today. Four main elements can be used to enclose the shop window and entrance door in the manner of a picture frame, each with its own visual and practical function, these include;

1. The pilasters to identify the vertical division between shopfronts
2. The fascia which provides space to advertise the business
3. The cornice which gives a strong line across the top of the shopfront and gives protection from the weather.
4. The stallriser which gives protection at ground level and provides a solid base

6.2 An attractive shopfront is an important advert for any business. It alerts customers that they are there, it displays the goods and services that are on offer and encourages potential customers to enter the shop. A good design needs to respond both to the host building, the streetscene and the overall character of the area, design principles to achieve this outcome include :

1. The proposed shopfront should reflect the character, design and proportions of the host building.
2. If a shopfront is to be designed in a traditional style, it must be historically accurate and appropriate to the building and the street.
3. The proposed shopfront should not visually divorce the ground floor from the upper storeys of the building, but rather treat the building as a unified whole.
4. Where a proposed shopfront would span across more than one building the individuality of each building should be retained.
5. Buildings whose upper storeys have a strong symmetry should have that symmetry incorporated into the proposed shopfront as well, by spacing vertical divisions to correspond with strong vertical elements above.
6. Where new shopfronts are introduced, they should include generous areas of clear glazing to allow views into the shop, contributing to an active and engaging streetscene.

6.3 Where the existing shopfront represents a good example of being appropriate to the character of the area and the host building, ideally, it should be retained and refurbished rather than replaced. However, many historic shopfronts in Coventry have been replaced with unsympathetic, modern installations in recent years and the replacement of these with more appropriate designs has the potential to greatly enhance historic buildings and the streetscene.

6.4 The Council will expect the design and detailing of proposed shopfronts to be of a high standard and to be responsive and sympathetic to the host building.

6.5 Permission will not normally be granted for the removal of a historic shopfront and in many cases the insertion of a shopfront into a historic building where there has not been a shopfront previously may be resisted without careful consideration, which will be reviewed on a case-by-case basis

- 6.6 The following provides elements to consider when altering or renewing the shopfront which should be read in conjunction with the design checklist (section 9). Any proposed alterations should be checked to determine whether planning permission is required.
- 6.7 'Decluttering' can be an affordable and effective way of enhancing an existing shop front and should also be a consideration in new shop front design. The restrained use of window manifestation to can delivery greater levels of transparency between the street and the retail interior, delivering an 'active frontage' whilst careful consideration of the placement of features such as lighting, wiring and security features should be undertaken to ensure unnecessary visual clutter is avoided.
- 6.8 The re-use of existing good quality features is also encouraged as a more sustainable way of improving an existing shopfront, this can often also offer a more affordable solution.
- 6.9 Designs should respect and enhance key features of the host building, the original shopfront and elements of interest. Enhancement of original features and fixtures should be offered through repair and reuse where possible.
- 6.10 Designs should not try to divorce the ground floor from the upper storeys of the building, but rather treat the building as a unified whole.
- 6.11 Designs should respect the character of the host building and the wider area taking consideration of location, framing, proportionality, materials, colours, lettering font, and lighting.
- 6.12 Good quality designs should incorporate signage that compliments the host building and character of the street scene.
- 6.13 Bulky illuminated box signs should be avoided.
- 6.14 All entrances, external and internal areas should provide safe and inclusive access for all, including wheelchair users, families with prams and shopping trolleys
- 6.15 Shopfronts should always deliver an active frontage to the street, enhancing visual transparency and minimise coverings that obscure the shopfront.
- 6.16 Designs should seek to provide a visually attractive contribution to the streetscene outside of opening hours, with careful consideration of security shutters and internal fittings.
- 6.17 Canopies and awnings should only be offered in contextually appropriate areas that does not detract from the host building.
- 6.18 It is recognised that shops that are part of a chain may wish to use a 'house style' or corporate image in terms of design and colour scheme. With co-operation, flexibility and an emphasis on quality and detailing, a corporate image can often be adapted to offer contextually appropriate responses without compromising the principles of good design, and will be considered on a case-by-case basis.

6.19 **The Ten Key Principles of Good Shopfront Design**

6.20 **Principle One** – Shop front design should be responsive to the architectural style of the host building, opportunities for retention and enhancement of original architectural features should be taken where possible.

6.21 **Principle Two** – Shopfronts should relate to the host buildings form, reflecting the original proportionality by retaining the legibility of the established plot rhythm of individual buildings. This can be achieved by ensuring that shop fronts do not span across neighbouring buildings without appropriate subdivision.

6.22 **Principle Three** – Use character area appropriate materials, and consider opportunities for the sustainable re-use of materials.

6.23 **Principle Four** – Signage and facias should use appropriate proportions of scale and character to positively reflect the character of the host building and wider streetscene. These elements should always be placed below the cill of first floor windows and be positioned evenly within the retail framing. The lighting of signage should be carefully considered and avoid being excessively bright to avoid detrimental amenity impacts.

6.24 **Principle Five** – Shopfront design should deliver an active frontage to the public realm, limiting excessive manifestations which can erode transparency, and consider how interaction to the public realm is delivered outside of retail opening hours.

6.25 **Principle Six** – Shopfront design should sensitively incorporate necessary security measures in ways which maintain the quality of frontage outside of opening hours. Consideration of the use of shutters with a visual transparency, or the use of internal shutters may be positively considered, whilst the sensitive positioning of alarm boxes should also be considered within design development.

6.26 **Principle Seven** – Shop front design should ensure easy access for all, with careful consideration of topography and threshold design. Consideration should also be given to the width of footpath fronting the shopfront, where recessed entranceways may aid ease of access and limit conflict with pedestrian flows.

6.27 **Principle Eight** – Where use of outdoor spaces are proposed, proposals should not impede pedestrian flow.

6.28 **Principle Nine** – When considering design for a new shop front, consideration should be given to the potential of future periods of vacancy and how the shopfront may be utilised for a meanwhile use.

6.29 **Principle Ten** – Canopies should only be proposed when in keeping with the shop front typology, canopies should be retractable and not be inclusive of product advertisements.

7.0 Character Specific Design Guidance

7.1 Late medieval

7.2 The earliest examples of shopfronts are late medieval and were little more than a door and a window, the window would have served as the counter and would have had wooden shutters for security at night. These very rarely survive as the ground floors of timber-framed buildings have usually been heavily altered in the intervening centuries.

7.3 Many timber-framed buildings in Coventry, such as those along Spon Street or Far Gosford Street have been heavily restored to return them to their earlier appearance. In these cases, it would not be acceptable to fit a conventional shopfront and instead the ground floor wall is omitted and replaced by large, glazed windows within the opening in the timber frame.

7.4 As there is no fascia to display the name of the business, signage should be restricted to hanging signs on a bracket at first floor level and the modest use of window vinyls that leave the majority of the window clear for a display with any security shutters needing to be internal fitted.



7.5 **18th- 20th Century**

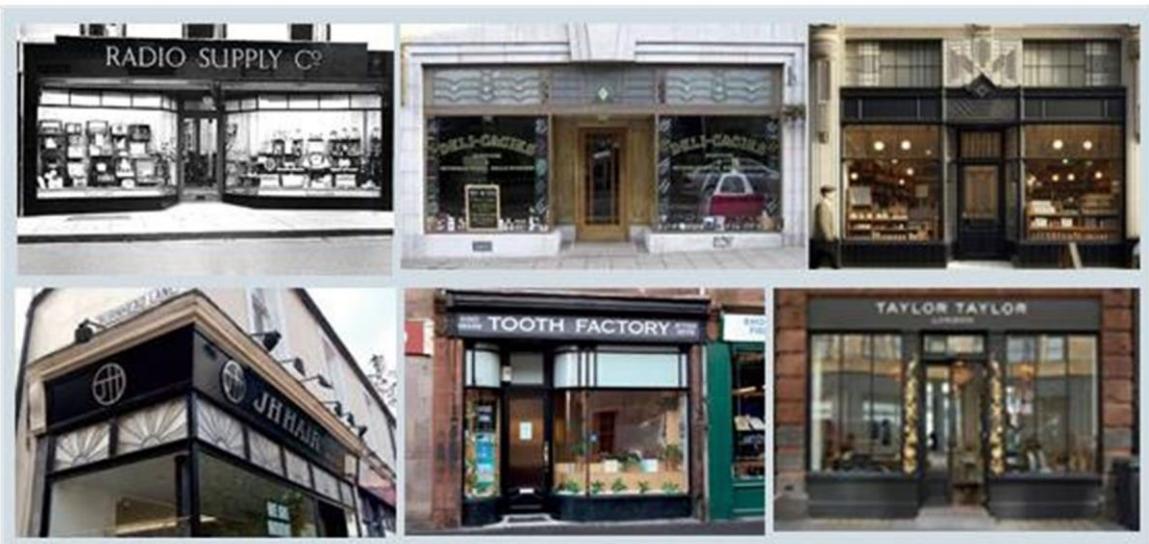
7.6 Shops and shopfronts as we know them today with large, glazed windows to display goods developed during the 18th and 19th centuries and began a tradition that continued until the mid-20th century. Georgian period shop windows have numerous panes of glass divided by glazing bars and some would have curved bow windows to make the display of goods more conspicuous to the street. Elements derived from the classical tradition such as decorative pilasters, stallrisers and cornices are also used for the first time and harmonise the appearance of the shopfront with the rest of the building. Examples of Georgian style shopfronts in Coventry can still be found today in Hay Lane.

7.7 The introduction of plate glass in the mid-19th century revolutionised shopfront design as it became possible to span the whole display area with a single pane with the minimal use of slender mullions and a low stallriser at the base. The display area was then framed with elaborately detailed pilasters and a fascia displaying the shop's name. Large and elaborately decorated shop fronts did exist in Coventry City Centre, but most were lost when it was rebuilt after the Second World War and what survives today are often the more modest shopfronts in outer areas like Spon End and Gosford Street. These are often quite narrow and reflect the width of the medieval property divisions. The stallrisers and pilasters were often brick or glazed brick with a display window and a recessed door to the side.



7.8 Interwar

7.9 By the mid-1930s Art Deco-inspired shopfronts were widespread throughout British towns. By the end of the 1920s, two main types of shopfront style had emerged. The first was a very minimalist, undecorated design constructed of sleek and shiny materials. The second was of a more traditional style using curved glass entrances, leaded glass to the clerestory and marble or tiled entrance floors reminiscent of the Arts and Crafts movement. Few examples of inter war period shopfronts remain within Coventry and thus existing examples are to be protected where possible.



7.10 Postwar

7.11 After the Second World War, details were simplified even further although many were modern but still stylish. However, the 1960s and 1970s witnessed a swing to insensitive more subtle designs that were often unresponsive to the host building. Over-dominant fascia's and box signs, crude plastic lettering, large areas of undivided plate glass, aluminium window frames, standardised corporate signage and a general disregard for the architectural features of the host buildings managed to damage the character of many shopping streets across the city.

7.12 However, where contextually appropriate a successful design can still be achieved through the use of proportional fascias with simple lettering, integrated canopies, recessed doors, large open windows, metal framing and the use of simplified wooden or stone bases. These features should be used to elevate the design whilst respecting the host buildings form and any established framing, as demonstrated in the example below.



7.13 Contemporary

7.14 Modern storefront designs offer a departure from traditional approaches, emphasising clean lines, transparency and minimalist design focussing on the functionality, adaptability, and aesthetic appeal of the store through the strong use of glass, steel, and aluminium. This departure from the more traditional ornate detailing allows for the development of a sleek appearance that often both complements the host building and surrounding context.

7.15 Modern storefronts foster a connection between the interior of the shop and the streetscene through large glass windows, doors with well- considered displays and window manifestations to embrace street frontage activation, inviting interaction and showcasing merchandise through visual permeability, whilst often acting as extension to the public realm itself.

7.16 Sustainability and inclusivity are also key considerations within modern storefronts with a focus on energy efficient and recyclable materials. Consideration should also be given to adopting features such as level entrance thresholds and automatic doors to ensure that the shops remain welcoming and accessible.

7.17 Modern high-quality signage is an important element of the storefront design and should be balanced and well considered both in regard the host building and branding. These features often include minimalistic branding elements which avoid ill- proportioned fascia's, overbearing manifestations, poor framing and cluttering to contribute to an overall cohesive storefront.



7.18 **Areas of Contrast**

7.19 In some limited instances some areas may offer a contrast to the general design advice offered within the Guide and in these cases will be considered on a case-by- case basis. It is imperative further guidance on the delivery of appropriate design responses is sought from the Council, areas where this may be applicable are listed below.

7.20 **Upper Precinct & Broadgate**

7.21 Upper Precinct and Broadgate are subject to a separate shopfront Management Plan and further guidance on the parameters should be sought from the Council. The Guidelines are to ensure a clear visual connection is maintained between the retail units and the units maintain interaction and an active frontage with the Upper Precinct at ground and first floor levels. The management plan is responsible for maintaining clear visual connectivity between retail units, ensuring both interaction and an active frontage response is found throughout the Upper Precinct retail area.

8.0 Shopfront Precedents

8.1 Responding to the host building

Respecting the host buildings form, plot rhythm and style will allow for the storefront to sit comfortably with the streetscene and create an appropriately contextual response to both the character of the building the street.

Poor Design

An example of an unsympathetic storefront which does not respect the host buildings form, plot rhythm or style which creates a dead frontage divorced from the context



Good Design

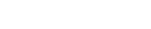
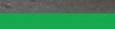
A good example of a responsive storefront being reintroduced to offer a era appropriate design which respects the host building & plot rhythm



8.2 **Shop branding**

Shop branding plays an important role in the identity of many shops however this should not detract from the quality of the shopfront response and can often be adapted to offer both the necessary brand identity and contextual response to the character of the building.

Good Design
House Brands can often be adapted to compliment the existing character of the area or streetscene and should be sought where possible

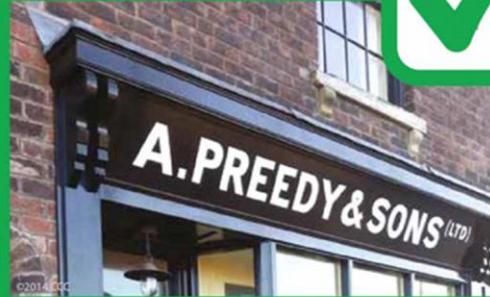


8.3 Signage

Good Design

A selection of shopfront examples that offer signage that responds to the design and era of the host buildings and context of the street

Traditional 18th - 20th Century



Post war 20th century



Modern 21st century



Poor Design

These shopfronts have poor quality, plastic fascia signage demonstrating little thought went into the design or lettering and are out of keeping with the host buildings era, form and proportions. This creates visual clutter, and an undesirable disconnection which would not be considered an acceptable response



Good Design

These shopfronts do not incorporate fascia's for signage so the shop window is utilised to display the business name with well proportioned and moderate graphics. Large parts of the window being covered would not be considered appropriate as it limits the shop's transparency and active frontage.



8.4 Colour Palette

Poor Design

The use of brash colours can detract from the quality of the shopfront and negatively impact upon the host building and character of the area



Good Design

A well considered palette can enhance both the host building and shop itself



8.5 Cornice



A moulded shopfront cornice with dentilated detail on the underside.

8.6 Canopies

Traditional canvas roller blinds were a common feature of Victorian shopfronts in order to protect goods from damaging sunlight and customers from bad weather. The inclusion of a roller blind into a new shopfront has the potential to enhance an area so long as it can be integrated into the overall design and the blind fully retracts into a recessed blind box behind the shopfront fascia. The installation of such a blind may require planning permission and / or advertisement consent.

Good Design
Examples of well proportioned canopies in Coventry that retract neatly designed into the shopfronts.



Poor Design

A Dutch blind in Far Gosford Street that is cluttering what otherwise would have been a well designed and attractive shopfront.



8.7 **Decorative Pillars**

Traditionally they are designed with a foot at the base and a capital at the top on which the console sits. They are often made of timber or masonry and decorated with timber panels or fluting but can be left plain. Glazed bricks are sometimes used in place of timber pilasters. Pillars play an important role in framing the shopfront signage, window display and entrance.

Good Design

Examples of decorative pilasters found within Coventry, these are typically delivered in robust materials such as timber or masonry. Earlier shopfront examples offer lavish decoration whereas more modern examples have further simplified the designs to compliment the host building while still delivering the desired shop framing.



8.8 Entrances

Doorways offer the primary access into the shop and it will be expected that shopfront designs coming forward should offer entrances which are both legible and accessible for all users.

Good Design

Inclusive access can be designed into shopfronts when considered alongside the internal layout arrangements and will be sought within all shopfronts designs



Good Design

A recessed doorway with flanking windows found along Hay Lane



8.9 Stallrisers

Good Design

Stallrisers are often offered in a variety of styles that compliment the shops design with many being made from robust and attractive materials. Earlier examples of shops often utilised either timber or glazed bricks with later 20th century examples opting for tile, brick or stone finishes, whereas many modern 21st century shops have removed stallrisers all together unless there is a level change present.



Poor Design

Tacked on moulding has been used to create decorative panels on this shopfront but they are poor quality, vulnerable to damage and quickly degrade. Proper joinery techniques should be used on timber shopfronts to offer a robust design.



8.10 Shopfront Displays

Good Design

A well considered shopfront that responds to the cornerplot with a dual frontage design



Good Design

A shop window with an attractive and eyecatching display which still offers visibility into the shop and onto the street



8.11 Window Manifestations

Poor Design

The whole of the shop window is covered by a vinyl graphic which ruins the external appearance of the building



Good Design

The restrained use of vinyls here to the top and bottom of the window giving the name of the business allows the majority of the window to be left clear so that potential customers can view the display and activity inside the store. By leaving windows clear it allows views into shop making it far less intimidating for new customers to enter.



8.12 Transom Windows

Typically found within 18th to 20th Century shopfronts, shop windows of this period are sometimes horizontally divided by transoms, to allow the provision of a row of shallow windows above the main shop display windows, known as 'transom lights'. These often feature within traditional shopfront design.



8.13 Mullions



Good Design

A selection of shopfronts with the windows proportionally divided with the use of mullions, an element that often features heavily within shopfront designs of any era and style that assists in the framing of the shopfront.

Poor Design

Externally fitted solid shutters like these are not considered appropriate due to their poor quality appearance that create dead frontages and negatively impact the vitality of a street



Good Design

good examples of an internally fitted horizontal sliding shutter



Good Design

A good example of a store utilising the forecourt with non permanent solutions to enhance frontage animation through seating and soft planting.



Good Design

This is a good example of utilising outdoor space to activate the frontage by enhancing the vibrancy of the streetscene. This is accomplished through the careful consideration of temporary seating and planters which do not obstruct pedestrian movement and can be easily altered or fixed.



Poor Design

Poorly considered use of the forecourt can be obstructive and detracts from the appreciation of the host building and the character of the streetscene



8.16 Cash Machines

Good Design

A Good intergration of a cash machine that utilises the exsiting window pattern to insert the cash machine and utilises colours that compliment the shopfront while not becoming overly dominant within the design



8.17 Meanwhile Uses

Good Design

Good examples of vacant units offering a meanwhile use through a pop up shop to support start-ups, showcase events and promote the units availability



8.18 Area of contrast

Good Design

Some areas have specific design guidance that may contrast the typical advice applicable to the character of the area. In these cases it is advisable that further guidance is sought from the council to offer appropriate design responses



9.0 Contacts and Resources

General development control enquiries concerning permissions and consents should be referred to The Development Management Team:

Phone 024 76831212

Email planning@coventry.gov.uk

Enquiries relating to planning enforcement issues should be directed to the Building Control Team:

Phone 024 7683 2057

Email buildingcontrol@coventry.gov.uk

Coventry City Council Planning Map – including identification of Conservation Areas and Listed Building designations

www.coventry.gov.uk/planning-2/online-planning-map

CCC Conservation Webpage

www.coventry.gov.uk/heritage

CCC Adopted Local Plan and Supplementary Planning Documents (SPD's)

www.coventry.gov.uk/planning-policy/coventry-local-plan-2011-2031





To: Communities & Neighbourhoods Scrutiny Board (4)

Date: 29th January 2026

Subject: Initial Coventry Design Code Consultation

1 Purpose of the Note

- 1.1 To provide the Communities and Neighbourhoods Scrutiny Board (4) with a review of the initial scoping consultation for the production of Coventry Design Codes.

2 Recommendations

- 2.1 The Communities and Neighbourhoods Scrutiny Board are recommended to:
 - 1) Support the initial public consultation for the development of Design Codes for Coventry. (Appendix 1)
 - 2) Identify any further recommendations for the appropriate Cabinet Member.

3 Information and Background

- 3.1 The Levelling Up and Regeneration Act (LURA) 2023 introduced at paragraph 15F, a requirement for Local Authorities to produce Design Codes which should be considered for planning permissions to be granted.
- 3.2 In September 2025, the City Council adopted its most recent Local Development Scheme (LDS) which sets out the initial timelines of development of Design Codes to meet the requirements of the LURA. The timeline noted an initial anticipation of a number of codes being produced to reflect the distinct variety of contexts which are present within the Local Authority area, however that this approach and the number of codes could develop further based upon the findings of public consultation.
- 3.3 This initial stage of consultation takes the form of a questionnaire to investigate what our residents view as important design characteristics and how they perceive their local context. The findings of this consultation will then inform the future progress and structure of the Design Code(s).
- 3.4 The structure and approach taken to the consultation and our forward programme of production is informed by the 'National Model Design Code' published in October 2021 by the Ministry of Housing, Communities and Local Government and the Department for Levelling Up, Housing and Communities.

- 3.5 Design Codes will help to inform applicants into the planning system of how to deliver contextually responsive design in the city, prioritising elements of design which have been found to have been valued by our local residents through consultation.
- 3.6 Coventry benefits from a range of distinct character areas, and given the authorities tight administrative boundaries, these character areas are often found to be closely adjoining each other, introducing a challenge of how development proposals positively respond to differences in architectural style, scale and spatial characteristics.
- 3.7 In order that individual districts of the city retain their own identity, the design code seeks to articulate the defining characteristics of an area, to inform how new development can best contribute to a local sense of place.
- 3.8 The development of Design Codes is an important tool in guiding new development. Set in the context of significant local and national housebuilding targets, a locally developed Design Code can provide a framework of how best to deliver challenging housebuilding targets in a way which can best integrate with our communities.
- 3.9 Officers have worked closely with colleagues in the communications team to explore opportunities for promoting levels of consultation in this process. The findings of the initial scoping consultation will help inform both the structure and the number of design codes which are produced for the city, drawing upon feedback which highlights what architectural and character features our residents particularly value.

Appendix 1: Design Code Scoping Questionnaire

Chris Styles
Head of Planning Policy and Environment
Coventry City Council

Design Code Questionnaire:

1. How would you describe the Character of your local area?

(Select one)

Historic neighbourhood with a strong identity



Edge of town or suburb



Mixed use urban area (homes, shops, places of work)



Student or a transient community



Predominantly residential area



Industrial or formerly industrial



2. What design features or qualities make your local area unique or special?

(Below table for internal tally only)

| Categories | Number of responses |
|--|---------------------|
| Built environment | |
| Natural environment | |
| Community and culture | |
| Character of local centres | |
| Transport, connectivity and accessibility | |
| Availability of local amenities | |
| Heritage sites and landmarks | |
| Waterways, canals, rivers and water features | |
| Dark skies and tranquillity | |
| Industrial heritage | |
| Specific local features | |

3. From the list below, please rate how important each of these following building design elements is to you

| | Not important at all | Not very important | Neutral | Important | Very important |
|--|----------------------|--------------------|---------|-----------|----------------|
| <i>A positive impact on the environment and wildlife (e.g. green walls and planting)</i> | | | | | |
| <i>Sustainable construction (e.g. energy efficiency)</i> | | | | | |
| <i>A mix of uses (e.g. homes, workplaces, shops)</i> | | | | | |
| <i>Accessibility for all (e.g. wheelchair access, adaptability)</i> | | | | | |
| <i>Affordability</i> | | | | | |

| | | | | |
|--|--|--|--|--|
| <i>A safe and secure environment</i> | | | | |
| <i>Building which create active life on the streets (e.g. community, play)</i> | | | | |
| <i>Use of local building styles (e.g. terrace or topshops)</i> | | | | |
| <i>Use of local building materials (e.g. redbrick, slate, sandstone, timber)</i> | | | | |

4. What improvements to transport infrastructure and services would you like to see support sustainable growth and improved connectivity?

| | |
|---|--|
| <i>Better connection to public transport services</i> | |
| <i>Better integration between transport modes</i> | |
| <i>Attractive and convenient walking routes</i> | |
| <i>Improved cycling networks</i> | |

5. Which mode of transport do you most often use to travel to the city centre?
(Select one)

| | |
|-------------------------|--|
| <i>Walking</i> | |
| <i>Cycling</i> | |
| <i>Public Transport</i> | |
| <i>Car</i> | |
| <i>Other:</i> | |

6. How confident are you using public transport or walking home? (row for Day/Night)

| | Not very confident | Not confident | Neutral | Confident | Very confident |
|--------------|---------------------------|----------------------|----------------|------------------|-----------------------|
| <i>Day</i> | | | | | |
| <i>Night</i> | | | | | |

7. Which routes do you most use to reach Coventry city centre when walking or cycling?

| | Day | Night | Both |
|--------------------------------------|------------|--------------|-------------|
| <i>Warwick Road</i> | | | |
| <i>Spencer Park/Warwick Row</i> | | | |
| <i>Albany Road/Queens Road</i> | | | |
| <i>Albany Road/Butts Road</i> | | | |
| <i>Sovereign Row/Butts Road</i> | | | |
| <i>Spon End/Butts Road</i> | | | |
| <i>Upper Spon Street/Spon Street</i> | | | |

| | | | |
|---|--|--|--|
| <i>Holyhead Road</i> | | | |
| <i>Upper Hill Street/Hill Street</i> | | | |
| <i>Nauls Mill Park/Nauls Mill Underpark</i> | | | |
| <i>St Nicholas Street/Bishop Street</i> | | | |
| <i>Foleshill Road</i> | | | |
| <i>Stoney Stanton Road/Hale Street</i> | | | |
| <i>White Street/Hale Street</i> | | | |
| <i>Cox Street/Fairfax Street</i> | | | |
| <i>Sky Blue Way/Gosford Street</i> | | | |
| <i>Far Gosford Street/Gosford Street</i> | | | |
| <i>Gulson Road/Whitefriars Street</i> | | | |
| <i>London Road/Whitefriars Street</i> | | | |
| <i>Parkside/Much Park Street</i> | | | |
| <i>Mile Lane/New Union Street</i> | | | |
| <i>Quinton Road/New Union Street</i> | | | |
| <i>Stoney Road/Manor Road</i> | | | |
| <i>Radford Road</i> | | | |
| Other: _____ | | | |

8. What features would make streets feel more pleasant, inclusive and safer?
(Select three - 1 = most important)

| | 1 | 2 | 3 |
|--|---|---|---|
| <i>Better lighting and visibility</i> | | | |
| <i>Fewer barriers or street clutter</i> | | | |
| <i>Well-maintained paving and road surfaces</i> | | | |
| <i>Wider paving and dedicated cycle lanes</i> | | | |
| <i>Clearer signage, road markings and wayfinding</i> | | | |
| <i>Slower traffic speeds, crossings and traffic measures</i> | | | |
| <i>Less noise and pollution</i> | | | |
| <i>More greenery</i> | | | |
| <i>Greater street activity</i> | | | |
| Other: _____ | | | |

9. From the following list, please rate how important each of the following design features are in parks, squares and public spaces

| | Not important at all | Not very important | Neutral | Important | Very important |
|---|----------------------|--------------------|---------|-----------|----------------|
| <i>Inclusive accessibility for pedestrians, cyclists and public transport users</i> | | | | | |

| | | | | |
|---|--|--|--|--|
| <i>Interpretive signage and wayfinding</i> | | | | |
| <i>Good lighting and visibility</i> | | | | |
| <i>Street furniture (e.g. benches, bins, cycle parking)</i> | | | | |
| <i>Spaces for community events</i> | | | | |
| <i>Areas of play</i> | | | | |
| <i>Public art, sculptural features and heritage</i> | | | | |
| <i>Parking</i> | | | | |
| <i>High quality paving materials</i> | | | | |
| <i>Tree planting and landscaping</i> | | | | |

10. How can green and blue spaces better support use, wellbeing, and climate resilience?
(Select three – 1 = most important)

| | 1 | 2 | 3 |
|---|---|---|---|
| <i>More trees and shaded areas</i> | | | |
| <i>Better water access and management</i> | | | |
| <i>Wildlife and habitat creation</i> | | | |
| <i>Safer better connected green routes</i> | | | |
| <i>Spaces for community gardening or food growing</i> | | | |
| Other: | | | |

11. What role should public art, culture and heritage play in shaping new design? (Select three 1 – most important)

| | 1 | 2 | 3 |
|---|---|---|---|
| <i>Integrating public art in new developments</i> | | | |
| <i>Using lighting or installations to reflect identity</i> | | | |
| <i>Protecting and celebrating heritage assets and landmarks</i> | | | |
| <i>Design inspired by Coventry's Heritage or Story</i> | | | |
| <i>Supporting community events or markets</i> | | | |
| Other: | | | |

12. Are there any public spaces, artworks or local landmarks that you feel best represent your part of Coventry's Identity?
 (Short written response – please give examples if possible)

13. Which of the following ways should creativity, innovation, and culture help to shape Coventry's Future?
 (Select three – 1 =most important)

| | 1 | 2 | 3 |
|---|---|---|---|
| <i>Integrating art and creativity into buildings</i> | | | |
| <i>Using culture to strengthen community identity</i> | | | |
| <i>Supporting local artists or cultural programmes</i> | | | |
| <i>Encouraging innovative building design</i> | | | |
| <i>Promoting sustainable and creative approaches to materials or construction</i> | | | |

- Other: _____

14. How important do you think the following are for making new developments in Coventry be more environmentally friendly?

| | Not important at all | Not very important | Neutral | Important | Very important |
|---|----------------------|--------------------|---------|-----------|----------------|
| <i>Energy efficient building design and use of sustainable building materials in construction</i> | | | | | |
| <i>Reusing existing materials and buildings</i> | | | | | |
| <i>Use of renewable energy sources</i> | | | | | |
| <i>Water efficiency and flood mitigation</i> | | | | | |
| <i>Sustainable waste management</i> | | | | | |
| <i>Increasing of greenery in the area</i> | | | | | |
| <i>Well-connected footpaths and cycleways</i> | | | | | |
| <i>Climate Change adaptation and resilience</i> | | | | | |

Other: _____

15. Thinking about different types of development or design features, what should the Coventry Design Code be encouraging and what should it be preventing?

(Please describe in three words for each)

- Supporting

_____, _____, _____

- Preventing

_____, _____, _____

16. In no more than three words, how would you like to see Coventry designed in the future?

- _____
- _____
- _____



Briefing note

To: Communities and Neighbourhoods Scrutiny Board (4)

Date: 29th January 2026

Subject: Request by Culture Coventry Trust to Dispose of Collection Items, in line with Relevant Policies and Accreditation Standards.

1 Purpose of the Note

1.1 To provide Members of the Communities and Neighbourhoods Scrutiny Board (4) with the context and details of the latest request by Culture Coventry Trust to dispose of collections items, in line with relevant policies and Museum Accreditation standards. To provide Members of Scrutiny with information concerning the nature of each item proposed for disposal and the rationale behind each recommendation, thereby enabling Members of the Scrutiny Board to respond to the full proposals via means of a workshop and to agree recommendations for consideration by the Cabinet Member for Housing and Communities in reaching a decision on disposals.

2 Recommendations

2.1 The Communities and Neighbourhoods Scrutiny Board is recommended:

- 1) To note the contents of the presentation and report.
- 2) To respond to the full proposals via means of a workshop on 27th January 2026, or in writing to the Chair.
- 3) To make recommendations for consideration by the Cabinet Member for Housing and Communities when reaching a decision on disposals.

3 Information and Background

3.1 Large municipal organisations such as Coventry City Council collect a wide range of historical and artistic artefacts over time, through a combination of statutory archiving, donations and gifts, bequests, loans, commissions, and purchases.

3.2 In Coventry the significant proportion of these items are on loan, entrusted to the care of Culture Coventry Trust by way of a Funding and Management Agreement entered into with the Council (the “Agreement”) and principally housed at Coventry Transport Museum, the Herbert Art Gallery and Museum, and in ancillary stores.

3.3 It is a requirement of Arts Council England’s (ACE) Museum Accreditation scheme that Culture Coventry Trust has a Collections Development Policy as part of the conditions laid down for granting Accredited Status to museums. Accreditation is a nationally recognised standard for Museums.

- 3.4 The national guidance for collections development policies is developed by ACE and the provisions of their template policy must be closely adhered to by organisations, to achieve/maintain Museum Accreditation status. This guidance includes the procedure to follow in the disposal of items from museum collections, contained within the 'Spectrum Standards on Deaccessioning and Disposal'
- 3.5 For one or more reasons, including the risk of contamination, a review of relevance and educational value of items to residents, or to free up space and resource to collect items of greater relevance to local people, the museum may periodically review arrangements and propose to dispose of certain items from the collections in its care.
- 3.6 It is important to note that 'Disposal' in this context is an asset management term, meaning deaccessioning/transfer out of the collection, rather than disposal in the waste/domestic sense.
- 3.7 The Collections Development Policy (Appendix 1) sets out the principles that will provide the governing bodies and workforce of the museums with a framework for responsible and ethical acquisition and disposal of collections. It provides clear procedures and decision-making processes common to Accredited Museums. The policy enables museums to demonstrate the public benefit in their approach to collections development. It provides a basis for open and transparent decision-making and an informed dialogue between governing bodies (including the Council), donors, funding bodies and other stakeholders.
- 3.8 The Council ensures that the Culture Coventry Trust's disposal process is carried out openly, with transparency and following the disposal procedures outlined in the Collections Development Policy 2024-2027.
- 3.9 At a previous meeting of the Cabinet Member for Housing and Communities held on 11 August 2025, it was agreed that when considering future collections disposals, the appropriate Scrutiny Board would be asked to consider items proposed for disposal and to have the opportunity to make recommendations to the relevant Cabinet Member for consideration when making decisions regarding disposal.
- 3.10 As Culture Coventry Trust (CCT) has now made a further request to Coventry City Council for the disposal of items managed within the current collection, this is the first such occasion for wider Scrutiny involvement.
- 3.11 The items proposed for disposal are detailed in the link (Appendix 2) and comprise mainly ceramics and glassware.
- 3.12 The following factors (Disposal Preliminaries) must be considered before the Council agrees to dispose of any item in the collection:
 - Is the disposal motivated by curatorial reasons or financial reasons?
 - What are the proposed disposal options (gift, exchange, sale or destruction)?
 - Is Culture Coventry legally free to dispose of the object?
 - Estimated Value (where information is available according to minimum valuation thresholds)
 - Where applicable, have legal agreements with donors been considered?
 - Was the object acquired with the aid of an external funding organisation?

- If so, have the conditions attached to the original grant been followed?
- The full details on the curatorial reasons for disposal

3.13 The Culture Coventry Trust Board approved the disposal of all items listed in the linked document, for curatorial reasons, at their Board Meeting on 5 September 2025. In line with the Coventry Culture Trust Collections Development Policy and the Management Agreement, Culture Coventry Trust is now requesting the Council's approval to dispose of these items.

3.14 Culture Coventry Trust have confirmed to the Council that they are legally free to dispose of items, and any agreements on disposal made with donors will be taken into account. The Council, in consultation with the curatorial team from Culture Coventry Trust, are also comfortable that the Disposal Preliminaries for each artefact listed have been met, including sound curatorial reasons for the proposed disposals.

3.15 If approval is given to dispose of the items, the method of disposal, 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), will be the responsibility of Culture Coventry Trust in collaboration with the Council acting on the advice of professional curatorial staff and not of the curator of the collection acting alone.

3.16 Priority will be given to retaining the item 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.

3.17 If the item is not acquired by any Accredited Museums to which it was offered directly as a gift for sale, then the museum community at large will be advised of the intention to dispose of the material, normally through an announcement in the Museums Association's Museum Journal, and in other specialist journals where appropriate.

3.18 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, the museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

3.19 Members of Scrutiny Board have been invited to an online workshop on 27th January, ahead of the Scrutiny Board meeting, to consider and provide recommendations (where applicable) on the items proposed for disposal. Members are invited to respond to the full proposals via means of the above workshop or in writing to the Chair, in order that Scrutiny Board may make recommendations to the relevant Cabinet Member for consideration when they are making decisions regarding disposals.

Appendix 1: Coventry Culture Trust Collections Policy 2024-27

Appendix 2: Collections item list

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Culture Coventry Trust

Collections Development Policy

2024 – 2027

Herbert Art Gallery and Museum
Jordan Well
Coventry
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Table of Contents

| | |
|---|----|
| Executive Summary..... | 4 |
| Introduction | 5 |
| 1 Scope of the Policy..... | 5 |
| 2 Relationships to other policies/plans of the organisation | 6 |
| 3 History of the collections | 8 |
| 3.1 Trust Overview | 8 |
| 3.2. Coventry Transport Museum | 8 |
| 3.3. The Herbert Art Gallery & Museum | 9 |
| 3.4. The Lunt Roman Fort..... | 9 |
| 3.5. Coventry City Archives..... | 10 |
| 4 An overview of current collections..... | 10 |
| 4.1. Coventry Transport Museum | 10 |
| 4.1.3. Vehicles | 10 |
| 4.1.4 Motorcycles | 10 |
| 4.1.5. Cycles | 10 |
| 4.1.6. Transport Objects | 11 |
| 4.1.7. Technical Collection | 11 |
| 4.1.8. Running Collection | 11 |
| 4.2. The Herbert Art Gallery and Museum | 11 |
| 4.2.2. Social and Industrial History | 11 |
| 4.2.3. Archaeology | 13 |
| 4.2.4. Natural Sciences..... | 14 |
| 4.2.5. Visual Art..... | 16 |
| 4.3. The Lunt Roman Fort | 17 |
| 4.3.2. Archaeology | 17 |
| 4.4. Coventry City Archives..... | 17 |
| 5 Themes and priorities for future collecting | 18 |
| 5.1 Coventry Transport Museum | 18 |
| 5.1.1 Vehicle Collection | 18 |
| 5.1.2 Cycles | 18 |
| 5.1.3 Transport Objects | 18 |

Appendix 1 - CCT Collections Development Policy

| | | |
|-------|---|----|
| 5.2 | The Herbert Art Gallery | 18 |
| 5.2.1 | Social and Industrial History | 18 |
| 5.2.2 | Archaeology..... | 19 |
| 5.2.3 | Natural Science | 21 |
| 5.2.4 | Visual Art..... | 22 |
| 5.3 | The Lunt Roman Fort..... | 23 |
| 5.4 | Coventry Archives..... | 24 |
| 6 | Themes and priorities for rationalisation and disposal | 25 |
| 6.3. | Coventry Transport Museum | 25 |
| 6.4. | Herbert Art Gallery..... | 25 |
| 7 | Legal and ethical framework for acquisition and disposal of items | 26 |
| 8 | Collecting policies of other museums..... | 26 |
| 9 | Acquisition | 27 |
| 10 | Loans..... | 27 |
| 11 | Human remains..... | 27 |
| 12 | Biological and geological material | 27 |
| 13 | Archaeological material | 28 |
| 14 | Exceptions | 28 |
| 15 | Spoliation | 28 |
| 16 | The Repatriation and Restitution of objects and human remains..... | 28 |
| 17 | Disposal procedures | 29 |

Executive Summary

Culture Coventry manages Coventry's accredited museums: The Herbert Art Gallery & Museum, Coventry Transport Museum and the Lunt Roman Fort. Additionally, Culture Coventry now manages the Grade 1 listed Old Grammar School and is also responsible for Coventry's archives and local studies through Coventry Archives at the Herbert Art Gallery & Museum.

Culture Coventry's museums and galleries celebrate, promote and conserve Coventry's unique cultural and heritage story. Working in partnerships across the museum, arts and heritage sector regionally, nationally and internationally, Culture Coventry uses its collections and programmes to engage and interact with audiences. Our Creative & Digital Media team, Herbert Media, is an accredited vocational learning centre specialising in working with excluded and marginalised young people and adults, particularly young people with learning disabilities.

Culture Coventry is an independent Charitable Trust managed by a Board of Trustees. It was created in 2013 from the merger of Coventry Heritage and Arts Trust and the Museum of British Road Transport Trust. Through a service level agreement the Trust is responsible for the care, management, development and access of Coventry City Council's arts and cultural assets. Culture Coventry Trust, along with Coventry Sports Foundation has operated as CV Life since 2021.

The collections held by Culture Coventry Trust are unique and distinctive in their range and variety, and we want them to remain so. This policy describes how we actively develop our combined museum, archive and art collections, and ensures both acquisition and disposals are carried out openly and with transparency.

In accordance with our overall charitable mission, we have a long-term purpose and hold collections in trust for the benefit of the public in relation to our stated objectives. The Board of Trustees is committed to the principle that sound curatorial practice must underpin acquisition and disposal, and that limitations on collecting imposed by such factors as staffing, storage and collection care arrangements will be taken into account.

This policy will be reviewed and published at least once every three years, which will next be on or before March 2027. The National Archives and Arts Council England will be notified of any significant changes and the implications of any such changes for the future of our collections. In May 2024 Culture Coventry launched a one-year display called Collecting Coventry showcasing the depth and breadth of collecting in the city. We intend using the exhibitions as an opportunity to consult with stakeholders, including local residents about the significance and relevance of our collecting practices and use this to inform further changes to the Collections Development Policy. Therefor it is expected that a more detailed review will take place before 2029.

In addition, work is underway to create a new National Collections Centre in Coventry's former Ikea building. In preparation for the re-location of collections from two off site stores in the city, the team is carrying out a collections review and rationalisation process which will also impact of future collecting policies. Work is due to be completed in late 2026.

Introduction

This is a framework policy for collection development and care, outlining how Culture Coventry fulfils its responsibilities under the Museum and Galleries Act 1992, guided by our mission statement and vision.

The policy outlines our approach to the development, care and access of the cultural assets of Coventry City Council, in both physical and digital format. It confirms that Culture Coventry will adhere to appropriate national and international guidelines and codes of ethics, whilst clarifying that all decisions will be based on assessment of risk and available resource. It emphasises consistent, high standards of professional judgement in the collective provision of a level of care appropriate to each circumstance.

The policy is underpinned by the Museum's Code of Ethics.

1 Scope of the Policy

- 1.1 This policy applies to art, museum, archive and local history collections held at Coventry Archives (within the Herbert Art Gallery & Museum), Coventry Transport Museum, the Herbert Art Gallery & Museum, and the Lunt Roman Fort.
- 1.2 The Priory Visitor Centre is no longer within the scope of the Trust's management, however the collections remain under the care of the Trust. The scope of the policy includes these items as the Trust remains responsible for their care, management and development. (Appendix A)

Name of museums: Coventry Transport Museum, the Herbert Art Gallery & Museum and Lunt Roman Fort.

1.3 Name of governing body: Coventry City Council in Collections Management Agreement with Culture Coventry Trust.

1.4 Date on which this policy was approved by governing body:

1.5 Culture Coventry Board: 24th May 2024

1.6 Coventry City Council: 17 April 2025

1.7 Date at which this policy is due for review: March 2027

2 Relationships to other policies/plans of the organisation

2.1 CV Life – Purpose; Mission; Vision; and Values

The CV Life purpose, mission, vision and values seek to ensure that a collaboration of sectors, services and organisations have a positive impact upon the lives of communities, households and people within the city.

2.1.1 Purpose:

- 2.1.2 Bring about meaningful and lasting quality of life improvements for the diverse communities of Coventry
- 2.1.3 Build the confidence, health, happiness and wellbeing of individuals, increasing pride in themselves, their community and their city

2.2.1 Mission:

- 2.2.2 Connect with and understand people and their communities, so that facilities and services can be specifically shaped to be relevant to their needs and to enrich their lives
- 2.2.3 Continue to challenge the accepted norms about engagement and be driven as much by the impact upon people's lives as by the numbers of people reached
- 2.2.4 Understand complexity, to be persistent, and not be deterred or shy away from being innovative in pursuit of our goals

2.3.1 Values:

- 2.3.2 Serve and reflect the full diversity of Coventry's population through pioneering outreach work, imaginative programmes, high quality venues, flexible pricing, and sensitive customer service
- 2.3.3 Make positive changes to lives, by recognising the layered and complex inequalities that persist in some of our communities, and then offering innovative and tailored approaches
- 2.3.4 Always strive to widen the reach of our work and deepen the impact upon the lives of people and their communities
- 2.3.5 Attract residents, and visitors from further afield in our destination venues, in ever-growing numbers, by exceeding customer expectations and by implementing measures to continually widen access.
- 2.3.6 Play a leading role in the regeneration of Coventry, increasing pride in the city amongst its people, and contributing to inward investment with consequent city-wide benefits
- 2.3.7 To create and maintain consistency of governance, policy and business strategies across CV Life and its partner companies that deliver business efficiencies and innovative business solutions
- 2.3.8 Be relevant and appealing to all individuals across diverse communities
- 2.3.9 Value each other and build a collective spirit and ethos
- 2.3.10 Display a 'can do' attitude – be quick to learn, quick to act, and quick to change direction if necessary
- 2.3.11 Empower each other – leadership and responsibility are encouraged at all levels
- 2.3.12 Be innovative – be bold and brave, welcoming to new ideas, and risk-taking

2.4 Alongside this, Culture Coventry's Organisational Aims are stated as follows:

2.4.1 To be recognised as dynamic and innovative museums that give visitors a fresh perspective on the story of Coventry, and create ambassadors on a local, national and international level. Its objectives are to:

- Portray, with pride, the story of Coventry locally, nationally and internationally, so that visitors to the city gain a full appreciation of how Coventry's innovative spirit echoes throughout history, and continues to influence the world in which we live
- Care for and display the City's collections in engaging ways that inspire visitors to further connect with Coventry's rich history and its ambitions for the future
- Ensure opportunities for learning are woven into the fabric of everything we do as an organisation
- Ensure that staff, stakeholders, visitors, investors, volunteers and the local community are given every opportunity to contribute to the life of the museums, and their future success
- Create opportunities for economic growth and to maximise funding opportunities, so the museums are financially sustainable and contribute to the regeneration of the city
- Be recognised as a dynamic organisation that seizes opportunities with an entrepreneurial spirit and actively contributes to the development of the museum sector

2.4.2 The governing body will ensure that both acquisition and disposal are carried out openly and with transparency.

2.4.3 By definition, the museum 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 museum's collection.

2.4.4 Acquisitions outside the current stated policy will only be made in exceptional circumstances.

2.5 The Trust 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.

2.6 The Trust 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 the museum can acquire a valid title to the item in question.

2.7 In exceptional cases, disposal by sale may be undertaken as a last resort once all other methods of disposal have been explored and exhausted. The method of disposal will therefore be by sale and the procedures outlined below will be followed. In cases where disposal by sale is identified, the governing body will not undertake disposal unless it can be demonstrated that all the following exceptional circumstances are met in full:

- the disposal will significantly improve the long-term public benefit derived from the remaining collection
- the disposal will not be undertaken to generate short-term revenue (for example to meet a budget deficit)
- the disposal will be undertaken as a last resort, after other methods of disposal have been thoroughly explored
- extensive prior consultation with sector bodies has been undertaken
- the item under consideration lies outside the museum's established core collection

3 History of the collections

3.1 Trust Overview

3.1.1 Collections are a tangible link between the past, present and future. Museums, Archives and local history centres create a sense of pride for the residents of the city creating safe spaces to learn, create and belong. They balance the interests of a wide spectrum of people by safeguarding collections and making sure that they are well managed, sustainable and accessible. The key purpose of the Coventry City Council Collection is to help the people of Coventry and visitors to the city to explore and celebrate the creativity and cultural heritage of all its communities.

3.1.2 The Trust's collections of close to 300,000 objects and artefacts are at the heart of the organisation and play a central role to the activities undertaken by the museums, such as Exhibitions and Events, Learning and Engagement, Corporate Hire, Marketing and Promotion. They are its unique selling point and its 'raison d'etre'. Appropriate care and management of the collections underpin every aspect of museum activity and are essential to maximise their full potential.

3.2 Coventry Transport Museum

3.2.1 The Transport Museum opened in 1980's when the road transport collection outgrew its then home, the Herbert Art Gallery & Museum. The museum is dedicated to collecting and exhibiting the products of a city that changed the transport world and focuses on the skills and innovation of its people; the majority of the collection is Coventry-built or has a strong connection with the city.

3.2.2 The museum aims to educate and inspire visitors through the history and development of vehicle manufacturing in Coventry over the last 150-years: highlighting Coventry's transport heritage and its central place in the British car industry. The museum has 14 exhibition spaces that tell the stories of the people that lived and worked in the city through the road transport vehicles they produced.

3.2.3 The founding collection began with large cycle deposits and quickly began to include a vast array of motor vehicles. As the full story of Coventry's manufacturing past began to grow through the collections a shift in focus began to move away from

technical and general Road Transport to a core collections relating directly to Coventry.

3.2.4. In June 2015, a £9.5 million redevelopment of Coventry Transport Museum was completed, which has transformed 13 of its 14 exhibition spaces, including a new permanent World Land Speed Record Exhibition. The redevelopment also included the creation of expanded and redeveloped learning spaces and conference spaces, a temporary exhibition gallery, plus a new front entrance and retail site. Coventry Transport Museum's internationally recognised and Designated Collection has been redisplayed within a radically redefined and redesigned layout.

3.3. The Herbert Art Gallery & Museum

3.3.1. The Herbert Art Gallery & Museum is named after Sir Alfred Herbert, a local industrialist who founded what was at one time the world's largest machine tool making company. In 1938, Sir Alfred donated £100,000 to the City of Coventry to pay for the construction of an Art Gallery and Museum. Building work had started in 1939 but by the end of the war Coventry lay in ruins and work on the gallery was put on hold, although the basement was converted to a temporary art gallery in 1949. In 1954 Sir Alfred was finally able to lay the foundation stone of the new building, but sadly did not live to see its completion which finally opened on 9th March 1960.

3.3.2. The Herbert collections reflect the rich cultural heritage of Coventry, exploring the history of the people, places and events that constitute the city today. It has significant archaeology, social and industrial history, natural sciences and visual art collections.

3.3.3. The site also contains Coventry City archives collections; which includes a large photographic collection and oral history recordings.

3.3.4. A £20 million transformation and extension were completed in October 2008, jointly funded by the European Regional Development Fund, Heritage Lottery Fund Renaissance West Midlands, the Department for Culture Media and Sport, Wolfson Foundation Fund, Advantage West Midlands, English Heritage and Coventry City Council.

3.4. The Lunt Roman Fort

3.4.1. The Lunt Roman Fort was established in AD 60 is located in Baginton, about 3 miles from Coventry City centre. The Lunt Roman Fort was originally built in response to the Boudican Revolt but was only occupied for 20 years.

3.4.2. Archaeological exploration of the site began in the 1930s and by the 1960s it was decided to partially reconstruct the Fort. The Royal Engineers rebuilt the Eastern Gateway, the Gyrus and one of the granaries, before it was opened to the public in the 1970s.

3.4.3. Since the 1970s, a wealth of artefacts has been uncovered including bronze and iron work, pieces of armour and pottery and an extremely rare finial bowl. It is the only partially reconstructed wooden fort in Britain today. It is also home to the Gyrus, the only known horse training ring in the Roman Empire.

3.5. Coventry City Archives

3.5.1 Coventry Archives moved to the Herbert Art Gallery & Museum in 2008 when the resources of Coventry Record Office and the local studies collection held at Central Library were brought together under one roof.

3.5.2 It houses a wide range of primary and secondary source material providing insights into the history of the city and its citizens from medieval times – the earliest record is dated 1182 - to the present day.

4 An overview of current collections

4.1. Coventry Transport Museum

4.1.1 The collection was granted designation status in 1998 elevating the collections status to be of national significance.

4.1.2 All of the museum collections listed below are managed by Coventry Transport Museum and comprise the following subject areas:

4.1.3. Vehicles

The Motor Car collection of approximately 212 motor cars ranges from one of the earliest built Coventry cars of 1897, to one of the last of the Peugeot 206 cars to leave the Ryton Factory production line in December 2006. 90% of the vehicles were made in Coventry or have a very strong Coventry connection. There are a small number of vehicles without a direct Coventry connection that were collected before a tightening of the museum's collecting policy or are significant vehicles which tell the wider story of the British Motor Industry.

The commercial vehicle collection of 46 items, including buses, lorries, vans, tractors, military vehicles and emergency vehicles, illustrates the involvement of Coventry companies in the manufacture of such vehicles and their everyday use in the city.

4.1.4 Motorcycles

The Motorcycle collections consists of 120 motorcycles ranging from early tri-cycles to the modern Triumph models and also includes bikes from around the world.

4.1.5. Cycles

This collection of over 400 items is one of the most significant collections of cycles in the country. It spans the period from 1818 to the present. It strongly reflects the involvement of the city in the manufacture of cycles in the latter half of the nineteenth century and the first quarter of the twentieth century. The collection also contains a number of more up to date cycles, sports and trade cycles.

4.1.6. Transport Objects

This collection comprises an unidentified number of items directly related to vehicles i.e. head lamps, radiator grills, engine parts, wheels, saddles etc. It also contains items related to the use of vehicles i.e. club badges, petrol pumps, garage equipment, street furniture, competition trophies etc.

4.1.7. Technical Collection

The technical collection comprises of 10,000 technical manuals, etc.

4.1.8. Running Collection

There are 15 cycles, motorcycles and vehicles that are used for educational, outreach and promotional activities. These vehicles are maintained in an operational condition so they can be seen at events, shows and promotional activities which promote closer engagement with physical collections.

4.2. The Herbert Art Gallery and Museum

4.2.1. All of the museum collections listed below are managed by Herbert Art Gallery & Museum and comprise the following subject areas:

4.2.2. Social and Industrial History

The Social History collection currently contains approximately 35,000 items, relating to the history of the city and the lives of its people, including the city's industrial history. The most significant sections of the collection are:

Aero industry - The manufacture of aircraft, aero engines and other components was a significant industry in the twentieth century. The collection includes nine engines, one prototype missile and some smaller components, testing equipment, photographs and ephemera. The total number of items is around 200 items.

Civic and political items - These relate to the government of the city and number approximately 200 items, including banners. Related to this are items under a Peace and Reconciliation theme.

Contemporary collecting from communities - A number of projects in recent years have meant the Herbert now has a significant collection of items relating to minority communities in the city. This includes items relating to culture, social and working life and immigration. There are also a significant number of photographs and oral / video history recordings attached to this collection. Although this collection is small, it is growing in size.

Costume - This collection of approximately 8000 items spans some 400 years, but its particular strength is nineteenth and early twentieth century women's costume. This charts the main changes in women's fashion during this period.

Domestic life - This includes a collection of radios, televisions and sewing machines, many made in Coventry, as well as domestic cleaning and cooking items. The collection numbers approximately 500 items.

Education - These are mainly schools equipment and learning material.

Electrical Industries - The manufacture of electrical consumer goods and telecommunications equipment was another significant industry in the twentieth century. The collection includes around 20 good examples of early radios and televisions made in Coventry, together with around 250 photographs and ephemera.

Ephemera - This collection relates to all aspects of personal, domestic, community and working life and numbers approximately 3000 items.

George Eliot - The collection consists of approximately 30 items relating to Eliot and the time she spent living in Coventry, including her circle of friends and contacts, which influenced her intellectual development. These include costume, furniture and personal items. There are also a number of paintings and drawings which are catalogued under the visual arts collection.

Godiva Story - Approximately 300 items relating to the Godiva story, both the legend and the procession. This includes ephemera, costume and many items bearing imagery of Godiva and the associated stories.

Machine Tool Industry - The machine tool industry was a major industry in Coventry throughout the twentieth century. Alfred Herbert Ltd was reputed to be the largest machine tool manufacturer in the world. The collection consists of around 12 machine tools; 200 photographs; 600 items of ephemera including machine tool catalogues and operator's handbooks; and around 200 engineering hand tools and gauges.

Numismatics - This includes a strong collection of local trade tokens and totals approx. 1500 items.

Other working life - The Herbert has small collections relating to other industries and to other manufacturing and working life. These include office equipment, art metalwork, coal mining, the chemical and artificial fibre industries, retail, public transport, blacksmithing and leather work. This collection numbers around 1500 items.

Ribbon Weaving - This collection relates to Coventry's ribbon and other narrow fabrics industry. The industry began at the end of the seventeenth century and was Coventry's main industry until 1860. It continued to be an important industry after that and some production still takes place today. The collection consists of around 250 sample books; several thousand individual ribbons; around 1500 silk pictures and bookmarks (including one of the largest collections of Stevengraphs in the world); a nineteenth century jacquard loom and about 30 examples of weaving

machinery and equipment). There are also around 200 items of ephemera and around 100 photographs.

Toys and Games - This collection of approximately 1000 items includes a strong collection of nineteenth century dolls and a wide range of toys including popular favourites such as Lego, toy trains, Action Man and a space hopper. The collection comes more up to date with a range of toys from the 1990s and early 2000s.

Watchmaking - Watch making was Coventry's second industry for much of the nineteenth century and for a few years was its main industry. The collection consists of around 140 pocket watches, around 30 clocks and around 300 individual watch-making tools and equipment. The highlights include two clocks made in the late seventeenth century by Samuel Watson, several prestigious watches and the contents of a watchcase-making workshop. There are also around 50 photographs and ephemera.

World War Two items - Coventry suffered a number of bombing raids in World War 2. The worst of these was the 'Blitz' of 14th November 1940 during which the Cathedral was destroyed. The collection of approximately 500 items reflects the experiences of ordinary people on the Home Front during the War. It includes an Anderson air raid shelter, gas masks, ration books, Civil Defence uniforms, medals, utility furniture and much more.

4.2.3. Archaeology

This collection mainly relates to archaeological material and associated documentation from excavated sites within Coventry and on Coventry City Council owned land nearby, i.e. The Lunt Roman Fort, Baginton and Coombe Abby. Acquisition of this material is subject to procedural guidelines laid out in 'Depositing Archaeological Archives' (internal document, 2017). The following categories comprise in total around 15,000 accessioned objects.

Prehistoric - This collection includes hand axes, arrowheads, hammers, microliths and cores, some of which are as old as the Palaeolithic period. There are also ceramics from the Neolithic, Bronze Age and Iron Age.

Roman - This collection consists mainly of the material excavated from the Lunt Roman Fort at Baginton and dates from 60 to 80 AD. A small number of Roman objects and archaeology have also been recovered from the city and date between the first and the fourth centuries AD. However, most items are recovered from post-Roman stratigraphy. Material includes ceramics, military bronzes, coins and personal objects.

Anglo-Saxon - The collection comprises excavated material from the sixth century cemetery at Baginton and a quantity of late Saxon ceramic finds from various city centre sites. A small number of Viking-related objects are also included. From the Benedictine Priory, there is a small collection of late Saxon glazed wall tiles that are of national significance. An archaeological archive also exists for the Anglo-Saxon

site at Ryton-on-Dunsmore which lies outside the city boundary. Its inclusion in The Herbert collections relates to the fact that the site was excavated by an amateur society with strong Coventry connections.

Medieval - At its peak in the late fourteenth and in the fifteenth century, Coventry was the fourth largest city in Britain outside London and the most important in the Midlands. The wool and cloth trades, markets and religious activity led to the growth of Coventry as a commercial hub. The collections include pottery, tiles, coins, painted window glass and building materials. A significant leather collection contains shoes, boots, a mask, a book cover, and archery equipment. There is also a collection of over one thousand architectural stones from the destroyed site of the Benedictine Priory, with the finely painted Apocalypse stones being of particular note. This is a particularly rich collection, which provides evidence for the city during what is considered to have been its 'golden age', and is the subject of a current Designation application.

Post Medieval - This collection comprises personal objects, building materials and ceramics from the Tudor period through to the nineteenth century. Some of this material overlaps with the social history collection.

Foreign Archaeology - Antiquarians who had strong links to Coventry contributed to many of the items in this collection. There is archaeological material from Egypt, Cyprus and Italy and also some representation of Aztec, African and Aboriginal cultures. Objects include pottery lamps, Egyptian funerary figures ('ushabties'), stone tools and jewellery.

The Shelton Collection - From the 1930s until his death in 1958, J.B. Shelton OBE collected objects associated with Coventry's past. His small museum formed the basis of current archaeology collections. The collection includes a wide range of items including a notable fourteenth century vessel – the Coventry Face Jug.

Bulk finds - In addition to the small finds collections described above, there is also a large quantity of material from excavations from sites in Coventry dating back to the mid-twentieth century. This collection is currently being assessed for with a view to improving how it is stored and the information associated with it. Parts of the collection will also be considered for rationalisation.

4.2.4. Natural Sciences

The collection currently holds nearly 200,000 specimens in the following categories:

Bird eggs - There are about 13,000 specimens. This collection is the ninth largest of its kind in Britain. Most breeding British species are represented and there are also a smaller number of exotic species. The Ground, Beddall-Smith and Belgrove collections are important and have significant supporting documentation.

Fossils - There are about 4,000 specimens of mainly regional origin, particularly for the Carboniferous and Jurassic periods. There are very few large items and little

dinosaur material. Of note are polished fossil wood specimens, an aurochs skull, an ichthyosaur head and jaw, and a cycad.

Insects - There are over 150,000 specimens. All British insect families are represented, with particularly significant collections of Coleoptera, Hymenoptera, Diptera, Hemiptera, Lepidoptera and the Peter Cooke collection which comprises several thousand insects-primarily beetles including several significant specimens now extinct in the UK.

Some type specimens are present in the Daltry and Saunt collections (mainly Hymenoptera: Parasitica). The majority of insect material is British in origin and much has been collected from the Isle of Wight, Hampshire, Somerset, Staffordshire and Warwickshire with many Red Data Book species present, some of which are now extinct in the UK. The exotic insect collection includes the Greenwood collection bequeathed in 1990 which comprises about 10,000 butterfly specimens.

Molluscs - There are about 21,000 shells, mostly marine and originating from the indo-pacific regions. British terrestrial and freshwater shells are particularly well documented and there is a significant collection of freshwater pearl mussels from the USA.

Rocks and minerals - There are 1,300 specimens with a good variety of 'species'. Notable are a large polished Labradorite specimen, Landscape Limestone from the Cotham area, Green Fluorite from Weardale, a large dolomite specimen, large examples of septarian nodules and a specimen representing 100th of the Barwell Meteorite (412g in weight) which fell in Leicestershire in 1965.

Skeletal - This is a varied but small collection which includes Moa leg bones, skulls of Rhino (black and white and horns), Indian Elephant, Tiger, Hyena, Dolphins and a good selection of British mammals and some birds.

Taxidermy (uncased)

- **Birds:** There are about 1,000 specimens, mostly British. The more notable species include the UK's eleventh Northern Oriole specimen and other local rarities like hoopoe, storm petrel, bittern and red-necked grebe. A small quantity of exotic material includes Kiwis.
- **Mammals:** There are about 200 specimens, mostly British. Most of the British smaller mammals are represented but there are no marine mammals and Muntjac is the only deer species present. Otters, pine marten and coypu are also represented.

Taxidermy (cased) - A small collection but includes some important material. There are some large glass case presentations of fish produced by the Spicer Company, examples of Roland Ward (Peregrines) and one, possibly two Hutchings (of Aberystwyth) presentation cases.

Miscellaneous - Material includes wasp nests, corals, spirit-preservation material, freeze-dried plant material (invertebrate galls), seedpods, insect pests and examples of the damage they cause, sediment samples and models. A fine microscope slide collection in an old wooden cabinet appears to be Victorian. Also included in this category is a large selection of items seized by Customs & Excise at Gatwick airports and other terminals into the UK. These include leopard and serval (African wild cat) skins, ivory accessories, skin handbags and briefcases and carved hippo and elephant tusks.

4.2.5. Visual Art

British Life & Landscape Collection - This collection, consisting of approximately 150 works, is particularly distinctive and significant to the Herbert and was the focus for the collecting activities of the first Art Director in the 1950s and 1960s. Of particular importance are works by Stanley Spencer and LS Lowry.

Modern and Contemporary Art Collection - Approximately 500 works of which The Iliffe Collection of Graham Sutherland's studies for Coventry Cathedral tapestry are particularly important. Also notable are works by David Bomberg, William Roberts, John Piper, Ben Nicholson, Barbara Hepworth, Susan Hiller, Cornelia Parker and Mona Hatoum.

Pre-1900 artworks collection - This collection includes items acquired by the City Council before the opening of the Herbert Art Gallery and Museum. There are approximately 700 works, including European Old Master paintings, portraits, views of the city, sculptures, prints, British and non-British Still-life, Landscape, Seascapes, History and Genre paintings, Asian artistic crafts, civic gifts from other cities and work by local artists. This collection contains many of the greatest treasures held at The Herbert, such as 'Bacchus and Ariadne', (1677) by Luca Giordano.

Figure Drawings Collection - There are approximately 150 works. Drawings by Fuseli, Henry Moore and Richard Hamilton are particularly important.

Topographical views - There are approximately 2,000 works, the majority of which are of Coventry. There is also a collection of approximately 200 Watercolours of Warwickshire collection

Works by Local Artists - The Herbert has a collection of approximately 2,500 works by local artists, including artists who were born, trained or lived in Coventry.

Peace and Reconciliation collection - The Herbert has a significant collection of art works on the themes of conflict, peace and reconciliation, many of which have been acquired within the last few years. This reflects the experiences of Coventry and Coventry people, including the Blitz, as well as national and international events.

Godiva collection - The Herbert has a collection of approximately 60 art works which represent the story of Lady Godiva, including paintings, sculpture, prints, and

drawings. It includes some items of international significance: of note are paintings by Collier and Landseer.

Crafts Collections - There are approximately 250 works that include ceramics and bronzes from China, Korea, Japan, the Middle East, and also studio and folk ceramics.

4.3. The Lunt Roman Fort

4.3.1 The collections listed below are managed by the team of curators based at the Herbert and comprise the following subject areas:

4.3.2. Archaeology

This collection consists mainly of the material excavated from the Lunt Roman Fort at Baginton and dates from 60 to 80 AD. A small number of Roman objects and archaeology have also been recovered from the city and date between the first and the fourth centuries AD. However, most items are recovered from post-Roman stratigraphy. Material includes ceramics, military bronzes, coins and personal objects.

4.4. Coventry City Archives

4.4.1. The City Council through Culture Coventry recognises its responsibility, in acquiring additions to its archive collections, to ensure that care of collections, documentation arrangements and use of collections will meet the requirements of British Standard 5454, the Public Records Acts 1958 and 1967, the Manorial and Tithe Documents Rules and the Parochial Registers and Record Measures. The City Council also recognises through the Trust its statutory responsibilities in relation to archives which are derived from the Public Records Acts 1958 and 1967, the Local Government (Records) Act 1962, the Public Libraries and Museums Act 1964, and the Local Government Act 1972. The City Council through the Trust is obliged under the Local Government Act 1972 'to make proper arrangements with respect to any documents which belong to or are in the custody of the council or any of its officers'.

4.4.2 Coventry Archives hold a unique richness of original archive material, charting the history of Coventry. Highlights include:

- Medieval Borough archive 1182-1555
- Coventry city council records including development, education, and leisure 1890s-2010s
- Audio Visual collection 1920s-1990s
- Private accessions 1920s-current including the Rolls Royce Heritage Trust ref PA1716
- Building plans and regulations 1910s-2000s
- Manufacturing records relating to Coventry based companies, including a large archive of Rootes material including company record, marketing material and photography archive.

5 Themes and priorities for future collecting

5.1 Coventry Transport Museum

The transport collection faces challenges of capturing the evolving technical advances that will transform the transport sector within the next few decades. The speed of technical advance is immense; as a result the transport museum needs to position itself as a place of current dialogue for innovation in order to remain relevant to the subject matter and ensure we capture the current story of transport manufacture in Coventry.

Donations from the public will remain one of the most important methods of collecting. However targeted active collecting projects and strategic partnerships will be used, particularly in the priority areas outlined below. Items will be considered for purchase in exceptional circumstances.

5.1.1 Vehicle Collection

The collecting of historical vehicles remains focused on key individual models and marks of vehicles that have been identified as absent from the Coventry story and will be looked at in a passive collecting capacity. However in contrast a more active collecting attitude will be taken in capturing current innovation to ensure the collection remains relevant to the local story.

5.1.2 Cycles

The cycle collection, although extensive has significant gaps in the representation of the smaller lesser known makes such as the Hazlewood. Other gaps include examples of technical advances from the 1970s onwards such as trends for larger, wider tyres. These identified gaps will be looked at in a passive collecting capacity.

5.1.3 Transport Objects

The Transport Museum will focus on contemporary and future accessories to reflect how usage of vehicles and the experience of being a passenger has changed and is changing since the 1970s.

5.2 The Herbert Art Gallery

5.2.1 Social and Industrial History

The Herbert will collect material that illustrates and represents the social and industrial history and development of Coventry, and the lives and experiences of its people, past and present. This includes their living conditions, housing, politics, education, religion, work, leisure, health, family life, birth, and death. This area of collecting is ongoing and 'live' in order to remain relevant to the people of Coventry and its ever changing story. The Herbert's Contemporary collecting needs to consider social, political and industrial trends for future prosperity.

Donations from the public will remain one of the most important methods of collecting. However targeted active collecting projects will be used, particularly in the priority areas outlined below. Items will be considered for purchase in exceptional circumstances.

Collecting shall be restricted to items which have been used in Coventry, made in Coventry, designed in Coventry or have belonged to Coventry people. For this purpose, 'Coventry' is defined by the current city boundary.

The only exception to this is coal mining. Items relating to the Warwickshire coalfield outside Coventry will normally be collected by Nuneaton Museum and Art Gallery. However if Nuneaton is unable to accept an item it will liaise with The Herbert and, if the item fits into this collecting policy, The Herbert may acquire it.

Priorities include:

Life and work from 1970s to present day – contemporary collecting that reflects the life and times of Coventry from the 1970s is currently under-represented, in particular current social, political and technical trends. Themes of collecting will remain in line with current themes as outlined above.

Representation from minority communities – The Herbert will place particular emphasis on collecting items and histories relating to minority communities in Coventry (including BAME communities, people with disabilities, LGBTQIA+ groups, etc). Coventry is a city with a wealth of cultures and communities and The Herbert's collections need to represent and reflect this more strongly.

Experiences of women - The Herbert will place particular emphasis on collecting items relating to the experiences of women in society, including in education, public life, at work, etc. An area of particular interest is George Eliot. The Herbert will seek to expand its collection relating to George Eliot where the item relates to her time in the city of Coventry. Nuneaton Museum & Art Gallery will have first refusal of George Eliot material outside of our collecting policy.

Exclusions:

Due to having already having a good representative collection of the following items, The Herbert will not seek to add to these in the future, other than in exceptional circumstances: -

- Photographic equipment (except contemporary)
- Furniture made before 1970
- Firearms

The Herbert will not collect any further items relating to the aero industries, as these items are covered by the Acquisition and Disposal policy of the Midland Air Museum.

5.2.2 Archaeology

The Herbert will collect excavated archaeological material, related paper archives and research data associated with sites within the present city boundary of Coventry and on Coventry City Council owned land nearby, i.e. The Lunt Roman Fort, Baginton and Coombe Abbey. These collections represent the historical development of Coventry as reflected in the material remains of the city's previous inhabitants. Items to be collected include; Manufactured items; Natural items adapted for human use;

Natural flora and fauna originating from an archaeological or historical environment; Excavation archive: reports, drawings, plans, and photographic and digital media records.

The majority of acquisitions occur through archaeological excavation by field units or specialist groups in accordance with procedural guidelines laid out in 'Depositing Archaeological Archives' (internal document, 2019). Some material also comes through chance finds or excavations by individuals or amateur groups. Raising the awareness of the archaeology collections may encourage more donations from this latter source.

Collecting is restricted to sites and individual finds within the present city boundary of Coventry or items with a strong association with Coventry's archaeological heritage. These may include items made available under the process of the Treasure Act 1996. The Herbert will also collect any material from future excavations of the Lunt Roman Fort at Baginton and Coombe Abbey, as both sites are owned by Coventry City Council.

Priorities include:

Excavated Material - Collections of site material received from archaeological field units are accepted subject to procedural guidelines laid out in 'Depositing Archaeological Archives' (internal document, 2019). The museum works closely with archaeology field units to agree the material appropriate for retention.

The following exceptions to this are:

- There is a presumption against acquiring further architectural fragments unless they are of exceptional quality or historical interest.
- There is a presumption against collecting post-1800 material unless in exceptional circumstances, eg it contributes substantially to the history of a particular site or is of significant research value.

Public donations - Acceptance of objects from the public and acquisition of items offered through the Treasure Act 1996 will be judged by the following criteria:

- Rarity of object type within Coventry and the level of representation of the period
- Information available on the circumstances of the find
- Potential use of the object for research and / or display
- Completeness of object

Additional limitations on collecting in this area:

Although there is a presumption against retention of human skeletal remains, each case will be considered on its merits given its archaeological context and scientific value. If there is no option for re-burial the archaeological material will be retained using guidelines in *Guidance for Care of Human Remains in Museums*, (DCMS, 2005).

5.2.3 Natural Science

The Herbert will collect examples of Natural Sciences species of the region and nationally, to increase awareness and appreciation of nature through interpretation, education and research, including; Taxidermy (mounts only), Bird Eggs, Skeletal, Molluscs, Entomology, Fossils, Rocks and minerals, HM Customs & Excise Material.

Acquisition of Natural Sciences specimens and collections can be achieved through the usual routes of donation, bequest or purchase. Active collecting through fieldwork is not currently pursued as the museum lacks appropriate expertise and capacity, but should resume if this situation changes.

The Natural Sciences collections reflect not only the fauna of the region, but of Great Britain as a whole. Although future collecting in this area should prioritise fauna of local or regional origin and collections bequeathed or donated by local or regional natural historians, this should not preclude specimens of national or international origin that fulfil other collecting criteria. The Museum's holdings of insects, for example, are nationally important. Accurate identification of species often requires comparison with a full set of material representing a much wider geographical region. In its acquisition of regional and national natural history material, The Herbert will liaise closely with neighbouring museums holding natural history collections.

Priorities include:

Research - Specimens that will enhance significant research collections. The Natural Sciences collection strengths are in bird eggs, entomology and molluscs.

- **Birds Eggs**

The Herbert will only accept egg collections in future where these are significant in size and/or content and they are accompanied by sufficient data to prove that they were collected before legislation came into being. The use of the bird eggs collection could be construed as promoting egg collecting in the wild, which is illegal. With supporting data, however, the specimens can be an invaluable research tool. Future use of this collection in the public domain will be with a view to informing people about the illegal nature of egg collecting and/or highlighting exciting research initiatives that rely on Museum collections as a resource. Virtual access to this collection exists in CD-Rom format.

- **Entomology**

The entomology collection is regularly used as a research tool by local, national and international entomologists and environmental science/ecology students. Its strength lies in its size, the data that it holds, the storage and presentation and in the accuracy of species identification. Future collecting of entomology should focus on regional fauna, but should also actively acquire any material of broader national origin.

Public Interest - Specimens that will promote public interest in Natural Sciences. Specimens that are popular with the public or that are of local, regional or national significance and that may inform future displays, events and exhibitions should be

collected. Such examples might include popular dinosaur material or legally obtained specimens of British rarities with full data.

Additional limitations on collecting in this area:

Specimens obtained illegally - We will not collect the following specimens:

- CITES-protected species (except those legitimately donated by HM Customs & Excise that enhance this increasingly important collection)
- Species for which collection, disturbance or handling breaches UK law
- Natural Sciences specimens or geological samples captured, collected or procured by illegal or unethical means, or:
- Any bird eggs or egg collections that appear to have been taken from the wild in contravention of the Protection of Birds Act 1954 and The Wildlife & Countryside Act 1981.

Botanical specimens - The herbarium (plants, mosses and fungi) collection was transferred to Warwickshire Museum in 2003 because this accredited Museum has significant expertise and collection strength in this area. The Herbert no longer accepts botanical specimens. Exceptionally rare offers of donation of such material are passed to Warwick.

Spirit collection - Due to the difficulty in maintaining the spirit collection and the fact that demand for it is extremely low, material will no longer be collected that requires immersion and preservation in spirit.

5.2.4 Visual Art

The Herbert will collect a broad spectrum of work by British and non-British artists to develop the current collections in order to better reflect the narrative of a culturally rich city. The Herbert will seek to acquire art that builds on the themes of conflict, peace and reconciliation within the context of the city's status of city of refuge in order to develop a regionally significant collection that reflects the unique status of the city. It will continue to collect art that has a specific connection to Coventry.

As part of the corresponding business plan the Herbert will look to research and develop ways of working with and collecting from artists who produce work digitally. We will do this within the themes and priorities set out below.

Acquisition of Visual Arts items and collections can be achieved through donation, bequest, collection or purchase. The Herbert will seek to develop ongoing partnerships with organisations such as CAS, Art Fund, Arts Council, in order to fund further purchases. In recent years we have acquired artworks through the CAS Rapid Response Fund, through partnership in the National Gallery Artist in Residence scheme and through participation in the 20/20 project led by the Decolonising Arts Institute at UAL. In certain circumstances we will also consider long term loans from other organisations and individuals, where this would result in the acquisition of an item which will significantly enhance the Visual Art displays.

The Visual Arts collections reflect visual culture as a whole. It is also recognised that the cultural heritage of many people in Coventry lies outside Britain. The Herbert will continue to maintain its chief focus on British art, including new media and other art forms, but will also, where appropriate, collect items from outside Britain.

Priorities include:

Conflict, Peace and Reconciliation – we will collect art which reflects the significance to Coventry of themes of Peace, Conflict and Reconciliation. This collection is intended to be a survey of the themes of war, conflict, peace and reconciliation through a wide range of artistic approaches to the subject. It will reflect movements, activities and events internationally and nationally, as well as in Coventry or involving Coventry people and organisations.

Creative Case for Diversity - the current collection has gaps in art that is made by artists who are female, identified from the LGBTQIA+ community, from ethnic minorities or disabled and as such the collection is not representative of these communities. The Herbert will actively continue to collect to bridge these gaps in line with the overall themes of the collecting policy.

Local Artists - To collect works by artists who were born or trained in Coventry and who have developed a significant profile in exhibition and collections nationally and internationally. Priorities will include the work of George Shaw and examples of Art & Language, recognising the international importance of this locally based group of artists.

British Life and Landscapes - build upon the principal strength of the existing collection of British Life and Landscape. The aim would be to expand this body of work to include works created from the late 19th century to the 1940s and from the 1970s to the 21st century.

As a subset of the British Life and Landscape collection the Herbert will continue to acquire selected works which depict scenes of Coventry Life and Landscape, including:

- Topographical Art - the Herbert will endeavour to collect local topographical art where this adds significantly to the existing collection.
- Art relating to themes of significance to Coventry, including Lady Godiva; and Post World War II reconstruction

5.3 [The Lunt Roman Fort](#)

The Lunt Roman Fort operates as a museum of learning. The collections on display are developed and cared for by the Herbert Curatorial Team and fall under the collecting theme of Archaeology.

5.4 Coventry Archives

Coventry Archives will collect material that it has a statutory duty to acquire but also items that reflect the City of Coventry and the lives and experiences of its people, past and present. These include the subjects of living conditions, housing, politics, education, religion, work, leisure, health, family life, birth and death. This collecting will aim to represent all the citizens of Coventry.

Donations from the public will remain one of the most important methods of collecting. However targeted active collecting projects will be used, particularly in the priority areas outlined below. Items will be considered for purchase in exceptional circumstances.

Collecting shall be restricted to items related to Coventry, made in Coventry, designed in Coventry or have belonged to Coventry people. For this purpose, 'Coventry' is defined by the current city boundary.

Priorities include:

Statuary - The principal statutory basis for Coventry Archives derives from the Public Records Acts 1958 and 1967, the Local Government (Records) Act 1962, the Public Libraries and Museums Act 1964, and the Local Government Act 1972. As a statutory requirement, the following will remain priority collecting areas:

- As a principal council, Coventry City Council is obliged under the Local Government Act 1972 'to make proper arrangements with respect to any documents which belong to or are in the custody of the council or any of its officers'. The City Council will continue to fulfil this obligation through the Coventry History Centre and the City Council's records management service.
- Coventry Archives is subject to approval as a designated place for the deposit of public records under the Public Records Acts 1958 and 1967. These records include those of Quarter Sessions, coroners, magistrate's courts and health authorities.

Diverse Communities – build on collecting oral histories from the diverse communities of Coventry in order to represent the voice of Coventry's residents; documenting the lives and experiences of all its citizens. Utilising this activity as a way of building on archive material in support of family history for communities from ethnic backgrounds.

Photographic – working in partnership to understand the extent of the photographic collection and ensure it is representative of the changing face of Coventry.

Industry – to actively seek out archival material relating to all recognisable trades of Coventry's past and presence in particular watch making, tailoring, weaving etc.

UK City of Culture – Capturing the narrative of the UK City of Culture through the documentation of events and projects outputs during and in the run up to City of Culture.

6 Themes and priorities for rationalisation and disposal

- 6.1. The museum 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.
- 6.1.2 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.

6.3. Coventry Transport Museum

In the last two years the Transport Collection has undergone a significance review in line with collecting policy of 2014-2018 and as a result several items have been identified for disposal within the scope of this policy.

With the merging of services a review of shared collections have identified areas of significant crossover such as collections relating to the themes of social history, fine art and archives. A full review of these collections will be conducted and the consolidations of collections undertaken to avoid the Trust holding duplicated items which are no longer suitable for retention within the collections

6.4. Herbert Art Gallery

Social and Industrial History - rationalisation including photographic equipment, tools from trades such as woodworking, furniture and music recordings on vinyl (78s). In each of these areas there is a number of duplications and obscure items, which are unlikely to be displayed in their entirety in the future.

Textiles - there is some duplication across the costume and textiles collection which will be addressed under this policy. In particular women's underwear and children's clothing are overrepresented and some items have no particular Coventry connections.

Archaeology - bulk finds are also under active consideration for rationalisation. There is a lot of material excavated in the mid-20th century which was not properly recorded, so much of the associated data regarding context has been lost. This makes it unlikely to be of any value for research purposes. There is also a large amount of duplication across the collection and some it is stored in unsuitable storage boxes which are over-packed. We are consulting with relevant colleagues and sector bodies over the most appropriate approach to take with this collection.

Collections suitable for rationalisation were identified as part of a collection survey undertaken by the collection team in 2009-10.

7 Legal and ethical framework for acquisition and disposal of items

7.1. The museum recognises its responsibility to work within the parameters of the Museum Association Code of Ethics when considering acquisition and disposal.

8 Collecting policies of other museums

8.1. The museum 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.

8.2. Specific reference is made to the following museum(s)/organisation(s):

- Birmingham Museums, Birmingham
- Brooklands Museum, Weybridge, Surrey
- Science Museum Group
- London Transport Museum, London
- West Midlands Police Museum
- Haynes Motor Museum, Sparkford, Somerset
- The British Motor Museum, Gaydon
- Jaguar Heritage Trust, Coventry
- Lakeland Motor Museum, Cark in Cartmel, Lake District
- Leamington Spa Art Gallery and Museum
- Mead Art Gallery, University of Warwick
- Midland Air Museum, Baginton
- National Motor Museum, Beaulieu
- National Motorcycle Museum, Birmingham
- Nuneaton Museum and Art Gallery
- Rugby Museum and Art Gallery
- Warwickshire Museum Service

8.3. Joint acquisition agreements are in place with the following museums:

- Nuneaton Museum and Art Gallery – George Eliot Collection
- Warwickshire Museum Service – Archaeology Collection where boundaries changed in the 1970s.

9 Acquisition

- 9.1. The policy for agreeing acquisitions is:
Culture Coventry Trust recognises its responsibility, in acquiring additions to its collections, to ensure that care of collections, documentation arrangements and use of collections will meet the requirements of the Accreditation Standard. It will take into account limitations on collecting imposed by such factors as staffing, storage and care of collection arrangements.
- 9.2. The museum 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, the museum 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 Loans

- 10.1.1 Culture Coventry Trust is responsible for managing loans on behalf of Coventry City Council. We hold collections in trust for the public and aim to make them available (loans out) to the widest possible audience whilst maintaining high standards of care to ensure their long-term survival and integrity.
- 10.1.2 We also request loans (loans in) from heritage organisations, private individuals and community groups for the purpose of increasing access to collections, providing learning opportunities and enhancing our exhibitions/displays- ensuring the stories we tell are meaningful, relevant and representative of the communities we serve.

11 Human remains

- 11.1 As the museum holds human remains, it will follow the procedures in the 'Guidance for the care of human remains in museums' issued by DCMS in 2005.

12 Biological and geological material

- 12.1 So far as biological and geological material is concerned, the museum 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.

13 Archaeological material

- 13.1.1 The museum 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.
- 13.1.2 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).

14 Exceptions

- 14.1 Any exceptions to the above clauses will only be because the museum 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 the museum will be open and transparent in the way it makes decisions and will act only with the express consent of an appropriate outside authority. The museum will document when these exceptions occur.

15 Spoliation

- 15.1. Culture Coventry Trust 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.

16 The Repatriation and Restitution of objects and human remains.

- 16.1. The Trust's governing body, acting on the advice of the museum's professional staff, if any, 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. The museum 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.

16.2 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'.

17 Disposal procedures

17.1 All disposals will be undertaken with reference to the SPECTRUM Primary Procedures on disposal and the Museums Association's Disposal Toolkit.

17.2 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.

17.3 When disposal of a museum object is being considered, the museum 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.

17.4 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.

17.5 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 the museum's 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 the museum will also be sought.

17.6 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 the museum acting on the advice of professional curatorial staff, if any, and not of the curator or manager of the collection acting alone.

17.7 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.

17.8 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 MA'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).

17.9 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, the museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.

17.10 Any monies received by the museum 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.

17.11 The proceeds of a sale will be ring-fenced 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.

17.12 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

17.13 The nature of disposal by exchange means that the museum 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.

17.13.1 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.

17.13.2 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.

17.13.3 If the exchange is proposed with a non-Accredited museum, with another type of organisation or with an individual, the museum will place a notice on the MA'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).

17.14 Both the notification and announcement must provide information on the number and nature of the specimens or objects involved both in the museum's 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

17.15 If it is not possible to dispose of an object through transfer or sale, the governing body may decide to destroy it.

17.16 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.

17.17 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 when the risk can't be removed or would be unsafe to do so or is part of an approved destructive testing request identified in an organisation's research policy.

17.18 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.

17.19 The destruction of objects should be witnessed by a manager from the collections team. 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.

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Appendix 2 – Collection Items List

Collection items proposed for disposal by Culture Coventry Trust

Accessioned items proposed for deaccessioning and disposal

Proposed disposal method according to SPECTRUM procedure (applies to all items unless otherwise stated):

- Offer to an Accredited museum and advertise on MA Find an Object website.
- If no interest consider interest from other organisations in the public domain, prioritizing local organisations .
- If still no interest seek to auction items to benefit of the museum collections.

Rights of disposal

All registers and correspondence checked and evidence of title established unless otherwise stated.

| Object number and provenance | Description | Additional notes or reason(s) for disposal | Further disposal method notes |
|------------------------------|---|--|-------------------------------|
| 1. Cash's ceramics | | | |
| SH.1959.65.1 | Coffee pot with an oriental design in blue and white. It doesn't have any markings. C.1800 Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.2.A | Shallow dish with floral design. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.3 | Blue and white dish with moulded handles. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.4 | Blue & white china vase. Worcester, 1700 | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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|----------------|---|--|--|
| | | CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.5 | Blue & white china tankard with floral design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.6 | Blue & white china tankard. Man hunting with a dog design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.7 | Small scalloped plate, Elongated hexagon shaped, moulded centre, blue & white, floral design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.8.A | Small jug. Blue and white. floral design with moulding | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.8.B | Small jug. Blue and white. floral design with moulding | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.9.B | This is a moulded plate with floral and insect design. It is known as the Blind Earl pattern, made by Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |

Appendix 2 – Collection Items List

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|----------------|--|--|--|
| SH.1959.65.12 | Blue & white china tankard with sunflower design, Caugley | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.13 | Blue & white china cover with floral/insect design | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.14 | Jug, blue & white floral pattern. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.15 | Jug, Small moulded jug. Blue & white china. Marked with 'C' (Worcester?) | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.17 | Mustard jar. Consists of a Handled vessel with lid and spoon (3 items). Blue & white floral pattern. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.19 | Large long serving plate, blue & white, floral design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.20A | Medium plate, blue & white, Blanc-de-Chine raised floral design w/over decoration. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a | |

Appendix 2 – Collection Items List

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| | | collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.21 | Teapot with lid, blue & white oriental floral pattern | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.22A | Small vase. Floral design with butterfly. Blue & white china. First Period Worcester. Form references Chinese vase shape | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.22B | Small vase. Floral design with butterfly. Blue & white china. First Period Worcester. Form references Chinese vase shape | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.23 | Moulded ceramic dish. Blue and white oriental design | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.24 | Small teacup. Blue and white. oriental view. Marked | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.25 | Small Teacup. Blue and white. Bird design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.26A | Small teacup. Blue and white. oriental scene. | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| | | CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.26B | Small saucer. Blue and white. oriental scene. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.27 | Small cup, oriental design. Blue & white china. Marked with 2 overlapping triangles. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.28 | Container with lid, blue & white floral design. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.29 | Teapot. Floral scene. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.30 | Side Plate. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.32 | Small scalloped plate, Elongated hexagon shaped, blue & white, floral design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |

Appendix 2 – Collection Items List

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| SH.1959.65.34A | Small plate, blue & white, Oriental bird/floral design Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.34B | Small plate, blue & white, Oriental bird/floral design Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.35 | Serving dish, leaf shaped, blue & white floral design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.36 | Bowl, blue and white. floral pattern with relief | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.37A | Small bowl, blue & white, floral/insect design | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.37B | Small bowl, blue & white, floral/insect design | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.38 | Medium bowl, blue & white, fruit/floral design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |

Appendix 2 – Collection Items List

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| | | collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.40B | Saucer, blue and white. Bird design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.41 | Small jug. Blue & white china. Marked with 'C' (Worcester?) | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.42A-B | Saucer and small teacup blue and white. floral design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.43 | Small jug. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.44 | Vase with lid. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.45 | Teapot, very basic design. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.46 | Teapot. Floral design. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| | | CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.47 | Medium oval, lattice serving bowl, blue & white floral design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.48 | Medium oval lattice serving bowl, blue & white floral design no marking | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.49 | Medium round lattice bowl, blue & white floral design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.50 | Medium scalloped plate, blue & white floral design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.51 | Small round lattice bowl, blue & white- floral design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.52 | Medium round lattice bowl with straight edges, blue & white floral design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |

Appendix 2 – Collection Items List

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| SH.1959.65.53 | Small dish, moulded into leaf shape. Blue & white china. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.53DUP | Wide brimmed vase. Floral design. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.54A-B | Small teacup and saucer. Blue and white. oriental floral design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.55A | Oriental teacup with bird design. Blue & white China. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.55B | Small shallow dish with bird design. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.56A | Small saucer, oriental design. Blue & white china. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.56B | Small teapot. Blue and white. floral. No marking | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a | |

Appendix 2 – Collection Items List

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|----------------|---|--|--|
| | | collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.56C | Small teapot lid. Blue and white. floral. No marking | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.57A | Small scalloped shell shaped dish, blue & white, scene w/house and birds | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.57B | Small scalloped shell shaped dish, blue & white, scene w/house and birds | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.58 | Small bowl. Blue and white. oriental design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.59 | Small, leaf-shaped dish, blue & white floral pattern, veins of leaf on underside. No mark | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.60 | Small mug. Blue and white. floral design. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.63 | Medium bowl, blue & white, oriental scene, no markings | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| | | CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.65 | Oval box with lid, blue & white floral pattern, acorn knob on lid. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.66 | Small oval dish, blue and white. oriental scene | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.67A-B | Small ceramic saucer and teacup. Blue and white. Floral design. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.68 | Shallow dish with bird design. Blue & white china. Worcester? | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.69 | Large bowl, blue & white, oriental scene | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.70 | Coffee pot with lid. Oriental design. Blue & white china. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |

Appendix 2 – Collection Items List

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| SH.1959.65.71A | Scalloped side plate. Blue and white. oriental scene. "S" marking | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.71B | Scalloped plate. Oriental design. Blue & white china. Marked 'S' over 'X' | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.73A-B | Small teacup and saucer. Blue and white. Oriental scene. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.74A-B | Tiny teacup and saucer. Blue and white. oriental scene, moulded leaf for handle | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.75A-B | Two double lipped sauce boat. Blue & white china. Oriental design. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.76 | Long scalloped dish. Intensive design. Blue & White China. Marked Worcester? | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.77 | Medium, scalloped plate, blue & white, all-over floral pattern on front and back. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a | |

Appendix 2 – Collection Items List

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|-------------------|---|--|--|
| | | collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.78A+C | Two small dishes. Oriental design. Blue & White China. Marked | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.78B+D | Two small cups. Blue & White China. Oriental floral design | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.79A-B | Two sauce boats, willow pattern. Blue & White China. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.80.A-B | Two medium plates, blue & white, floral design with moulding. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.82 | Lidded bowl. Moulded knob. Fruit & parrot design. Blue & white china. Marked with 'S' | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.83 | Blue & white china coffee pot. Oriental design. No marking | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.85 | Blue & white china tankard. Oriental Design | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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|-------------------|--|--|--|
| | | CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.87 | Large Scalloped bowl, blue & white- vegetable and insect design on outside and fruit and floral on inside. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.88.A-B | Two small moulded teacups. Blue and white. floral design. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.89 | Small fan shaped dish, blue & white bird and floral design. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.90.A | Bowl. Floral design with butterfly. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.90.B | Medium bowl, blue & white china, floral and insect design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.92 | Small mug. Blue and white. Scene with house and trees | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |

Appendix 2 – Collection Items List

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| SH.1959.65.93 | Blue and white china mug. oriental floral design | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.94 | Jar or vase with lid. Floral design. Blue & white china. The vase has a chip in it. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.95 | Jar or vase with lid. Floral design. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.97 | Small jug with lid. Blue and white. oriental scene. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.98.A-B | Two small scalloped plates, blue & white, floral design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.99 | Oval Lattice serving bowl, Blue & White, oriental design, No Markings (broken) | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.100.A-B | Two sauce boats, blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |

Appendix 2 – Collection Items List

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| | | collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.101.B | Round box with lid, blue & white, floral design with moulded flower knob. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.102.A and C | Small saucer. Blue and white. floral design with moulding. Marked and small moulded teacup. Blue and white. floral design. Marked | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.104.C-D | Teacup and saucer, blue & white oriental scene. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.105 | Small plate, blue & white, floral/insect design, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.106 | Small oval lattice bowl, blue & white china with floral design. Worcester (broken handle) | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.108 | Medium straight sided bowl, blue & white, oriental scene, Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |

Appendix 2 – Collection Items List

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| SH.1959.65.109 | Small dish/tray and lidded serving bowl. all with moulded 'oak' handles. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.110 | Small barrel like jug. Blue and white. oriental scene. relief floral with blue trim. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.111 | Small jug. Blue and white. oriental floral design. Marking | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.112 | Small moulded jug. Blue & white china. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.113 | Mug, blue & white china with floral/sunflower design. Shropshire | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.114 | Teapot with lid. Blue and white. Scene with house and trees. No marking | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.116 | Small footed cup. Blue and white. floral design. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a | |

Appendix 2 – Collection Items List

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| | | collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.117 | Small handled vessel. Blue and white. oriental floral. Worcester | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.119 | Oriental soup spoon, blue & white floral design, no marking | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.121 | Small cup. Blue & white china. Marked with 'T' | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.122.A | Small cup. Blue & white china. Marked with 'T' | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.123.A | Oriental soup spoon, blue & white floral design, Worcester (handle missing) | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| SH.1959.65.123.B | Oriental soup spoon, blue & white floral design, Worcester (handle missing) | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a small selection of the collection to tell the story of Cash as a collector and represent middle class Coventry and other historical themes. | |
| 2. Brazil collection | | | |

Appendix 2 – Collection Items List

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| AR.A.892.2 | A Venetian glass dish by Salviati. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| AR.A.892.3 | A wine glass made in Venetian glass by Salviati. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| AR.A.892.5 | A goblet made in Venetian glass. Broken. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | May need to be disposed of via destruction as broken |
| AR.A.892.6 | A goblet made in Venetian glass. Copy of C15-16 th piece made for tourists by Salviati. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| AR.A.892.8 | A tumbler made in Venetian glass by Salviati. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| AR.A.892.17 | Part of a glass vessel, top broken | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | May need to be disposed of via destruction as broken |
| AR.A.892.27 | A glass lid | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| | | CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.59 | A soup plate with a floral gilded edge. The bowl is hand painted and marked 'Bristol'. C 1815 | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.60 | A soup plate with a floral gilded edge. The bowl is hand painted and marked 'Bristol'. C 1815 | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.61 | A medium plate. Painted all over in colours and gilt with oriental bird and floral designs. The background is transfer painted. It is marked 'SPODE'. C 1820 | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.62 | A medium plate. Painted all over in colours and gilt with oriental bird and floral designs. The background is transfer painted. It is marked 'SPODE'. C 1820 | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.63 | A Bristol delft plate dating to the 1st half of the 18th century . It is decorated with a Lambeth Floral design. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.65 | A white moulded plate with a floral painted design, probably Coalport. The plate is marked 'Swansea' and is chipped. C 1820 | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |

Appendix 2 – Collection Items List

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| SH.1949.28.67 | A plate with a blue and white Oriental floral design. It has no markings and has been cracked and re-stuck. Chinese export ware, common, poor condition | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.68 | A Bristol delft plate dating to the 2nd quarter of the 18th century. Blue and white | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.69 | An English (Bristol) delft plate with a blue design on a white background. The plate is broken and has a large chip missing out of it. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.1949.28.70 | plate c 1700-1750. The plate is Chinese export porcelain with a blue and white fence design. The scalloped edge is riveted. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.A.990.80 | A blue and orange Staffordshire earthenware bowl with a Chinese design. C 1800 | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |
| SH.X.1469 | Murrina Millefiori cane twist handled glass vase with break and repair near rim. | Similar items represented elsewhere in collection with stronger links to Coventry. CCT will retain a selection of the collection to tell the story of the Brazil family and their travels as a middle-class family living in Coventry. | |

3. Burbidge collection

Appendix 2 – Collection Items List

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| SH.X.1402 | Yellow jug with polychrome face and flowers | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.1 | A semi-cordial glass with bucket bowl. It has a straight stem with opaque single series twist. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.2 | A semi-cordial glass with round funnel bowl. It has a straight stem with opaque double series twist. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.3 | A semi-cordial glass with fluted ogee bowl. It has a straight stem with opaque double series twist. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.4 | An ale glass with straight stem and opaque double series twist. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.5 | An ale glass with straight stem and opaque double series twist. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.6 | A semi-cordial glass with ogee bowl engraved with grape vine. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a | |

Appendix 2 – Collection Items List

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| | | selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.7 | A wine glass with fluted ogee bowl engraved with flower motif. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.8 | A semi-cordial glass with pointed round funnel bowl and gadrooning. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.9 | Goblet with a straight stem and opaque double series twist. 1750-80 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.10 | Jacobite semi-cordial glass with round funnel bowl bearing rose and thistle. 1770 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.11 | Jacobite wine glass with trumpet bowl bearing rose and bee. It has a plain straight stem with tear. 1770 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.13 | Jacobite semi-cordial glass with bell shaped bowl bearing rose, oak leaf and the word "FIAT". 1770 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.14 | Wine glass with ogee bowl. It has a straight stem with double series air twist. 1750 | Similar items represented elsewhere in collection. CCT will retain the locally | |

Appendix 2 – Collection Items List

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|----------------|---|--|--|
| | | found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.15 | A wine glass with waisted bowl. It has an air twist stem with knop at top and centre. 1750 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.16 | A semi-cordial glass with trumpet bowl and straight air twist stem. 1750 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.17 | Wine glass with fluted ogee bowl. It has an air twist stem with swelling knop at centre. 1750-70 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.18 | Wine glass with trumpet bowl decorated with engraved vine. It has a straight air twist stem. 1750 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.19 | Wine glass with trumpet bowl and straight air twist stem. 1750 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.20 | Ale glass decorated with engraved hops and barley. It has a hexagon faceted stem. 1790 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |

Appendix 2 – Collection Items List

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| SH.1960.270.21 | Ale glass decorated with engraved hops and barley. It has a hexagon faceted stem. 1790 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.23 | A dwarf ale glass with diamond faceted stem. It has an oval and line design around the rim. 1800 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.24 | Dram glass with cup shaped bowl decorated with circle and star ornament. It has a diamond faceted stem. 1790 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.25 | A dwarf ale glass with bowl engraved in hops and barley design. It has a plain straight stem and folded base. 1800 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.26 | Georgian dram glass with trumpet bowl decorated with vetch flower engraving. 1800 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.27 | A giant ale glass with plain straight stem, tear and folded base. 1780 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.28 | Straight stemmed dram glass with conical bowl and thick base with two 'tears'. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a | |

Appendix 2 – Collection Items List

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|----------------|--|--|--|
| | | selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.29 | A plain straight stemmed semi-cordial glass with plain ogee bowl and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.30 | Plain straight stemmed with tear wine glass. It has a plain trumpet bowl and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.31 | Plain straight stemmed toasting glass with plain trumpet bowl and conical foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.33 | Plain wine glass with a bell-shaped waisted bowl. It has straight side stem with knob at base and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.34 | A plain bell-shaped waisted bowl wine glass with knob at base and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.35 | Wine glass with conical bowl engraved with bird and floral motif. It has a straight sided plain stem and base. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.37 | Wine glass with plain conical bowl and plain straight sided stem. It also has folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally | |

Appendix 2 – Collection Items List

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|----------------|--|--|--|
| | | found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.38 | Wine glass with funnel bowl engraved with bird and floral motif. It has plain straight sided stem and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.39 | Goblet with bowl engraved in hops and barley motif. It has a plain thick and straight sided stem and foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.40 | Wine glass with faceted bucket bowl. It has a plain stem with central ribbed knob and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.41 | Wine glass with plain ogee bowl. It has a plain straight sided stem and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.42 | Wine glass with plain ogee bowl. It also has a plain stem with knob at centre and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.43 | Wine glass with a bell-shaped waisted bowl and folded foot. It also has a plain stem with knob at top + base. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |

Appendix 2 – Collection Items List

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| SH.1960.270.44 | Wine glass with plain bell-shaped waisted bowl and folded foot. plain stem with knop at top | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.46 | Wine glass with plain round funnel bowl. It also has plain stem with knop at top and centre as well as folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.48 | Wine glass with long conical bowl engraved with hope and barley. It has a plain stem with knop at top and folded foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.49 | Wine glass with bucket bowl engraved with bird and leaf motif, and Jane Moody. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.50 | Dram glass with plain conical deceptive bowl. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.51 | Dram glass with round funnel bowl engraved with monogram 'HD' in leaf motif and Freemason's Arms. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.53 | Wine glass with moulded cup-shaped bowl. It has a short ribbed knop as stem as well as plain foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a | |

Appendix 2 – Collection Items List

| | | | |
|----------------|--|--|--|
| | | selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.54 | Wine glass with moulded cup-shaped bowl in diamond shape. It has a short ribbed knop. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.55 | Dwarf ale glass with a writhing bowl. It has knop at base of bowl and plain domed foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.56 | Wine glass with a plain trumpet bowl and folded foot. It has ribbed knop at base of bowl and top of stem is moulded and twisted with knop at bottom. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.57 | A small horizontal ribbed tumbler. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.58 | An engraved tumbler with floral/leaf decoration around the monograms 'HA' and 'AC'. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.59 | Circular footed rummer. It is engraved with monogram 'HA', motifs as well as decoration including birds, hearts, dog etc. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |

Appendix 2 – Collection Items List

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| SH.1960.270.60 | Square footed rummer. It is engraved with brig under bridge (Sunderland) and 'SASC' surrounded by hop and barley. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.61 | Square footed rummer with conical bowl. It is engraved with monogram 'HD' in leaf motif and various Masonic emblems. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.62 | A plain boot glass. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.63 | A small plain boot glass. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.65 | A wild boar decanter made of clear glass with raised moulding down back. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.66 | A clear glass jug with very large deep ribbing below its waist. It has 'T. Feltham' engraved at top and plain foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.67 | Flat bottomed glass jug engraved with leaf designs. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a | |

Appendix 2 – Collection Items List

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|----------------|---|--|--|
| | | selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.68 | Small plain glass jug with long waist and bulbous bottom above its plain foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.69 | A tall and light red glass decanter. It has a pear-drop shape with large flared rim. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.71 | Sugar bowl in blue glass shaped like a beaker in a saucer. It has trailing vine design painted in white and gold. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.72 | A blue glass jug with diamond shaped moulding. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.73 | White glass beaker with hand painted floral design in rust, yellow, green, blue and black. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.74 | Glass tankard with straight sides engraved with hope and barley motif, and monogram 'WTC'. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |

Appendix 2 – Collection Items List

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| SH.1960.270.75 | Glass tankard waisted with fluting at bottom. It is engraved with floral motif and monogram 'MW'. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.76 | Glass posset pot with lid and two ribbed handles. It is engraved with floral motif and has a plain foot. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.77 | Large glass vase with various vine and leaf motifs. two medallions design - building with four flags and building with three flags. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.78 | White glass dish with traces of gold paint and it has a very wide rim. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.270.79 | Small white glass jug with wide flared and fluted rim. It is pear shaped and its bottom has some traces of gold paint. Broken into many pieces | Broken beyond reasonable repair. Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | Broken so may need to be disposed of via destruction |
| SH.1960.270.80 | Bell of purple glass with clear handle and clapper. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1960.271 | A large blue dish, probably Lambeth from the 17th Century, with tulip design. three well- | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding | |

Appendix 2 – Collection Items List

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| | defined spur marks and the rim is mended in one place. | collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.2 | Mid 18th century Westerwald one-handled blue jug decorated with large number of grey roundels. 1720 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.3 | Lustre jug from the early 19th century. It has a silver lustre bond white body with polychrome bird design. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.4 | Silver lustreware jug, circa 1810. It shows a man reading on one side and lovers on the other. Staffordshire | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.7 | Satyr head mug decorated in enamel colours and made in a 3 piece house, c 1810. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.8 | Medium size lustreware Staffordshire jug with flower design. It is inscribed on "W.M. Gosling 1823". | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.11 | Staffordshire jug, circa 1790. blacksmith's arms on one side and blacksmith working in smithy on other. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |

Appendix 2 – Collection Items List

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| SH.1962.174.12 | Staffordshire glazed small jug made in early 19th century. decoration in Chinese or Japanese garden scene. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.13 | Staffordshire or Tyneside pink lustreware jug made in first half of 19th cent. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.14 | Staffordshire lustreware jug, circa 1820. relief polychrome decoration and a mask of a man forming the spout. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.16 | Jug decorated with coloured clay chippings and is glazed over. It is from Staffs. 1810s | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.17 | Brown glazed earthenware jug with three Cupids, two pelicans and a band of vine leaves. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.18 | C18th cream ware mug, Leeds (?). Underglazed scene of gentleman seated at bench smoking, with trees | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.21 | An unusual chimney ornament from Staffordshire or Tyne, circa 1800. Two cherubs supporting a tablet. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a | |

Appendix 2 – Collection Items List

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| | | selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.23 | Figurine of a seated cat in dark brown spots. It has frieze of hounds running on base. possibly from Sussex. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.24 | Figurine of a hound in white with reddish brown markings and a large collar with lock. Probably Staffordshire | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.26 | Figurine of a rabbit, mid 19th century. It is white in colour with dark brown markings and dark brown floppy ears. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.27 | Rabbit figurine in dark brown and cream colours. It is probably Staffordshire, circa 1830. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.28 | Figurine of a small dog in white with brown and yellow spots on raised green base. It is probably Staffordshire, circa 1800. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.29 | A cat figurine in creamy grey with brown spots and patches of yellow colour. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.30.1 | Figurine of a camel in salt glazed stoneware, perhaps Douton of Lambeth. It comes in a pair. | Similar items represented elsewhere in collection. CCT will retain the locally | |

Appendix 2 – Collection Items List

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| | | found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.30.2 | Figurine of a camel in salt glazed stoneware, perhaps Douton of Lambeth. It comes in a pair. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.31 | Staffordshire figurine of a white with brown spots dog wearing collar and lead, circa 1800. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.32 | Staffordshire figurine of a small white cottage with steps leading up to front door, mid 19th century. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.33 | Staffordshire ceramic figurine of a cradle made in first quarter of 19th century. It shows a baby in yellow cradle | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.34 | Staffordshire ceramic figurine of a cradle made in first quarter of 19th century. It shows a baby in yellow cradle | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.35 | Staffordshire figurine of a cradle with child kicking off the blanket. 1790s | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |

Appendix 2 – Collection Items List

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| SH.1962.174.39 | Creamware cup, originally identified as a loving cup, then as a communion cup from the Methodist Chapel, circa 1790. 2025 advice indicates that it is a loving cup, its shape is copying contemporary work by silversmiths. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.40 | stoneware mug, Fulham, c 1750. relief showing drinking scene and the lower relief is in cream showing a hunting scene. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.41 | Westerwald mug made in the 2nd half of 18th century. Royal cipher "GB" or GR, possible coronation | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.43 | An hour-glass shaped Staffordshire earthenware beaker. 1810s | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.44 | Small beaker decorated with two satyrs heads in polychrome. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.46 | 18th century cream ware teapot with polychrome design of a lady resting. probably from Leeds or Staffordshire. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.47 | Astbury type teapot, mid 18th century. It has a crabstock handle and spout | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a | |

Appendix 2 – Collection Items List

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| | | selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.48 | Wedgewood cauliflower tea caddy made in circa 1760 and it has a metal lid. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.55 | Large plate with typical dentelle rim and jagged design, circa 1720. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.56 | Small Shropshire slipware plate with "feather" design, 2nd half of 18th century. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.57 | Large Shropshire/Hereford slipware dish with finger trailed meander design, early 18th century. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.58-9 | Black framed Liverpool Delft painted tiles signed "Sadler Liverpool". 58: shepherd & shepherdess 59: a couple seated drinking | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.67 | Bristol delft plate. Scalloped edge oriental scene. C1760 | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.68 | Bristol delft plate. Light blue oriental scene. C1750 | Similar items represented elsewhere in collection. CCT will retain the locally | |

Appendix 2 – Collection Items List

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| | | found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.69 | Scalloped edge plate. Blue and White. Oriental scene. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.70 | Scalloped Plate w/ crest in centre. No marks. "JD" initial | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.71 | Scalloped Plate w/ crest in centre. No marks. "JD" initial | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.72 | Scalloped Plate w/ crest in centre. No marks. "JD" initial | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.73 | Scalloped plate. brown trim, blue and brown house | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| SH.1962.174.74 | Spode plate. Scalloped blue and White floral 1700s | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |

Appendix 2 – Collection Items List

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| SH.1962.174.76 | This is a wall plaque depicting a jester holding a baby. | Similar items represented elsewhere in collection. CCT will retain the locally found material as part of the founding collection of Coventry Museum and a selection of the glassware and ceramics to represent styles and social changes | |
| 4. No provenance ceramics and glassware | | | |
| No number | Two sherds from a blue and white ware tea cup (?) | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.59.1-2 | Silver (plate?) candlesticks, pair | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.287 | large vase/flower pot. Green w/ floral moulding and painted design. No markings | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1186.1-4 | Tea set. Milk jug, sugar bowl, coffee pot, bowl all with Japanese rural scene. Some damage | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1252 | 22 yellow wine glasses. (only one in photo) | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1253 | 4 "oak leaf" wine glasses, photo shows one | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1254 | Glass tumbler | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1255 | 5 Heavy glass tumblers, photo shows one | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1256 | 7 "Greek key" glasses. (only one in photo) | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1962.70.1 Gift Hickman, Mr Was assigned SH.X.1260 | Commemorative teapot with Queen Victoria portrait on the side. 1887 jubilee | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| AR.X.1265 Gift JB Shelton | Pot collected by Shelton, but no site provenance. Medieval | Broken beyond reasonable repair, Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1266 Possibly Gift Shelton | Unprovenanced medieval pottery – probably collected by Shelton. | Broken beyond reasonable repair, Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.1973.59 Gift Campbell, J., Mr Was assigned SH.X.1269 | Pottery vessel. 'Preparation of bone marrow'- Virol (3/59) | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1271-4 | 4x brown pottery vessels | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1275 | Brown glazed jug | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1284 | Sack bottle | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1285 | 5 Fragment of glass bottles | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1286 | A clear glass bottle | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1294 | Plain green glass bottle | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.X.1298 | Brown glass bottles -"WA Gilby Ltd" | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1299 | Plain brown glass bottle | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1300 no label on one of them | brown glass bottle.- "Liquozone" London, made in USA x2 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1301 | brown glass bottle.- "Aston's Sovereign Embrocation" | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1302 | clear glass bottle.- "Vicar Oil" or vigar x2 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1305 | clear glass bottles "Half Pint" imperial x2 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1308-11 | 4x bottles, no markings SH.X.1308- clear SH.1309- clear SH.X.1310- green SH.X.1311- green | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1331 | Green Glass bottle "R. White & Sons" (w/cap) Camberwell, Wolworth | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1332 | Green Glass bottle "Phipps Brewers" (w/cap), Northampton | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1333 | Green Glass bottle "Phillips & Marriott Half Pint" (w/cap), Coventry | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1334 | Purple glass in ornamental mount | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1335 | Brown glass vessel w/ handle and metal stopper | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.X.1336 | glass bottle labelled- "Boots & Cash Chemists" | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1337 | small glass bottle - "Rowntree's" | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1338 | small glass bottle - no markings | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1339 | crystal dessert stand, crack across the top | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1340 | crystal (?) dessert stand | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1341 | 2 cut crystal, footed, fruit dishes One does not have a label | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1342 | This is an orange glass dish with fish feet. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1343 | small glass cake stand | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1344 | 2 crystal, footed, fruit dishes w/leaf deco. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1364-5 | Large ceramic vessel with tray, both painted oriental figures. planter | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1378 Gift Shelton | Small rounded pot/vessel, blue stripes, Shelton | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1379 Gift Shelton | Broken neck of Jug- brown glaze. Broadgate, probably Shelton | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1381 | Bellarmine jug with broken handle | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.X.1382 | 3-Footed white ceramic vessel w/ 2 handles | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1384 | Tea cup with scalloped rim, gold detailing | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1385 | Stoneware jug- Ye Olde Cheshire Cheese, Doulton Lambeth | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1386 | Animal pug figure with no markings. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1387 | Tea cup with gold, purple floral design- no markings | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1389 | Small pot w/ lid and screw device, (Lovatt & Lovatt ?) | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1399 | Cream organic shaped and moulded serving dish. Part of rim gone. | Broken. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1400 | Shallow bowl, gilded pink w/ blue flowers | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1401 | Cup & saucer. Gilded pink w/ blue flowers | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1403 | Thin jug. Multicoloured. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1447 Possibly Gift Shelton? | Regency vase. green flower/fruit transfer | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1448 | Medium plate. Blue ground, moulded leaves and flowers. Marking | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.X.1459-60 | large vases, possibly a pair. Oriental design, one with men in village and other with group of children | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1461 | Stoneware jug, moulded hunting scene | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1462 | Stoneware jug showing Hecate. Edward Walley, Cobridge. 1849 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1463 | Cat figurine, solid ceramic | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1464 | Broken base (or similar), blue and floral | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1465 | Ceramic Cornucopia, white w/ moulded rural scene. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1466 | Tumbler with crackly appearance, mid 19th Century | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1467 | Glass decoration: head with tricorner (?) hat - top of birds drink fountain. C1705 (info from v&a). Ramillie hat | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1468 | Clear glass fish bottle. Irish Good Luck Sweep Ireland to Isle of Mann | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1471 | A clear cut glass cake stand. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1472 | A frosted glass jug. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1473 | Celery vase - crystal etched with grapes. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1474 | Blue glass bottle etched with grapes | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.X.1475 | Glass jug and 2x goblets with gold and white decoration | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1478 | A glass cup or trophy etched 'JCC Dragon' JC rather than JCC? vase | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1479 | A glass tray, plain and round | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1480 | A glass footed shallow bowl - plain and round. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.X.1481.1-6 | Six pieces of broken glass labelled C19th. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1482.1-3 | Three pieces of broken glass labelled C18th. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1483.1-2 | Two pieces of broken glass labelled C17th. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| SH.X.1484 | Fifteen pieces of broken glass - Shelton bottles. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as broken |
| 5. General ceramics and glassware | | | |
| SH Dup:188 H/142/75 | Tea set comprising of 9 cups, 10 saucers, 1 milk jug, one sugar bowl. Belonged to donor's Aunt's mother. Cartwright and Edwards Ltd. Victoria Works, 1912-1926 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| L.1978.133 | Jug Possibly from a washstand set "Kensington" Royal Staffordshire Pottery | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| No number, part of handling collection | Two small plates with blue and white floral transfer design | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.A.739 | 2 fragments of an ancient glass bottle. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.A.796 | A glass sack or wine bottle. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.A.797 | This is a copy of a Portland vase. It is marked 'FG 56'. Red pottery with brown slip | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.A.818 | A small 2 handled sauce bowl or dish made in blue and white china, decorated with an oriental design, probably Willow Pattern. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.A.831 | A canton stoneware ginger jar with a green glaze. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.A.879 | A mug decorated with a painted picture of a girl with plaited hair and gold flourishes. The mug is broken. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as badly broken |
| SH.1953.50 | A large vase in Dutch blue and white delft, dating to the 18th century. May be 'Leicester Delft' | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1953.54 | A Japanese stoneware rice wine bottle, a tokkuri. It was dredged from the North Sea. Binbo dokkuri (poor man's sake bottle) or kayoi dokkuri (returnable sake bottle). Marked with the name of the dealer for returning the empty bottles. popular in the mingei boom. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1954.67 | A large teapot with a lid made from Elton Ware. The lid is chipped. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1955.51 | Two Dresden China plates. White background with multicolour floral pattern. Round with irregular edges | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1955.93 | Flycatcher: domestic object used for catching flies. Plain glass | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1957.170.3-4 | A white glazed English porcelain teacup with no handle and saucer. It has a continuous pattern of lines, leaves and flowers in pink, brown and green around its inside edge. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1957.170.5 | A ceramic bottle top or stopper in a leaf shaped. It is green with floral pattern in panel on front and back. It is hollow with opening at top and painted on side is 'E. Hemmings'. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as badly broken |
| SH.1957.170.6 | Figurine of a lady sitting sideways on a goat in various colours with no marker's name. old notes: Welsh Tinker riding goat - Rockingham. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.26. | This is a brown glazed vessel c 1720 - Shelton from Mattersons site. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.102.1 | A Royal Dalton coffee jug. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.102.2 | A wine measure made of plain glass with vine decoration of brass and green glass beads fixed to the measure. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.102.3 | Vase made of glass with its base screwed onto its main body. It has alternate vertical panels of 'cut' glass and painted flowers. On the base and around its top is a leafy pattern painted in gold. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as badly broken |
| SH.1959.26.1-4 | A white glaze tea set with a handle and sprig pattern in brown all over its body. Teapot (no lid), sugar bowl, teacup and saucer all with '1' on the base | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1960.43.3 | Staffs crown bone china posy holder with floral transfer. Part of collection of doll's china although this is probably not for dolls | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1960.326 | A stoneware wine keg with bung hole at base and circular hole at top. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1961.65.A-B | A very large white pottery teacup and saucer with transfer chrysanthemums. Its capacity is slightly over a pint. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1961.88 | Brown glazed and barge "Rockingham" teapot. It shows a bouquet of wildflowers on each side and beneath, there is a scroll "LOVE THE GIVER". | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1961.246.4-5 | Victorian chimney ornaments: Girl in rustic dress with lamb Girl in rustic dress with small bag under right arm. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1962.73.2 | Tea service set of two sandwich plates; six small plates; six cups; six saucers; one milk jug; one sugar basin; and one slop bowl. Said by donor to have been wedding present to someone in her family in 1870 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1962.87 | Coffee pot in white glazed pottery with transfer printed country scenes of horseman riding along village street in pink. "ENOCH WOOD'S. ENGLISH SCENERY. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1962.150.2 | A pair of cut-glass knife rests with hexagonal ends and faceted stems. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1962.156.6 | Small lustreware jug in gold with raised bandings around its girth as well as flower design of lilac and white flower below its rim. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1962.156.7 | Whistle mug in white glazed earthenware with whistle in shape of bird above handle. It has gold inscription obliterated, possibly a name. | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1963.42.1 | Marble stopper lemonade bottle with two "pinches" in neck. It bears the mark of Three Spires and name of the Coventry Coffee Tavern. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1964.110.1 | Measham bargeware teapot and kettle. brown glaze with applied figures of birds and flowers. "HOME SWEET HOME". | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1965.17 | C19th money box of seated girl with basket. The money box was given to donor by his great-grandmother c 1889 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1965.38 | Cream earthenware jug with satirical scenes: Mill of Youth and Chanticleer. Late C18th, possibly from Liverpool. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1965.200.1-2 | Staffordshire bone china medium bowl with a floral design. Repaired. Jug (1800-1830), blue and white transfer, excavated in Coventry (Shelton) | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1966.72.2 | Brown shiny glazed stoneware jar with straight sides and high carination. It also has a stamped decoration and was used by donor's mother for storing jam. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1967.125.3 | A small, long-necked bottle with ridge and ill-fitting glass stopper. It is not circular at the top. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1967.169.A-B | A very large teacup and saucer with floral pattern | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1967.200.7 | An Egyptian female figurine, originally one of a pair (of female musicians) and given to the donor by her father. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1967.225.1 | small brown pottery jar or vessel. Found at Cooke Street | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1967.235 | Tall jug. Yellow ground with green and moulded flowers. Possibly German | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1968.67.1-2 | A brown English pottery vessel or vase from the second half of the 19th Century. A brown English pottery storage jar. | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1968.71 | An earthenware storage jar with dark red glaze. From Godiva Street Culvert construction works in Jun 1968. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1968.77.1 | A cream fabric stoneware jar with a straight body. From early C20th rubbish tip at Radford Road, Leamington. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1969.90.1-2 | A small, pale green, glass medicine bottle, marked in teaspoon divisions. A surface find from Potters Green, Coventry. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1969.110 | A plate of buff fabric with a bluish glaze. Foliage with cat in centre. Traces of metal attachments on the back. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1970.41 | 6 sherds of pottery from Baginton. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1973.9.3 | 8 piece ceramic dressing table set. Marked - crown over x over "SM". 1887 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1973.66 | A puzzle jug of medieval appearance, probably more recent. It is assumed to have come from Coventry, though possibly of Blackpool origin. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1974.46.2-9 | 2-3: A stoneware pots for preserves. 4: jar possibly for ink. 5: stoneware inkwell. 6: Stoneware jar possibly for ink. 7: Stoneware bottle for ink (?). 8: Stoneware jar for preserves (?). 9: Stoneware bottle for ink (?). | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1975.19 | A wine glass. C 1740 | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1977.9.2 | Glass medicine bottle, unmarked | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1977.14 | Earthenware plate decorated with oriental scene. Ashworth Brothers, Hanley 1880-1910 | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1978.260.4 | Salt cellar: small dish used for serving salt at the dinner table. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1978.260.9A-B | Ornamental posy holders, one in the shape of girl the other a boy. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1978.266 | Moulded glass jar with plate top. From a toilet set | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1981.3 | A bottle labelled - "Oil Spike Lavender". | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1983.74.1 | A small jug with Redcar coat of arms. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1987.50 | Figurine of a girl with two geese, on a cork base. Coventry Ware made in Ohio, USA, no connection to Coventry, England | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1987.180 | A ceramic fruit bowl painted with a fruit design. The bowl is Royal Stanley Ware, Jacobean trademark | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1987.182 | A green glass bottle. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1987.183 | A lustreware jug - "The Farmer's Creed". | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1988.5.4 | Two small plates. They are decorated with small blue flowers and cut-outs along rim. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1988.298 | Standard pint beer glass | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1989.98.3 | Small ceramic vase. Yellow flowers w/ green and gold trim. Dalton Burslem ware vase. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1989.98.4-5 | Two jugs, with painted floral design w/gilding. Royal Worcester. '419' on base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1989.98.12 | ceramic jug decorated with geometric design. Royal/Crown Ducal ware | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1989.98.13-22 | Clews and Co Ltd Chameleon ware ceramics 13-19 - vases 20 - ashtray 21 - plate 22 - bowl | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1989.110.1 | Five liqueur or sherry glasses, they are moulded. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1989.136 | Two Wedgwood ceramic cameos. One is of a crowned queen and the other is of a man with a brimless hat, unglazed. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| 6. Millhouse ceramics | | | |
| SH.1962.131.1 | Two handled mug c 1870; colour design of two ladies riding velocipedes. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.3 | Mug, c 1860: men and women on velocipedes and tricycles. The mug is marked on bottom "BICYCLE". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.4 | Mug, c 1860: men and women on velocipedes and tricycles. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.5 | Jug, c 1870: men and women on velocipedes and tricycles. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.6-9 | Four similar bowls c 1870: men and women on velocipedes and tricycles. Marked "BICYCLE". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.10 | Satirical jug, c 1870: "The Alderman's Velocipede" (a tortoise) and "The Irishman's Velocipede" (a cow). | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.11 | Late Victorian plate: "CALL OFF THE DOG" man on an early velocipede being attacked by dog. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.12 | "VELOCIPED-CARRIAGE" plate showing lady on a velocipede propelled by two boys dressed as coachmen (racist theme). | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.13 | "VELOCIPED BOAT" plate and it shows lady mounted on a pedal paddle boat named "SYLPH". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.14 | "THE GRAND STYLE" plate showing a lady mounted on an early velocipede with built-in sunshade. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.15 | "RETURNING FROM BATHING" plate showing a lady on an early velocipede along seashore. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.16 | "THE MILLER'S VELOCIPED" plate showing the miller riding hobby horse made of a flour sack. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.17 | "THE ALDERMAN'S VELOCIPED" plate showing the Alderman a tortoise. The plate is crazed and discoloured. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.18 | "THE GRAND STYLE" plate showing a lady mounted on an early velocipede with built-in sunshade (racist theme). | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.19 | "VELOCIPED BOAT" plate showing a lady mounted on a pedal paddle boat named "SYLPH". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.20 | "VELOCIPED-CARRIAGE" plate showing a lady on a velocipede propelled by two boys dressed as coachmen (racist theme). | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.21 | "The Grand Style" plate showing a lady mounted on an early velocipede with built-in sunshade. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.22 | "GOING-AHEAD" plate c 1870 of a velocipede race. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.23 | "A PARTY OF PLEASURE" plate showing a man and lady on tandem velocipede. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.24 | The real dandy hobby plate showing a chap on a hobby horse | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.25 | "A VISIT FROM RICHMOND TO CARLTON HOUSE" plate showing gentleman in uniform on a hobby horse with lady riding behind. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.26 | "A VISIT TO CARLTON HOUSE" plate showing gentleman in uniform on a hobby horse with lady riding behind. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.27 | "Daisy Bell" jug with a couple riding a tandem "CROWN DEVON. FIELDING'S. Rd. No. 812297". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.28 | Musical jug. "Daisy Bell" with a couple riding a tandem. "CROWN DEVON. FIELDING'S. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.29 | Musical mug showing a couple on a tandem. It is marked on bottom "CROWN DEVON. FIELDINGS. Rd No. 812297". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.31 | Mug showing two people on tandem and several on bicycles being stopped by a policeman. "How lovely. Better than walk this. Now Mr Scorcher, I've caught you at last". | Broken beyond reasonable repair. The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.32 | Mug. two people on tandem and several on bicycles being stopped by a policeman. "How lovely. Better than walk this. Now Mr Scorcher, I've caught you at last". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.33 | Mug "Penny-Farthing Gentleman". Back: "1896 12 m.p.h. London - Brighton" men sitting on an early Daimler car. "SANDLAND WARE." | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.34 | Mug showing a man on tricycle with men mounted on horseback either side. "The Cover Side 10.4 A.M.". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.35 | Small dish showing a penny-farthing, a tricycle and a landau. "Bois de Boulogne". "Made in England". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.36 | "Pedestrian Hobby Horse" plate. The plate's edge is damaged. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.37 | "Pedestrian Hobby Horse" plate. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.38 | Plate showing: Penny-farthing; lady standing beside bicycle; and lady and gentleman on tandem. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.39 | Plate showing a tricycle and a penny farthing, on a country lane. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.40 | Beaker showing monkeys and apes on unicycles. "T.C.Green & Co. Ltd., Church Gresley. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.41-43 | Small dish showing monkeys, seal and cockatoos on unicycles. "T.C.Green & Co. Ltd., Church Gresley. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.42 | Plate showing monkeys, seal and cockatoos on unicycles. "T.C.Green & Co. Ltd., Church Gresley. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.43 | Plate showing monkeys, seal and cockatoos on unicycles. "T.C.Green & Co. Ltd., Church Gresley. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.44 | Cup with Mickey Mouse on bicycle. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.45 | Cup with Mickey Mouse and Donald Duck on a tandem. Plus Bambi and other small animals. "Copyright Walt Disney Beswick | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.46 | Piper Pig, Figaro and Pluto on a saucer. "Copyright Walt Disney Beswick, England". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.47 | Donald Duck and Mickey Mouse on tandem dish" Copyright Walt Disney Beswick, England". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.49 | Baby Seal and Pluto saucer. "WADEHEATH By PERMISSION WALT DISNEY. ENGLAND". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.50 | Figurine of a gentleman on a penny farthing. "Italy". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.51 | Man on a penny-farthing figurine with Tollkeeper "Every vehicle driven by a horse, mule & ass 2d". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.52 | Figurine. Couple riding on velocipedes. "Kiss me quick" | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.53 | Figurine. Lady on a hobby horse kicking out at gentleman on background. "Dangerous!". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.54 | Figurine. Two ladies on velocipedes. "A dangerous encounter" "2881/1721". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.55 | Figurine. Couple on velocipedes. "Kiss me quick" | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.56 | Figurine lady by a safety bicycle. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.57 | Figurine showing a girl on a safety bicycle. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.58 | Figurine. It shows child on penny-farthing; marked "Germany 4841" | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.59 | Figurine. It shows gentleman on a velocipede. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.60 | Egg with bicycle painted on one side and red penny-farthing on the other. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.61 | Bottle stopper. Picture of gentleman on a penny-farthing. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.153 May be marked SH.X.1312 | Clockwork toy: two gentlemen on tandem tricycle. The rider's legs move like pedalling machine. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.166-171 | Six printing plates showing bicycles 166: tricycle 167: safety bicycle 168: couple on tandem 169: woman's bicycle 170: bicycle 'Jenkinson' 171: bicycle 'Jenkinson' | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.172-176 | Crotal bells for animals | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.181-182 | Two horn matchboxes with cycle decoration | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.184 | Ink well with bicycle | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.185 | Gilt clock showing gentleman beside a bicycle, marked "27". BRITISH UNITED CLOCK CO. LTD. BIRMINGHAM,". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.186 | Condiment set: hobby horse with three holders attached. Design registration on "5/6/1869". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.187 | watch stand in the shape of lady's bicycle | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.189 | Circular dish showing couple with bicycle. Its foot is drilled for hanging and has a mark on back "S.G". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.191 | Bell showing a sportsman in front of bicycle | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.192 | A circular trinket box with a horn. Gentlemen on hobby horses and flower design. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.193 | A circular trinket box with men, some on hobby horses. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.197.1 | Figure of a sportswoman, used to hold a bicycle (missing) | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.197.2 | A model racing bicycle which forms part of a trophy won by L. Raphael for "PARIS 100K". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.198.1 | Le premier prix: Sportman holding cap aloft, bicycle missing | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |

Appendix 2 – Collection Items List

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| SH.1962.131.198.2 | Model racing bicycle which forms part of the trophy won by L. Raphael for the "PARIS 100K". | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| SH.1962.131.199.1-3 | Trophy: Gentleman with penny-farthing on lid and has no inscription. base, cup and lid. | The item and wider collection has no connection to Coventry. CCT will retain a sample of the collection of interest to the social history of cycling, and will retain badges and medals from the collection | |
| 7. Dawes collection | | | |
| SH.A.1037.1 | Dinner service by Copeland: 50 pieces larger coffee cups and saucers smaller teacups and saucers small coffee cup and saucers large teacups (breakfast cups) flat side plates rounded side plates Large plate Large rounded side dish Medium bowl | The museum is retaining a representative sample of this dinner service: Breakfast cup and saucer (large cup) Afternoon cup and saucer (medium cup) Coffee cup and saucer (smallest cup) Rounded side plate Medium slop or finger bowl Large plate | |
| SH.A.1039.2 | Barrel shaped pitchers or jugs, silver | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.A.1039.36, 37, 38, 42, 43 | Silver cutlery | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.1 | decanter (no stopper) | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.3 | decanter (no stopper) | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |

Appendix 2 – Collection Items List

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| SH.X.1257.4 | decanter (with stopper) | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.5 | Decanter with 3 ring top (no stopper) C 1790 | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.6 | Decanter with 3 ring top (no stopper) C 1790 | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.7 | Decanter with 3 ring top (no stopper) C 1790 | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.8 | Decanter with 3 ring top (no stopper) C 1790 | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.9 | Pair of decanters, early Victorian (one stopper) | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.10 | pair crystal decanters (one stopper) | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.11 | crystal decanter (no stopper) | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.12 | crystal decanter (no stopper) pair with .13 | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.13 | crystal decanter (no stopper) pair with .12 | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |

Appendix 2 – Collection Items List

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| SH.X.1257.14 | crystal decanter (no stopper) | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.16 | Indian ceramic made to look like metal. Vase | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.17 | Indian ceramic made to look like metal. Vase | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.18 | Jug | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.19 | crystal decanter | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.20 | Large glass dessert stand | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.21 | Medium, flat, clear glass dish | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.22 | Medium, flat, clear glass dish | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.23 | Smaller, flat, clear glass dish | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.24 | Smaller, flat, clear glass dish | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |

Appendix 2 – Collection Items List

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| SH.X.1257.25 | Two small, flat, clear glass dishes These are underplates or ice plates and should have matching bowls. | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.26 | Large yellow dish | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.27 | 19 glass stoppers for decanters, 3 of which are broken. | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.28 | Various glass stoppers for decanters | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.29 | set of ten wine glasses | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.35 | silver chalice | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.37 | Glass vase or large tumbler, patterned on bottom half | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.38 | Five Bristol blue glass finger bowls | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.39-40 | Georgian wine glass rinsers, 10/11 to be disposed. | Multiple duplications. One example will be retained to demonstrate this tableware fashion | |
| SH.X.1257.41 | Clear glass jug with feet made in Stourbridge | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |

Appendix 2 – Collection Items List

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| SH.X.1257.42 | small cut glass decanter or bottle | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.43 | small crystal bowl, flat cut sugar bowl | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.44 | pair of wine glass rinsers with geometric designs | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.45 | pair of cut crystal wine glass rinsers | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.46 | Two early pressed glass trays, a small thin bottle, a make-up bottle w/metal lid. Trays match, rest does not | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.48 | Set of 6 wine glasses in yellow glass, c 1830 possibly Bristol | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.49 | set of 8 wine glasses with oak leaf design; mid-Victorian | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.52 | Wedgwood hot water jug. Later | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.53 | Late Westerwald tankard | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.54 | Bone china with sprigs Copeland/Spode c 1840 Worcester c 1815 3x coffee cup | CCT is retaining a representative sample of this dinner service | |

Appendix 2 – Collection Items List

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| | 1x matching teacup 1x teacup 4x angled plates 1x curved plates | | |
| SH.X.1257.55 | Highly decorated saucer, Wolfsohn Dresden Augustus Rex mark | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.56 | Westerwald stoneware tankard. | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.57-61 | China sauce boat with lid; plate; two serving dishes; pickle dish. Blue and Gold. Baroque style, perhaps Derby 1850-1900 | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.62 | Linthrope Art Pottery vase, illustrated in C19th English Ceramic Art by JF Blacker | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.63 | Small mug. Blue and white w/ gold trim. oriental scene. early Coleport | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.64 | Large white teapot with floral moulding. Metal lid. Smear glaze. Cobridge. | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.65-66 | Pair of large vases. Cream coloured w/ floral design. Elephant heads as deco handles. Japanese made for European market | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.67 | Chinese vase. Famille Rose, rock and peony. Lid broken in pieces. Japanese made for European market | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |

Appendix 2 – Collection Items List

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| SH.X.1257.68 | Squat, white Parian ware jug with reg mark. C 1860 | Similar items represented elsewhere in collection. A selection of items will be retained to represent the family's wealth and household tastes. | |
| SH.X.1257.72 | Incomplete Limoges dessert set of 4 items | CCT is retaining a representative sample of this tea service. | |
| 8. Bates collection | | | |
| SH.1958.51.1-7 | Seven matching Wine glasses with a narrow stem and solid glass bulb at top next to the bowl. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.8 | Patterned glass salt cellar with four glass projections to form its base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.9 | Patterned glass salt cellar with four glass projections to form its base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.10 | An oval shaped ashtray made of heavy glass. There is a pattern of elongated star on its base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.11 | An oval shaped salt cellar made of heavy glass. There is a pattern of elongated star on its base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.12 | A small oval shaped salt cellar made out of cut-glass. There is a pattern of elongated star on its base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.13 | A footed glass bowl for Victoria's 1887 Jubilee. There is a continuous pattern of Maltese cross and spearhead around the bowl with a scalloped edge. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as badly broken |
| SH.1958.51.14-25 | Six small teacups with no handle and six matching saucers or side plates. Made in Liverpool with Liver bird pattern. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.26 | Small bowl with blue and white floral/bird design and has no marker's mark. It has matching cups and saucers, and probably used for sugar. | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1958.51.27 | Medium bowl with blue and white floral/bird design and has no marker's mark. It has matching cups and saucers. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.28 | A small glazed teacup. Pattern with birds. Inside the bottom of the cup is a picture of bird on a bough. Worcester crescent moon mark on base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.29 | Small saucer with pattern of two birds in a tree and three birds in flight in blue on a white background. Worcester crescent moon mark on base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.30-36 | Three Chinese export porcelain small teacups with no handle. Plus two matching saucers. | Similar items represented elsewhere in collection with stronger links to Coventry. One cup and saucer will be retained to represent Chinese exports | |
| SH.1958.51.37-42 And .21.DUP | Part of a tea set with flower sprays in gold on a white background with a plain interior. Teacup and saucer Milk jug Teapot with lid and perforated strainer Sugar bowl with lid | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.44 | A shallow glazed dish. It has a dark blue pattern of flowers and butterflies on a white background. Its interior is plain with a white glaze. | Broken beyond reasonable repair. Similar items represented elsewhere in collection with stronger links to Coventry. | May need to be disposed of via destruction as badly broken |
| SH.1958.51.45 | Glazed lid for a dish. It has dark blue pattern of flowers and butterflies on a white background. It comes with a handle and is marked inside '3'. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.46 | Glazed small plate with blue floral design on a white background. On its back, it says 'Florentine OPAQUE CHINA' with an impressed mark 'MINTON 1860'. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.47 | Glazed small plate with blue floral design on a white background. On its back, it says 'Florentine OPAQUE CHINA' with an impressed mark 'MINTON 3' for 1861. | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| SH.1958.51.48 | Vegetable dish with a Willow pattern and is marked with '6 COPELAND'. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.50 | Plate with a Willow pattern and is marked on base in blue. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.51 | A meat dish with Willow pattern and is marked 'TWIGG. KP' on its base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.52 | Shallow serving meat dish with a Willow pattern and is marked in blue 'C' (Caughley) on its base. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.54 | Cover for dish or casserole with a Willow pattern and is unmarked. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.55 | Blue and white china two-handled dish for gravy with no lid and has Oriental design. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.56 | Medium bowl with floral sprays in multicolours on the outside. On its inside, there is a cross-over design of flowers and leaves around the edge. It is glazed with no maker's marks. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.57 | An earthen ware mug with coloured Chinese design of mandarins and flowering shrubs on a white background.. There is no maker's mark. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.58 | Medium bowl with Oriental design of mandarins and flowering shrubs on a white background. It has no maker's mark. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.59 | Glazed mug designed in mauve of a cricket match on white background. It has a continuous border in mauve along the inside edge. Its handle has the design of crossed cricket bats, balls and stumps. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.60 | A stoneware mug with brown glaze around its edges and fawn glaze to remainder. It has a moulded design of huntsmen, horses and hounds killing a stag. The mug's handle is in the shape of a dog and there is no maker's mark. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.61 | Large stoneware mug with brown glaze, around its edges and on handle, and fawn glaze to remainder. There is an embossed design of grape vines along its centre and a | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| | border of notched design on inside edge. No maker's mark. | | |
| SH.1958.51.62 | A lustreware mug with bands of pink lustre, blue glaze and repeated pink lustre flower spray design along centre. There is no maker's mark and the handle has a band of pink lustre along the centre. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.63 | A lustreware mug with band of gold lustre around top edge, scene of river, bridge and cottage painted in link lustre on a white background. There is no maker's mark and the handle has two narrow bands of pink lustre along centre. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.64 | A copper lustreware mug with design of nine blue dots each surrounded by twelve smaller yellow dots and has a handle. The interior has a plain blue-green glaze and has no maker's mark. Staffordshire lustreware | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.65 | A sugar bowl with design of a broad band of green with four groups of flowers in copper lustre. Its interior has a plain copper lustre and has no maker's mark. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.66 | A white glaze lustreware saucer with a band of pink lustre around edge. It had a design of pink lustre in centre but most of this has now worn away. There is no maker's mark. Staffordshire | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.68 | Yellow glazed lustreware plate with a band of silver lustre. There is also design of strawberries and leaves painted in red with silver lustre. Its centre consists of plain white earthenware and the plate is marked 'B'. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.69 | Chinese export plate with no maker's mark. It has a pink and mauve floral design on a white background. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.70 | Chinese export plate and is marked with 'U'. It has a pink and mauve floral design on a white background. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.71 | Creamed glazed large jug with design of pale-blue flowers and a thin gold band around its | Similar items represented elsewhere in collection with stronger links to Coventry. | |

Appendix 2 – Collection Items List

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| | centre as well as the edge. It has a lip for pouring and handle of decorative shape with a single blue flower. | | |
| SH.1958.51.72 | Cream glazed small jug with single pale-blue flowers around its centre. The jug has a wide lip for pouring and has a handle. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.73 | An earthenware jug with embossed design of: windmill; hounds; fox; huntsman; man seated at a counter; and man sleeping on barrels. | Similar items represented elsewhere in collection with stronger links to Coventry. | |
| SH.1958.51.74-75 | Candlestick holder. With Candle snuffer. | Similar items represented elsewhere in collection with stronger links to Coventry. | |

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To: Communities and Neighbourhood Scrutiny Board (4)

Date: 29th January 2026

Subject: CCTV in Taxis Task and Finish Group

1 Purpose of the Note

- 1.1 To inform Communities and Neighbourhoods Scrutiny Board (4) of the recommendations from the CCTV in Taxis Task and Finish Group.

2 Recommendations

- 2.1 The Communities and Neighbourhood Scrutiny Board (4) are recommended:

- 1) That the Cabinet Member for City Services:
 - a. Formalise the process for reporting taxi licence revocations under delegated powers to ensure Licensing Committee are kept informed of licenses that have been revoked.
 - b. Support the Council to formally respond to the Government's national consultation concerning taxi licensing regulations, considering responses from the CCTV in Taxis Task and Finish Group before the closing date of 1st April 2026.
 - 2) To agree that a letter is sent to the Secretary of State for Transport, the Mayor of the West Midlands Combined Authority and the Police and Crime Commissioner for the West Midland requesting clear timescales for progress on this matter following the closure of the public consultation.

3 Information and Background

- 3.1 At their meeting on the 17th of July 2025, Communities and Neighbourhoods Scrutiny Board (4) agreed to establish a task and finish group establish whether the Council should require taxis to have CCTV as part of Licensing requirements.
- 3.2 Mandatory CCTV had been considered previously by way of a Cabinet Member report in 2022, a 12-week consultation was undertaken, where 67.9% of respondents did not support the proposal.
- 3.3 In January 2025 a taxi driver from Coventry was jailed for sexually assaulting a woman in the back of his cab in December 2022.

3.4 Membership of the task and finish group was:

- Cllr J McNicholas (Co-Chair)
- Cllr F Abbott (Co-Chair)
- Cllr E Ruane
- Cllr T Sawdon
- Cllr R Thay

3.5 The task and finish group considered several factors regarding the mandatory use of CCTV in licensed taxis, including national legislation, guidance, current policy, crime data, local comparators, costs to the council/drivers and impact on vulnerable groups.

4 Meetings of the Task and Finish Group

- 4.1 The Task and Finish Group have met twice so far. The first meeting was to agree the scope of the Task and Finish Group, as well as to provide some background and context to the work being planned.
- 4.2 In meeting one officers outlined context of the with CCTV in taxis current policy, the national governments position, the current policy in Coventry and its immediate neighbours in the WMCA area.
- 4.3 Officers further answered questions detailing costs and benefits of CCTV installation, including the cost to drivers and how that may be mitigated, public support/opposition to installation, its impact on safeguarding and data security.
- 4.4 Issues related to cross-border hiring were raised highlighting the larger number of taxis in Coventry not licenced in Coventry. Any licensing requirement in Coventry would only impact vehicles licenced in Coventry, not all taxis would be affected, and the implementation could encourage taxis to choose to licence outside of Coventry.
- 4.5 Members considered that the introduction of CCTV could potentially address certain safeguarding issues but had some shortcomings and would need to be monitored and appropriately implemented to be fully effective. The council acting as the data controller would need to guard the data and adopt a clear policy regarding its use. Furthermore, the council would need to consult with relevant at-risk groups as there would always be risks of cross-border licenced taxis avoiding regulation and licence revocations in Coventry.
- 4.6 Members requested that:
 - Information be gathered from other local authorities that have implemented CCTV in their taxis.
 - Engagement with victims, women's and disability groups to provide their positions alongside any relevant information be considered.
 - Take account of the recommendations in the National Audit on Group Based Child Sexual Exploitation and Abuse (The Casey Report).
 - A representative from the police data department be invited owing to the lack of data surrounding crime involving taxis or taxi drivers.
- 4.7 The second meeting was to consider research summarising key points from other local authorities' experience, as well as information on data collected by the police.

- 4.8 A representative from the police laid out the significant limitations on the current system when it came to logging whether crimes were committed by or against taxi drivers, and whether the crime took place in a taxi. There was therefore minimal new data that could be provided to the board to inform their decisions.
- 4.9 Officers presented the information requested at previous meetings laying out the council and combined authorities' current policy on CCTV. It was noted data collection may improve if the process surrounding taxi licence revocation was formalised under delegated powers. Information was also circulated on the implementation of CCTV in Taxis in other local authorities, providing insight on their effectiveness and key takeaways applicable to Coventry.
- 4.10 Information was circulated on the Governments proposals on national taxi licensing in response to the recommendations in the National Audit on Group Based Child Sexual Exploitation and Abuse. Members were informed that the Department of Transport are proposing to launch a consultation on national standards for taxi licensing. Although there was no specific timeline on this and some of the details were still to be announced it was noted this could impact and recontextualise any recommendations made by the task and finish group on taxi licensing requirements.
- 4.11 The Government launched a consultation on Local transport authorities and the licensing of taxis and private hire vehicles on 8 January 2026 to run until 1 April 2026.¹
- 4.12 The consultation focuses on identifying the right level of regulation for taxis and whether local transport authorities should be responsible for taxi and PHV licensing as proposed in the English Devolution White Paper.
- 4.13 Members of the T&F group will meet one more time to consider the questions contained in the government's consultation and request that the Council formally respond within the given consultation period.

Appendix A: Scoping Document

Appendix B: Presentation

Appendix C: Key issues from other Local Authorities

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Law and Governance

¹ [Local transport authorities and the licensing of taxis and private hire vehicles - GOV.UK](https://www.gov.uk/government/publications/local-transport-authorities-and-the-licensing-of-taxis-and-private-hire-vehicles)

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Agenda Item 7

Communities and Neighbourhoods Work Programme 2025-26

Last updated 21st January 2025

Please see page 2 onwards for background to items

17 July 2025

Cabinet Member Portfolio Priorities
CCTV in Taxis Task and Finish Group
Draft Work Programme 2025-26

4 September 2025 - cancelled

23 October 2025

Street Lighting
Fly-tipping performance 2024-25
Severe Weather Emergency Protocol (SWEP)

4 December 2025

Renters Reform Bill

29 January 2026

Design Guides - consultation
CCTV in Taxis – Task and Finish Group Recommendations
Collections Disposals

12 March 2026

Litter picking
SWEP
Food Waste
Housing Enforcement

2025-26

Housing Strategy
Pot-Holes and Road Surface Quality
Gully Cleaning Programme
Garden Waste
Road Safety and Parking Enforcement
Supported Exempt Accommodation
Heritage Strategy
Planning Performance – Planning and Infrastructure Bill

2026/27

Empty Property Strategy
Additional Licensing Scheme progress report
Fly-tipping Performance 25-26

Communities and Neighbourhoods Work Programme 2025-26

| Date | Title | Detail | Cabinet Member/Lead Officer |
|------------------------------|---|--|--|
| 17 July 2025 | Cabinet Member Portfolio Priorities | To invite Cllr P Akhtar and Cllr Hetherton to identify their priorities for the coming year, for Scruco to be able to identify future items and hold Cabinet Members to account | Cllr N Akhtar Cllr Hetherton |
| | CCTV in Taxis Task and Finish Group | To establish a task and finish group to look at CCTV in taxis | Cllr Hetherton Gennie Holmes |
| | Draft Work Programme 2025-26 | To agree an initial work programme | Gennie Holmes |
| 4 September 2025 - cancelled | | | |
| 23 October 2025 | Street Lighting | Following an item on 30 th January, the Board requested an item on the roll-out of LED lighting and part night lighting. Including Recommendations and actions from 30 Jan | Cllr Hetherton Rav Sekhon Mark Adams |
| | Fly-tipping performance 2024-25 | To include fly tipping data covering the past 12 months to as well as 1) Public reporting figures 2) Allocation of additional resource in 25-26 budget 3) Partnerships with housing associations like Citizen to combat fly tipping on their premises 4) Impact of increased fines for fly-tipping | Davina Blackburn Adrian Chowns Sarah Elliott Cllr AS Khan Cllr Hetherton |
| | Severe Weather Emergency Protocol (SWEP) | Refocus to ensure resources associated with SWEP are reaching those who it is intended for | Pete Fahy Cllr N Akhtar |
| 4 December 2025 | Renters Reform Bill | To consider the implications of the Renters Reform Bill on the Council and any changes to services required as a result. Private Sector Housing Enforcement Policy | Cllr N Akhtar Adrian Chowns |
| | | | |
| 29 January 2026 | Design Guides - consultation | To feedback on the draft designs guides referred from Scruco December 24 – to invite SB3 | Chris Styles Cllr N Akhtar |
| | CCTV in Taxis – Task and Finish Group Recommendations | Recommendations from the T&F group – Cllr Abbott to be invited as Chair of Licensing and Regulatory Committee. | Gennie Holmes Cllr Hetherton |

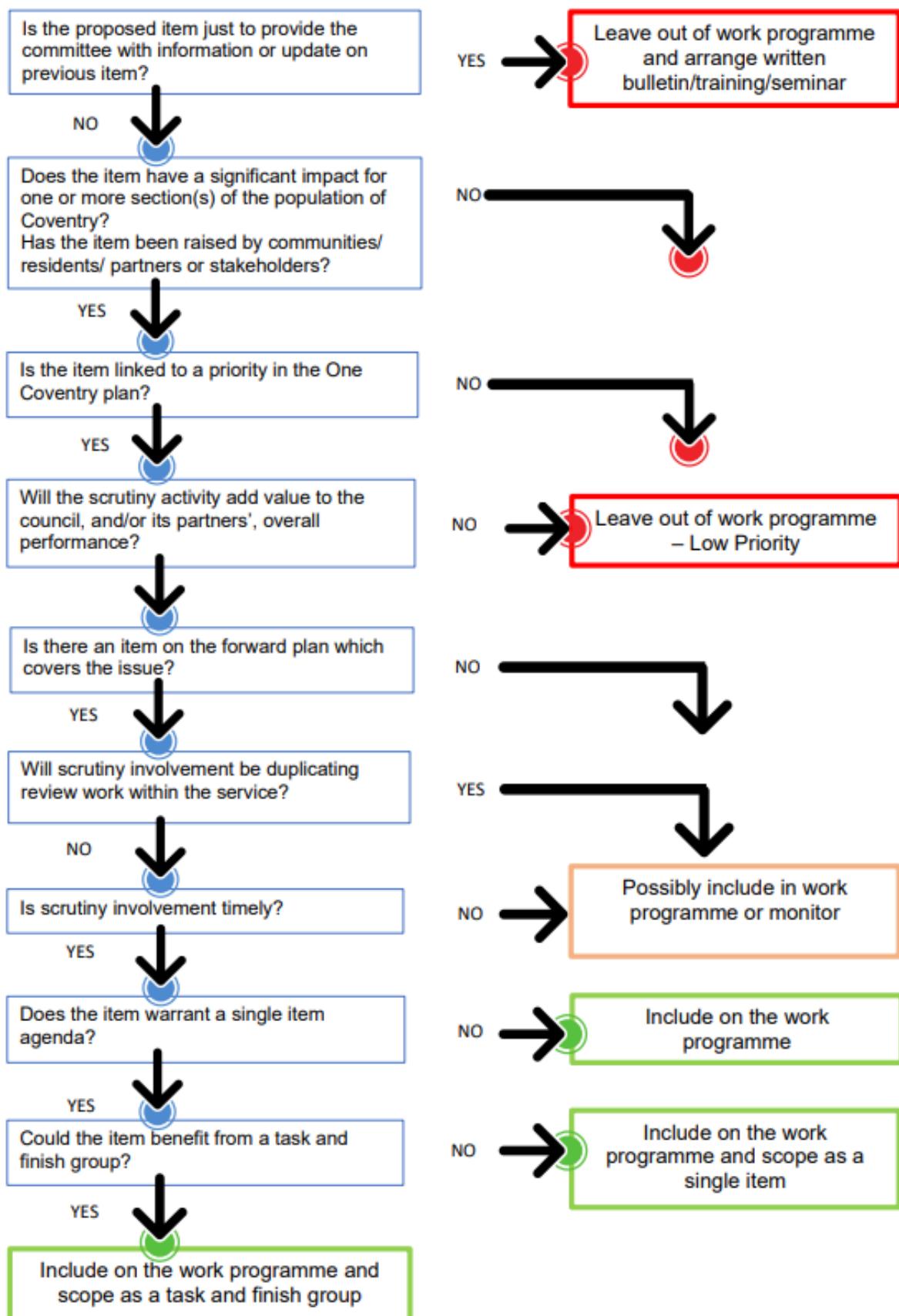
Communities and Neighbourhoods Work Programme 2025-26

| Date | Title | Detail | Cabinet Member/ Lead Officer |
|----------------------|------------------------------------|--|--|
| | Collections Disposals | To consider the disposal of item in the museums collection | Cllr N Akhtar D Nuttall |
| 12 March 2026 | Litter picking | <p>Update following the item considered April 2025 – to include suggestions from member of the public:</p> <p>Suggestions:</p> <ul style="list-style-type: none"> - Target areas that are notorious, so they don't become "dumping grounds" causing possible greater expenditure to clean them up. - Ascertain whether street bins are effectively and efficiently dealt with. - Investigate whether the tip could be promoted more. - Work with Probation <p>A city-wide campaign to make littering unacceptable.</p> | Cllr Hetherton Martin McHugh/ Sam Morris |
| | SWEP | To look at the impact of the changes proposed following the item in October 25 | J Crawshaw Cllr N Akhtar |
| | Food Waste | Further update on implementation and progress on recommendations from item March 25 | Sarah Elliot Cllr Hetherton |
| | Housing Enforcement | To more closely at the steps available to enforce housing standards. | Adrian Chowns Cllr AS Khan |
| 2025-26 | Housing Strategy | To look at local housing provision, including social housing number, as part of the Local Plan. To include social housing providers | Jim Crawshaw Cllr N Akhtar |
| | Pot-Holes and Road Surface Quality | To include the National Highways Satisfaction Survey satisfaction survey data (5% below average) and the green score on the 2026 National Pothole Scorecard | Mark Adams Cllr Hetherton |
| | Gully Cleaning Programme | Requested following an item on Water Quality on 17/7/24. To be considered 25/26 | Mark Adams Cllr Hetherton |
| | Garden Waste | | Sarah Elliot Cllr Hetherton |

Communities and Neighbourhoods Work Programme 2025-26

| Date | Title | Detail | Cabinet Member/ Lead Officer |
|----------------|---|--|--|
| | Road Safety and Parking Enforcement | Referred from Scruco 5 th June 2025 – to include use of digital technology. To follow up on progress April 2024 Scruco actions and recommendations. Use of e-bikes and scooters will be considered by Scruco. | Paul Bowman Cllr Hetherton |
| | Supported Exempt Accommodation | Progress including recommendations from December 24 and January 25/ | Cllr N Akhtar Jim Crawshaw Pete Fahy |
| | Heritage Strategy | Following an item on Conservation Areas the Board requested that the Cabinet Member consider funding prioritisation and allocation, for heritage assets as part of the new Heritage Strategy. | Cllr N Akhtar David Nuttall |
| | Planning Performance – Planning and Infrastructure Bill | Looking at the content of the Planning and Infrastructure Bill and the implications for local government. To include overall performance against Government targets. Annual monitoring report (AMR). | Cllr N Akhtar Rob Back |
| 2026/27 | Empty Property Strategy | To provide an update on Empty Property Strategy as due for renewal next year. To involve scrutiny as part of the consultation process. 26/27 | Davina Blackburn Adrian Chowns |
| | Additional Licensing Scheme progress report | At their meeting on 21 st August, Scruco requested that SB4 receive regular progress reports on numbers of HMO's licensed and enforcement – scheme review 2028. | Adrian Chowns, Davina Blackburn |
| | Fly-tipping Performance 25-26 | A further progress report following the item in October 25 | Adrian Chowns Cllr Hetherton |

Work Programme Decision Flow Chart



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