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Agenda

Cabinet Member for Housing and Communities

Time and Date

11.00 am on Thursday, 26th February, 2026

Place

Diamond Room 1 - Council House

Public Business

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 6)
 - a) To agree the minutes of the meeting held on 15th January 2026
 - b) Matters arising
4. **Stoke Aldermoor Life Centre** (Pages 7 - 14)
Report of the Director of People and Facilities Management
5. **Request by Culture Coventry Trust to Dispose of Collection Items, in Line with Relevant Policies and Accreditation Standards** (Pages 15 - 180)
Report of the Director of Regeneration and Economy
6. **Outstanding Issues**
There are no outstanding issues
7. **Any other item of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved**

Private Business

Nil

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

18th February, 2026

Note: The person to contact about the agenda and documents for this meeting is Suzanne Bennett Governance Services Officer, Email:

suzanne.bennett@coventry.gov.uk

Membership: Councillor N Akhtar (Cabinet Member)

By invitation: Councillors S Agboola (Deputy Cabinet Member) and R Bailey (Shadow Cabinet Member)

Public Access

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Suzanne Bennett
Governance Services Officer, Email:
suzanne.bennett@coventry.gov.uk

Agenda Item 3

Coventry City Council

Minutes of the Meeting of Cabinet Member for Housing and Communities held at 11.00 am on Thursday, 15 January 2026

Present:

Members: Councillor N Akhtar (Chair)

Councillor S Agboola (Deputy Cabinet Member)

Employees (by Directorate):

Law and Governance O Aremu, E McKindley, T Robinson

Regeneration and
Economy S Farey, B Saunders, C Styles

Apologies: Councillor R Bailey

Public Business

12. Declarations of Interest

There were no declarations of interest.

13. Minutes

The Minutes of the meeting held on 11 August 2025 were agreed and signed as a true record.

There were no matters arising.

14. Local Listing Consultation - The Astoria Cinema, 71 Albany Road and Spigot Mortar off Shilton Lane

The Cabinet Member for Housing and Communities considered a report of the Director of Regeneration and Economy to consider the commencement of a public consultation to consider The Astoria Cinema and Spigot Mortar off Shilton Lane for inclusion on the Local List of heritage assets.

The report stated that the City Council has an established process for the nomination of additions to the Local List of Heritage Assets, available to the public via the authority's website. Having received the two nominations, both were found to be valid, and public consultation was recommended to further inform decision making.

Following a presentation from officers, the Shadow Cabinet Member, Councillor R Bailey, sent in a statement in support of the recommendations. The Cabinet Member, Councillor N Akhtar, reiterated these comments recognising these two sites as important cultural, social and historical assets.

RESOLVED that the Cabinet Member for Housing and Communities:

- 1) Approves the commencement of public consultation to consider The Astoria Cinema and Spigot Mortar off Shilton Lane for inclusion on the Local List of heritage assets.
- 2) Delegates authority to Head of Planning Policy and Environment, following consultation with the Cabinet Member for Housing and Communities, to finalise the details of public consultation (including the period of consultation) in line with established processes.

15. Urban Design Consultations - Draft Shop Front Design Guides SPD & Stage One Design Code Consultation

The Cabinet Member for Housing and Communities considered a report of the Director of Regeneration and Economy to consider the commencement of public consultations on a revised Shop Front Design Guide SPD and emerging Design Codes for Coventry as previously committed through the adopted Local Development Scheme (LDS).

As outlined in the report, SPDs (Supplementary Planning Documents) provide guidance for development on specific sites, or on particular issues. The Shop Front Design Guide SPD is a comprehensive review, updating the 2014 Design Guidance on Shopfronts for Conservation Areas and Historic Buildings and would provide clear guidance for applicants considering works to retail shopfronts across the City. As a result, officers stated, changes could have a significant qualitative effect upon the character and quality of streets across the City.

Additionally, the report highlighted the legislative context of design codes within the Levelling Up and Regeneration Act (LURA) 2023 to provide residents with the opportunity to highlight what they view as important design characteristics and how they perceive their local context. The findings of the consultation would then inform the future progress and structure of the Design Code process.

Further to the officers' report, the Cabinet Member sought assurances on the role of the SDP in improving the quality of shop frontages. Additionally, the Deputy Cabinet Member for Housing and Communities, Councillor S Agboola, highlighted the importance of balancing economic growth with shop design and the character of the city.

It was noted that the report was also being considered by the Communities and Neighbourhoods Scrutiny Board (4) on the 29th January, 2026.

RESOLVED that the Cabinet Member for Housing and Communities:

- 1) Approves the commencement of public consultation on the Draft Shop Front Design Guide SPD as detailed in Appendix 1 of this report.
- 2) Approves the commencement of the first stage of consultation of the Coventry Design Code process as detailed in Appendix 2 of this report.

3) Delegates authority to Head of Planning Policy and Environment, following consultation with the Cabinet Member for Housing and Communities:

- a) to finalise the details of public consultation (including the period of consultation) in line with established processes; and**
- b) make any necessary minor editing changes to the Draft Shop Front Design Guide SPD and Coventry Design Code questionnaire prior to consultation.**

16. Outstanding Issues

There were no outstanding issues.

17. Any other item of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved

There were no other items of business.

(Meeting closed at 11.15 am)

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Cabinet Member for Housing & Communities

26 February, 2026

Name of Cabinet Member:

Cabinet Member for Housing & Communities - Councillor N Akhtar

Director approving submission of the report:

Director of People & Facilities Management

Ward(s) affected:

Lower Stoke

Title:

Stoke Aldermoor Life Centre

Is this a key decision?

No

Executive summary:

Stoke Aldermoor Life Centre at Roundhouse Road Coventry ("the Centre") is a Council-owned facility that has been managed by the volunteers of Stoke Aldermoor Community Association since their occupation of the Centre in 2007. In October 2021, the organisation underwent a transition and became the Stoke Aldermoor Community Foundation, (a Charitable Incorporated Organisation CE27004) and registered as Charity Number 1196286. On 18 November 2021, the Cabinet Member for Housing and Communities approved the granting of a one-year lease to the newly formed organisation. This lease approval was contingent upon the submission of a sustainable business case. Following a period of legal processes and negotiations, the lease was completed on 26th October 2022 for a term until 25th October 2023. To date, the Trustees of Stoke Aldermoor Community Foundation ("the Trustees") have continued to remain in use and occupation of the Centre and have operated and managed the Centre.

Despite extensive discussions and support provided, officers have been unable to recommend the granting of a further lease to the Trustees of Stoke Aldermoor Community Foundation. The Trustees have faced several challenges in managing the Centre effectively. After careful consideration, the Trustees have decided that they would like to step away from the Centre and for the Council to initiate an Expression of Interest (EOI) process. The objective of this process is for officers to identify and secure a new organisation that can take on the operation and management of the Centre and complete a formal lease.

The purpose of this report is to update the Cabinet Member for Housing & Communities on the current situation and to seek approval for officers to carry out an EOI exercise.

This exercise will determine whether other community groups are interested in operating and delivering community activities at the Centre. Importantly, this process will be conducted while the Trustees continue to manage the day-to-day activities within the Centre, ensuring the continuation of services at the Centre for the benefit of the wider community.

Recommendations:

The Cabinet Member for Housing & Communities is recommended to:

1. Delegate authority to the Director of People and Facilities Management to seek expressions of interest in the Stoke Aldermoor Life Centre whilst the Stoke Aldermoor Community Association remains in situ.
2. Delegate authority to the Director of People and Facilities Management, following consultation with the Director of Property Services and Development, the Director for Planning and Performance and the Cabinet Member for Housing and Communities to grant a new 3-year lease of the Centre to the successful organisation.
3. Delegate authority to officers to negotiate, agree and complete the initial three-year lease with the successful organisation following the Expression of Interest process

List of Appendices included:

The following appendices are attached to the report:

Appendix 1 - Stoke Aldermoor Life Centre Site Plan

Other useful background papers:

None

Has it or will it be considered by Scrutiny?

No

Has it or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: Stoke Aldermoor Life Centre

1. Context

- 1.1. Stoke Aldermoor Community Association (SACA) has been based at the Stoke Aldermoor Life Centre, a Council-owned property within the operational portfolio, since 2007. The association originally occupied the premises on an informal basis until 2022, when their tenure was formalised through the granting of a short term one year lease to Stoke Aldermoor Community Foundation.
- 1.2. The intention of the short-term lease was to give the Trustees of the Stoke Aldermoor Community Foundation a trial period to see how they managed the operation of the Centre in accordance with the covenants under the lease with the intention of a longer lease being granted if successful.
- 1.3. SACA provides a variety of activities for the benefit of the local community. Primarily they provide space for community organisations to hire, to meet the needs of the local community, two of which are the Pinley over 60's group and sewing group, the Stoke Aldermoor Stitchers.
- 1.4. In February 2016, a Cabinet report entitled "Connecting Communities Phase 1" endorsed a recommendation that all community centres should become self-sustaining by March 2017, without receiving subsidies for repairs and maintenance. Furthermore, it advised that Community Associations enter into leases to this effect. While most community centres have entered long-term leases, the Centre is among the few remaining to complete the process. In October 2022, SACA transitioned to Stoke Aldermoor Community Foundation (SACF), a registered charity able to enter a short-term lease.
- 1.5. On 18 November 2021, the Cabinet Member for Housing and Communities, approved a one-year lease linked to a business case outlining sustainable operation of the centre. This lease was completed on 26th October 2022 following an extended process and expired on 25th October 2023. The Trustees of Stoke Aldermoor Community Foundation continue to occupy the Centre; however, officers have not recommended a further lease is granted by the Council due to operational challenges faced by the Trustees.
- 1.6. The Trustees have determined that it is in the best interests for the future of the Centre for the Council to seek expressions of interest from alternative organisations to assume its management and operation.
- 1.7. Approval is sought for officers to invite community groups to submit expressions of interest to manage and operate the Centre. Upon completion of this process, a three-year initial lease will be offered to the selected community group, which will then assume full management and maintenance responsibilities for the Centre. It is essential that the chosen organisation promotes the community use of the Centre for the benefit of all residents of Lower Stoke, and the selection criteria will require evidence of robust financial planning, previous building management experience, and inclusive proposals catering to all members of the community, irrespective of age,

gender, religion, or socio-economic status. The Trustees of Stoke Aldermoor Community Foundation will continue operating at the Centre

2. Options considered and recommended proposal

- 2.1. Option 1. Seek expressions of interest from community organisations whilst existing occupiers of the Centre remain in-situ during this exercise. (Recommended)**
- 2.2. This option allows Council officers to conduct a transparent EOI exercise whilst searching for an appropriate community association to manage the Centre to benefit the whole community.
- 2.3. This option will allow interested organisations to come forward and demonstrate how they plan to run the Centre sustainably for benefit the whole community. SACF will not be considered as part of the EOI exercise, and officers will negotiate a suitable time with the Trustee to agree vacant possession to allow the new organisation to plan accordingly.
- 2.4. Option 2. Retain Status Quo (Not Recommended)**
- 2.5. If the Council do nothing, it is likely SACF will give notice in respect of their use and occupation leaving the Centre vacant which will lead to the building deteriorating and incur significant void costs. The valuable community provision will cease which provides much needed community space and activities in an area of need.
- 2.6. The Trustees are already experiencing difficulties in operating the Centre and are unable to meet all of their financial commitments. It is likely that the charity may need to take further steps to consider their long-term future.

3. Results of consultation undertaken

- 3.1. The EOI exercise would be carried out, and this would act as part of the consultation process. Lower Stoke Ward Councillors will be notified and invited to comment on the EOI process, the results of which will be considered for inclusion in the process.

4. Timetable for implementing this decision

- 4.1. If the Cabinet Member for Housing & Communities proceeds with the recommended Option 1, it is anticipated that the EOI process would commence at the earliest opportunity and be open for a period of 4 weeks.

5. Comments from Director of Finance and Resources and Director of Law and Governance

- 5.1. Financial Implications - If the expression of interest process is successful and a suitable community organisation is found to occupy the property; there will be no material financial implications arising from this decision. However, if new occupiers cannot be secured, or if a decision is taken not to proceed with an expression of

interest process, the Council will be required to maintain and secure the vacant property, which would result in additional costs.

- 5.2. **Legal Implications**- There are no major legal implications associated with this report. However, legal comment has been received. Officers within Legal Services will negotiate, agree and complete the initial three-year lease with the successful organisation following the EOI process
- 5.3. **Property Implications** - The Centre forms part of the Council's Operational Property portfolio. The Council has provided some assistance to the property incurring some operational expenditure whilst Adult Education were in occupation to ensure the health and safety of the building, Adult Education left this premises in December 2025 and therefore, this assistance ceased. The Council will be seeking a community organisation that could run the centre on a sustainable basis (expenditure met from income) whilst retaining responsibility for major lifecycle / structural costs for the initial 3-year term.

6. Other implications

6.1. How will this contribute to the One Coventry Plan?

<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>

By inviting expressions of interest to manage the centre, the Council will seek to use its community resources to ensure the greatest effect to most residents in the area.

6.2. How is risk being managed?

The Council has engaged constructively with the Trustees and provided ongoing support in conjunction with the community resilience team. Essential repairs and maintenance were completed where health and safety risks were identified.

6.3. What is the impact on the organisation?

The Council does not have the resources or the finances to sustain the current position. The outcome of the expression of interest exercise will result in a sustainable position going forward without the need for operational Council subsidy and which provides maximum benefit for the local community from the site.

6.4. Equalities / EIA?

A full EIA would be undertaken on completion of the expression of interest stage.

6.5. Implications for (or impact on) climate change and the environment?

There are no impacts on the environment arising from the expression of interest exercise.

6.6. Implications for partner organisations?

There are no implications for any partner organisations.

Report author(s):

Daniel Peters, Head of Facilities Management

Service Area:

People and Facilities Management

Tel and email contact:

Tel: 02476 971954

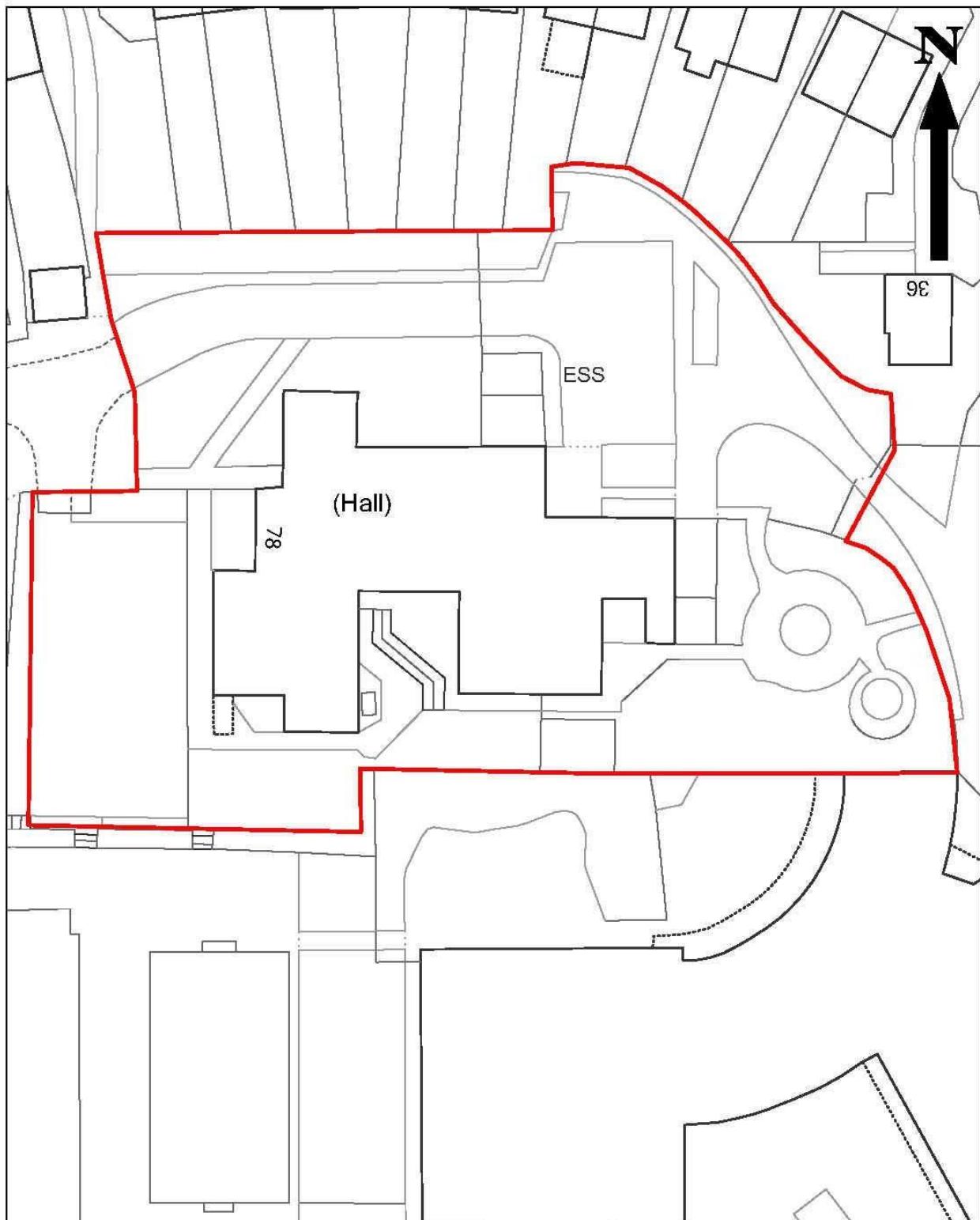
Email: daniel.peters@coventry.gov.uk

Enquiries should be directed to the above person

Contributor/approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
Jon Roy-Gardner	Community Resilience Lead Officer	Strategy and performance	04/02/2026	13/02/2026
Scott Morris	Deputy Head of Facilities Management	People and Facilities Management	04/02/2026	05/02/2026
Suzanne Bennett	Governance Services Officer	Law and Governance	05/02/2026	05/02/2026
Names of approvers for submission: (officers and members)				
Finance: Richard Shirley	Lead Accountant	Financial Management	04/02/2026	05/02/2026
Legal: Julie Sprayson	Deputy Team Leader/ Commercial property Lawyer	Law and Governance	04/02/2026	05/02/2026
Director: Susanna Chilton	Director of People and Facilities Management	People and Facilities Management	12/02/2026	12/02/2026
Councillor N Akhtar	Cabinet Member for Communities and Housing		16/02/2026	16/02/2026

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Appendix 1



PLACE DIRECTORATE

PROPERTY

ONE FRIARGATE

COVENTRY

CV1 2GN

Tel: 024 76972105



Stoke Aldermoor Life Centre - Lease Plan

Drawn By: LB

Scale : 1:500 @ A4

Date:02/11/2021

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Richard Moon - Director, Project Management & Property Services

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26 February 2026

Name of Cabinet Member:

Cabinet Member for Housing and Communities – Councillor Naeem Akhtar

Director approving submission of the report:

Director of Regeneration and Economy

Ward(s) affected:

All

Title:

Request by Culture Coventry Trust to dispose of collection items, in line with relevant policies and accreditation standards.

Is this a key decision?

No. The subject matter within the report can affect all wards in the city, but it is not anticipated that the impact on people living and working in the area will be significant and it is therefore not deemed to be a key decision.

Executive summary:

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. In Coventry, a 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 in Coventry Transport Museum, the Herbert Art Gallery and Museum, and in ancillary stores. For one or more reasons, including the proactive management of collections in accordance with the requirements of Accreditation, a museum may plan to periodically review such arrangements and propose to dispose of certain items from the collections in its care.

It is a requirement of the national Arts Council England (ACE) scheme for granting Accredited status to museums that participating local authorities and museums have a collections and development policy for their collections. With respect to disposals, the Culture Coventry Trust Collections Development Policy 2024-2027 sets out the principles that will provide the governing bodies (including the City Council) and the workforce of the city’s museums with a framework for the responsible and ethical disposal of collections. It provides clear procedures

and decision-making processes common to Accredited Museums. The policy enables the city's 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, donors, funding bodies and other stakeholders.

In line with the procedures set out in the Culture Coventry Trust Collection Development Policy, approval is sought from the City Council for the disposal of the identified collections items set out in this report (this figure comprising individual items and small collections), as requested by Culture Coventry.

Recommendations:

The Cabinet Member for Housing and Communities is recommended:

- (1) To consider recommendations made by the Communities and Neighbourhoods Scrutiny Board (4) as set out in section 3.2 to 3.4 of this report.
- (2) To approve the request by Coventry Culture Trust to dispose of the identified collections items set out in Appendix 1, in line with relevant policies and accreditation standards.
- (3) To approve that the proceeds received from any commercial sales of disposed items be held in reserves by Culture Coventry Trust, pending re-investment into further acquisitions for the museum collections or in exceptional cases, improvements relating to the care of existing collections, in accordance with the Trust's Collections Development Policy 2024-2027.
- (4) To delegate authority to the Director of Regeneration & Economy or his nominee to oversee the appropriate disposal of collection items by Culture Coventry Trust according to accreditation standards and guidelines following disposal approval.

List of Appendices included:

The following appendices are included in the report:

Appendix 1 - Collection items ('Ceramics') proposed for disposal by Culture Coventry Trust

Appendix 2 - The Culture Coventry Trust Collections Development Policy 2024-2027 (attachment)

Appendix 3 - Spectrum Standards on Deaccessioning and Disposal (attachment)

Background papers:

None

Other useful documents

The following papers are posted for reference on the Coventry City Council website:
<https://bit.ly/3YCKSuV>

- 1) Cabinet Member Report (Culture, Leisure and Libraries) - Acquisition and Disposal Policy for Museum, Archives and Local History Collections (18 October 2007)
- 2) Cabinet Member Report (Culture, Leisure and Libraries) - Revisions to City Council's Acquisitions and Disposal Policy for the City's Museums (16 October 2008)
- 3) Cabinet Member Report (Housing Heritage) - Revisions to City Council's Acquisitions and Disposal Policy for the City's Museums (20 February 2014)
- 4) Cabinet Member Report (Community Development) - Request by Culture Coventry to Dispose of Arts and Heritage Assets (8 December 2016)
- 5) Cabinet Member Report (Housing and Communities) - Request by Culture Coventry Trust to dispose of collection items, in line with relevant policies and accreditation standards. (27 February 2024)
- 6) Cabinet Member Report (Housing and Communities) - Request by Culture Coventry Trust to dispose of collection items, in line with relevant policies and accreditation standards. (11 August 2025)
- 7) Communities and Neighbourhoods Scrutiny Board (4) - Request by Culture Coventry Trust to Dispose of Collection Items, in line with Relevant Policies and Accreditation Standards (29 January 2026)

Has it or will it be considered by scrutiny?

The Communities and Neighbourhoods Scrutiny Board (4) considered the proposed disposals set out in this report at their meeting on 29th January 2026.

Has it or will it be considered by any other council committee, advisory panel or other body?

No

Will this report go to Council?

No

Report title:

Request by Culture Coventry Trust to dispose of collection items, in line with relevant policies and accreditation standards.

1. Context (or background)

- 1.1 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. 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. For one or more reasons, including the proactive management of collections in accordance with the requirements of Accreditation, a museum may plan to periodically review such arrangements and propose to dispose of certain items from the collections in its care.
- 1.2 It is a requirement of Arts Council England’s (ACE) Accreditation scheme that Culture Coventry 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.
- 1.3 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 in order 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’ (**Appendix 3**)
- 1.4 The Collections Development Policy (**Appendix 2**) sets out the principles that will provide the governing bodies and the workforce of 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.
- 1.5 Culture Coventry Trust (CCT) has made a request (in accordance with the provision of the Agreement) to Coventry City Council for the disposal of items managed within the current collection. 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. The items proposed for disposal are detailed in Appendix 1, and summarized as follows:

- 1.6 By definition, Culture Coventry Trust has a long-term purpose and holds collections in trust in relation to their stated objectives. The governing body therefore accepts the principle that sound curatorial reasons for disposal must be established before consideration is given to the disposal of any items in collections that are managed by the Trust.
- 1.7 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
- 1.8 Collection review is a crucial component to effective collection management and development,
It provides an opportunity to review plans and practices relating to acquisition, disposal and loans to ensure that the collection is being used effectively for public benefit. At the same time, Culture Coventry continues to actively collect and acquire new objects.
- 1.9 Collections review is an ongoing process, and further items may be identified for disposal at a future date according to criteria identified in the Collections Development Policy.
- 1.10 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.

2. Options considered and recommended proposal

- 2.1 (Option A) – To approve the request by Coventry Culture Trust to dispose of the identified collections items, in line with relevant policies and accreditation standards; To approve the proceeds of any commercial sales of disposed items**

be held in reserves by Culture Coventry Trust, pending re-investment into further acquisitions for the museum collections or in exceptional cases, improvements relating to the care of existing collections, in accordance with the Trust's Collections Development Policy 2024-2027; To delegate authority the Director of Business, Investment and Culture or his nominee to oversee the appropriate disposal of collection items by Culture Coventry Trust according to accreditation standards and guidelines following disposal approval. (Recommended Option)

- 2.2 The Board of Culture Coventry Trust approved the disposal of all items listed in Appendix 1 for curatorial reasons at their Board meetings on **5 September 2025**. In line with the Coventry Culture Trust Collections Development Policy and the Agreement, Culture Coventry Trust is now requesting the Council's approval to dispose of these items.
- 2.3 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.
- 2.4 When disposal of a museum object, archive or local history item is being considered, Culture Coventry Trust establishes 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.
- 2.5 The Council, in consultation with the curatorial team from Culture Coventry Trust, are comfortable that the Disposal Preliminaries for each artefact listed have been met, including sound curatorial reasons for the proposed disposals (**Appendix 2 – CCT Collections Development Policy**).
- 2.6 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.
- 2.7 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.
- 2.8 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.

2.9 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.

2.10 (Option B) – To refuse the request by Culture Coventry Trust to dispose of the items and maintain them within the existing collection - (Not recommended).

2.11 If the request for disposal of these items is refused there will be implications for Culture Coventry Trust. The Trust needs to ensure it focuses its human, spatial and financial resources on the collections that are most relevant and in appropriate condition to support its purpose as a successful arts and heritage body for Coventry. Retaining items recommended for disposal can divert resources, such as storage space and curatorial and conservation staff time and materials, to items that are either already duplicated in the collections, and/or do not support Culture Coventry's core objectives.

3. Results of consultation undertaken

3.1 Disposal requests have already been approved by the Board of Culture Coventry Trust on 5 September 2025.

3.2 At their meeting on the 29th January 2026, the Communities and Neighbourhoods Scrutiny Board (4) were briefed on 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.

3.3 The briefing note provided the Board with information concerning the nature of each item proposed for disposal and the rationale behind each recommendation. Members of the Board had been invited to an online workshop on 27th January 2026, to consider in detail the items proposed for disposal. Members were invited to respond to the full proposals, in order for the Scrutiny Board to be able to make recommendations to the relevant Cabinet Member regarding disposals.

3.4 At their meeting the Board questioned officers and received responses on the disposal process. The Board specifically thanked officers for their hard work and reiterated the importance and value of bringing reports covering the full list of items to the Boards attention and would welcome future input into decisions on disposals. The Board supported the disposal process outlined in the briefing note and recommended that the Cabinet Member support the proposed list of collection items to be disposed by Culture Coventry Trust in accordance with their policy.

3.5 Once disposal of a museum item has been agreed by all parties, Culture Coventry is required to follow a consultation process which abides by guidelines laid down in SPECTRUM, the UK Museum Collections Management standard (**Appendix 3** - Spectrum Standards on Deaccessioning and disposal).

- 3.6 This standard expects that, where items approved for disposal have not been transferred through a direct approach to a specific professional organisation, they are advertised through professional channels to enable other Accredited Museums, and relevant community organisations, to register their interest.
- 3.7 An advertisement is placed in an appropriate professional publication (for example the UK Museums Journal and/or Museums Association 'Find an Object' service) where the disposed object can be offered to recognised organisations. A minimum period of two months is given for an interest in acquiring the material to be expressed.
- 3.8 If there is no interest by a registered organisation in acquiring the object, it may be offered to relevant community organisations which may be able to use the item(s) for public benefit.
- 3.9 If no interest is registered, the item will be disposed of by whatever means the Culture Coventry Trust curatorial team deems most appropriate.
- 3.10 In all instances, the proceeds of any sale of items must benefit the collections. In any uncertainty around the ethics and proper procedure for commercial sale or destruction of an item, advice on these cases should be sought from the Museums Association, Arts Council England or relevant funding body as appropriate.

4. Timetable for implementing this decision

- 4.1 Following approval to dispose, Culture Coventry Trust will place details of items for disposal on the Museum Association's 'Find An Object' website; direct emails will be sent to Accredited Museums where disposals might be most relevant to their collection(s); items deemed to be in too poor a condition for display or resale and/or with health & safety implications will be disposed of appropriately.
- 4.2 A period of at least two months will be allowed for interested parties to claim items featured on the Museum Association's website or offered via direct email contact.
- 4.3 After this period, unclaimed disposals will be considered for disposal through sale (for example vehicle auction), by gift to an organisation which is not an Accredited Museum, or the item may be destroyed.

5. Comments from Director of Finance and Resources (Section 151 Officer) and Director of Law and Governance

5.1. Financial Implications

- 5.1.1 Costs of disposal will be met by sale proceeds, where generated. Culture Coventry Trust will undertake the disposal of items, should the recommendations of the report be agreed. The items being disposed of will not affect previous grant income

received and therefore no financial risk exists to the Council from disposing of the assets. Culture Coventry Trust will need to adhere to the disposal process to ensure other risks (as outlined in the risk section below) are mitigated.

5.1.2 Any monies received by the Trust from the disposal of items will be applied for the benefit of the collections. This normally means the purchase of further acquisitions for the museum collections. In exceptional cases, this may include improvements relating to the care of collections in order to meet or exceed Accreditation requirements.

5.1.3 The proceeds from a sale will be held in reserves as restricted funds by Culture Coventry Trust, pending re-investment into further acquisitions for the museum collections. It can then be demonstrated that proceeds are spent in a manner compatible with the requirements of the Accreditation standard. Detail on the use of the proceeds will be monitored by the Council at scheduled quarterly strategic meetings between the organisations; any significant sale proceeds will be considered for their best use at time of receipt.

5.2. Legal Implications

5.2.1 There are no legal implications arising from this report. The proposed disposal is being undertaken in accordance with the provisions of the Agreement currently in place between the Council and Culture Coventry Trust as well as the Collection Development Policy referred to in this report.

6. Other implications

6.1. How will this contribute to the One Coventry Plan

- Working together to improve our city and the lives of those who live, work and study here – by ensuring resources are focussed on the conservation and interpretation of the most relevant and accessible items in the city's collections for the benefit of Coventry residents.
- Improving outcomes and tackling inequalities within our communities - enhancing access to and focussing resources on the most relevant collections helps to secure the positive benefits to communities presented by the uniqueness of the city's heritage and cultural offer.
- Improving the economic prosperity of the city and region - by rationalising collections and focussing resources on the most relevant items, Culture Coventry Trust will be able to better facilitate access to, and presentation of, the City's collections, in line with national guidance and accreditation standards.

- The Council as a partner, enabler and leader – developing and supporting relationships with museum sector partners across the country by the offering of disposal items to Accredited Museums in other cities.
- Continued financial sustainability of the Council - by ensuring resources continue to be focussed on the conservation and interpretation of the most relevant and accessible items in the city's collections.

6.2. How is risk being managed?

Disposals will not be undertaken to generate short-term revenue (for example to meet a budget deficit). If the Council or Culture Coventry disposed of the items to meet a budget deficit or disposed of items by sale in a manner deemed unethical, there would be a risk of Culture Coventry Trust losing Accredited Museum status. Such an eventuality could incur negative national coverage and potentially a perceived undermining of professional reputation, which could result in:

- The withdrawal of national museums from loan agreements (agreed or planned) with the City's museums.
- Limiting of the City's temporary/touring exhibition offer (due to the potential withdrawal of national partners from such loan agreements).
- Impact on visitor numbers and secondary spend, due to a reduction in the standard and profile of Culture Coventry Trust's temporary exhibition programme.
- Potential claw back of funding secured on condition of visitor footfall targets.

All disposals will be managed according to SPECTRUM standards. 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.

6.3. What is the impact on the organisation?

None

6.4. Equalities / EIA?

As the recommendations do not represent any material change in access, policy or the cultural profile of the collections held by Culture Coventry Trust but instead support continued access to the diverse art and heritage collections held by the City's museums, there are no equalities considerations arising from the recommendations.

6.5. Implications for (or impact on) climate change and the environment?

None.

6.6. Implications for partner organisations?

If the request for disposal of these items is approved there will be positive implications for Culture Coventry Trust. The Trust will be in a position to focus its resources on the collections that are most conservable, relevant and publicly beneficial, to support its purpose as a successful arts and heritage body. The disposal of the items will result in resource savings in areas such as storage space, curatorial and conservation staff time and materials for items that do not support Culture Coventry's objectives.

Report author(s):

Name of Author: David Nuttall

Job Title: Strategic Lead – Culture, Sport, Events and Destination

Contact Details: David.Nuttall@coventry.gov.uk

Name of Author: Salla Virman

Job Title: Head of Culture and Creative Economy

Contact Details: Salla.Virman@coventry.gov.uk

Tel and email contact:

Marcus Lynch

Email: marcus.lynch@coventry.gov.uk

Tel: 024 7697 2199

Enquiries should be directed to the above person

Contributor/approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
Tom Robinson	Governance Services Officer	Governance Services	03/02/2026	04/02/2026
Names of approvers for submission: (officers and members)				
Finance: Helen Williamson	Finance Manager	Financial Management	04/02/2026	06/02/2026
Legal: Oluremi Aremu	Head of Legal and Procurement Services	Legal Services	06/02/2026	12/02/2026
Director: Andy Williams	Director, Regeneration and Economy	Regeneration & Economy	16/02/2026	16/02/2026
Members: Cllr Naeem Akhtar	Cabinet Member for Housing and Communities	-	16/02/2026	16/02/2026

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Appendix 1 - 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. 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.	
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 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. 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.	
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.	
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. 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.	
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 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. 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.	
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 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. 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.	
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.	
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.	
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 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			

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. 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.	Similar items represented elsewhere in collection with	

	The plate is marked 'Swansea' and is chipped. C 1820	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.1949.28.67	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	Similar items represented elsewhere in collection with stronger links to Coventry. CCT	

	and white fence design. The scalloped edge is riveted.	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			
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 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 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	
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 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 knop 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 knop 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 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 knop 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 knop 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 knop 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	
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 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	
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 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	
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-defined spur marks and the rim is mended in one place.	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.1962.174.2	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	
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 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 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	Similar items represented elsewhere in collection. CCT will	

	century. It shows a baby in yellow cradle	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	
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 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 jaggled 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 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	
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.	
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.	
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.	

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.	
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.	
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.	
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.	

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.	
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.	
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.	
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.	
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.	
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.	
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	
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	
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	
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	
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	
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	
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	
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	
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	
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	
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	
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	
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.	
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.	
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.	
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.	
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	Wedgewood 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 1x matching teacup 1x teacup 4x angled plates 1x curved plates	CCT is retaining a representative sample of this dinner service	
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	Linthope 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.	
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.	Similar items represented elsewhere in collection with stronger links to Coventry.	

	Made in Liverpool with Liver bird pattern.		
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.	
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	Broken beyond reasonable repair. Similar items represented	May need to be disposed of via

	on a white background. Its interior is plain with a white glaze.	elsewhere in collection with stronger links to Coventry.	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.	
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 border of	Similar items represented elsewhere in collection with stronger links to Coventry.	

	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 centre as well as the edge. It has a lip for pouring and handle of decorative shape with a single blue flower.	Similar items represented elsewhere in collection with stronger links to Coventry.	
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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Culture Coventry Trust

Collections Development Policy

2024 – 2027

Herbert Art Gallery and Museum
Jordan Well
Coventry
CV1 5QP

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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 breath 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. Therefore 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 Abbey. 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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Deaccessioning and disposal

Definition

The formal decision by a governing body to take objects out of its accessioned collection ('deaccessioning'), and managing the disposal of those objects through an agreed method.

Scope

Use this procedure to dispose of objects that belong to your museum. Reasons might include: objects damaged beyond further use; repatriation of human remains or sacred objects; or transferring duplicate objects to another museum as part of curator-led rationalisation. Sometimes, objects are 'transferred' within a museum, eg from the collection of accessioned objects to a handling collection of non-accessioned ones.

As explained in the ***Acquisition and accessioning*** procedure, 'accessioning' has a very specific meaning: a formal commitment by a museum governing body to accept objects into its long-term collection. Accessioning brings with it ethical responsibilities, as does the reverse process. Deaccessioning always needs careful thought in the light of agreed policy, ideally an integrated 'collection development policy' covering both acquisition and disposal.

The ethical consensus on museum disposal has shifted from, in the words of the Museums Association, a 'strong presumption' against disposing of accessioned objects to acknowledging that 'responsible disposal takes place as part of a museum's long-term collections development policy and starts with a curatorial review'. Financially-motivated disposal is still considered unethical and is likely to result in sanctions from professional and funding bodies.

You can also use this procedure to dispose of items that belong to you but have not been accessioned. These might include objects provisionally acquired through contemporary collecting, but not accessioned at the end of a specified review period. It also covers certain types of bulk material from archaeological and natural history fieldwork. After such material has been analysed and the results published and archived, often only a sample is retained for future research.

Whether accessioned or not, disposing of objects always needs careful thought within the framework of an agreed policy. The main difference is that your governing body should always consider proposed deaccessions, but might delegate decisions about non-accessioned material.

The Spectrum standard

You should have a **policy** covering the disposal of accessioned and non-accessioned objects. This could either be a standalone document, part of an integrated collection development policy, or within a wider collections management policy. Either way, in deciding your policy you will most likely need to consider these questions:

- What ethical codes will you follow when considering potential disposals?
- Apart from general considerations, are there any specific legal constraints on your ability to dispose of objects (eg your enabling legislation, governing document or specific agreements with donors)?
- Why and how might you dispose of objects?
- What criteria will you consider when considering proposed disposals?
- Who can propose and authorise the disposal of accessioned objects?
- Who can propose and authorise the disposal of other kinds of non-accessioned material?

You should also have a written **procedure** that explains the steps to follow when disposing of objects. Spectrum's suggested procedure is a useful starting point, but however you do it, your own procedure should meet the following minimum requirements:

Minimum requirement	Why this is important
You make the case for any proposed disposal of an object in writing.	Those making the decision have all relevant facts and can check the proposal against agreed policy.
In the written case you cite the documentation that proves you own the relevant objects (or gives grounds to assume you do).	Those responsible for the decision can assess the level of risk of disposing of objects when there is no clear proof of ownership.
In the written case you research and note any specific risks, costs or other relevant constraints.	You do not dispose of hazardous objects improperly or even illegally (eg asbestos).
You get specific approval from your governing body before disposing of any accessioned object, and from more than one authorised person disposing of any non-accessioned material.	Your governing body can be properly accountable for disposals. Objects are not disposed of at the whim of one individual.

Minimum requirement	Why this is important
You dispose of objects in line with the ethical codes that apply to your museum.	You do not risk reputational damage or lose Accredited status.
You formally enter approved deaccessions in your accessions register and update other relevant records.	Your accessions register is your tamper-proof master list of all the objects you own.
You keep all documentation relating to disposals.	There is an audit trail in case of later problems.

Suggested procedure

Deaccessioning objects

Check possible sources of information about the objects.

When disposal of objects is proposed, check all possible sources of information about the objects. Where available, this might include:

- Entry records.
- Loan agreements.
- Accession registers.
- Minutes of meetings at which acquisitions were considered or reported.
- Annual reports.
- Catalogue records.
- Object history files.
- Present or former staff and volunteers.

If there is reason to think that the objects are on loan, and it is possible to contact the lender (or their estate) to discuss returning them go to ***Loans in (borrowing objects)***.

If it seems likely that the objects are on loan, but it is not possible to trace the lender (or their estate), you should seek advice before proceeding further.

If there is clear evidence that the objects belong to your museum, but there are legal constraints (eg your enabling legislation or governing document) or specific agreements with donors that might prevent disposal, seek advice before proceeding further.

If the objects clearly belong to your museum and there are no conditions preventing disposal, double check your policy and relevant codes to make sure there are no ethical objections to the disposal.

You should open a file on the proposed disposal, and make a note of the research carried out at this stage, as evidence of due diligence should problems arise in future. Note the **Document location** so that you and others can find this file in future.

If in doubt, seek advice.

If there is any doubt about the legality or ethics of the disposal, you should seek advice, particularly if the objects are of high intrinsic or monetary value. If you do not have it in-house, you should also seek curatorial advice on the significance of the objects from a subject specialist.

Note that there are situations where you are obliged to dispose of an object (eg where it poses a public health or safety risk).

Add a record of any advice received to the disposal file and note the **Document location** so that you and others can find it in future.

Select the method of disposal and seek authorisation.

The final decision on disposals should always be taken by your governing body. You should prepare a written report on any proposed disposal, summarising the research carried out and any advice sought. As applicable, this report might include:

- Core inventory information about the objects in question, including images where possible.
- An evaluation of the significance of the objects in the context of your collection and your collection development policy.
- If you want to dispose of objects that seem to duplicate others in your collection, details of the other relevant items.
- If you want to dispose of objects because they are hazardous, a condition report and technical assessment from an expert advisor.
- If relevant, cost estimates for ongoing conservation, maintenance and storage of the object if you were to retain it, including a condition report by a conservator, if appropriate.
- Valuations provided by a third party.
- The relevant clauses in your collection development policy which support the decision to dispose.
- The proposed method of disposal.

File a copy of this report and record the **Document location**.

Does your governing body approve the disposal?

If your governing body decides against a proposed disposal, record the decision, close the file and end the procedure.

If the disposal is approved, also record the decision and note the **Document location** so you and others can find it in future if any question arises about the disposal.

Disposing of objects

Are the objects to be destroyed?

If objects are to be destroyed (eg because they are damaged beyond all further use, or pose a hazard) you may in some cases need specialist help to do this safely and legally (eg asbestos). See **Note 1** for further guidance.

To record that the objects have left your care go to **Object exit** and return to this procedure at 'Recording the disposal'.

Approach potential recipients directly or advertise the disposal appropriately.

If objects are to be disposed of by gift, exchange or sale you can approach potential organisations directly or advertise through appropriate professional channels (eg the UK Museums Journal). In the UK it is recommended that Accredited museums should have the chance to acquire disposed objects, but other community organisations may also be able to use them for public benefit.

The information provided to potential recipients should include:

- The number of objects involved, or approximate number if a bulk disposal.
- A description of the objects concerned (or subjects covered if a large number of similar items).
- The preferred method of disposal.
- The terms of disposal.

Allow a minimum period of two months for an interest in acquiring the material to be expressed.

File a copy of this information and record the **Document location** in case you or others need to find it in future.

Do you have a suitable recipient?

If not, you may need to rethink the disposal. You should go back to your governing body for a decision on how to proceed.

Agree terms with the new owner and transfer legal title to them.

If the disposal is by exchange or sale, you will need to agree the terms of the deal. Even if you are giving the objects away, you need to agree such issues as who is responsible for collecting or delivering them, any conservation work or packing needed, insurance, costs, timings and other practical matters. This should be agreed in writing by both parties, as should the transfer of legal title stating that your museum has handed over ownership of the objects to the recipient.

File your signed copy of these agreements and record the **Document location** in case you or others need to find them in future.

Arrange for the objects to be collected or delivered, along with relevant original documents.

To arrange transport for the objects go to **Object exit** and from there to **Location and movement control**, returning to this procedure to finish recording the disposal.

As well as giving the new owner a copy of all non-confidential information you have about the objects, you should also provide any relevant original documents relating to their history (eg operating manuals, associated correspondence, and conservation records).

Do not remove your museum's numbers from the objects, as they form part of the items' history.

Recording the disposal

Record information about the disposal process.

This should include:

Disposal information

- **Disposal reference number**.
- The date of disposal - **Disposal date** (use a standard term source).
- The method of disposal - **Disposal method** (use a standard term source).
- **Disposal reason** (use a standard term source).
- The person authorising the disposal - **Disposal authoriser** (Use a standard form of name).
 - The date of the authorisation - **Disposal authorisation date** (Use a standard format).
- The signature of the person with overall responsibility for the decision to dispose.
- Any restrictions that were applied to the disposal - **Disposal provisos**.
- Other information - **Disposal note**, including a reference to the decision your governing body to accept disposal (meeting date and minute number).

If the disposed objects were from your accessioned collection you should agree the point at which they officially stopped being part of it (eg when title was transferred), and record:

- **Deaccession date** (use a standard format).

If the disposed objects were transferred to someone else:

- The name and contact details of the recipient of the disposed objects:
 - **Disposal recipient** (use a standard form of name).
 - **Address**.
- The new number of the object in the recipient's collection (if relevant) - **Disposal new object number**.

If the disposed objects were sold record:

- For a single object - **Disposal price**.
- For a group of objects - **Group disposal price**.

Update your accession register, if applicable.

If the disposed objects were from your accessioned collection, annotate your accession register so that it is clear the objects have been deaccessioned.

Update catalogue records if not done already.

If information about the disposal process has not been recorded directly within the relevant catalogue records of the disposed objects, update these now. Go to **Cataloguing**.

Update your list or file of disposed objects, if applicable.

If your system is not computerised and you maintain a separate list or file of disposed objects, update this. Note the **Document location** of this list in the relevant catalogue records.

Guidance notes

Note 1: Destroying objects

Only destroy objects in exceptional circumstances such as:

- Where an object poses a serious conservation threat to other items in the collection and cannot be countered by treatment or isolation from other objects.
- Where an object creates a serious health and safety risk to staff, volunteers or the public which cannot be overcome in an acceptable way.
- Where an object has deteriorated or become broken beyond reasonable repair, and no part or sample has any identifiable use or viability.

- Where you have had no interest shown by another organisation or interested individual after advertisement, and the object is unsaleable.
- For certain categories of bulk archaeological or natural history material, from fieldwork, may be destroyed provided that the material has been fully analysed and published and all relevant records deposited with the site archive. Where applicable, an adequate and representative sample should be retained for future research.

Objects which have been identified as a hazard should be destroyed according to applicable legislation and regulations.

Deaccessioning and disposal

Deaccessioning objects

