Moving Collections to New Premises

Museum: Brightlingsea Museum, Essex

Project lead: Margaret Stone, Curator (http://www.brightlingseamuseum.com/contact.html)

Grant amount: £1,147.79

Project overview:
The museum prepared its collections for moving to new premises. This included condition checking, wrapping and packing and labelling by theme, as well as digitising images and updating records.

Key outcomes:

- Improved knowledge of collections
- Objects are properly packed in well-defined collections, making locating and replacing items much easier
- Racks and boxes labelled and storage directory completed, providing a convenient point of reference for volunteers and users.
- Programme of digitisation of images continued, ensuring conservation storage of originals
- Textile collection organised with a dedicated rack, boxes, covers and hangers
- Collection of OS maps organised and placed in appropriate conservation envelopes

Collections Review and Rationalisation

Museum: Cambridge Museum of Technology, Cambridgeshire

Project lead: Morgan Bell, Assistant Curator (morgan.bell@museumoftechnology.com)

Grant amount: £2,000

Project overview:
The Collections Team undertook a detailed collections review. Objects were assessed, catalogued, conservation cleaned if necessary, photographed and repacked. Duplicate objects or those not fitting the collecting policy were identified for rationalisation. Former Cambridge Instrument Company employees and the Pye Trust helped identify unidentified objects.

Key outcomes:

- Improved storage and documentation
- Increased knowledge, including knowledge about significant objects and hazards in the collections identified
- A streamlined collection
- New volunteers recruited

Entomology Collections Review

Museum: Peterborough Museum, Cambridgeshire

Project lead: Glenys Wass, Heritage Collections Manager (glenys.wass@vivacity.org)

Grant amount: £600

Consultant: Steve Garland (www.stevegarland.co.uk)

Project overview:
A specialist consultant reviewed of the under-used entomology collection, looking at condition, documentation and historical data, potential scientific and historical significance. The report identified potential use of the collection, recommendations for rationalisation, and looked at potential key partnerships promote and use the collection in the future.

Key outcomes:
- Improved understanding of the nature and significance of the collection, and its future potential
- Increased confidence to manage the collection and review of current practice and volunteer documentation
- Collections management plan formed and key recommendations incorporated into the forward plan

Taking Stock: Rationalising and Revealing the Potential of a Hidden Collection

Museum: The Stained Glass Museum, Cambridgeshire

Project lead: Jasmine Allen, Curator (curator@stainedglassmuseum.com)

Grant amount: £1,626.95

Project overview:
A thorough review of the museum's non-stained glass objects, including cataloguing and photographing many items for the first time, and repacking.

Key outcomes:
- Identified key objects in the collections and improved knowledge means museum is better able to explain their relevance
- Highlighted key areas in which to develop the collection, including identifying items for rationalisation
- Donor of a large collection of objects tracked down and object entry form signed to transfer ownership to the museum

Review and Rationalisation of the Malting and Wickham of Ware Collections

Museum: Ware Museum, Hertfordshire

Project Lead: Judi Thompson, Vice Chair (curatorial_team@ware-herts.org.uk)

Grant Amount: £1,800

Project Overview:
The museum carried out a review and rationalisation of two collections, totalling 4697 objects. Volunteers were given training to use MODES to begin cataloguing the collection.

Key outcomes:
- Trustees and volunteers have considered how and why they store objects and will be updating their collections acquisition and disposal policy
- Reorganised and updated workroom, making more space available for volunteers
- Review and rationalisation of information about collections for sharing with the public
- Planning to purchase an additional computer with a MODES license to increase the time that volunteers can access MODES

Review and Audit of Archaeology Collections

Museum: Mill Green Museum & Mill, Hertfordshire

Project lead: Emily Shepperson, Curator (e.shepperson@welhat.gov.uk)

Grant amount: £1,977.55

Consultant: Helen Giles (https://hgmuseumconsultancy.co.uk/)

Project overview:
The museum commissioned an expert review of the archaeology collection. The work focused on assessing the bulk archaeology collections and producing a full spreadsheet of all boxes detailing site codes, storage quality, documentation, and recommendations for future work. Training was held for staff and volunteers to disseminate the findings of the review and to cover basic training into object packing and handling.

Key outcomes:
- Improved knowledge, understanding and access to the archaeology collection, for example, through photographs linked to object records on the collection management software
- Improved its network of contacts and understanding of current practices through involvement with the Society for Museum Archaeology and Hertfordshire Association of Museums archaeology meetings
- Better collections care by training volunteers in object packing and handling