

Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED
www.kendaltowncouncil.gov.uk



12 June 2023

To Members of the Mayoralty and Arts Committee

Cllr J Brook	Cllr J Cornthwaite (Vice-Chair)
Cllr J Dunlop (Chair)	Cllr L Hendry
Cllr M Severn	Cllr D Rathbone
Cllr G Tirvengadam	Two vacancies

You are summoned to a meeting of Kendal Town Council Mayoralty and Arts Committee on **Monday, 19 June 2023, at 7.30 p.m.**, in the Council Chamber at the Town Hall, Highgate, Kendal.

(Distributed to other Members of the Council for information only.)

Yours faithfully

Chris Bagshaw
Town Clerk

AGENDA

Public Participation

Any member of the public who wishes to ask a question, make representations or present a deputation or petition at this meeting should apply to do so before the commencement of the meeting. Information on how to make the application is available on the Council's Website - <http://www.kendaltowncouncil.gov.uk/kendal-town-council/statutory-information/guidance-on-public-participation-at-kendal-town-council-meetings/> or by contacting the Town Clerk on 01539 793490.

1. Apologies

To receive and accept any apologies. If accepted, apologies will be considered to be for reasons approved by the council under the terms of the Local Government Act 1972, s85.

2. Declarations of Interest and Dispensation

To receive declarations by members and/or co-optees of interests in respect of items on this agenda and to consider any dispensations.

3. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To consider whether there are any agenda items during consideration of which the press and public should be excluded.

4. Minutes from the Last Meeting (Pages 3 to 8)

To receive the minutes of the meeting on 27 March 2023 and to authorise the Chairman to sign them as a true record (see attached).

5. Minute Action Sheet (Pages 9 to 11)

To consider a report on actions taken by officers on resolutions or recommendations made at previous meetings (see attached).

6. Review of Spend against Budget 2023/24 (Page 12)

To consider a report on budget spending (see attached).

7. Acquisition and Discard Policy (Pages 13 to 18)

To consider a draft Acquisition and Discard Policy for recommendation to Full Council for adoption (see attached).

Background

The Committee sought a review of the Council's Acquisition and Discard Policy following its viewing of the collection, earlier in 2023. The Draft is the first stage in a process that will simplify the rationale behind the Council's Collection, make strategic decisions on retention or disposal easier and assist the Council in bringing more of the town's heritage into an accessible position.

8. Slavery and Kendal Exhibition (Pages 19 to 21)

To receive a report on progress for plans for the Slavery and Kendal Exhibition (see attached).

9. Museum Provision

To consider any actions required to support museum provision in Kendal.

10. Twinning

To receive a brief verbal report on the activities and affairs of the Town's two twinning relationships.

11. Newsletter and Publicity

To consider which items will be included in a press release and items for the next edition of the Council's Newsletter.

Item No.4

Kendal Town Council

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Minutes of the meeting of the Mayoralty and Arts Committee held on Monday, 27 March 2023, at 6.00 p.m. in the Mayor's Parlour at the Town Hall, Highgate, Kendal.

Cllr J Brook	Present *	Cllr J Dunlop (Vice-Chair)	Present
Cllr L Hendry	Present	Cllr D Rathbone (Chair)	Present
Cllr M Severn	Absent	Cllr G Tirvengadam	Apologies
Vacancy			

* Left at 7.40 p.m. during consideration of Agenda Item No.11 (Museum Provision), Minute No.MA47/2022 below.

In attendance: Chris Bagshaw (Town Clerk), Simon Unsworth (Heritage Officer) and Inge Booth (Democratic Services Assistant).

MA37/2022 Apologies

An apology for absence was received and accepted from Cllr G Tirvengadam.

MA38/2022 Declarations of Interest

No declarations of interest were raised under this item.

MA39/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No items were considered for exclusion.

MA40/2022 Minutes from the Last Meeting

Resolved: To receive the minutes of the meeting of the Mayoralty and Arts Committee held on 23 January 2023 and to authorise the Chairman to sign them as a true record.

MA41/2022 Minute Action Sheet

The Committee considered a report on actions taken by officers on resolutions or recommendations made at previous meetings.

MA16/2022 (Kendal Museum) – The Heritage Officer reported that he had met with representatives of the Museum and that arrangements were being made for the familiarisation tour to take place on Tuesday, 18 April 2023, at 11.00 a.m. Details would be circulated to all Members once finalised.

MA17/2022 (Twinning) – The Town Clerk informed the Committee that he had heard nothing further from Kerry County Council with regard to the twinning arrangement between Kendal and Killarney. Further discussion would take place under Agenda Item No.12 (Twinning), Minute No.MA48/2022 below.

MA18/2022 (Town Council Collection) – With regard to arrangements for a sign for the Mayor's Parlour door, the Heritage Officer reported that he was able to obtain a small brass plaque at a cost of £50. Members confirmed that the sign should simply read "Mayor's Parlour". Further discussed was the need for a sign at Town Hall ground level, with directions to the Mayor's Parlour and the Heritage Officer undertook to discuss with the relevant Westmorland & Furness Officer appropriate signage in keeping with house style. A cautionary note was raised with regard to the future potential for a mayoral combined authority, with its own mayor.

MA22/2022 (Purchasing in relation to Kendal Town Council Events) – The Heritage Officer reported that purchases had been made for Mayor Making and other public events.

Resolved: The Heritage Officer to purchase a small brass plaque for the door to the Mayor's Parlour at a cost of £50, to read "Mayor's Parlour".

Resolved: The Heritage Officer to meet with the relevant Officer at Westmorland & Furness to discuss appropriate signage for directions to the "Mayor's Parlour" at Town Hall ground floor level, in keeping with house style.

Resolved: To note the report.

MA42/2022 Review of Spend against Budget 2022/23

The Town Clerk presented the Committee's budget monitoring report (year to date month 12) for 2022/23. He pointed out that the figures reflected the agreed transfer from earmarked reserves for mending the Mayor's chain.

In response to a query with regard to details in relation to the breakdown of staffing costs for individual committees, the Town Clerk explained that the old system of recharging was no longer used, with all staffing costs now being kept centrally. He suggested the possibility of reverting to recharging following the Council's forthcoming transition.

Resolved: Following the Council's forthcoming transition, to consider the possibility of reverting to recharging in relation to staffing costs for individual committees.

Resolved: To note the budget monitoring report (year to date month 12) for 2022/23.

MA43/2022 Council Collection – Storage, Retention and Discard Policy

The Heritage Officer provided a verbal report on the progress of the production of a policy with regard to the storage, retention and discarding of items in the Council Collection. He informed the Committee that this was a work in progress and that he had already produced a very comprehensive draft to ensure that there was flexibility as to what was specific to the Town/should be retained/sold on/etc. He stressed the fact that the Council currently had more assets than it had either storage or display space. A lot of work had been carried out in relation to a robust and recognised scoring system in relation to the policy. He hoped to bring the draft policy to the next meeting for Members to recommend the document to Full Council for adoption.

Members acknowledged that the benefit of the process was to open up the Town Council's collection to all and to allow more control of what gifts were accepted and the ability to suggest other options of County Archives or Kendal Museum. To this end, the Town Clerk drew attention to discussion which would take place under Agenda Item No.11 (Museum Provision), Minute No.MA47/2022 below. The Chair was keen to ensure that there was a change in attitude in thinking what access should be provided to the collections as opposed to were to store it.

Resolved: The final draft of the Council Collection – Storage, Retention and Discard Policy to be brought to the next meeting of the Committee for consideration for recommendation to Full Council for adoption.

Resolved: To note the verbal report.

MA44/2022 Slavery and Kendal Exhibition

The Heritage Officer provided a verbal update on progress for plans for the Slavery and Kendal Exhibition. Eight boards would be created, providing a picture of Kendal and context; details on families and individuals involved; fundamental information around, for example, tobacco and snuff; with the last board providing a round up.

The Heritage Officer had met with the two curators from Kendal Museum and had discussed the polar bear which had belonged to the Lowther family who had mostly been involved in the coal industry, however, had had earlier links to slavery. He explained that he had received no further input from Members, and so would now be writing up the information he already had, with a view to having it verified by someone academic with the correct historic knowledge. Consideration also needed to be given as to where the display should be housed.

Members stressed the need to ensure that the exhibition was not focussed on the negative side of slavery but that it was a relatively passive exhibition, demonstrating how slavery and Kendal merged together. With regard to where to place the display, it was suggested that the Brewery Arts Centre may be appropriate, particularly if timed to be displayed at the same time as the Unity Festival. The Heritage Officer undertook to make enquiries with the Brewery, pointing out that he should at least be able to prepare a leaflet publicising the event by that time, with a trail aimed at primary school children. He stressed the importance of ensuring that what was produced was correct.

Also raised were the exhibition's links to the Heritage Officer's talks in the Town Hall and to Anti-Racist Cumbria. In addition, the potential for the inclusion of something in relation to modern slavery on the boards was raised. The Heritage Officer explained his intention to include the fact that slavery was an ongoing issue, as well as the fact that this year it was 200 years since the anti-slavery movement.

Suggested was the need also for Cllr J Dunlop to meet with the Heritage Officer.

Resolved: The Heritage Officer to make enquiries with the Brewery Arts Centre with regard to display of the exhibition.

Resolved: The Heritage Officer to prepare a leaflet to publicise the event during the Unity Festival, together with a trail aimed at primary school children.

Resolved: to include information regarding modern slavery, as outlined above.

Resolved: The Heritage Officer to meet with Cllr J Dunlop to discuss the exhibition.

Resolved: To note the verbal update.

MA45/2022 Mayor Making and Town Assembly

The Committee was asked to consider the arrangements for Mayor Making 2023 and for the parish meeting or Town Assembly, which had to be held between 1 March and 1 June. Dates had been agreed for Mayor Making to take place on 18 May in the Assembly Room, with the Annual Town Assembly and launch of the Town Plan to take place at 7.00 p.m. on 22 May, potentially in the Kendal Town Council Chamber. Details would be publicised through press releases, social media, flyers, etc. The relevant staff had been appraised and would be available as necessary, with the Events Officer arranging invitations. The need to involve both Cllrs J Dunlop and C Russell was raised.

Resolved: To note arrangements for Mayor Making 2023 and the Annual Town Assembly.

Resolved: To ensure that Cllrs J Dunlop and C Russell are involved in arrangements.

MA46/2022 Town Hall Signage

This item had been dealt with under Agenda Item No.5 (Minute Action Sheet), Minute No.MA41/2022 above.

MA47/2022 Museum Provision

The Committee was asked to consider any actions required to support museum provision in Kendal.

The Town Clerk referred to a recent discussion held with representatives from Lakeland Arts. It was felt that there was work to be carried out with regard to co-ordination of Kendal's museum provision and various collections between Kendal Museum and Lakeland Arts, with involvement from the Town Council and the Westmorland & Furness Library Service.

Attention was drawn to the fact that nowhere actually told the story of Kendal and the potential to create a trail leaflet, including information relating, for example, to tenter hooks, Bowling Fell, snuff, K Shoes, etc., was raised. Also raised was the need to bring on board the relevant Westmorland & Furness portfolio holders and officers. To this end, it was suggested that a meeting should be initiative between relevant stakeholders, with further people being brought in following that meeting.

Members welcomed this suggested direction of travel. The Heritage Officer undertook to encourage Members to attend the visit to Kendal Museum on 18 April and the Town Clerk undertook to make the necessary arrangements for a stakeholder meeting immediately after the Torchlight event in September.

Resolved: The Heritage Officer to encourage all Town Council Members to attend the visit to Kendal Museum on 18 April 2023.

Resolved: The Town Clerk to make arrangements for a stakeholder meeting, probably after the Torchlight event in September, with a view to discussions in relation to co-ordination of Kendal's museum provision and collections, through the creation of a trail leaflet.

MA48/2022 Twinning

The Committee considered the activities and affairs of the Town's two twinning relationships.

With regard to the relationship with Killarney, the Chair advised that the Clerk had made attempts to make contact and he himself had responded to a number of communications on Facebook. The Town Clerk explained that the relationship had struggled since the abolition of Killarney Town Council. It was felt that consideration now needed to be given with regard to how to move forward.

Attention was drawn to the strong community of Ukrainians living in Kendal and the potential for developing a link with that country. The question, however, of whether the Council had the ability to do justice to a new relationship was raised, as well as the need to bring on board the whole Council and Town and District of Kendal. Various different options were discussed and the general consensus of opinion was that the Council should continue to look to foster relationships with Killarney, as well as looking at options for twinning in the future.

The Town Clerk suggested a need in future for reports to be submitted by Kendal's twin towns.

Attention was drawn to the fact that Rinteln were hoping to bring four representatives to Mayor Making in May and also to a virtual quiz due to be held at 3.00 p.m. on 19 April between Rinteln and Kendal.

Resolved: To continue to look to foster relationships with Killarney, as well as looking at options for twinning in the future.

Resolved: To make arrangements for reports to be submitted to the Council from its twin towns.

Resolved: To note that a virtual quiz is due to be held at 3.00 p.m. on 19 April 2023 between Rinteln and Kendal.

MA49/2022 Newsletter and Publicity

The Committee considered which items discussed at the meeting would be included in a press release and items for the next edition of the Council's Newsletter.

It was suggested that a press release be written in relation to the Annual Town Assembly and process for and the launch of the Kendal Plan, including the first priorities of Climate Change and Biodiversity.

It was further suggested that the next Newsletter include information on the success of the five recent Mayor's Parlour Talks, all of which were over-subscribed, with attendees having been both interested and engaged. Details in relation to future dates needed to be included, the Heritage Officer reporting his intention to hold two or three sessions in each month up until September. He also wished to encourage group bookings and for invitations to be extended to Westmorland & Furness staff.

Resolved: A press release to be written in relation to the Annual Town Assembly and process for and the launch of the Kendal Plan, as outlined above.

Resolved: The next Newsletter to include information on the success of the five recent Mayor's Parlour Talks, and details with regard to future dates, also encouraging group bookings

Resolved: Invitations be extended to the staff of Westmorland & Furness to attend Parlour Talks.

The meeting closed at 7.20 p.m.

Item No.5 - Mayoralty and Arts Committee - Minute Action Sheet - as at 12-06-23							
Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
24/10/2022	MA17/2022	Twinning	The Town Clerk to contact Kerry County Council to find out if they are in support of the twinning arrangement between Kendal and Killarney and to establish who exactly it is that he needs to talk to and to report back to a future meeting of the Committee	CB		25/10/2022	Second chase sent to Matthew Farrell following brief contact Feb 2023
24/10/2022	MA18/2022	Town Council Collection	Town Clerk to consider a suitable lease agreement regarding what is displayed by SLDC, together with an audit of what works are currently displayed by SLDC.	CB			Awaiting LGR
24/10/2022	MA18/2022	Town Council Collection	A tour of the Mayor's Parlour and Picture Store to be arranged for all Members on the rising of a Full Council meeting, publicising the aim for Members to come back to the Mayoralty and Arts Committee with any suggestions.	CB/SU		16/01/2023	Sessions now planned
24/10/2022	MA18/2022	Town Council Collection	The Town Clerk to make arrangements for a sign to the Mayor's Parlour.	SU			Awaiting LGR
24/10/2022	MA20/2022	Civic Events Programme	To alter the Programme as per discussion outlined within minutes, with the Charity Dinner to be held in February and Mayor's Sunday in July.	FMcM	14/02/2022	Completed	
24/10/2022	MA21/2022	Exhibitions	Heritage Officer to commence on research with regard to arranging an exhibition on Kendal's links with the slave trade to take place in June 2023.	CB		Commenced and agenda report	
23/01/2023	MA34/2022/	Museum	A visit be arranged for the Committee, and any other interested Members, to visit Kendal Museum.	CB		Completed	
23/01/2023	MA34/2022/	Museum	Following Members' visit to Kendal Museum, an approach be made to the Principal of Kendal College with regard to looking at the possibilities for a new vision, a Museum for Kendal.	CB		As above	

Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
23/01/2023	MA35/2022/	Twinning	To pursue with Kerry County Council the potential of reinvigorating the twinning arrangement with Killarney.	CB		Chased through named officer	
23/01/2023	MA35/2022/	Twinning	Subject to reinvigoration of the twinning arrangement with Killarney proving to be impossible, a paper to be brought to Committee on options for twinning arrangements to be made with a town in Eastern Europe.	CB/SU		No action further taken to date	
23/01/2023	MA36/2022	Press	To issue a press release around the process of the council reviewing its retention policy and drawing attention to the collection	CB		To complete	
27/03/2023	MA41/2022	Minute Action Sheet	The Heritage Officer to purchase a small brass plaque for the door to the Mayor's Parlour at a cost of £50, to read "Mayor's Parlour".	SU		Costed and specified	
27/03/2023	MA41/2022	Minute Action Sheet	The Heritage Officer to meet with the relevant Officer at Westmorland & Furness to discuss appropriate signage for directions to the "Mayor's Parlour" at Town Hall ground floor level, in keeping with house style.	SU			
27/03/2023	MA42/2022	Review of Spend against Budget 2022/23	Following the Council's forthcoming transition, to consider the possibility of reverting to recharging in relation to staffing costs for individual committees.	CB		Under review	
27/03/2023	MA43/2022	Council Collection – Storage, Retention and Discard Policy	The final draft of the Council Collection – Storage, Retention and Discard Policy to be brought to the next meeting of the Committee for consideration for recommendation to Full Council for adoption.	SU		On agenda	
27/03/2023	MA44/2022	Slavery and Kendal Exhibition	The Heritage Officer to make enquiries with the Brewery Arts Centre with regard to display of the exhibition.	SU		To be reported	
27/03/2023	MA44/2022	Slavery and Kendal Exhibition	The Heritage Officer to prepare a leaflet to publicise the event during the Unity Festival, together with a trail aimed at primary school children.	SU		To be reported	

Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
27/03/2023	MA44/2022	Slavery and Kendal Exhibition	To include information regarding modern slavery, as outlined above.	SU		To be reported	
27/03/2023	MA44/2022	Slavery and Kendal Exhibition	The Heritage Officer to meet with Cllr J Dunlop to discuss the exhibition.	SU		To be reported	
27/03/2023	MA45/2022	Mayor Making and Town Assembly	To ensure that Cllrs J Dunlop and C Russell are involved in arrangements.	SU		To be reported	
27/03/2023	MA47/2022	Museum Provision	The Heritage Officer to encourage all Town Council Members to attend the visit to Kendal Museum on 18 April 2023.	SU		Completed	
27/03/2023	MA47/2022	Museum Provision	The Town Clerk to make arrangements for a stakeholder meeting, probably after the Torchlight event in September, with a view to discussions in relation to co-ordination of Kendal's museum provision and collections, <u>through the creation of a trail leaflet.</u>	CB		On agenda	
27/03/2023	MA48/2022	Twinning	To continue to look to foster relationships with Killarney, as well as looking at options for twinning in the future.	CB		In progress	
27/03/2023	MA48/2022	Twinning	To make arrangements for reports to be submitted to the Council from its twin towns.	CB		Not yet actioned	
27/03/2023	MA49/2022	Newsletter and Publicity	A press release to be written in relation to the Annual Town Assembly and process for and the launch of the Kendal Plan, as outlined above.	CB		To be completed	
27/03/2023	MA49/2022	Newsletter and Publicity	The next Newsletter to include information on the success of the five recent Mayor's Parlour Talks, and details with regard to future dates, <u>also encouraging group bookings</u>	CB		Actioned	
27/03/2023	MA49/2022	Newsletter and Publicity	Invitations be extended to the staff of Westmorland & Furness to attend Parlour Talks.	SU			

09/06/2023

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Detailed Income & Expenditure by Budget Heading 01/05/2023

Month No: 2

Cost Centre Report

	Actual Last Year	Actual Year To	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>270</u> <u>Mayoralty & Arts</u>								
4700 Mayoral Allowance	5,524	0	5,524	5,524		5,524	0.0%	
4705 Mayoral Travel	281	263	800	537		537	32.9%	
4720 Mayor Making	1,838	150	0	(150)	1,952	(2,102)	0.0%	
4725 Torchlight	1,730	0	0	0		0	0.0%	
4730 Remembrance Sunday	279	0	0	0		0	0.0%	
4735 Pictures & Others	0	0	0	0	50	(50)	0.0%	
4740 Regalia & Uniforms	0	0	2,000	2,000		2,000	0.0%	
4745 Misc. Mayoral Functions & Exp	5,492	300	7,500	7,200	60	7,140	4.8%	
4746 Mayor's Charit Exp	0	1,588	0	(1,588)		(1,588)	0.0%	
4750 Twinning	930	0	1,500	1,500		1,500	0.0%	
4755 Exhibitions	2,000	(2,000)	1,000	3,000		3,000	(200.0%)	
4760 Museum	2,000	0	0	0		0	0.0%	
Mayoralty & Arts :- Indirect Expenditure	<u>20,075</u>	<u>301</u>	<u>18,324</u>	<u>18,023</u>	<u>2,062</u>	<u>15,961</u>	<u>12.9%</u>	<u>0</u>
Net Expenditure	<u>(20,075)</u>	<u>(301)</u>	<u>(18,324)</u>	<u>(18,023)</u>				
6000 plus Transfer from EMR	4,309	0						
Movement to/(from) Gen Reserve	<u>(15,766)</u>	<u>(301)</u>						
Grand Totals:- Income	0	0	0	0			0.0%	
Expenditure	20,075	301	18,324	18,023	2,062	15,961	12.9%	
Net Income over Expenditure	<u>(20,075)</u>	<u>(301)</u>	<u>(18,324)</u>	<u>(18,023)</u>				
plus Transfer from EMR	4,309	0						
Movement to/(from) Gen Reserve	<u>(15,766)</u>	<u>(301)</u>						

DRAFT Acquisition and Discard Policy

Name of organisation: **Kendal Town Council**

Name of governing body: **Kendal Town Council Mayoralty and Arts Committee**

Date on which this policy was approved by governing body:

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

Date at which this policy is due for review:

1) Relationship to other relevant policies/plans of the organisation:

- a) The Council's statement of purpose is: 'To collect, conserve and make available for study and display heritage items relating to the development and history of the town of Kendal, with particular reference to the town's Mayoralty and government'.
- b) The governing body will ensure that both acquisition and disposal are carried out openly and with transparency.
- c) By definition, the council 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.
- d) Acquisitions outside the current stated policy will only be made in exceptional circumstances.
- e) The council recognises its responsibility, when acquiring additions to its collections, to ensure that it takes into account limitations on collecting imposed by such factors as staffing, storage and care of collection arrangements.
- f) The council 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 town can acquire a valid title to the item in question.
- g) The town will not undertake disposal motivated principally by financial reasons.

3) History of the collection

The collection (usually called The Mayor's Parlour Collection) is the result of many years of acquisition by Kendal Town Council (formerly Kendal Borough Council). It is housed in part in Kendal's Mayor's Parlour in the Town Hall where it can be viewed (by arrangement) by individuals or groups. More items are in the Picture Store, also in the Town Hall. Items in the collection represent significant moments in Kendal's history and illustrate the town's growth and development from the middle ages onwards. Many of the items in the collection are donations.

4) An overview of current collection

The collection consists of around 900 items including paintings, silver plate, photographs, furniture, sketches, books and other artefacts which relate to the town and its history.

5) Archival holdings

As the town holds archives, including council documents, photographs and printed ephemera, its governing body will be guided by any available good practice for the item's storage, conservation and display.

6) Acquisition

- a) No purchase should be made or donation accepted unless the item can be categorised as 1, 2 or 3 according to the list set out in Appendix 1.
- b) Donations should only be accepted with the agreement of the governing body
- c) Authority to approve the acquisition of items with a value of up to £500 is delegated by the Council's Governing Body to the Town Clerk and heritage Officer. The acquisition of items over £500 will be subject to authorisation by the Governing Body. The ownership of the collections remains with Kendal Town Council. The town will exercise 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 town can acquire a valid title to the item in question.
- d) The town 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).
- e) 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 town will reject any items that have been illicitly traded.

7) Archaeological material

- a) The town 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.
- b) 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).

8) Exceptions

Any exceptions to the above clauses will only be because the town is:

- a) acting as an externally approved repository of last resort for material of local (UK) origin
- b) acting with the permission of authorities with the requisite jurisdiction in the country of origin
- c) In these cases the town 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 town will document when these exceptions occur.

9) Disposal procedures

- a) All disposals will be undertaken with specific reference to the guidance in Appendix 1.
- b) 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.
- c) When disposal of an item from the town collection is being considered, the town 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.
- d) 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.

- e) 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 town's collection 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 town will also be sought.
- f) 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 town acting on the advice of professional curatorial staff, if any, and not of the officer or manager of the collection acting alone.
- g) 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 Organisations likely to be interested in its acquisition.
- h) If the material is not acquired by any Accredited Organisation 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).
- i) Any monies received by the town from the disposal of items will be applied solely and directly for the benefit of the collections. This normally means the conservation of current and future items but may include the acquisition of items. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way.
- j) The proceeds of a sale must be restricted to the long-term sustainability, use and development of the collection.
- k) 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.

10) Disposal by exchange

- a) If the council, upon recommendation of the governing body, chooses to exchange an item from the collection, the incoming item must be categorised as 1, 2 or 3 according to the list set out in Appendix 1.

11) Disposal by destruction

- a) If it is not possible to dispose of an object through transfer or sale, the governing body may decide to destroy it.
- b) 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.
- c) Destruction is also an acceptable method of disposal in cases where an object is in extremely poor condition, has high associated health and safety risks or is part of an approved destructive testing request identified in an organisation's research policy.
- d) 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.
- e) The destruction of objects should be witnessed by an appropriate member of the town workforce. In circumstances where this is not possible, e.g. the destruction of controlled substances, a police certificate should be obtained and kept in the relevant object history file.

Appendix 1: ranking of Items for Retention/Discard

1. Item has a direct link to the Mayoralty and/or Kendal Town Council. Not to be disposed of unless under point 6.
2. Item has a direct link to the town of Kendal's history and development. Not to be disposed of unless under point 6.
3. Item has a direct link to key individuals or groups associated with the town **and** also has a direct link to the Mayoralty and/or Town Council. Not to be disposed of unless under point 6.
4. Item has a direct link to key individuals or groups associated with the town **but** has no direct link to the Mayoralty and/or Town Council. Disposal can be considered.
5. Item has no obvious link to town, Mayoralty and/or Town Council. Disposal should be considered.
6. Item is irretrievably damaged. Disposal should be considered.

Ecroyde Claxton: Helping to End the Transatlantic Slave Trade

Item No.8

The Dolben Act, passed by parliament in 1788, required any ship carrying enslaved Africans to have aboard a ship's surgeon and in 1791 Ecroyde Claxton, from Kendal, was one of five of these surgeons to give evidence to the House of Commons, an action that led to the laws that 'gradually' abolished the slave trade.



Ecroyde (or possibly his father, John) Claxton

Claxton was eldest of the sons of John Claxton, a Kendal doctor who worked at the Kendal Dispensary. Ecroyde was born in 1769, he almost certainly trained with his father before gaining a passing an examination for the Company of Surgeons in London. Aged 19 he signed up as a Surgeon's Mate aboard the slave ship Garland, which left Liverpool in May 1788 and arrived in Bonny, Nigeria, in August. He then became the Ship's Surgeon on the Young Hero, a small vessel carrying 250 enslaved Africans. More than half of them died during the voyage, and the squalid conditions aboard were described by Claxton in his statement to parliament. The enslaved Africans were so crammed in that they could only lie on their sides and there was no space to remove ill people to,

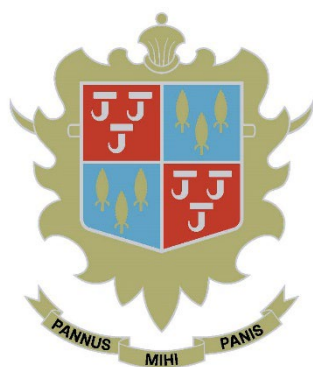
creating an environment ripe for infectious diseases. He also stated that the enslaved people aboard "...were generally dejected and distressed by their captivity and many tried and succeeded in throwing themselves overboard thinking that their spirits would return to their homeland."



It was this evidence, along with the evidence of and campaigning by others, that helped hasten the end of the slave trade.

Cramped conditions on the slave ships

Ecroyde Claxton – a Kendal doctor who helped end the transatlantic slave trade.



Kendal
Town Council

The Sum of All Villainies: Kendal and the Transatlantic Slave Trade

What exactly was Kendal's part in the Transatlantic Slave Trade?



What part does the wool trade play in the trading of enslaved people?

Why was Kendal so well known for the production of snuff?

And what does a stuffed and mounted polar bear in Kendal Museum have to do with any of this?

Kendal Town Council's new exhibition at **VENUE TBC** between **DATES TBC** aims to answer these questions and many others. Come along and find out about this fascinating, dark and secret part of the town's history.



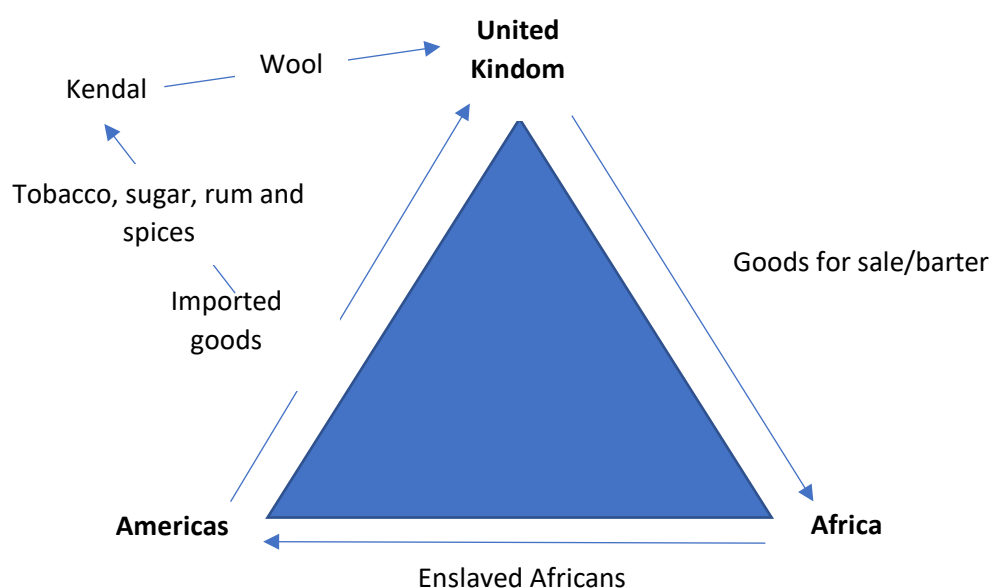
For more information, please visit
www.kendaltowncouncil.gov.uk

Exhibition DRAFT

The Sum of All Villainies: Kendal and the Transatlantic Slave Trade

This exhibition is not about guilt, but about understanding.

In recent months many organisations and institutions, local, national and global, have sought to better understand their involvement in the slave trade and the long-term effects of this. In the UK, the Transatlantic Slave Trade started in the 16th Century before being abolished in 1807 (with slavery itself made illegal in 1833). Over the course of the existence of the what came to be called the Slave Triangle (see below), the greatest exporter of enslaved Africans was Portugal, followed by Britain, Spain and France. Ships would travel to Africa from Europe laden with goods for sale or barter, be filled with captured people who would then be transported to the Americas. The ships would then return to the United Kingdom laden with goods that were bought and sold and helped make many families' fortunes



Although no individual from Kendal was compensated for the loss of earnings because of the abolition of the slave trade, showing that no one from the town was trading slave at that point, the town and people within it did benefit from the town's involvement in the triangle. In 1750, Kendal's wool was being exported to the Americas from ports in the south (mainly Liverpool, Bristol, Lancaster and London) and North (chiefly Whitehaven) and was used by traders to buy slaves, whilst the ships returning from the Americas brought imports of rum, sugar, tobacco, raisins as well as more specialist cargoes of rare woods and wood dyes.

But what did this mean for Kendal?