

**BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
RUSSELL COTES ART GALLERY AND MUSEUM MANAGEMENT
COMMITTEE**

Minutes of the Meeting held on 29 January 2025 at 11.30 am

Present:-

Stuart Bartholomew – Chairman

Cllr L Williams – Vice-Chairman

Present: Cllr A Martin, Cllr L Northover and Ms F Winrow

23. Apologies for Absence

Apologies were received from Sir George Meyrick and Mr Alan Frost

24. Declarations of Interest

There were no declarations of interest.

25. Minutes of the previous meeting

RESOLVED: That the minutes of the meeting held on 28 October 2024 were approved as a correct record.

26. Public Issues

There were no public issues.

27. Disposals Report

The Museum Manager presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

To approve the disposal of items in the Collection which do not meet the Museum's Core Offer in accordance with the Museums Association Code of Ethics.

There were 3 specific disposals raised in the meeting

1. 2 items of natural history which were additional to a disposal at a previous meeting, which are on long term loan to Hampshire Cultural trust in Gosport Discovery Centre. No connection of the items to Bournemouth or the Russell-Cotes.
2. Collections of insects and moths which were subject to pest infestation which are putting the rest of the collection at risk.
3. 312 books relating to the life and work of Shelley which were previously held in the Mary Shelley Museum. They are secondary

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works. They were offered to Bournemouth University and Arts University Bournemouth who were not interested in them. Bournemouth Library are going to review them.

Members suggested also offering the books to other institutions such as St Peter's Church or the Shelley Society.

The Management Committee's thanks were recorded for Duncan Walker, Curator, for his meticulous work.

**RESOLVED that
The Management Committee approves the disposals as outlined in the Disposals Report**

Voting: Unanimous

28. Russell-Cotes Charity Accounts 2023-4

The Assistant Chief Financial Officer presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

It is a statutory requirement to agree the Annual Financial Statements for the Russell-Cotes Art Gallery and Museum and submit to the Charity Commission by 31 January each year. The Management Committee are asked to review and agree the Financial Statements and the Letter of Representation prior to them being signed off by the Leader of the Council.

It was recorded that a preliminary sight of the accounts and discussion had taken place and they were now ready for formal sign off.

As part of those discussions, the unsatisfactory treatment of some of Russell-Cotes reserves (totalling nearly £500,000), which were held in BCP Council accounts had been identified. Now all reserves had been transferred to the Russell-Cotes and were clearly identifiable in the accounts.

It was reported that Auditors had challenged the insurance basis of the valuation of the property. An external valuer was instructed to undertake a valuation, which they had concluded to be just under 5 million pounds which was significantly lower than the previous valuation. The Committee was assured that this was a notional figure and would not effect the reserves or impact the function for the museum as a charity.

**RESOLVED that
The Management Committee agree the Annual Financial Statements and the Letter of Representation for the Financial Year 2023/24.**

Voting: Unanimous

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29. Date of next meeting

Monday 2 June 2025.

The meeting ended at 11.50 am

CHAIRMAN