

Notice of Russell Cotes Art Gallery and Museum Management Committee



Date: Wednesday, 29 January 2025 at 11.30 am

Venue: HMS Phoebe, BCP Civic Centre, Bournemouth BH2 6DY

Membership:

Chairman:

Stuart Bartholomew

Vice Chairman:

Cllr L Williams

Cllr A Martin

Cllr L Northover

Ms F Winrow

Sir George Meyrick Baronet

Mr A Frost

All Members of the Russell Cotes Art Gallery and Museum Management Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=5895>

If you would like any further information on the items to be considered at the meeting please contact: Rebekah Rhodes or email rebekah.rhodes@bcpCouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpCouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpCouncil.gov.uk

GRAHAM FARRANT
CHIEF EXECUTIVE

21 January 2025

**DEBATE
NOT HATE**



Available online and
on the Mod.gov app



Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer
(janie.berry@bcpcouncil.gov.uk)

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

AGENDA

Items to be considered while the meeting is open to the public

1. **Apologies for Absence**

To receive any apologies for absence from Councillors.

2. **Declarations of Interest**

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance. Declarations received will be reported at the meeting.

3. **Minutes of the previous meeting**

5 - 8

To confirm and sign as a correct record the minutes of the Meeting held on 28 October 2024.

4. **Public Issues**

To receive any public questions, statements or petitions submitted in accordance with the Constitution. Further information on the requirements for submitting these is available to view at the following link:-

<https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of public questions is Thursday 23 January 2025 (4 clear working days) before the meeting.

The deadline for the submission of a statement is Tuesday 28 January 2025 (midday the working day) before the meeting.

The deadline for the submission of a petition is Tuesday 14 January 2025 (10 working days) before the meeting.

ITEMS OF BUSINESS

5. **Disposals Report**

9 - 46

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.

6. **Russell-Cotes Charity Accounts 2023-4**

47 - 94

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.

7. **Date of next meeting**

To note the date of the scheduled meeting on Monday 2 June 2025 at 2:00pm

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

RUSSELL COTES ART GALLERY AND MUSEUM MANAGEMENT COMMITTEE

MONDAY, 28TH OCTOBER, 2024

Present: Stuart Bartholomew in the Chair

Cllr L Williams (Vice-Chairman), Cllr A Martin,
Cllr L Northover, Mr G Irvine and Ms F Winrow

13 Apologies for Absence

Apologies received from Alan Frost.

14 Declarations of Interest

There were no declarations of interest.

15 Minutes of the previous meeting

RESOLVED: That the minutes of the meeting held on 03 June 2024 were approved as a correct record.

16 Public Issues

There were no Public Issues.

17 Russell-Cotes Art Gallery & Museum Update Report (1 April – 30 September 2024)

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.

The Museum had a strong summer half-year, though not quite reaching the record levels of summer 2023. Visitor numbers were reduced from the 2023 peak by 9% but income only by 2%. Admission and events income was strong, but shop and café were reduced, the latter particularly by the loss of tables on the terrace due to building work.

The exhibition of work by Albert de Bellaroche was well received and other programming – children's holiday activities, programmed Late evenings and tours and talks continued successfully.

A number of grant applications had been submitted notably for MEND Round 4 (£1,528,543) for maintenance and repairs and to support exhibitions and engagement.

The Committee congratulated the Museum Manager and colleagues on the successful shows and exhibitions that had taken place with a successful turnout.

The Committee noted the 42 building faults that had been recorded with liquid issues and looked forward to the announcement due to take place in February as the mend project is critical for the stabilisation of the building.

In response to a query about BCP Council's responsibility for its staff and the resolution of issues within the building, the Committee was informed that reports had been submitted to building maintenance, with priorities assigned based on urgency. While building maintenance had attempted to address urgent issues promptly, some problems were complex and took longer to resolve.

The Committee expressed their gratitude to the Museum Manager and colleagues for their ongoing work on the externalisation process and for having continued to operate under challenging conditions. The Committee also offered assistance for the continued promotion of arts and culture.

RESOLVED that The Management Committee accepts the Russell-Cotes Art Gallery & Museum Update Report for the period 1 April – 30 September 2024

18 Acquisitions, Loans and 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 'B' to these Minutes in the Minute Book.

To note the new acquisitions to the Collection (material owned and held in trust by the Russell-Cotes Art Gallery & Museum charity in accordance with its charitable objectives) and the loan of material to other institutions (ie public art galleries and museums) and 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.

The Committee acknowledged the notable exhibitions with loans from the Russell Cotes Museum and congratulated the Museum Manager for the museum's continued endorsement.

RESOLVED that:

The Management Committee notes and approves

- a) acquisitions**
- b) loans**
- c) disposals As outlined in the Acquisitions, Loans and Disposals Report**

19 Update on 'Repair and Renewal' Project funded by ACE MEND for restoration of Conservatory and replacement of services

The Museum Manager 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.

The ACE MEND funded project had progressed and was due for completion by March 2025:

- All environmental plant and machinery had been replaced and was functioning fully.
- Drainage had been resolved
- The Conservatory Repair was underway and due for completion by Christmas 2024.
- Increased CCTV would then be procured.

The project is on budget. Total £1,050,000

The Committee was optimistic that the work would restore the Russell Cotes Museum and make it the gem of the Local Authority.

In response to a query raised regarding how BCP Council could assist with current working conditions, the Committee was advised that repairs and maintenance across the council were under considerable pressure. A budget had been allocated for building repairs, which prioritised urgent issues that ensured the building remained operational and staff could work effectively within it.

RESOLVED that The Management Committee reviews the report and approves progress to date.

20 Update on Progress towards the Russell-Cotes becoming a fully Independent Trust

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

The Scheme which agrees the future governance framework for the new Corporate Trustee of the Russell-Cotes Art Gallery & Museum is ready for approval.

The Articles of Association for the new Company Limited by Guarantee which will act as Corporate Trustee have been agreed with the Charity Commission and are ready for approval.

Once these critical documents have been approved, the governance change process will move from the drafting phase into the publicity and modification phase, prior to approval.

RESOLVED that The Management Committee approves the revised Scheme and Articles of Association and notes progress on moving to an independent trust.

21 Approval of Museum Policies Required for Accreditation

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

The Russell-Cotes is an accredited museum under the Museum Accreditation Scheme administered by Arts Council England ACE. It was last accredited in 2015 and has been invited to make an accreditation return by 1 May 2026. Accreditation sets standards for governance, collection care and users and is a requirement for much vital museum activity, such as inter-museum loans, and for grant applications.

The Museum has a suite of policies and plans that provide a framework of good practice and outline future plans. These are reviewed at least every five years. Some require sign-off by the governing body, ie the Management Committee.

The Forward Plan and Documentation Policy and Plan require formal Committee approval.

In response to a query raised regarding the importance of the accreditation for the Russell Cotes Museum, the Committee was advised that most funding schemes and other opportunities were only accessible to museums with star accreditation. Without this accreditation, the museum would have been unable to borrow paintings or apply for grants, which could significantly limit its resources and programs.

The Committee requested that a volunteer policy be included in the Plan.

RESOLVED that The Management Committee approves

- **Transitional Business Plan 2025 -2030**
- **Documentation Policy and Plan 2024**

22 Date of next meeting

20 January 2025

Duration of the meeting: 2.00 - 2.58 pm

Chairman at the meeting on
Monday, 28 October 2024

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RUSSELL COTES ART GALLERY AND MUSEUM MANAGEMENT COMMITTEE



Report subject	Disposals Report
Meeting date	20 January 2025
Status	Public Report
Executive summary	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.
Recommendations	It is RECOMMENDED that: The Management Committee approves the disposals as outlined in the Disposals Report
Reason for recommendations	The recommendations are in line with the Museum's agreed policies and procedures, including its Collections Development Policy, which outlines the areas of the collection for development and those areas which do not meet the Core Offer and are therefore subject to disposal in order to achieve a more usable and well managed collection. The process and procedures used conform to the Museums Association Code of Ethics
Portfolio Holder(s):	Councillor Andy Martin, Portfolio Holder for Communications, Customers and Culture
Corporate Director	Glynn Barton, Chief Operations Officer
Report Authors	Duncan Walker, Curator Sarah Newman, Museum Manager
Wards	Not applicable
Classification	For Decision

Background

1. The Management Committee is required to note the acquisitions and loans made by the museum and to formally approve disposals from the Collection in line with the Collections Development Policy and subject to the Museums Association Code of Ethics.

Acquisitions and Loans

2. No acquisitions and loans are listed for this meeting but an update will be given at the next formal meeting of the Management Committee in June 2025.

Disposals

3. The following items are listed in the Appendices for disposal
 - a. Two items of taxidermy are currently on long-term loan to Hampshire Cultural Trust and do not meet the Core Offer
 - b. Two collections of insects are pest damaged and pose a risk to the Collection
 - c. A collection of reference books (secondary works) formerly in the Shelley Rooms Museum which do meet the Core Offer and take up a lot of space.
4. The items are listed in Appendix 1 and further details are given in Appendix 2.

Options Appraisal

5. Each action is decided on a case-by-case basis in line with the Collections Development Policy as outlined in the report and appendices.

Summary of financial implications

6. There are minimal financial costs from most acquisitions and any financial implication (storage, conservation cost) is taken into consideration when deciding on the acquisition of material.
7. The costs of loans are borne by the borrowers and it is anticipated that the institutions which acquire disposed objects will cover costs of removal and transport.
8. Any income generated by the sale of items from the Collection is held in a restricted fund and used solely for the purposes of acquiring items for the Collection (according to the Collections Development Policy) or conserving objects already in the Collection in compliance with the Museums Association Code of Ethics and item 16.11 of the Collections Development Policy.

Summary of legal implications

9. All activities are carried out in line with the Museums Association Code of Ethics and the Museum's Collection Development Policy.

Summary of human resources implications

10. n/a

Summary of sustainability impact

11. n/a

Summary of public health implications

12. n/a

Summary of equality implications

13. n/a

Summary of risk assessment

14. n/a

Background papers

Russell-Cotes Art Gallery and Museum Collections Development Policy.
See <https://russellcotes.com/wp-content/uploads/2021/11/5-Collections-Development-Policy.pdf>

Appendices



Appendix 1 – Disposals Report



Appendix 2 – Individual Disposals Report for taxidermy on long-term loan to Hampshire Cultural Trust, insect collections and Shelley Museum Book Collection

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Appendix 1
Russell-Cotes Art Gallery & Museum
Management Committee January 2025
Disposals Report

Disposals from the Russell-Cotes Collection

Object Number	Description	Image		Proposed intended action
:T9.11.2007.18	A cased taxidermy mount of a Guillemot (<i>Uria aalge</i>) which was knocked down by the Honourable Charles Harris (afterwards Bishop of Gibraltar) with a riding whip near Boscombe, Dorset, 11.1827.			Offer to Hampshire Cultural Trust and/or Bournemouth Natural Science Society as a transfer.
:T9.11.2007.33	A cased taxidermy mount of a Pine Marten (<i>Martes martes</i>) shown feeding on a Ptarmigan in winter plumage. The Pine Marten is mounted on simulated rock decorated with heather.			Offer to Hampshire Cultural Trust and/or Bournemouth Natural Science Society as a transfer.

:T29.8.2007.16	A large, cased group of pinned insects (without data) including approx. 90 butterflies and moths, 30 beetles (including iridescent) and 12 other large insects. Heavily damaged by past pest infestation.		Immediate destruction.
:T31.8.2007.1	A cased group of approx. 96 pinned moth types, originally two or four of each species of moth, named with type-written label. Heavily damaged by past pest infestation.		Immediate destruction.
Various	A group of 312 books relating to the life and work of the poet Percy Bysshe Shelley (1792-1822)	No image available	Offer to Arts University Bournemouth, Bournemouth University and BCP Council Libraries as a transfer.

Appendix 2
Russell-Cotes Art Gallery & Museum Management Committee
January 2025
Disposal Reports

Disposal Report for Two Cased Taxidermy Mounts of a Guillemot and a Pine Marten Currently Held on Loan by Hampshire Cultural Trust

Introduction

The RCAGM (Russell-Cotes Art Gallery & Museum) is considering the disposal of the above in-line with section 5.4 of its Collection Development Strategy which has identified that some areas of its collection, including natural history, are surplus to requirements and constitute a drain on limited resources.

Section 3.15 of the Collection Development Strategy identifies the natural history material within the RCAGM collections which does not relate to its 'Core Offer'¹ as a disposal priority. Section 5.4 states that all natural history material not acquired by our Founders should be disposed of.

The two items under consideration, T9.11.2007.33 and T9.11.2007.18, in this report have been on loan to Hampshire Cultural Trust and its predecessor organisations since at least 1977. It is considered sector best practice to review such long-term loans and, where possible and suitable, transfer the material concerned to the ownership of the borrower.

To expedite the situation and to save time this report will deal with this material as a pair rather than as individual reports as the rationale for disposal is identical and applies across both of the items concerned.

Object Description and Provenance

Please turn to Appendix 1 for further details and images of the items concerned. The taxidermy is in good condition and the specimens were professionally stuffed and mounted at the time of their creation.

T9.11.2007.33 and T9.11.2007.18 have been on loan to Hampshire Cultural Trust (HCT) and its predecessor organisations since at least 1977. They have received good care and conservation treatment from HCT down the years. T9.11.2007.33 is currently held at the HCT headquarters site at Chilcomb, Winchester and T9.11.2007.18 is at the Gosport Museum and Art Gallery. It is understood that they have been displayed, researched, and used in a variety of ways by the borrower down the years. T9.11.2007.18 is currently used in the Gosport Museum's natural history learning space and forms part of their offer to schools and other formal groups of learners.

¹ See Appendix 2 for the full text of the 'Core Offer' of the RCAGM

Unfortunately, it has not been possible to match up T9.11.2007.33 and T9.11.2007.18 to specific entries in our accession registers. The information in the accession registers is often too vague to make a definitive connection to the objects at hand. As a result, these items are still held on the temporary inventory numbers (:T numbers) assigned to them during the Renaissance in the Regions funded inventory project (2003-2010). However, both have official RCAGM labelling on the reverse and are known by HCT to be originally from our collections.

It is probable that they are from one of the identified donations identified in previous disposal reports. More specifically T9.11.2007.18 might have originally come from Hurn Court near Christchurch, the family seat of the Earls of Malmesbury. Its presence in our collections is probably as the result of a sale of the house's contents in the 1950s-1960s but there is no corresponding accession register entry.

Key to the intellectual value of any natural history specimen is the quality of the scientific data associated with it. Knowing with a measure of precision where a specimen comes from and when allows researchers to make use of it be it for visual comparison or DNA sampling. Except for T9.11.2007.18 the items subject to this report are for the most part without this data although it can be presumed that any British species are likely to be from this geographical region.

Another marker of the worth of natural science collections is the person who collected the material and in the case of stuffed specimens, the taxidermist involved. Some taxidermists were so skilled that their work is sought after by collectors for its aesthetic value alone. In this case we do not know who preserved the specimens and only one person has been identified as the collector of one item.

The Case for Retention

Meeting the 'Core Offer' of the RCAGM

This material does not fit within the 'Core Offer' of the RCAGM (see below) as these specimens were not collected by our Founders. While Lady Russell-Cotes had an interest in natural history it was canted towards the exotic mammal and bird species that the Russell-Cotes' encountered on their travels, especially in New Zealand. She did not have an interest in British indigenous species.

Relevance to the RCAGM Interpretation Strategy

This material is completely irrelevant to the RCAGM Interpretation Strategy.

Public Benefit

The retention of these specimens by the RCAGM would not benefit the public in any way as it is already in the care of HCT and fully accessible by the public or researchers.

Effect of Disposal on Remaining Collections

The disposal of this material by the RCAGM would have no detrimental effect on the rest of its collections.

Implications for Public Collections Holding Similar Material

No other public collections in the UK would suffer from the RCAGM disposing of this material. HCT would benefit from a transfer of ownership of the taxidermy items into its collections by having full control over them. Currently the loan status of this material places restrictions on what HCT can do with it.

The Costs of Retention (Including Conservation)

Currently stuffed specimens do not place any cost on the RCAGM other than the staff time to manage the loan. This collection is insured and cared for at HCT's expense.

These taxidermy mounts do not currently place a financial burden on the RCAGM. However, there could, in theory, be a future cost should HCT ever decide to return them. Most problematically storage space would have to be found for them. They would have to be added to the RCAGM's insurance although that cost would be small as the value of specimens such as these is low.

The Case for Disposal

Meeting the 'Core Offer' of the RCAGM

This material does not meet the 'Core Offer' of the RCAGM. It is not associated in any way with Lady Russell-Cotes. While she did have an interest in natural science and formed a collection of taxidermy it was based on non-UK specimens linked to her travels and it was decorative in nature rather than scientific.

Relevance to the RCAGM Interpretation Strategy

This material is not relevant to the RCAGM Interpretation Strategy as it does not meet the 'Core Offer' around which the strategy is based. It is very hard to see any reason why the RCAGM would use this collection in its public programme when we know that Lady Russell-Cotes was primarily interested in non-UK species, especially birds from New Zealand.

Public Benefit

The RCAGM is not benefitting the public in any way by retaining this material. The RCAGM is not a natural history museum, and it is not perceived as such by the visiting public or researchers.

Effect of Disposal on Remaining Collections

The disposal of this collection by the RCAGM would have no detrimental effect on the rest of its collections.

Implications for Public Collections Holding Similar Material

No other museums/collections in the UK would suffer from the RCAGM disposing of these items. HCT would benefit from secure ownership over it should these items be transferred to them. Any other institution would make much better use of these items than the RCAGM ever could.

The Costs of Disposal

The cost of disposing of this material would be minimal and of the usual amount one would expect to see as part of the disposal process. There is no grant aid or funding to be repaid.

Conclusions and Recommendations

The recommendation is for disposal from the collections of the RCAGM.

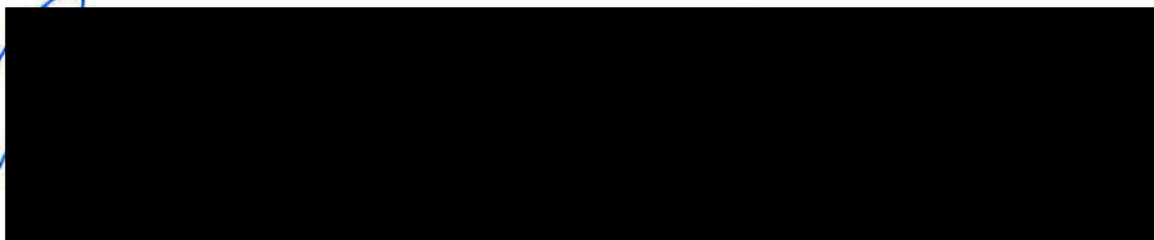
The disposal of this type of material is indicated in the RCAGM's Collection Development Strategy under section 5.4. This material lacks relevance to the RCAGM and its current activities which are based around its 'Core Offer'. The RCAGM is interested only in retaining that natural science material which compliments its 'Core Offer' i.e. material which was, or is similar to, that collected by Lady Russell-Cotes.

If HCT were ever to discontinue the loan of the taxidermy subject to this report and return it to the RCAGM it is hard to see how it would ever be displayed or used as part of its public programme and it would add considerably to existing storage pressures. Such material is much better in the hands of an organisation specifically interested in and dedicated to natural history and able to cope with the required specialist collection care needs.

Therefore, this report recommends that the taxidermy be offered as a transfer to HCT in the first instance. Should HCT not want them then they should be offered to the Bournemouth Natural Science Society (BNSS). Should neither institution want them then they should be advertised to the wider museum community via the Museums Association's 'Find an Object' website as per sector best practice and the RCAGM's own procedures. This will allow any museum or public collection to express an interest.



Duncan Walker MA, AMA

Curator, RCAGM



Appendices

Appendix 1 - Listing of Taxidermy Held on Loan by Hampshire Cultural Trust Subject to this Report

Accession No. (or equivalent)	Description	Provenance	Image
:T9.11.2007.18	A cased taxidermy mount of a Guillemot (<i>Uria aalge</i>) which was knocked down by the Honourable Charles Harris (afterwards Bishop of Gibraltar) with a riding whip near Boscombe, Dorset, 11.1827.	Recorded as found in store, 2007	
:T9.11.2007.33	A cased taxidermy mount of a Pine Marten (<i>Martes martes</i>) shown feeding on a Ptarmigan in winter plumage. The Pine Marten is mounted on simulated rock decorated with heather.	Recorded as found in store, 2007	

Appendix 2 - The RCAGM Statement of Purposes - Our Core Offer

Russell-Cotes Art Gallery and Museum is an outstanding celebration of late-Victorian art collectors; their passions and achievements; how they lived and encountered the world; and how they presented their collections to enrich the lives of others.

We are entrusted to present the Russell-Cotes' personal vision and legacy in the most authentic way possible, and to enable learning, enjoyment and access to the house and collections for residents and visitors to Bournemouth.

The 'core offer' is focused on the historic building, East Cliff Hall, its stunning seafront setting, and its internationally-known collections, which attract and astound visitors. However, this is only part of the offer. In addition to the original house, we also have four art galleries added in the early 1900s. We will use this offer to:

1. Explain the story of the Russell-Cotes, the Victorian/Edwardian house and world cultures/art collections, putting it into local, national and international context
2. Encourage use of the galleries, collections, and unique energy and atmosphere of the house to inspire great art, and to stimulate creativity and curiosity
3. Explore aspects of the human condition, which were recognised by the Victorian innovators, philanthropists and social reformers, and which matter to communities today.

Finally, the spaces available at Russell-Cotes Art Gallery & Museum are not the exclusive domain of the Victorians. We are developing a vibrant cultural programme which, while rooted in the era of our founders, will be a stage for wider participation and engagement. We will continue in the spirit of two of Bournemouth's most forward-thinking citizens by striving to make a significant contribution to the development of the Russell-Cotes Art Gallery and Museum as a cultural flagship for Bournemouth. (MBTS, 2012)

We want our art gallery and museum to do what the very best galleries and museums do: to be spaces where the past, present and future come together in an irresistible mix of life, culture and heritage - a place where everyone can feel at home with a world of art.

Disposal Report for Two Cased Collections of Various Pinned Insect Specimens (Pest Damaged)

Introduction

The RCAGM (Russell-Cotes Art Gallery & Museum) is considering the disposal of the above in-line with section 5.4 of its Collection Development Strategy which has identified that some areas of its collection, including natural history, are surplus to requirements and constitute a drain on limited resources.

Section 3.15 of the Collection Development Strategy identifies the natural history material within the RCAGM collections which does not relate to its 'Core Offer'¹ as a disposal priority. Section 5.4 states that all natural history material not acquired by our Founders should be disposed of.

The items under consideration, T29.8.2007.16 and T31.8.2007.1, in this report are being considered as a matter of urgency due to evidence of pest infestation which, while not appearing to be active, has resulted in severe and irreversible damage.

To expedite the situation and to save time, this report will deal with these items as a pair as the rationale for disposal is identical and applies equally to both.

Object Description and Provenance

Please turn to Appendix 1 for details and images of the individual items concerned. The pinned insect specimens are severely pest damaged with some items having been completely devoured. There is evidence of severe light damage on all the specimens that remain. The display/storage containers that they are pinned into have been wrapped in plastic and sealed so that any pests inside are contained but there is, thankfully, no sign of active pest infestation.

Unfortunately, it has not been possible to match up T29.8.2007.16 and T31.8.2007.1 to specific entries in our accession registers. The information in the accession registers is often too vague to make a definitive connection to the objects at hand. As a result, these items are still held on the temporary inventory numbers (:T numbers) assigned to them during the Renaissance in the Regions funded inventory project (2003-2010).

¹ See Appendix 2 for the full text of the 'Core Offer' of the RCAGM

The specimens were possibly framed up for use in the Mobile Museum or within a natural history display at either the Rothesay Museum or the RCAGM before its present guise. There are a number of insect collections present in the accession register, but it is impossible to identify specifically which one. The potential matches are:

- :396.35.88 - Two cabinets lepidoptera collected in India and England donated in 1935 by C.S.C. Russell of Cloyton, Devon.
- :452.37.54 - Two cabinets of 'British lepidoptera specimens etc' donated in 1937 by Mrs Heygate of Queens Park Gardens, Bournemouth.
- :1110.69.16 - A glass case containing 30 species of butterfly and moth specimens collected from Kumassie on the Gold Coast by Alfred Balston donated in 1969 by Mr and Mrs Carter of Broadstone, Dorset.

Key to the intellectual value of any natural history specimen is the quality of the scientific data associated with it. Knowing with a measure of precision where a specimen comes from and when allows researchers to make use of it be it for visual comparison or DNA sampling. Neither of the items subject to this report have supporting scientific data.

The Case for Retention

Meeting the 'Core Offer' of the RCAGM

This material does not fit within the 'Core Offer' of the RCAGM (see below) as these specimens were not collected by our Founders. While Lady Russell-Cotes had an interest in natural history it was canted towards the exotic mammal and bird species that the Russell-Cotes' encountered on their travels, especially in New Zealand. She did not have an interest in British indigenous species.

Relevance to the RCAGM Interpretation Strategy

This material is completely irrelevant to the RCAGM Interpretation Strategy.

Public Benefit

The retention of this material by the RCAGM would not benefit the public in any way.

Effect of Disposal on Remaining Collections

The disposal of these insect specimens by the RCAGM would have no detrimental effect on the rest of its collections. These pinned insects constitute a major risk to the remaining collections of the RCAGM as they are highly attractive to pests. Their disposal would remove an urgent threat to the rest of the collections.

Implications for Public Collections Holding Similar Material

No other public collections in the UK would suffer from the RCAGM disposing of this material.

The Costs of Retention (Including Conservation)

These pinned insect specimens do not currently place a financial burden on the RCAGM in terms of storage and insurance costs. However, the potential cost of retaining them given the threat that they pose to the rest of the RCAGM's collections through pest attraction is incredibly high.

The Case for Disposal

Meeting the 'Core Offer' of the RCAGM

This material does not meet the 'Core Offer' of the RCAGM. It is not associated in any way with Lady Russell-Cotes. While she did have an interest in natural science it was canted towards taxidermy mounts of non-UK specimens linked to her travels and it was decorative in nature rather than scientific.

Relevance to the RCAGM Interpretation Strategy

This material is not relevant to the RCAGM Interpretation Strategy as it does not meet the 'Core Offer' around which the strategy is based. It is very hard to see any reason why the RCAGM would use this collection in its public programme when we know that Lady Russell-Cotes was primarily interested in non-UK species, especially birds from New Zealand.

Public Benefit

The RCAGM is not benefitting the public in any way by retaining this material. The RCAGM is not a natural history museum, and it is not perceived as such by the visiting public or researchers.

Effect of Disposal on Remaining Collections

The disposal of these items by the RCAGM would have no detrimental effect on the rest of its collections. To dispose of them would have an extremely positive effect as it would remove a serious potential pest threat.

Implications for Public Collections Holding Similar Material

No other museums/collections in the UK would suffer from the RCAGM disposing of this collection. These specimens are beyond any useful purpose.

The Costs of Disposal

The cost of disposing of this material would be minimal and of the usual amount one would expect to see as part of the disposal process. There is no grant aid or funding to be repaid.

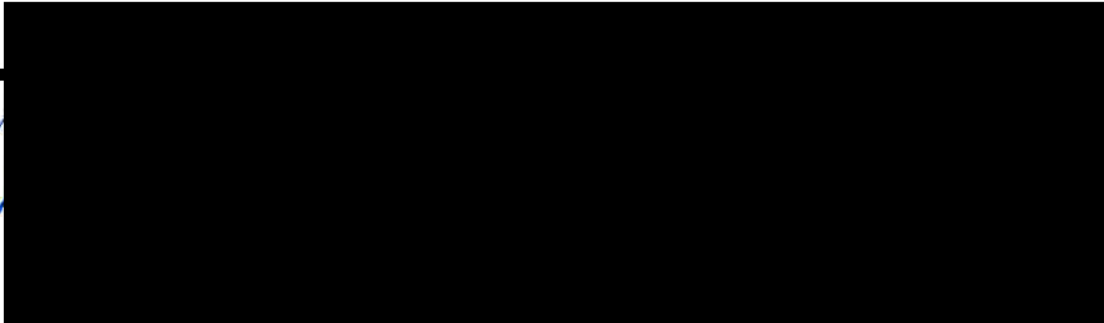
Conclusions and Recommendations

The recommendation is for disposal from the collections of the RCAGM and immediate destruction.

The disposal of this type of material is indicated in the RCAGM's Collection Development Strategy under section 5.4. This material lacks relevance to the RCAGM and its current activities which are based around its 'Core Offer'. The RCAGM is interested only in retaining that natural science material which compliments its 'Core Offer' i.e. material which was, or is similar to, that collected by Lady Russell-Cotes.



The pinned specimens cannot be displayed and are an active risk to the rest of the collections. They have been photographed as part of this reporting process so a record of them will remain. This report recommends that these specimens be immediately destroyed.

Duncan Walker MA, AMA
Curator, RCAGM



Appendices

Appendix 1 - Listing of Items Subject to this Report

Accession No. (or equivalent)	Description	Provenance	Image
:T29.8.2007.16	A large, cased group of pinned insects (without data) including approx. 90 butterflies and moths, 30 beetles (including iridescent) and 12 other large insects.	Recorded as found in store, 2007	
:T31.8.2007.1	A cased group of approx. 96 pinned moth types, originally two or four of each moth, named with type-written label.	Recorded as found in store, 2007	

Appendix 2 - The RCAGM Statement of Purposes - Our Core Offer

Russell-Cotes Art Gallery and Museum is an outstanding celebration of late-Victorian art collectors; their passions and achievements; how they lived and encountered the world; and how they presented their collections to enrich the lives of others.

We are entrusted to present the Russell-Cotes' personal vision and legacy in the most authentic way possible, and to enable learning, enjoyment and access to the house and collections for residents and visitors to Bournemouth.

The 'core offer' is focused on the historic building, East Cliff Hall, its stunning seafront setting, and its internationally-known collections, which attract and astound visitors. However, this is only part of the offer. In addition to the original house, we also have four art galleries added in the early 1900s. We will use this offer to:

1. Explain the story of the Russell-Cotes, the Victorian/Edwardian house and world cultures/art collections, putting it into local, national and international context
2. Encourage use of the galleries, collections, and unique energy and atmosphere of the house to inspire great art, and to stimulate creativity and curiosity
3. Explore aspects of the human condition, which were recognised by the Victorian innovators, philanthropists and social reformers, and which matter to communities today.

Finally, the spaces available at Russell-Cotes Art Gallery & Museum are not the exclusive domain of the Victorians. We are developing a vibrant cultural programme which, while rooted in the era of our founders, will be a stage for wider participation and engagement. We will continue in the spirit of two of Bournemouth's most forward-thinking citizens by striving to make a significant contribution to the development of the Russell-Cotes Art Gallery and Museum as a cultural flagship for Bournemouth. (MBTS, 2012)

We want our art gallery and museum to do what the very best galleries and museums do: to be spaces where the past, present and future come together in an irresistible mix of life, culture and heritage - a place where everyone can feel at home with a world of art.

Disposal Report for Books from the Shelley Rooms Museum Collection

Introduction

The RCAGM (Russell-Cotes Art Gallery & Museum) is considering the disposal of the above in-line with section 5.4 of its Collection Development Policy which has identified that some areas of its collection, including natural history, are surplus to requirements and constitute a drain on limited resources.

Section 3.11 of the Collection Development Strategy identifies the ex-Shelley Rooms Museum material within the RCAGM collections, which does not relate to its 'Core Offer'¹, as a disposal priority. Section 5.4 states that all Shelley material '...that is secondary in nature, and which cannot be considered an artwork or as a 'collector's souvenir' should be disposed of.

To expedite the situation and to save time this report will deal with this collection of books at a group rather than an individual level as the rationale for disposal is identical and applies universally across the items concerned.

N.B. Other books concerned with Shelley and his circle purchased or obtained subsequently have become intermingled with this accessioned collection. As those books are not accessioned and are staff library reference items, they are not subject to this report.

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Object Description and Provenance

Please turn to Appendix 1 for details of the individual items concerned.

In 1972 Margaret Brown MBE (1909-1992), an enthusiast for the works of the poet Percy Bysshe Shelley (1792-1822), established a museum to him at his former home, 'Casa Magni', in Lerici, Italy. In 1978 efforts to secure funding from the local government in Italy failed. Ms Brown then managed to secure space in Shelley Manor, Bournemouth, the former home of the poet's son Percy Florence Shelley to re-establish the museum now named the Casa Magni Shelley Museum². The museum and its collection were offered to, and accepted by, Bournemouth Borough Council in 1979 and operated as part of the then Bournemouth Museums Service. As part of that process the contents of the museum³, including the books were accessioned, with Ms Brown being appointed Honorary Keeper.

¹ See Appendix 2 for the full text of the 'Core Offer' of the RCAGM

² Later re-named the Shelley Rooms Museum

³ Excluding the items lent by various private individuals such as Lord Abinger. Those were recorded separately in the Loans Registers.

The books were held in the museum and presumably used there by researchers and visitors⁴ until the eventual closure of the Shelley Rooms Museum in 2001. They have been kept at the RCAGM Study Centre since then and they have only been subject to one research enquiry since 2007.

The books are mostly academic in nature and mostly date from the late 1800s through to the 1980s. They include not only works on Shelley, his poetry and life but also books dealing with his circle, including Lord Byron, and the history of the period in general. Most of the books are in English with a few in other languages. None are unusual in nature or first editions.

The Case for Retention

Meeting the 'Core Offer' of the RCAGM

This material does not fit within the 'Core Offer' of the RCAGM (see below) which is focussed on the Russell-Cotes', the house they created and our world cultures/art collections.

Relevance to the RCAGM Interpretation Strategy

3 This material is completely irrelevant to the RCAGM Interpretation Strategy which is concentrated on the 'Core Offer'.

Public Benefit

The retention of these books by the RCAGM would not benefit the public in any way. They are already available in other public libraries and, increasingly, digitally.

Effect of Disposal on Remaining Collections

The disposal of these books by the RCAGM would have no detrimental effect on the rest of its collections.

Implications for Public Collections Holding Similar Material

No other public collections in the UK would suffer from the RCAGM disposing of these books as they are not unusual or first editions and are available from other sources.

⁴ Records indicate that not all of the books recorded in the accession register were found during a 1984-1985 audit.

The Costs of Retention (Including Conservation)

Currently these books do not place an onerous financial burden on the RCAGM. Their storage is absorbed within the general cost of operating and insuring the Study Centre. However, they do contribute to the space pressure issues at the Study Centre. The space they occupy could be better used on more collection suitable material.

The Case for Disposal

Meeting the 'Core Offer' of the RCAGM

This material does not meet the 'Core Offer' of the RCAGM.

Relevance to the RCAGM Interpretation Strategy

This material is not relevant to the RCAGM Interpretation Strategy as it does not meet the 'Core Offer' around which the strategy is based. It is very hard to see any reason why the RCAGM would use these books in its public programme.

Public Benefit

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The RCAGM is not benefitting the public in any way by retaining this material which is available elsewhere.

Effect of Disposal on Remaining Collections

The disposal of this collection by the RCAGM would have no detrimental effect on the rest of its collections.

Implications for Public Collections Holding Similar Material

No other public collection holding institutions in the UK would suffer from the RCAGM disposing of this collection.

The Costs of Disposal

The cost of disposing of this material would be minimal and of the usual amount one would expect to see as part of the disposal process. There is no grant aid or funding to be repaid.

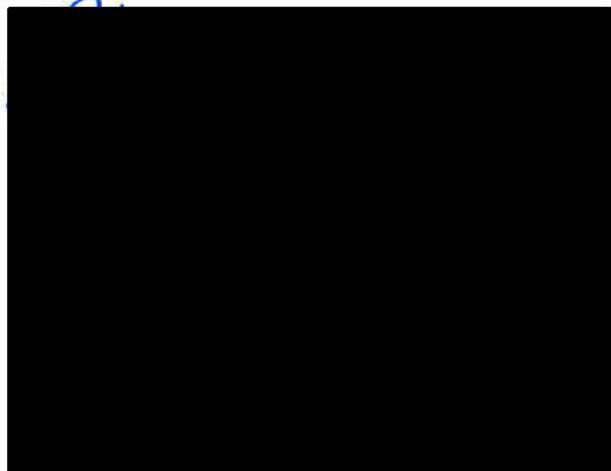
Conclusions and Recommendations

The disposal of this type of material is indicated in the RCAGM's Collection Development Strategy under sections 5.4 and 3.11. This material lacks relevance to the RCAGM and its current activities, which are based around its 'Core Offer'. The retention of this material adds to the RCAGM's Study Centre storage pressures.

Therefore, this report recommends that in the first instance the books be offered as a transfer to Bournemouth University library, the Arts University Bournemouth library and Bournemouth Library. Should none of these institutions want the books then they should be advertised to the wider museum community via the Museums Association's 'Find an Object' website as per sector best practice and the RCAGM's own procedures. This will allow any museum or public collection to express an interest.

Duncan Walker MA, AMA

Curator, RCAGM



Appendices

Appendix 1 - Listing of Books Subject to this Report (All Gifted by Margaret Joyce Brown MBE, 1979)

Accession No. (or equivalent)	Description
:CMSM 1	A book entitled 'Bournemouth, St Peter's' by Ian McQueen, published by the Dorset Publishing Co., 1971.
:CMSM 2	A book entitled 'A Different Face: the Life of Mary Wollstonecraft' by Emily Sunstein, published by Harper and Row, New York, 1975
:CMSM 4	A book entitled 'Mad Shelley: A Dramatic Life in 5 Acts' by Elmer Dangerfield, published by Michael Joseph, 1936.
:CMSM 5	A book entitled 'The Town: Its Memorable Characters and Events' by Leigh Hunt, published by Smith, Elder and Co., 1859.
:CMSM 6	A book entitled 'The Poetical Works' by Percy Bysshe Shelley edited by Mrs Shelley, published by Edward Moxon, 1840
:CMSM 8	A book entitled 'Shelley and Zastrozzi: Self-Revelation of a Neurotic' by Eustace Chesser, published by Gregg Archive, 1965.
∞:CMSM 9	A book entitled 'The Dark Angel: Gothic Elements in Shelley's Works' by John V. Murphy, published by AUP, 1975
:CMSM 10	A book entitled 'The Tennysons: Background to Genius' by Sir Charles Tennyson and Hope Dyson, published by MacMillan, 1974
:CMSM 12	A book entitled 'The Life and Death of Mary Wollstonecraft' by Claire Tomalin, published by Weidenfield and Nicholson, 1974
:CMSM 17	A book entitled 'In Search of Frankenstein' by Radv Florescu, published by New York Graphic Society, 1975
:CMSM 19	A book entitled 'Shelley: Concept of Nature' by R. de Loyola Furtado, published by Mikhopadhyaz, Calcutta, 1958
:CMSM 21	A book entitled 'On Shelley' by Edmund Blunden; 'Shelley is Expelled' by Gavin De Beer; 'Mary Shelley' by Norman Sylva, published by Oxford University Press, 1938
:CMSM 24	A book entitled 'Shelley' by Francis Thompson, published by Burns, Oates and Washbourne, 1923
:CMSM 25	Two Copies of a book entitled 'The Vampire: A Tale' by John William Polidori, published by Gubblecole Press, 1974
:CMSM 26	A book entitled 'The Seasons' and 'The Castle of Indolence' by James Thompson, published by William Tegg, 1857
:CMSM 27	A book entitled 'Shelley: His Thought and Work' by Desmond King-Hele, published by MacMillan, 1960
:CMSM 28	Three books entitled 'George III' and 2x 'George IV' by Alan Palmer, published by Cardinal, 1975
:CMSM 30	A book entitled 'Against Oblivion: The Life of Joseph Severn' by Sheila Birkenhead, published by Cassell, 1943
:CMSM 33	A book entitled 'Shelley: a critical reading' by Earl R. Wasserman, published by Johns Hopkins, 1971
:CMSM 34	A book entitled 'Collected Tales and Stories' by Mary Shelley, published by Johns Hopkins Press, 1976

:CMSM 40	A book entitled 'Eton' by Christopher Stone and E.D. Brinton, published by Black, 1909
:CMSM 44	A book entitled 'Mad Shelley: A Dramatic Life in Five Acts' by Elma Dangerfield, published by Springwood, 1977
:CMSM 46	A book entitled 'Keats, Shelley and Rome' compiled by Neville Rogers, published by the Keats Shelley Memorial Association, 1970
:CMSM 47	A book entitled 'Mary Wollstonecraft Godwin' by Elizabeth Robins Pennell, published by Allen, 1885
:CMSM 49	A book entitled 'The Violet in the Crucible: Shelley and translation' by Timothy Webb, published by OUP, 1976
:CMSM 50	A book entitled 'Leigh Hunt and his Family in Hammersmith' by Molly Tatchell, published by Hammersmith Local History Group, 1969
:CMSM 51	A book entitled 'Crusader in Crinoline: The Life of Harriet Beecher Stowe' by Forest Wilson, published by Hutchinson, 1942
:CMSM 52	A book entitled 'Shelley's Poetical Works' (Volume 1) by Percy Bysshe Shelley edited by William Michael Rossetti, published by Moxon, 1878
:CMSM 56	A book entitled 'The Diary of Frances, Lady Shelley, 1787 - 1817' edited by Richard Edgecumbe, published by Murray, 1912
:CMSM 57	A book entitled 'The Prince of Pleasure and His Regency, 1811 - 1820' by J.B. Priestley, published by Sphere, 1971
:CMSM 59	A book entitled 'Keats, Shelley and Rome' by Neville Rogers, published by Johnson, 1949
:CMSM 61	A book entitled 'Shelley and the Revolutionary Idea' by Gerald McNiece, published by Harvard University Press, 1969
:CMSM 62	A book entitled 'The Genevese Background' by H.W. Hausermann, published by Routledge, Kegan Paul, 1952
:CMSM 63	A book entitled 'Shelley: His Thought and Work' by Desmond King-Hele, published by MacMillan, 1971
:CMSM 65	A book entitled 'Shelley: The Esdaile Notebook' by Kenneth Neill Cameron, published by Faber, 1964
:CMSM 67	A book entitled 'The Poetical Works' by Percy Bysshe Shelley edited by William Michael Rossetti, published by Moxon, 1870
:CMSM 69	A book entitled 'The Central Italian Painters' by Bernhard Berenson, published by Putnams, 1909
:CMSM 70	A book entitled 'The Young Shelley: Genesis of a Radical' by Kenneth Neill Cameron, published by Gollancz, 1951
:CMSM 71	A book entitled 'Paradise of Exiles: Tuscany and the British' by Olive Hamilton, published by Deutsche, 1974
:CMSM 72	A book entitled 'Allegra' by Marchesa Iris Origo, published by Woolf, 1935
:CMSM 74	A book entitled 'Europe of the Ancien Regime 1715 - 1783' by David Ogg, published by Collins, 1970
:CMSM 77	A book entitled 'The Romance of the Oxford Colleges' by Francis Gribble, published by Mills and Boon, 1910
:CMSM 78	A book entitled 'Shelley and his Friends in Italy' by Helen Rossetti Angeli, published by Methuen, 1911
:CMSM 80	A book entitled 'Child of Light' by Muriel Spark, published by Tower Bridge, 1951
:CMSM 82	A book entitled 'Shelley: His Thought and Work' by Desmond King-Hele, published by MacMillan, 1962
:CMSM 83	A book entitled 'Shelley' by Francis Thompson, published by Burnes and Oates, 1911

:CMSM 84	A book entitled 'Un Oasi nel Deserto' by Gino Giommi, published by Faenza, 1935
:CMSM 85	A book entitled 'Caleb Williams' by William Godwin, published by New English Library, 1975
:CMSM 87	A book entitled 'British Chuba' by Bernard Darwin, published by Collins, 1943
:CMSM 91	A book entitled 'Frankenstein Unbound' by Brian W. Aldiss, published by Pan, 1973
:CMSM 92	A book entitled 'The Castle of Otranto' by Horace Walpole, published by OUP, 1969
:CMSM 93	A book entitled 'The Social Contract' by Jean-Jacques Rousseau, published by Penguin, 1976
:CMSM 94	A book entitled 'Emile' by Jean-Jacques Rousseau, published by Everyman, 1976
:CMSM 95	A book entitled 'The Lyrics of Shelley' by Judith Chernaik, published by Case Western, 1972
:CMSM 96	A book entitled 'Sybil Thorndyke: A Life in the Theatre' by Sheridan Morley, published by Weidenfeld and Nicolson, 1977
:CMSM 97	A book entitled 'Romantic Rebels: Essays on Shelley and His Circle' by Kenneth Neill Cameron, published by Harvard University Press, 1973
:CMSM 99	A book entitled 'Literary Criticism' by Leigh Hunt, published by Columbia University Press, 1956
:CMSM 100	A book entitled 'Jefferson Hogg' by Winifred Scott, published by Camelot, 1951
:CMSM 101	A book entitled 'The Muse in Council' by John Drinkwater, published by Sidgwick and Jackson, 1925
:CMSM 103	A book entitled 'Keats and his World' by Timothy Hilton, published by Thames and Hudson, 1971
:CMSM 107	A book entitled 'A Philosophical View of Reform' by Percy Bysshe Shelley, published by Carl H. Pforzheimer, 1930
:CMSM 108	A book entitled 'Shelley's Poetry and Prose' by Donald H. Reiman and Sharon B. Powers, published by Norton, 1977
:CMSM 110	A book entitled 'The Lyrics: Shorter Poems' by Percy Bysshe Shelley, published by Dent, 1913
:CMSM 111	A book entitled 'Shelley and Zastrozzi: Self-Revelation of a Neurotic' by Eustace Chesser, published by Gregg Archive, 1965
:CMSM 113	A book entitled 'The Letters of Shelley' selected by R. Brimley Johnson, published by Lane, 1929
:CMSM 114	A book entitled 'Ariel Like a Harpy: Shelley, Mary and Frankenstein' by Christopher Small, published by Gollancz, 1972
:CMSM 115	A book entitled 'Percy Bysshe Shelley' by Henry S. Salt, published by Watts, 1913
:CMSM 116	A book entitled 'Shorter Poems' by William Wordsworth, published by Dent, 1917
:CMSM 119	A book entitled 'Harriet Shelley: Five Long Years' by Louise-Schutz Boas, published by OUP, 1962
:CMSM 120	A book entitled 'Poems and Critics' by Christopher Ricks, published by Fontana, 1972
:CMSM 121	A book entitled 'Headlong Hall' and 'Nightmare Abbey' by Thomas Love Peacock, published by Dent, 1929
:CMSM 123	A book entitled 'Rousseau: Stoic and Romantic' by Kennedy F. Roche, published by Methuen, 1974
:CMSM 124	A book entitled 'The Minstrel Boy' by L. A. G. Strong, published by Hodder and Stoughton, 1937
:CMSM 125	A book entitled 'The Diary of Henry Crab Robinson' edited by Derek Hudson, published by OUP, 1967
:CMSM 126	A book entitled 'A Life of John Keats' by Dorothy Hewlett, published by Hutchinson, 1970

:CMSM 127	A book entitled 'The Highway of Letters' by Thomas Archer, published by Cassell, 1893
:CMSM 132	A book entitled 'The English Poets' by Lord David Cecil, published by Collins, 1941
:CMSM 140	A book entitled 'Shelley: Selected Poems' edited by Timothy Webb, published by Dent, 1977
:CMSM 143	A book entitled 'Selected Poetry and Prose of Byron' edited by W.H. Auden, published by New English Library, 1966
:CMSM 146	A book entitled 'The Last of the Barons' by Edward Bulwer Lytton, published by Dent, 1917
:CMSM 147	A book entitled 'Percy B. Shelley: the Sensitive Plant' by Sophus Claussen, published by Gyldendals, 1965
:CMSM 148	A book entitled 'The Duel: A History of Duelling' by Robert Baldick, published by Chapman and Hall, 1965
:CMSM 149	A book entitled 'A Vindication of the Rights of Women' by Mary Wollstonecraft, published by Norton, 1967
:CMSM 151	A book entitled 'Eton' by Christopher Hollis, published by Hollis and Carter, 1960
:CMSM 154	A book entitled 'The Golden Book of Coleridge' by Samuel Taylor Coleridge edited by Ernest Rhys, with an introduction by Stopford A. Brooke, published by Dent, 1916
:CMSM 155	A book entitled 'Locke and Sydenham' by John Brown, published by Edmonston and Douglas, 1866
:CMSM 156	Two copies of a book entitled 'Blessington-D'Orsay: A Masquerade' edited by Michael Sadleir, published by Constable, 1947
:CMSM 158	A book entitled 'Byron, A Self-Portrait: Letters and Diaries 1798-1824' edited by Peter Quennell, published by Murray, 1950
:CMSM 159	A book entitled 'Paradise in Piccadilly: the Story of Albany' by Henry Furniss, published by Bodley Head, 1925
:CMSM 160	A book entitled 'The Keats Circle: Letters and Papers 1816-1878' by Hyder Edward Rollins, published by Harvard University Press, 1948
:CMSM 162	A book entitled 'English Spas' by William Addison, published by Batsford, 1951
:CMSM 163	A book entitled 'Life of Beau Brummell' by William Jesse, published by Navarre Society, 1927
:CMSM 164	A book entitled 'Ariel out La Vie de Shelley' by Andre Maurois, published by Bernard Grasset, 1923
:CMSM 165	A book entitled 'Roads and Vehicles' by Anthony Bird, published by Arrow, 1973
:CMSM 166	A book, in two volumes, entitled 'Memoirs of William Wordsworth' edited by Christopher Wordsworth, published by Moxon, 1851
:CMSM 172	A book entitled 'Rousseau' by Paolo Casini, published by Mondadori, 1976
:CMSM 174	A book entitled 'The English Essayists: Lord Bacon to John Ruskin' by Robert Cochrane, published by Nimmo, 1881
:CMSM 175	Two books entitled 'A History of the nineteenth Century, Year by Year' Volumes II & III by Edwin Emerson, published by Collier, 1902
:CMSM 176	A book entitled 'L'Opera Completa di Paolo Vicello' by Enniu Flaviano, published by Rizzoli (no date).
:CMSM 177	A book entitled 'L'Opera Completa di Delacroix' by Luiginci Rossi Bortolatto, published by Rizzoli (no date).

:CMSM 178	A book entitled 'Peacock's Four Ages of Poetry' and 'Shelley's Defence of Poetry' and 'Browning's Essay on Shelley' edited by H.F.B. Brett-Smith, published by Blackwell, 1929
:CMSM 182	A book entitled 'A History of London Life' by R.J. Mitchell and M.D.R. Leys, published by Pelican, 1963
:CMSM 184	A book entitled 'The Age of Elegance' by Arthur Bryant, published by Collins, 1950
:CMSM 185	A book entitled 'Two Gentlemen of Rome' by Ernest Raymond, published by Cassell, 1952
:CMSM 186	A book entitled 'Ladies' Chain' by Neville Blackburne, published by Fountain Press, 1952
:CMSM 190	A book entitled 'Walks Round About Eton' by James J. Hornby, published by Drake, 1895
:CMSM 191	A book entitled 'Shelley, Trelawny and Henly' by Samuel J. Looker, published by Worthing Cavalcade Series, 1950
:CMSM 195	A book entitled 'Aurora's Glade' by Christopher Sansom, published by Castle Carey Press, 1973
:CMSM 197	A book entitled 'Romantics at School' by Morris Marples, published by Faber, 1967
:CMSM 198	A book entitled 'Shelley: Modern Judgements' by R.B. Woodings, published by MacMillan, 1968
:CMSM 199	A book entitled 'Keats, Shelley and Rome' by Neville Rogers, published by Johnson, 1949
:CMSM 201	Two volumes of a book entitled 'The Life of Percy Bysshe Shelley' by Thomas Jefferson Hogg, John Trelawny and Thomas Love Peacock, published by Dent, 1933
:CMSM 202	A book entitled 'Mr Macready' by John Courtenay Trewin, published by Harrap, 1955
37 :CMSM 207	A book entitled 'Lerici Pea. Premio di Poesia Anno Diciannovesimo' by Compendium of the Poetry Competition, published by Carpena Zajjia, 1972
:CMSM 210	A book entitled 'The Shelleys of Radnorshire' by R.C.B. Oliver, published by Transactions of the Radnorshire Society, 1971
:CMSM 211	A book entitled 'The Shelleys of Radnorshire' by R.C.B. Oliver, published by Transactions of the Radnorshire Society, 1971. [2nd copy]
:CMSM 215	A book entitled 'Bulletin of the Keats-Shelley Memorial Association' volumes IX to XXVIII
:CMSM 216	A book entitled 'Journal of the Keats-Shelley Memorial Association' volumes 1 - 27, 1952 - 1978
:CMSM 217	Eleven copies of a book entitled 'Shelley and Mary in 1817: A Critical Study of the Text and Poetical Evolution of the 'Dedication' of the 'Revolt of Islam' by Claude C. Brew, published by Keats-Shelley Memorial Association, 1971
:CMSM 218	A book entitled 'Bulletin of the Keats-Shelley Memorial, Rome' volumes 1 - 8
:CMSM 219	Two copies of a book entitled 'Shelley: Shorter Poems and Lyrics' edited by Patrick Swinden, published by Anchor Press, 1976
:CMSM 222	A book entitled 'Life in Georgian England' by E.N. Williams, published by Batsford, 1962
:CMSM 224	A book entitled 'Poetical Works' by Leigh Hunt edited by H.S. Milford, published by OUP, 1923
:CMSM 226	A book entitled 'Trelawny: A Man's Life' by Margaret Armstrong, published by Hale, 1941
:CMSM 227	A book entitled 'The Englishman and his Books' by Amy Cruse, published by Crowell [undated].

:CMSM 231	A book entitled 'The Friend of Shelley: Trelawny' by H. J. Massingham, published by Cobden-Sanderson, 1930
:CMSM 232	A book entitled 'Ariel' by Andre Maurois, published by Bodley Head, 1925
:CMSM 234	A book entitled 'The Journal of Thomas Moore 1818-1841' edited by Peter Quennell, published by Batsford, 1964
:CMSM 235	A book entitled 'Adonais e Altre Poesie' by Percy Bysshe Shelley, translated and introduced by Roberto Sanesi, published by Rusconi, 1971
:CMSM 236	A book entitled 'Shelley's Mythmaking' by Harold Bloom, published by Cornell University Press, 1969
:CMSM 238	A book entitled 'Ghosts of the Rialto' by Daniele Vare, published by Murray, 1956
:CMSM 239	A book entitled 'Shelley's Prose' or 'The Trumpet of a Prophecy' by David Lee Clark, published by University of New Mexico, 1966
:CMSM 240	A book entitled 'Claire Clairmont, Mother of Byron's Allegra' by R. Glynn Grylls, published by Murray, 1939
:CMSM 242	A book entitled 'Shelley: the Man and the Poet' by Arthur Clutton-Brock, published by Methuen, 1910
:CMSM 243	A book entitled 'The Life of Percy Bysshe Shelley' by Thomas Jefferson Hogg, published by Routledge, 1906
:CMSM 244	A book entitled 'Life in Regency and Early Victorian Times' by E. Beresford Chancellor, published by Batsford, 1926
:CMSM 246	A book entitled 'The Castle of Otranto' by Horace Walpole, published by Folio Society, 1976
:CMSM 247	A book entitled 'The Political Ideas of the English Romanticists' by Crane Brinton, published by OUP, 1926
:CMSM 252	A book entitled 'Thomas Love Peacock' by Carl Dawson, published by Routledge, 1968
:CMSM 255	A book entitled 'Byron on the Continent' [no author], published by Pforzheimer Library, 1974
:CMSM 256	A book entitled 'The Wandering Jew: A Poem' by Percy Bysshe Shelley edited by Bertram Dobell, published by Shelley Society, 1887
:CMSM 257	A book entitled 'Review of Hogg's 'Memoirs of Prince Alexy Haimatoff'' by Percy Bysshe Shelley, published by Shelley Society, 1887
:CMSM 269	A book entitled 'I Cenci: Drame di Shelley' by Mario Pratesi, published by Nuova, 1904
:CMSM 271	A Japanese Book with no English transliteration but presumably concerning Percy Bysshe Shelley in some way.
:CMSM 273	A book entitled 'Guide to the Church of St Margaret, Warnham' by Francis W. Steer, published by Warnham Parochial Church Council (undated).
:CMSM 274	A book entitled 'England in 1819: Church, State and Poverty' by William J. McTaggart, published by Keats-Shelley Memorial Association, 1970
:CMSM 278	A book entitled 'On the Text of Some Letters by Shelley' by John Buxton, published by OUP, 1972
:CMSM 287	A book entitled 'Browning Institute Studies' by Alethea Hayter, published by Browning Institute, 1973
:CMSM 289	A book entitled 'I Cenci di P.B. Shelley' by Aurelio Zanco, published by Istituto Grafico Tiberino (undated).
:CMSM 298	A book entitled 'Poe as a Poet' by Masami Morita, [no publisher, undated]
:CMSM 299	A book entitled 'Emerson and Shelley: Their Romanticism and Poetry' by Masami Morita, [no publisher, undated]

:CMSM 300	A book entitled 'Whitman and Shelley' by Masami Morita, [no publisher, undated]
:CMSM 303	A book entitled 'Shelley and the Irish Question' by Arira Minami, Okayama University, undated.
:CMSM 307	A book entitled 'The Byron Women' by Margot Stickland, published by Owen, 1974
:CMSM 308	A book entitled 'Byron and the Spoiler's Art' by Paul West, published by Chatto and Windus, 1960
:CMSM 314	A book entitled 'Lord Byron and the Armenians' [no publisher, undated]
:CMSM 316	A book entitled 'My Dearest Augusta' by Peter Gunn, published by Bodley Head, 1968
:CMSM 319	A book entitled 'Byron' by Francis M. Doherty, published by Evans, 1968
:CMSM 324	A book entitled 'Lord Byron and the Armenians', no publisher, undated.
:CMSM 325	A book entitled 'Byron's Greece' by Elizabeth Longford, published by Weidenfeld and Nicholson, 1975
:CMSM 326	A book entitled 'Blessington D'Orsey. A Masquerade' by Michael Sadler, published by Constable, 1933
:CMSM 329	A book entitled 'Lord Byron's Marriage: The Evidence of Asterisks' by G. Wilson Knight, published by Routledge and Kegan Paul, 1957
:CMSM 330	A book entitled 'Ada, Countess of Lovelace: Byron's Legitimate Daughter' by Doris Langley Moore, published by Murray, 1977
:CMSM 331	A book entitled 'Caro, The Fatal Passion: The Life of Lady Caroline Lamb' by Henry Blyth, published by History Book Club, 1972
:CMSM 333	A book entitled 'Byron's Life' by Thomas Moore, published by Murray, 1846
:CMSM 334	A book entitled 'Teresa: The Story of Byron's Last Mistress' by Austin K. Gray, published by Harrap, 1948
:CMSM 337	A book entitled 'To Lord Byron: Feminine Profiles Based Upon Unpublished Letters 1807-1824' by George Paston and Peter Quennell, published by Murray, 1939
:CMSM 338	A book entitled 'Byron. An Exhibition to Commemorate the 250th Anniversary of his Death, published by Victoria and Albert Museum, 1974
:CMSM 339	A book entitled 'Byron: The Critical Heritage' edited by Andrew Rutherford, published by Routledge and Kegan Paul, 1970
:CMSM 340	A book entitled 'Lord Byron's Wife' by Malcolm Elwin, published by McDonald, 1962
:CMSM 341	A book entitled 'Byron: The Years of Fame' by Peter Quennell, published by Penguin, 1954
:CMSM 342	A book entitled 'P.B. Shelley' by Elio Chinol, published by Neri Pogga, 1951
:CMSM 347	A book entitled 'Shelley and Byron: The Snake and Eagle Wreathed in Flight' by Charles E. Robinson, published by Hopkins University Press, 1876
:CMSM 348	A book entitled 'The Prisoner of Chillon and Other Poems' by Lord Byron, published by Murray, 1816
:CMSM 349	A book, in six volumes, entitled 'Shelley and his Circle, 1773-1822: The Manuscripts in the Carl H. Pforzheimer Library' edited by Donald H. Reiman, published by Harvard University Press, 1973

:CMSM 351	A book entitled 'The Last Attachment: The Story of Byron and Teresa Guicciola' by Iris Origo, published by Murray, 1972
:CMSM 352	A book entitled 'A History of the Nineteenth Century, Year by Year' by Edwin Emerson, published by Collier, 1902
:CMSM 353	A book entitled 'Frankenstein' by Mary Shelley, published by Dent, 1965
:CMSM 356	A book entitled 'Shelley and the Unromantics' by Oliver Ward Campbell, published by Methuen, 1924
:CMSM 359	A book entitled 'Shades of Eton' by Percy Lubbock, published by Scribner, 1929
:CMSM 360	A book entitled 'The Napoleonists: A Study in Political Disaffection 1760-1960' by E. Tangye Lean, published by OUP, 1970
:CMSM 362	A book entitled 'Samuel Taylor Coleridge in Malta and Sicily' by Donald Sultana, published by Barnes and Noble, 1969
:CMSM 363	Two Volumes of a book entitled 'Shelley' by Newman Ivey White, published by Secker and Warburg, 1947
:CMSM 364	A book entitled 'Shelley's 'The Triumph of Life': A Critical Study' by Donald H. Reiman, published by University of Illinois, 1966
:CMSM 365	A book entitled 'Born Under Saturn: A Biography of William Hazlitt' by Catherine McDonald Maclean, published by Collins, 1943
:CMSM 368	Twenty six Volumes of book entitled 'The Byron Journal' by The Byron Society, published by Liverpool University Press, 1973
40 :CMSM 370	A book entitled 'Byron' by Nottingham Museums, published by English Life, 1974
:CMSM 371	A book entitled 'Frankenstein' by James Whales, published by MacMillan, 1974
:CMSM 386	A book entitled 'The Nightmare Reader, vol.1' by Peter Haining, published by Pan, 1976
:CMSM 388	A book entitled 'Frankenstein Unbound' by Brian Aldiss, published by Pan, 1973
:CMSM 389	A book entitled 'Whatever Became of the Pauline Poet? Browning Under the Influence of Shelley' by Peter N. Heydon, published by Browning Society, 1973
:CMSM 398	A book entitled 'Exhibition Guide, Byron', published by the Victoria and Albert Museum, 1974
:CMSM 404	A book entitled 'The Poetry of Lord Byron: Warton Lecture on English Poetry' by John Buxton, published by the British Academy, 1970
:CMSM 405	A book entitled 'Byron and Europe' by Donald A. Low, published by Journal of European Studies, 1974
:CMSM 408	A book entitled 'Byron: A Portrait', by Leslie A. Marchand, published by Murray, 1971
:CMSM 410	A book entitled 'The Unpublished Diary of Mrs Leigh Hunt, Pisa, September 18 1822, Genoa, October 24, 1822', published by Macmillan, 1913
:CMSM 412	A book entitled 'Bibliographical Index to the Keats-Shelley Memorial Bulletin' vols.I- XX, 1910 - 1969, by C. Darrel Sheraw
:CMSM 420	A book entitled 'Shelley at Bagni di Lucca nel 1818'. Reference Album. [No author, no publisher, no date]
:CMSM 706	Two copies of a book entitled 'Shelley Memorials: From Authentic Sources' edited by Lady Shelley, published by Ticknor and Fields, 1859

:CMSM 726	A book entitled 'Il Tartufo Il Malato Immaginario' by Moliere (Jean-Baptiste Poquelin)
:CMSM 729	A book entitled 'Vomini e Dottrine' published by Edizione di Storia e Letteratura, 1856
:CMSM 755	A book entitled 'Bulletins of the Keats-Shelley Memorial Association'
:CMSM 757	A book entitled 'The Byron Journal'
:CMSM 758	A book entitled 'Philosophical Dictionary' 2nd ed., by Voltaire, published by Penguin, 1979.
:CMSM 759	A book entitled 'The Cowden Clarkes' by Richard D. Altick, published by OUP, 1948.
:CMSM 760	A book entitled 'The Man who was Frankenstein' by Peter Haining, published by Muller, 1979.
:CMSM 761	A book entitled 'Clara Novello 1818-1908' by Averil Mackenzie-Grieve, published by Bles, 1955.
:CMSM 762	A book entitled 'A New History of Rye' by Leopold Amon Vidler, published by Gouldens, 1971.
:CMSM 763	A book entitled 'Poetical Works' by John Keats edited by H. Buxton Forman, published by OUP, 1940.
:CMSM 764	A book entitled 'John Keats' by Robert Gittings, published by Heinemann, 1980.
:CMSM 765	A book entitled 'With Byron in Italy' by Anna B. McMahan, published by Unwin, 1907.
:CMSM 766	A book entitled 'Keats' by Sidney Colvin, published by MacMillan, 1887.
:CMSM 768	A book entitled 'The First Romantics' by Malcolm Elwin, published by MacDonald, 1947.
:CMSM 770	A book entitled 'Thomas J. Wise in the Original Cloth' by Wilfred Partington, published by Hale, 1946.
:CMSM 771	A book entitled 'Southey: English Man of Letters' by Edward Dowden, published by MacMillan, 1882.
:CMSM 772	A book entitled 'The Vampyre: A Tale' by John William Polidori, published by Gubbelecote Press, 1974.
:CMSM 773	A book entitled 'The Boy Sidney' by Gordon Grinstead, published by Cassell, 1962.
:CMSM 775	A book entitled 'Byron and the Romantics in Switzerland 1816' by Elma Dangerfield, published by Ascent, 1978
:CMSM 776	A book entitled 'Byron' by Elizabeth Longford, published by Hutchison, 1976
:CMSM 777	A book entitled 'Lord Byron, Leigh Hunt and The Liberal'. Selections with an introduction by Leslie P. Pickering, published by Drane's, 1925
:CMSM 779	A book entitled 'Shelley' by Edmund Blunden, published by Collins, 1946
:CMSM 780	A book entitled 'Byron: The Critical Heritage' edited by Andrew Rutherford, published by Routledge and Kegan Paul, 1970
:CMSM 788	A book entitled 'Ghosts of Spanish Steps' by Daniele Vare, published by John Murray, 1955
:CMSM 789	A book entitled 'A Galaxy of Governesses' by Bea Howe, published by Verschoyle, 1954
:CMSM 791	A book entitled 'The Older Hardy' by Robert Gittings, published by Heinemann, 1978
:CMSM 792	A book entitled 'Masks and Mirrors' by Marius Bewley, published by Chatto and Windus, 1970
:CMSM 793	A book entitled 'Penhurst Castle' by Mrs Marshall, published by Seeley, 1908
:CMSM 794	A book entitled 'Family Treasury of Great Biographies' published by Readers Digest, 1971
:CMSM 795	A book entitled 'A Defence of Poetry' by Shelley edited by Albert S. Cooke, published by Ginn, 1890

:CMSM 799	A book entitled 'The Young Romantics and Critical Opinion 1807-1824' by Theodore Redpath, published by Harrap, 1973
:CMSM 800	A book entitled 'Breve Storia Della Letteratura Italiana' by Eugenio Donadoni, published by Longman
:CMSM 801	A book entitled 'Coningsby, or, The New Generation' by Benjamin Disraeli, published by Longman
:CMSM 802	A book entitled 'Paul Clifford' by Edward Bulwer-Lytton, published by Croom
:CMSM 803	A book entitled 'Frankenstein Ovvero il Prometeo Moderno' by Mary Shelley, published by Biblioteca Universale Rizzoli, 1952
:CMSM 804	A book entitled 'Pelham, or, Adventures of a Gentleman' by Edward Bulwer-Lytton, published by Routledge, 1860
:CMSM 805	A book entitled 'Poems' by Alfred Lord Tennyson, published by Bell, 1907
:CMSM 806	A book entitled 'Un Oasi nel Deserto' by P. Luigi, published by Faenza, 1935
:CMSM 807	A book entitled 'Lectures on English Poets and The Spirit of the Age' by William Hazlitt, published by Dent, 1922
:CMSM 808	A book entitled 'The Poetical Works' by William Blake edited by W.M. Rossetti, published by Bell, 1891
:CMSM 810	A book entitled 'The Golden Book of Coleridge' edited by Stoppard A. Brooke, published by Dent, 1895
:CMSM 812	A book entitled 'The Complete Poetical Works' by Percy Bysshe Shelley edited by A. Thomas, published by OUP, 1917
:CMSM 813	A book entitled 'Maid Marian and Crotchet Castle' by Thomas Love Peacock, published by Macmillan, 1927
:CMSM 814	A book entitled 'Tennyson' edited by Dorothy Wellesley, published by Collins, 1941
:CMSM 814.1	A book entitled 'The Years of Endurance 1793-1802' by Arthur Bryant, published by Collins, 1942
:CMSM 815	A book entitled 'Poesie' by Percy Bysshe Shelley, published by Dall'Oglio
:CMSM 815.1	A book entitled 'The Years of Victory 1802-1812' by Arthur Bryant, published by Collins, 1944
:CMSM 816	A book entitled 'River of Dissolution: D.H. Lawrence and English Romanticism' by Colin Clarke, published by Barnes and Noble, 1969
:CMSM 818	A book entitled 'Studies in Romanticism vol.21 no.3', published by Boston University, 1982
:CMSM 820	A book entitled 'Charles Lamb' by S L. Bensusan, published by Dodge
:CMSM 821	A book entitled 'The Poetical Works' by John Milton, published by Warne, 1888
:CMSM 822	A book entitled 'Notorious Lady: The Countess of Blessington' by Doris Leslie, published by Book Club, 1977
:CMSM 823	Two copies of A book entitled 'A History of Everyday Things in England 1733-1851' by Marjorie and C.H.B. Quennell, published by Batsford, 1947
:CMSM 825	A book entitled 'Covent Garden' by Desmond Shawe-Taylor, published by Max Parrish, 1948
:CMSM 826	A book entitled 'Edward Lear: The Life of a Wanderer' by Vivien Noakes, published by Collins, 1968
:CMSM 827	A book entitled 'Pisa', published by Sansoni, 1969
:CMSM 830	A book entitled 'The Brownings of Casa Guidi' by Edward C. McAleer, published by Browning Institute, 1979
:CMSM 831	A book entitled 'The Hour of One: Six Gothic Melodramas' by Stephen Wischhusen, published by Fraser, 1975
:CMSM 832	A book entitled 'Frankenstein' by Mary Shelley, published by Club Degli, 1968

:CMSM 833	A book entitled 'The Bravo of Venice' by M.G. Lewis, published by McGrath, 1972
:CMSM 834	A book entitled 'Swinburne' by Samuel C. Chew, published by Archon, 1966
:CMSM 836	A book entitled 'Samuel Taylor Coleridge: A Bondage of Opium' by Molly Lefebure, published by Quartet, 1977
:CMSM 837	A book entitled 'Samuel Taylor Coleridge in Malta and Italy' by Donald Sultana, published by Barnes and Noble, 1969
:CMSM 840	A book entitled 'North Italian Painters of the Renaissance' by Bernhard Bevenson, published by Putnam, 1907
:CMSM 842	A book entitled 'Reise: Fuhrer Durch Ligurien' by Guido Coppini, published by Vaccari, 1969
:CMSM 843	A book entitled 'Italiaanse Riviera' published by Van Goor Zonch
:CMSM 845	A book entitled 'The Life and Correspondence of J.M.W. Turner' by Walter Thornbury, published by Ward Lock, 1970
:CMSM 846	A book entitled 'A Poets Youth' by Margaret L. Woods, published by Chapman and Dodd, 1923
:CMSM 848	A book entitled 'Shelleyland: Romance of Boscome Manor' by Agnes Mott, published by Sydenham
:CMSM 849	A book entitled 'The Mythology of Ancient Greece and Italy' by Thomas Keightley, published by Whitaker, 1838
:CMSM 850	A book entitled 'English Men of Letters: Locke' by Thomas Fowler, published by MacMillan, 1880
:CMSM 851	Five copies of a book entitled 'Poesie: Compreso il Saggio Difesa Della Poesie' by Percy Bysshe Shelley, published by Dall'Oglio
:CMSM 852	A book entitled 'Giosue Carducci' by Guido Vitali, published by Vallardi
:CMSM 853	A book entitled 'The Poetical Works of Percy Bysshe Shelley' edited by William B. Scott, published by Routledge, [1880]
:CMSM 855	A book entitled 'Haunts of Ancient Peace' by Alfred Austin, published by Black, 1908
:CMSM 857	A book entitled 'Shelley and his World' by Claire Tomalin, published by Thames and Hudson, 1980
:CMSM 859	A book entitled 'Sir Percy Shelley's Theatre Boscombe Manor' by W.L. Jacob
:CMSM 860	A book entitled 'Trelawny's Strange Relations' by Anne Hill, published by Mill House Press, 1956
:CMSM 862	A book entitled 'St Peter's Church, Bournemouth' by Daniel Campbell, published by British Publishing Company
:CMSM 864	A book entitled 'Byron and Shelley in Italy' published by Italian State Tourist Board
:CMSM 865	A book entitled 'The Dracula Journal', published by the Dracula Society
:CMSM 875	A book entitled 'The Complete Poetical Works of Percy Bysshe Shelley' edited by Thomas Hutchinson, published by OUP, 1947
:CMSM 876	A book entitled 'Moon in Eclipse: A Life of Mary Shelley' by Jane Dunn, published by Weidenfeld and Nicolson, 1978
:CMSM 877	A book entitled 'The Cenci: A Tragedy in Five Acts' by Percy Bysshe Shelley, published by The Shelley Society, 1886
:CMSM 878	A book entitled 'Shelley: His Life and Work' two vols by Walter Edwin Peck, published by Benn, 1927
:CMSM 879	A book entitled 'The Life of Percy Bysshe Shelley' two vols by Edward Dowden, published by Kegan Paul, 1886
:CMSM 880	A book entitled 'Shelley's Platonic Answer to a Platonic Attack on Poetry' by Joseph E. Baker, published by University of Iowa Press, 1965
:CMSM 883	A book entitled 'The Complete Poetical Works of Percy Bysshe Shelley' edited by Thomas Hutchinson, OUP, 1929

:CMSM 885	A book entitled 'Shelley in Italy: An Anthology' by John Lehmann, published by Lehmann, 1947
:CMSM 887	A book entitled 'Shelley: Poetical Works' edited by Thomas Hutchinson, published by OUP, 1975
:CMSM 891	A book entitled 'Red Shelley' by Paul Foot, published by Sidgwick and Jackson, 1980
:CMSM 892	A book entitled 'The Monk' by Matthew Lewis, published by Folio Society, 1984
:CMSM 894	A book entitled 'Shelleyland: Romance of Boscombe Manor' by Agnes Mott, published by Sydenham
:CMSM 897	A book entitled 'Frankenstein or The Modern Prometheus' by Mary Shelley, published by Oxford Classics, 1952
:CMSM 898	A book entitled 'Trelawny: The Incurable Romancer' by William St Clair, published by Murray, 1977
:CMSM 899	A book entitled 'The Social Thought of Rousseau and Burke' by David Cameron, published by Weidenfeld and Nicolson, 1973
:CMSM 902	A book entitled 'Shelley or The Idealist' by Ann Jellicoe, published by Faber, 1966
:CMSM 903	A book entitled 'The Last Man' by Mary Shelley edited by H.J. Luke, published by Bison, 1965
:CMSM 904	A book entitled 'Shelley' by Dorothy Wellesley, published by Penns, 1941
:CMSM 906	A book entitled 'The Frankenstein Diaries' by Hubert Venables, published Hutchinson, 1980
:CMSM 909	A book entitled 'John Addington Symonds: A Biography' by Horatio F. Brown, published by Smith Elder, 1903
:CMSM 910	A book entitled 'Shelley: English Man of Letters' by John A. Symonds, published by Macmillan, 1902
44 :CMSM 911	A book entitled 'The Castle of Otranto' by Horace Walpole and 'Vathek' by William Beckford, published by Penguin, 1978
:CMSM 912	A book entitled 'Byron, Shelley and Their Pisan Circle' by C.L. Cline published by Murray, 1952
:CMSM 913	A book entitled 'Shelley: English Man of Letters' by John A. Symonds, published by Macmillan, 1909
:CMSM 914	A book entitled 'Ariel: A Shelley Romance' by Andre Maurois, published by Lane, 1924
:CMSM 915	A book entitled 'Great Lives: Keats, Marlborough, Queen Elizabeth, Wren' by B. Evans, Maurice Ashley, Charles Williams, Geoffrey Webb, published by Duckworth, 1941
:CMSM 916	A book entitled 'We Are Stars, and Other Poems' by Edward Shelley, published by Partridge, 1961
:CMSM 917	A book entitled 'Bulwer-Lytton: An Illustrated Life of the First Baron Lytton' by Sibylla Jane Flower, published by Shire, 1973
:CMSM 918	A book entitled 'The Rise and Fall of a Regency Dandy: The Life and Times of Scrope Berdmore Davies' by T.A.J. Burnett, published by Murray, 1981
:CMSM 920	A book entitled 'The Poems of Percy Bysshe Shelley' edited by Thomas Hutchinson, published by OUP, 1919
:CMSM 921	A book entitled 'A Fantasy of Reason: The Life and Thought of William Godwin' by Don Locke, published by Routledge and Kegan Paul, 1980
:CMSM 922	A book entitled 'Shelley and his Circle 1773 - 1822' by Kenneth N. Cameron in three volumes, published by Harvard University Press, 1970

Appendix 2 - The RCAGM Statement of Purposes - Our Core Offer

Russell-Cotes Art Gallery and Museum is an outstanding celebration of late-Victorian art collectors; their passions and achievements; how they lived and encountered the world; and how they presented their collections to enrich the lives of others.

We are entrusted to present the Russell-Cotes' personal vision and legacy in the most authentic way possible, and to enable learning, enjoyment and access to the house and collections for residents and visitors to Bournemouth.

The 'core offer' is focused on the historic building, East Cliff Hall, its stunning seafront setting, and its internationally-known collections, which attract and astound visitors. However, this is only part of the offer. In addition to the original house, we also have four art galleries added in the early 1900s. We will use this offer to:

1. Explain the story of the Russell-Cotes, the Victorian/Edwardian house and world cultures/art collections, putting it into local, national and international context
2. Encourage use of the galleries, collections, and unique energy and atmosphere of the house to inspire great art, and to stimulate creativity and curiosity
3. Explore aspects of the human condition, which were recognised by the Victorian innovators, philanthropists and social reformers, and which matter to communities today.

Finally, the spaces available at Russell-Cotes Art Gallery & Museum are not the exclusive domain of the Victorians. We are developing a vibrant cultural programme which, while rooted in the era of our founders, will be a stage for wider participation and engagement. We will continue in the spirit of two of Bournemouth's most forward-thinking citizens by striving to make a significant contribution to the development of the Russell-Cotes Art Gallery and Museum as a cultural flagship for Bournemouth. (MBTS, 2012)

We want our art gallery and museum to do what the very best galleries and museums do: to be spaces where the past, present and future come together in an irresistible mix of life, culture and heritage - a place where everyone can feel at home with a world of art.

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RUSSELL COTES ART GALLERY AND MUSEUM MANAGEMENT COMMITTEE



Report subject	Russell-Cotes Charity Accounts 2023-4
Meeting date	29 January 2025
Status	Public Report
Executive summary	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.
Recommendations	<p>It is RECOMMENDED that:</p> <p>The Management Committee agree the Annual Financial Statements and the Letter of Representation for the Financial Year 2023/24.</p>
Reason for recommendations	To allow the Annual Financial Statements for the Russell-Cotes Art Gallery and Museum for 2023/24 to be approved and submitted by the deadline of 31 January 2025.

Portfolio Holder(s):	Cllr Millie Earl, Leader of the Council. Cllr Andy Martin, Portfolio Holder for Customer, Communications and Culture
Corporate Director	Glynn Barton, Chief Operations Officer
Report Authors	Simon Langford, Accountant
Wards	Not applicable
Classification	For Decision

Background

1. As sole trustee BCP Council is required to approve the 2023/24 Russell-Cotes Art Gallery and Museum Annual Financial Statements before they are submitted to the Charity Commission by the 31 January 2025. The Russell-Cotes Art Gallery and Museum Management Committee is asked to review and agree the Annual Financial Statements and the Letter of Representation prior to the Leader of the Council signing them off.

Options Appraisal

2. There are no options as it is a statutory requirement to submit appropriately approved Annual Financial statements to the Charity Commission within the required deadline.

Summary of financial implications

3. There are no financial implications as a result of this report.

Summary of legal implications

4. The Council's Executive exercises the functions as Trustee for the operations and management of the Russell-Cotes Art Gallery & Museum.
5. The Annual Financial Statements for the period ending 31 March 2024 are required by the Charity Commission to be filed by 31 January 2025 in accordance with The Charities (Accounts and Reports) Regulations 2008.

Summary of human resources implications

6. n/A

Summary of sustainability impact

7. n/a

Summary of public health implications

8. n/a

Summary of equality implications

(a) n/a

Summary of risk assessment

9. There are no financial risks associated with this decision. There could be reputational damage in missing the submission deadline.

Background papers

10. Draft Annual Financial Statements were made available to the Management Committee by Simon Langford on 10 January 2024.

Appendices

Appendix 1 – Trustees' Report and Audited Accounts 2023/24.

Appendix 2 – Management Letter of Representation 2023/24.

Appendix 3 – Hixsons Audit Findings 2023/24.

Appendix 4 – Letter of Comfort 2023/24.

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Russell-Cotes Art Gallery and Museum

Charity No. 306288

Trustees' Report and Audited Accounts

31 March 2024

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Trustees' Annual Report	2 to 11
Auditor's Report	12 to 15
Statement of Financial Activities	16
Balance Sheet	17
Statement of Cash flows	18
Notes to the Accounts	19 to 31
Detailed Statement of Financial Activities	32 to 33

The trustees present their report with the audited financial statements of the charity for the year ended 31 March 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 306288

Principal Office

Russell-Cotes Road

East Cliff

Bournemouth

BH1 3AA

Trustees

The following trustees served during the year:

BCP Council

G. Meyrick (Meyrick Baronetcy -
entitlement not taken up)

Trustees holding title to charity property

BCP Council

Key Management Personnel

Professor S. Bartholomew (Chair)

Cllr L. Northover

G. Irvine

Sir G. Meyrick

S. Newman - Museum manager

Cllr L. Williams (Vice-Chair)

Cllr A. Martin

F. Winrow

A. Frost

As of 1st April 2019 Bournemouth Borough Council became part of a new authority Bournemouth, Christchurch & Poole Council (BCP) and the policy of donation has passed to the new authority. This is enshrined in the following two UK Statutory Instruments:

- 2018 No. 648 The Bournemouth, Dorset and Poole (Structural Changes) Order 2018
- 2008 No. 2176 The Local Government (Structural Changes)(Transfer of Functions, Property, Rights and Liabilities) Regulations 2008.

The trustee is pleased to present these formal statements of account. This recognises the importance the art gallery and museum has as a key cultural community resource and flagship visitor attraction for the Bournemouth conurbation and region. The trustee has taken the Charity Commission's guidance on public benefit into consideration. It formalises the accounting treatment of the Trust as a separate entity with its own transactions distinct from those of BCP Council (The Council).

Auditor

Hixsons

24 Cecil Avenue

Bournemouth

BH8 9EJ

Bankers

Barclays

Leicester

LE87 2BB

OBJECTIVES AND ACTIVITIES

The objects of the Charity are the purposes of an art gallery and museum.

Our vision is that the Russell-Cotes Art Gallery & Museum will be the internationally acclaimed cultural flagship for Bournemouth and beyond. Our Mission is to inspire and enrich the lives of Bournemouth's residents and visitors by creating a cultural flagship around a unique historic house and international art collections.

Russell-Cotes Art Gallery and Museum is an outstanding celebration of late Victorian art collectors; their passions and achievements; how they lived and encountered the world; and how they presented their collections to enrich the lives of others. We are entrusted to present the Russell-Cotes' personal legacy in the most authentic way possible, and to enable learning, enjoyment and access to the house and collections for residents and visitors to Bournemouth.

Background - The Russell-Cotes is a rare survivor as the residence of a Victorian/ Edwardian collector, planned and perpetuated as a permanent art museum. It now comprises art galleries, historic house, exhibitions, a licensed café, a shop and activity/ learning area.

The Collections - The collection is a prime example of Victorian attitudes which resulted in an eclectic collection spanning fine art, ethnography, decorative and applied arts, sculpture, souvenirs and a theatre collection. Since Merton Russell-Cotes was an assiduous collector of British paintings in the latter part of the 19th century, the art collection provides a unique insight into middle class taste of the period. The collections were expanded and enhanced by the souvenirs acquired during the Russell-Cotes' travels around the world. Further donations, purchases and bequests have significantly added to the collection after 1921. The 'collections strategy' contains the policies for the acquisition, preservation, management and disposal of heritage assets and the details of the assets are maintained in the Modes database. The public has access to the collections that are on display. Personal access to the collections is not permitted as a general rule, although each request is reviewed on its merits taking into account the risks to the collections before granting or refusing access.

ACHIEVEMENTS AND PERFORMANCE

Review of the Year - The Museum had made a complete recovery from Covid in the previous financial year. Visitor numbers and activities continued to increase during this year.

Usage: Headline Performance - During the year, the gallery provided a range of public benefits through its public exhibitions, displays, activities, events, learning resources and sessions, including online activities, achieving the following usage numbers: 171,219 usages (53,231 visits in person, 1,559 enquiries, 91,057 unique website users, 10,830 followers on Facebook, 2,884 followers on Twitter, 4,848 followers on Instagram, 521 followers on other social media (YouTube, LinkedIn and TikTok) 5,828 e-newsletter subscribers, 198 off-site participants and 263 online participants, compared to 165,946 in 2022-23. 53,231 visits in person, compared to 49,762 in 2022-23. September 2023 saw the most visitors to the gallery (5,841), whilst August 2023 (5,828) and March 2024 (5,426) were also busy.

The Museum's educational and events programme continued - 47 formal education sessions were held on site delivering to 816 pupils and home-educated children. This compares to 39 sessions for home educated children, delivering to 1,118 children in 2022-23. Offsite 3 sessions were held for 72 university students. The number of annual tickets sold increased to 588 (from 580) generating 1,246 return visits. The Friends membership increased to 267 (from 218 members), generating 1,144 return visits.

Exhibitions and Events - 'In her own voice: the art of Lucy Kemp-Welch (1869 – 1948)' (1 April – 1 October 2023). Lucy Kemp-Welch (1869-1958) is one of Britain's best-known equine, female artists. Over a long and successful career spanning the first half of the 20th century she became a leading painter of horses, famous for her illustrations for Black Beauty and sensitive portrayals of horses at work. Her pictures are informed by her expertise as a horsewoman and love for her equine subjects. The Russell-Cotes Art Gallery & Museum partnered with the National Horse Racing Museum to organise the first major retrospective exhibition of works since the artist's death. Curated by art historian David Boyd Haycock, the exhibition focussed on key works and moments in Kemp-Welch's illustrious career and the influence of Hubert von Herkomer's teaching at his school in Bushey. This exhibition was made possible with a grant from the Weston Loan Programme with Art Fund and featured works from the Russell-Cotes collection as well as from national and regional museums, including the Imperial War Museum, Bushey Museum and Southampton City Art Gallery. The exhibition coincided with the launch of David Boyd Haycock's new biography of the artist 'The Life and Work of Lucy Kemp-Welch, Painter of Horses'. The exhibition was made possible as a result of the Government Indemnity Scheme. The Russell-Cotes Art Gallery & Museum is very grateful to HM Government for providing Government Indemnity and the Department for Digital, Culture and Sport and Arts Council England for arranging the indemnity. The exhibition was very popular, attracting visitors from around the world and very significant press coverage including 'Country Life' and 'The Spectator'. Reviews included: 'Superb exhibition of the paintings of Lucy Kemp-Welch, which was my main reason for visiting and was delighted to discover what a treasure the whole experience was.'

'Siam: through the Lens of John Thomson (1837 – 1921)' (21 October 2023 – 14 April 2024). This exhibition showed modern large-scale prints of glass plate photographs of Siam and Angkor Wat in Cambodia in the 1870s taken by John Thomson, who was an exact contemporary of Merton and Annie Russell-Cotes. It is the sister exhibition to the very popular 'China, through the lens of John Thomson' which was held in 2018. A Scottish photographer with an exceptional eye for detail, Thomson embarked on a ground-breaking journey to Siam during the late Victorian period, with a fairly new invention in those days: photography, capturing scenes that had been scarcely witnessed before in the western world. Throughout his remarkable career, Thomson ventured into uncharted territories and documented the exotic beauty and cultural richness of Thailand and Cambodia in stunning detail. Featuring dramatic images developed from negatives preserved in London's Wellcome Collection, this exhibition introduced the sights and people of nineteenth-century Thailand and Cambodia as witnessed by Thomson first hand.

The exhibition was opened by His Excellency Thani Thongphakdi, the Thai ambassador, and there were a number of associated events and workshops on site and on-line. The exhibition was well received with comments such as 'the Siam photographic exhibition was outstanding'.

Secretary's Room Exhibitions - From the Outside In: Responding to Art and Sculpture from the Russell-Cotes Africa Collection (January – December 2023). The Russell-Cotes worked with diverse community groups including local charity, DEED, to develop an exhibition of art and sculpture from a range of African countries from Sierra Leone to the Democratic Republic of Congo. Participants used the opportunity to explore ideas of colonialism, collecting, representation and meaning.

'Beautiful Bournemouth' (January 2024 – July 2024). This exhibition featured paintings and prints from the collection showing Bournemouth views.

Events, Learning and Community – On-site and on-line

A total of 90 informal learning and activity sessions took place on site involving 6,624 people. They included:

- Behind the Scenes Tours restarted on a monthly basis
- Regular drop-in tours of the museum for visitors offered by volunteer tour guides resumed three times per week.
- 46 booked group visits, some with a guided tour, for 1,005 people (including tour operators, specialist interest and adult education groups).
- The popular Hallowe'en event was resumed attracting 110 people.
- Christmas Weekend attracted 669 visitors.
- A 'Lates' programme of a monthly evening opening with additional talks, tours and activities, was made a regular event on the third Thursday of the month and proved very popular. Themes included Dangerous Women, Time Travellers and Christmas. A total of 3,305 visitors attended Lates over the year.

In addition, 197 children participated in 18 family learning and engagement activities

- Father Christmas made a welcome return for a further 103 children.
- 34 people attended workshops
- 62 formal learning sessions were delivered for 2,046 pupils/students including
- 29 formal learning sessions were held for 694 school children.
- 18 sessions for 122 home-educated children.
- There were also 32 visits by Language schools for 806 students (though many were self-led).
- 14 groups of 398 university students from AUB and Bournemouth University.
- 2 sessions off-site for 72 students from the universities.

Digital activity included:

- 6 on-line talks were offered by volunteers, staff and external curators and researchers related to the collections, museum and exhibitions attracting 263 attendees.
- Regular newsletters were sent to the mailing list/ supporters to keep them up to date with museum activities.
- A 'Friends Zone' continued with background information and articles.

Outreach included:

- 5 take-out talks for 126 attendees

Audiences

The museum engaged with community groups, specifically IAAC and DEED, to develop the exhibition 'From the Outside In; Responding to Art and Sculpture in the African Collection' in the Secretary's Room.

Focus groups on Visitor Experience, Programming, Access and Diversity continued with quarterly meetings scheduled to seek the views and ideas of diverse visitors and communities, in order to help inform the work of the Russell-Cotes, ensuring that it is relevant, engaging and respectful to all, and to drive improvements across its activities.

Sixpence Days', which essentially allowed free entry, were held four times in the year and attracted 3,626 visitors in total, averaging 906 per day. This enabled those for whom the admission charge is a barrier to visit for free.

The museum attended the World of Love Festival in Bournemouth and had stands at the Freshers Fairs for Bournemouth University and AUB, reaching 777 people in total.

Collections and Interpretation

As a result of the Lucy Kemp-Welch exhibition, the Russell-Cotes was offered the opportunity to purchase five studies by the artist dated 1894 for the painting 'Gypsy Horse Drovers' (in the RCAGM collections). The acquisitions were partly funded by grants from Arts Council England/V&A Purchase Grant Fund (£8,725), and Art Fund (£5,725). The balance came from the specific RCAGM fund restricted for the conservation and purchase of work for the Collection.

The museum's interpretation has been updated with new Room Books in all rooms now including information on sculptures, decorative art, world cultures and fittings as well as paintings.

Conservation of the sculpture of 'Queen Victoria' by John Gibson RA (1790 – 1866) has enabled her nose to be reconstructed. Friends of the Russell-Cotes contributed to the cost of the conservation. 'Thames Embankment' by James Aumonier (1832 – 1911) was also conserved. Both works are on display in the Museum.

Loans of paintings and objects in the Collection were made to British Museum, Kunsthalle Munchen (Munich), Museo d'Arte Moderna e Contemporanea di Casa Cavazzini (Udine), Casa delle Esposizioni of Illegio (Italy), Musei di San Domenico (Forlì, Italy), Falmouth Art Gallery, Tullie House Museum and Art Gallery (Carlisle), Southampton City Art Gallery, Red House Museum (Christchurch) and National Horseracing Museum (Newmarket). Attendance at these exhibitions was 513,133 in total.

Income generation - Café - The outdoor terrace and catering cart were fully operational subject to weather and demand and have enhanced the Café's offer and contributed to an increased turnover. Wedding and Venue Hire - Three room hires were held. Retail - Shop sales from the pop-up Lucy Kemp-Welch exhibition were strong, and from an improved Christmas offer. However, overall shop sales were slightly reduced from the previous year.

FINANCIAL REVIEW

Historically the Council, in its role as local authority and corporate trustee, has provided donated services each year sufficient for the trust to achieve breakeven. This is currently the policy that is expected to continue and so the accounts have been prepared on a going concern basis.

The unrestricted income fund is £193,869 and is stock, petty cash and reserves from BCP Council. The restricted income fund is £278,327 and is the conservatory repair fund, the purchase reserve and various other reserves held in trust to be retained for the benefit of the charity. The endowment reserve is £46,312,228 and is the value of the Heritage assets.

The Trust's assets are the freehold land and buildings consisting of the East Cliff Hall, Bournemouth and the collection itself. The Trustee has valued the freehold land and buildings at depreciated replacement cost value which, is reflected in a revaluation reserve on the balance sheet.

In 2022, the Russell-Cotes was awarded a grant of £518,000 from the Arts Council England (ACE) Museums Estates and Development Fund (MEND) to deliver a defined programme of maintenance work: restoring the conservatory, replacing the end-of-life air handling units, improving drainage and improving CCTV security. Match funding was provided by £213,000 from the Community Infrastructure Levy (CIL), fundraising (£30,0000) and £213,000 BCP Council prudential borrowing.

Work was successfully completed on the drainage and replacing all the air handling units in spring 2024. This required the museum to be closed for 4 weeks in January 2024. All plant has been upgraded and renewed allowing the delivery of close control of the environment in the museum, whilst providing only customer comfort in the Café area, with more modern and efficient systems which will bring a reduction in energy usage.

The cost of the repairs to the conservatory was higher than budgeted due to inflation in the sector, so additional funds have been raised and secured from reserves. Work started in spring 2024 and is due for completion in autumn 2024.

The Museum received £1,915 from Neighbourhood CIL for the refurbishment of garden features including the Japanese bridge, fountain and the refurbishment of the beach sculptures on the metal railings. It received £36,303 from the Bournemouth Civic Society on its closure after 50 years, to recreate a children's pavilion in the garden. It also received a legacy from Miss Julia Stallard of £84,317 towards the maintenance of the museum.

Approximately 20 FTE members of staff were employed during this period, (18 FTE in 2022-23), excluding a % of senior management time.

Volunteers continued to make a valuable 'in kind' contribution to the service both remotely and on-site, working on a range of projects including:

- Interpretation - (research on exhibition text)
- Collections related (cataloguing RC library, collections research and documentation, environmental monitoring, deep cleaning)
- Public-facing (stewarding, tour guiding, learning assistance, talks, café etc)
- IT, marketing & administrative (visitor feedback, data entry etc)
- Performing live music in the house
- Maintaining the garden

During the year the museum had 129 volunteers who contributed about 4,168 hours of their time.

PRINCIPAL RISKS AND UNCERTAINTIES

The Trustee relies on the Council's corporate risk register to monitor and manage risk. Where necessary specific matters relating to the Russell Cotes will be included. The Trustee has considered the risks that the charity is exposed to but does not deem there to be any significant risk arising from its activities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trustee is pleased to present these formal statements of account. It recognises the importance the art gallery and museum has as a key cultural community resource and flagship visitor attraction for the Bournemouth conurbation and region. The Trustee has taken the Charity Commission's guidance on public benefit into consideration. It also formalises the accounting treatment of the Trust as a separate entity with its own transactions distinct from those of BCP Council (The Council).

The Trust was created under Indentures of 1908, 1918 and 1920 between BCP Council's predecessor body the County Borough of Bournemouth Corporation and Sir Merton and Lady Russell-Cotes. In 1962 a charity was formed to take over responsibility for the house and contents. Further information is provided in the notes to the accounts – tangible fixed assets.

Under the Indentures, the house and its collection were gifted to the Council for the purpose of forming an art gallery and museum for the use, benefit and enjoyment of the inhabitants of and visitors to Bournemouth.

The original Indentures were varied by s.57 Bournemouth Borough Council Act 1985. This requires that the Council manage, regulate, control and deal with the Trust, premises and property by means of a management committee appointed by them in accordance with the Local Government Act 1972.

Pursuant to the Council's Constitution, local choice functions are intended to be executive functions (ordinarily exercised by the Leader and/or Cabinet and Cabinet members per the Leader's scheme of delegation) as is permitted in accordance with the Local Authorities (Functions and Responsibilities) (England) Regulations 2000. The Council's executive therefore exercises the functions as Trustee for the operations and management of the Russell-Cotes Art Gallery and Museum. As in practice, Cabinet does not sit as the Management Committee, a new Management Committee was created in 2016, as a sub-committee of Cabinet and exercises the functions delegated to it.

The Management Committee meets twice a year and is serviced by the Council's Democratic Services team. As a sub-committee the minutes of meetings are noted and agreed by Cabinet. The Management Committee is made up of:

- a) the Portfolio Holder,
- b) two further Council member,
- c) 4 external (Non-Council Members) and
- d) Sir George Meyrick (or the person for the time being in enjoyment of the title), in compliance with the Bournemouth Borough Council Act. A substitute can be agreed with the elected chair prior to any meeting.

Non-Council members cannot lawfully exercise formal voting rights. However the rules have been written very carefully to ensure the non-members views are taken into account through a recorded shadow vote before any formal vote is taken.

Following continued discussion and consultation on the governance arrangements within the Council and with external stakeholders and communities, an application was made to the Charity Commission for permission to apply for a change of governance. In August 2022, the Charity Commission concluded that a change of governance was in the best interests of the charity and invited BCP Council to formally request a parliamentary scheme to replace the Local Authority Trustee with a new corporate Trustee under Section 73 of the Charities Act 2011.

BCP Council, as Sole Trustee, formally approved the request to the Charity Commission for a new Corporate Trustee in the minutes of its meeting on 10 January 2023.

Funding of £98,500 was provided by National Lottery Heritage Fund (NLHF) to support the costs of making this application and the transition to a new independent charity.

The formal application to the Charity Commission by BCP Council was delayed by the process of agreeing a financial arrangement for the new Trustee, but it was formally submitted in December 2023. A financial settlement to support the new corporate trustee was agreed by BCP Council at its meeting in February 2024. The Charity Commission is currently in process of drafting a Scheme for the new Trustee to be agreed with the Council and approved by Parliament in due course.

Progress on establishing the new trustee and its organisational arrangements continues.

Recruitment and appointment of external members

The management Committee recruitment process is carried out by officers and existing members on behalf of the Management Committee. The vacancy is advertised in the local media and interested parties are then provided with:

- a. Briefing Note
- b. Forward Plan
- c. Collections Strategy
- d. Latest Annual Report

The applicants' CV's are reviewed and potential applicants are then interviewed and appointed using the Charity Commission Operational Guidance, Trustee Act 2000, OG 86 B4 'Power to employ nominees and custodians'. On the appointment the committee members are provided with a copy of the governing documents, the Rules of the Management Committee together with the rules for conflicts of interest. A familiarisation session will be provided which ensures that the new management committee members have a good understanding of the Russell-Cotes Art Gallery and Museum as a whole and how it operates within the context of BCP Council.

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities requires the charity trustees to prepare financial statements which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- * select suitable accounting policies and then apply them consistently;
- * observe the methods and principles in the Charities SORP;
- * make judgements and estimates that are reasonable and prudent;
state whether applicable UK accounting standards have been followed,
- * subject to any material departures disclosed and explained in the financial statements;
- * prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure of information to auditor

So far as the trustees are aware, there is no relevant audit information of which the company's auditors are unaware and each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant information and to establish that the company's auditors are aware of that information.

Signed on behalf of the charity's trustees

BCP Council
Trustee
29 January 2025

Independent Auditor's Report to the Trustees of Russell-Cotes Art Gallery and Museum

Opinion

We have audited the accounts of Russell-Cotes Art Gallery and Museum (the 'charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the Notes to the Accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the accounts:

- give a true and fair view of the state of the charity's affairs as at 31 March 2024, and of its profit/loss for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the accounts, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the accounts is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group and parent charity's ability to continue as a going concern for a period of at least 12 months from when the accounts are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the accounts and our auditor's report thereon. The trustees are responsible for the other information.

Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the accounts is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the accounts are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement found in the trustees' report, the trustees are responsible for the preparation of accounts which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

We have been appointed under the Charities Act 2011, s. 145 and report in accordance with the regulations made under the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

As part of designing our audit, we determined materiality and assessed the risks of material misstatement in the financial statements, including how fraud may occur by enquiring of management of its own consideration of fraud. In particular, we looked at where management made subjective judgements, for example in respect of significant accounting estimates that involved making assumptions and considering future events that are inherently uncertain. We also considered potential financial or other pressures, opportunity and motivations for fraud.

As part of this discussion we identified the internal controls established to mitigate risks related to fraud or noncompliance with laws and regulations and how management monitor these processes. Appropriate procedures included the review and testing of manual journals and key estimates and judgements made by management.

We gained an understanding of the legal and regulatory framework applicable to the charity and the sector in which it operates, drawing on our sector experience, and considered the risk of acts by the Charity that were contrary to these laws and regulations, including fraud.

We focused on laws and regulations that could give rise to a material misstatement in the financial statements, including, but not limited to, the Charities Act 2011 and UK tax legislation.

We made enquiries of management with regards to compliance with the above laws and regulations and corroborated any necessary evidence to relevant information, for example, minutes of the trustees' meetings and correspondence between the Charity and its solicitors.

Our tests included agreeing the financial statements disclosures to underlying supporting documentation and enquiries with management, identifying and testing journal entries, in particular any journal entries posted with unusual account combinations, reviewing of deferred income and accrued provisions.

We did not identify any key audit matters relating to irregularities, including fraud. As in all of our audits, we also addressed the risk of management override of internal controls including testing journals and evaluation whether there was evidence of bias by the trustees that represented a risk of material misstatement due to fraud.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of this report

This report is made solely to the charity's trustees, as a body, in accordance Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Hixsons, Accountants and Statutory Auditors
24 Cecil Avenue
Bournemouth
BH8 9EJ

29 January 2025

Hixsons is eligible for appointment as auditor in terms of the Companies Act 2006, s.1212.

Russell-Cotes Art Gallery and Museum
Statement of Financial Activities
for the year ended 31 March 2024

		Unrestricted	Restricted	Endowment	RESTATED	
		funds	funds	funds	Total funds	Total funds
		2024	2024	2024	2024	2023
	Notes	£	£	£	£	£
Income and endowments from:						
Donations and legacies	3	699,545	778,606	-	1,478,151	945,897
Charitable activities	4	246,198	-	-	246,198	354,830
Other trading activities	5	280,007	-	-	280,007	255,347
Other	6	788	-	-	788	326
Total		1,226,538	778,606	-	2,005,144	1,556,400
Expenditure on:						
Raising funds	7	1,003,405	688,773	-	1,692,178	1,133,418
Charitable activities	8	190,317	-	-	190,317	150,761
Other	9	-	-	91,320	91,320	508,351
Total		1,193,722	688,773	91,320	1,973,815	1,792,530
Net gains on investments		-	-	-	-	-
Net income/(expenditure)	10	32,816	89,833	(91,320)	31,329	(236,130)
Transfers between funds		-	-	-	-	-
Net income/(expenditure) before other gains/(losses)		32,816	89,833	(91,320)	31,329	(236,130)
Other gains and losses						
Other (Losses)		-	-	(4,735,580)	(4,735,580)	(17,055,914)
Net movement in funds		32,816	89,833	(4,826,900)	(4,704,251)	(17,292,044)
Reconciliation of funds:						
Total funds brought forward		161,053	188,494	51,139,128	51,488,675	68,780,719
Total funds carried forward		193,869	278,327	46,312,228	46,784,424	51,488,675

Russell-Cotes Art Gallery and Museum

Balance Sheet

at 31 March 2024

		2024	RESTATED 2023
Charity No. 306288		£	£
Fixed assets			
Tangible assets	12	46,312,228	51,139,128
		<u>46,312,228</u>	<u>51,139,128</u>
Current assets			
Stocks	13	13,820	14,013
Debtors	14	12,283	9,010
Cash at bank and in hand		498,472	428,745
		<u>524,575</u>	<u>451,768</u>
Creditors: Amount falling due within one year	15	(52,379)	(102,221)
Net current assets		<u>472,196</u>	<u>349,547</u>
Total assets less current liabilities		<u>46,784,424</u>	<u>51,488,675</u>
Net assets excluding pension asset or liability		<u>46,784,424</u>	<u>51,488,675</u>
Total net assets		<u><u>46,784,424</u></u>	<u><u>51,488,675</u></u>
The funds of the charity			
Restricted funds	16		
Endowment funds		46,312,228	51,139,128
Restricted income funds		278,327	188,494
		<u>46,590,555</u>	<u>51,327,622</u>
Unrestricted funds	16		
General funds		193,869	161,053
		<u>193,869</u>	<u>161,053</u>
Total funds		<u><u>46,784,424</u></u>	<u><u>51,488,675</u></u>

Approved by the trustees on 29 January 2025

And signed on their behalf by:

BCP Council

Trustee

29 January 2025

Russell-Cotes Art Gallery and Museum

Statement of Cash flows

for the year ended 31 March 2024

	2024	RESTATED 2023
	£	£
Cash flows from operating activities		
Net expenditure per Statement of Financial Activities	(4,704,251)	(17,292,044)
Adjustments for:		
Profit on disposal of tangible fixed assets	(788)	(326)
Depreciation of property, plant and equipment	91,320	508,351
Other (gains)/losses	4,735,580	17,055,914
Decrease in stocks	193	6,415
(Increase)/Decrease in trade and other receivables	(3,273)	29,537
(Decrease)/Increase in trade and other payables	(49,842)	10,135
Net cash provided by operating activities	<u>68,939</u>	<u>317,982</u>
Cash flows from investing activities		
Profit on disposal of tangible fixed assets	788	326
Dividends, interest and rents from investments	-	-
Net cash from investing activities	<u>788</u>	<u>326</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net increase in cash and cash equivalents	69,727	318,308
Cash and cash equivalents at the beginning of the year	428,745	110,437
Cash and cash equivalents at the end of the year	<u>498,472</u>	<u>428,745</u>
Components of cash and cash equivalents		
Cash and bank balances	498,472	428,745
	<u>498,472</u>	<u>428,745</u>

for the year ended 31 March 2024

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 1 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The Russell-Cotes Art Gallery and Museum's corporate trustee includes the charity in its consolidated financial statements. The consolidated financial statements are prepared under the International Financial Reporting Standards and are available to the public at <https://www.bcpccouncil.gov.uk/About-the-council/Budgets-and-finance/Annual-accounts.aspx>. Having given regard to Public Benefit Entity guidance the corporate trustee considers the Russell-Cotes Art Gallery and Museum to be a Public Benefit Entity.

Going Concern

Historically the Council, in its role as local authority and corporate trustee, has provided donated services each year sufficient for the trust to achieve breakeven. This is currently the policy and the trustee has received confirmation that this support will continue for the foreseeable future and is considered adequate and so the accounts have been prepared on a going concern basis. The trustee considers that there are no material uncertainties about the Trust's ability to continue as a going concern.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	<p>Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.</p> <p>Voluntary income in the form of Donated Services received is recognised in the year that the matching unfunded element of expenditure is incurred. The policy of BCP Council has been and will be to subsidise the charity each year to the extent of its income shortfall. While this arrangement is likely to continue for the foreseeable future there is no contractual necessity for the Council to provide the subsidy through Donated Services other than the basic maintenance of the East Cliff Hall premises and grounds and the collection. There is also the need to employ a curator. Staffing currently includes a post of this nature together with the staff expected of a modern-day museum and art gallery. Income from commercial trading activities is recognised at point of sale - this includes income from the café. Grant income is recognised when the charity can demonstrate entitlement, receipt is probable, and the amount can be measured reliably.</p>
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.

Expenditure

Recognition of expenditure Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Expenditure on raising funds These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.

The main cost is for staff and there is no distinction or recording of time between charitable activities and the cost of generating funds. For example, there are no specific, salaried staff members employed to make retail sales. Instead, other staff members cover this function as an incidental part of their employment. An estimate of the value of this service is reflected in the statement of financial activities on an accrual basis. Maintenance includes the direct costs of maintaining the building and gardens. Running costs include rates, utilities and insurances. Salaries represent the cost of the Council supplied staff including those funded by any external grants. Operating costs are mostly incurred by the Council and charged by way of recharges to reflect the Russell-Cotes' apportionment of the cost of central Council services provided. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include those related to preparing statutory accounts, the statutory audit, legal fees and costs of Committee meetings.

Expenditure on charitable activities These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.

Grants payable All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.

Governance costs These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.

Other expenditure These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Freehold investment property

Heritage Assets

The Trust's heritage assets consist of the museum building - East Cliff Hall, the land and the paintings, furniture and other objects that form the collection of the Russell-Cotes museum. They are held to provide benefit and enjoyment to the inhabitants of and visitors to Bournemouth. Heritage assets are initially recognised at cost and are revalued periodically. Any revaluation gains or losses are held in the Endowment fund. These assets are valued using the Council's land and building valuation processes (depreciated replacement cost). Major refurbishment carried out by the Council is classified as a donated service and the asset revalued accordingly. Whilst being carried at other than a notional value, assets are depreciated on a straight line basis over their estimated useful lives.

Tangible assets	5 years
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Heritage - Freehold Buildings	50 years
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The carrying values of heritage assets are reviewed where there is evidence of physical deterioration or breakage. Any impairment is recognised and measured in accordance with the Trust's general policies on impairment. Depreciation is only chargeable on heritage assets if they meet the Trust's general policies for depreciation. The collection is not depreciated but revalued on a periodic basis by appropriate experts including the museum curator. A record of the heritage assets held by the Trust is maintained in the Modes database.

Capitalisation follows the policy of a threshold of £1,000.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market. The gift shop & cafe stock is counted at year end and valued at the lower of cost or most recent purchase price and net realisable value as per FRS102 (Section 13) and the Charity SORP.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash at bank is equal and opposite to the sum of the net of the debtors and creditors, the Conservatory Repair fund and the Paintings and Specimens reserve. The museum does not have its own bank account - all receipts are paid into and all payments paid from the BCP Council's main bank account.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Russell-Cotes Art Gallery and Museum
Notes to the Accounts

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year	RESTATED	RESTATED	RESTATED	RESTATED
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	2023	2023	2023	2023
	£	£	£	£
Income and endowments from:				
Donations and legacies	813,601	132,296	-	945,897
Charitable activities	313,197	41,633	-	354,830
Other trading activities	255,347	-	-	255,347
Other	326	-	-	326
Total	1,382,471	173,929	-	1,556,400
Expenditure on:				
Raising funds	1,091,785	41,633	-	1,133,418
Charitable activities	150,761	-	-	150,761
Other	-	-	508,351	508,351
Total	1,242,546	41,633	508,351	1,792,530
Net income/(expenditure)	139,925	132,296	(508,351)	(236,130)
Net income/(expenditure) before other gains/(losses)	139,925	132,296	(508,351)	(236,130)
Other gains and losses:				
Other Losses	(25,074)	-	(17,030,840)	(17,055,914)
Net movement in funds	114,851	132,296	(17,539,191)	(17,292,044)
Reconciliation of funds:				
Total funds brought forward	46,202	56,198	68,678,319	68,780,719
Total funds carried forward	161,053	188,494	51,139,128	51,488,675

3. Income from donations and legacies	Unrestricted funds	Restricted funds	Total funds	RESTATED Total funds
	2024	2024	2024	2023
	£	£	£	£
Public donations	80,698	302,239	382,937	82,361
BCP Council donations	618,847	476,367	1,095,214	863,536
	<u>699,545</u>	<u>778,606</u>	<u>1,478,151</u>	<u>945,897</u>

3 Income from donations and legacies

Included in BCP Council donations are 'in kind donations' for central support totalling £48,779 (2023: £44,694) and repairs totalling £40,001 (2023: £28,715).

Donated goods, facilities and services received

RESTATED

	Total funds 2024 £	Total funds 2023 £
General donation	1,095,407	869,951
Change in value of gift stock and cafe closing stock	(193)	(6,415)
	<u>1,095,214</u>	<u>863,536</u>

4 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Admission fees and school visits	246,198	-	246,198	224,886
Grant Income	-	-	-	129,944
	<u>246,198</u>	<u>-</u>	<u>246,198</u>	<u>354,830</u>

5 Income from other trading activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Retail trading	279,294	-	279,294	254,042
Venue hire	713	-	713	1,305
	<u>280,007</u>	<u>-</u>	<u>280,007</u>	<u>255,347</u>

6 Other income

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Sales of fixed assets (net proceeds)	788	-	788	326
	<u>788</u>	<u>-</u>	<u>788</u>	<u>326</u>

7 Expenditure on raising funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
<i>Fundraising trading costs</i>				
Retail trading	56,178	-	56,178	60,010
General operations - for detail see below	943,765	675,764	1,619,529	1,078,669
Grant funded - for detail see below	-	13,009	13,009	-
Exhibitions	3,462	-	3,462	(5,261)
Total	1,003,405	688,773	1,692,178	1,133,418
 General operations and grant funded - detail				
Repairs & maintenance	50,577	653,849	704,426	183,786
Rates & utilities	34,374	-	34,374	139,443
Other premises costs	7,594	-	7,594	6,254
Wages & salaries	432,245	-	432,245	423,161
Social security	36,627	-	36,627	33,119
Pension	71,246	-	71,246	62,181
Other employee costs	15,201	-	15,201	18,188
Accountancy, HR, Payroll & Legal costs	48,779	-	48,779	23,240
Insurance premiums	66,718	-	66,718	65,139
IT & telecoms	4,924	-	4,924	5,700
Travel	1,281	-	1,281	567
Other office costs	3,431	-	3,431	2,722
Marketing & promotion	19,724	199	19,923	20,861
Consultants	81,629	12,810	94,439	43,284
Miscellaneous supplies & services	69,415	21,915	91,330	51,024
Total	943,765	688,773	1,632,538	1,078,669

8 Expenditure on charitable activities

	Unrestricted funds 2024 £	Total 2024 £	Total 2023 £
<i>Expenditure on charitable activities</i>			
General operations - for detail see below	171,657	171,657	120,596
Repository	2,860	2,860	18,165
Governance costs	15,800	15,800	12,000
	<u>190,317</u>	<u>190,317</u>	<u>150,761</u>

Included in Governance costs are external audit fees of £15,800 (2023: £12,000) excluding VAT.

General operations - detail

Wages and salaries	145,341	145,341	103,657
Social Security	10,712	10,712	9,743
Pension	15,604	15,604	7,196
Total	<u>171,657</u>	<u>171,657</u>	<u>120,596</u>

9 Other expenditure

	Endowment funds 2024 £	Total 2024 £	Endowment funds 2023 £
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	91,320	91,320	508,351
	<u>91,320</u>	<u>91,320</u>	<u>508,351</u>

10 Net income/(expenditure) before transfers

	Endowment funds 2024 £	Endowment funds 2023 £
This is stated after charging:		
Depreciation of owned fixed assets	91,320	508,351

11 Staff costs

No employees received emoluments in excess of £60,000 for their Russell-Cotes related duties. There were no transactions involving the trustee or related parties and there were no ex-gratia payments.

The average monthly number of full time equivalent employees during the year was as follows:

	2024	2023
	Number	Number
	20	18
	<u>20</u>	<u>18</u>

12 Tangible fixed assets

	Heritage Assets	Total Assets
RESTATED 2023	2024	2024
Cost or revaluation		
At 1 April 2023	51,139,128	51,139,128
Additions	673,849	673,849
Revaluation	(5,500,749)	(5,500,749)
At 31 March 2024	<u>46,312,228</u>	<u>46,312,228</u>
Depreciation and impairment		
Depreciation charge for the year	91,320	91,320
Revaluation	(91,320)	(91,320)
At 31 March 2024	<u>46,312,228</u>	<u>46,312,228</u>
At 31 March 2023	<u>51,139,128</u>	<u>51,139,128</u>

The valuations (as at 31 March 2024) for the Heritage assets are:

- Building and Land £ 5,763,000 (RESTATED 2023: £ 4,880,000)
- Fine Art Collection £40,549,228 (2023: £46,259,128)

13 Stocks

	2024	2023
	£	£
Raw materials and consumables	13,820	14,013
	<u>13,820</u>	<u>14,013</u>
Carrying value analysed by activities	2024	2023
	£	£
Retail trading	13,820	14,013
	<u>13,820</u>	<u>14,013</u>

Russell-Cotes Art Gallery and Museum
Notes to the Accounts

14 Debtors

	2024	2023
	£	£
Other debtors	12,283	9,010
	<u>12,283</u>	<u>9,010</u>

15 Creditors:

amounts falling due within one year

	2024	2023
	£	£
Accruals	52,379	102,221
	<u>52,379</u>	<u>102,221</u>

16 Movement in funds

	RESTATED			
	At 1 April 2023	Incoming resources (including other gains/losses)	Resources expended	At 31 March 2024
Restricted funds				
Endowment funds:				
Building and Collection	51,139,128	(4,735,580)	(91,320)	46,312,228
Total	<u>51,139,128</u>	<u>(4,735,580)</u>	<u>(91,320)</u>	<u>46,312,228</u>
Restricted income funds:				
Conservatory repair fund - Public donations	33,804	2,221	-	36,025
Endowment income fund - Public donations	8,580	1,915	(1,915)	8,580
Paintings and specimen reserve	36,830	-	(20,000)	16,830
MEND * grant - Public donations	-	177,482	(177,482)	-
MEND * grant - BCP Council donations	-	476,367	(476,367)	-
Heritage Lottery Fund	49,280	-	(13,009)	36,271
Bequeaths	-	120,621	-	120,621
BCP Council donations	60,000	-	-	60,000
Total	<u>188,494</u>	<u>778,606</u>	<u>(688,773)</u>	<u>278,327</u>
MEND * grant - Museum Estate and Development Fund grant				
Unrestricted finds:				
General funds	161,053	1,226,538	(1,193,722)	193,869
Total	<u>161,053</u>	<u>1,226,538</u>	<u>(1,193,722)</u>	<u>193,869</u>
Total funds	<u>51,488,675</u>	<u>(2,730,436)</u>	<u>(1,973,815)</u>	<u>46,784,424</u>

Purposes and restrictions in relation to the funds:

Endowment funds:

Building and Collection

This comprises the full sum of the Heritage Assets total revalued amount, the cost of any fixed asset additions since the last valuation and the depreciation charged.

Restricted funds:

All funds

The cash balances are held by the Council within its general bank balances and are available at any time upon demand.

Conservatory repair fund

Donations to support the repair of Conservatory.

Endowment income fund

Funds received solely for the benefit of the Russell-Cotes.

Paintings and specimen reserve

Collection sales receipts retained to fund the acquisition of new items for the collection.

MEND (Museum Estate and Development Fund) grant	Art Council England grant to fund essential internal and external building repairs.
Heritage Lottery Fund	To support the creation of Russell-Cotes as an independent charity.
Bequeaths	Donations from individual estates or other interest parties to support ongoing activities of the Russell-Cotes.
BCP Council donations	Funding purposes includes - Externalisation, revenue support, repairs & maintenance & collection repository feasibility study.

17 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	-	46,312,228	46,312,228
Net current assets	193,869	278,327	472,196
	<u>193,869</u>	<u>46,590,555</u>	<u>46,784,424</u>

18 Reconciliation of net debt

	RESTATED At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash and cash equivalents	428,745	69,727	498,472
	<u>428,745</u>	<u>69,727</u>	<u>498,472</u>
Net debt	<u>428,745</u>	<u>69,727</u>	<u>498,472</u>

19 Restatement of prior year accounts

In preparation for the transfer of the Russell Cotes Art Gallery and Museum (RCAGM) from BCP Council into an Independent Charitable Organisation (CIC), additional work has been undertaken to restate the 2022/23 Financial Accounts to take account of the following material changes.

The Land and Buildings belonging to the RCAGM have been re-assessed by External Valuers providing an updated RCIS Valuation in line with UK GAAP and IFRS Reporting Standards. The Valuation has changed from £25,083m to £4,880m. This method of valuation will be adopted moving forward to provide a consistent accounting treatment across financial years.

Earmarked Reserve Balances held by BCP on behalf of the Russell Cotes Art Gallery and Museum (RCAGM) have been released to the Museum and have increased the Unrestricted and Restricted Funds from £73,190 to £349,547.

20 Related party disclosures

		RESTATED	
		2024	2023
		£	£
<i>Transactions with related parties</i>			
<i>Name of related party</i>	BCP Council in its role as local authority		
<i>Description of relationship between the parties</i>			
Trustee			
<i>Donations received from the related party</i>		1,095,214	863,536

The trust has a close working relationship with BCP Council acting in its role of local authority. The Council acting in its role of trustee of the charitable trust has nominated Council Cabinet to act as the Management Committee under s.57 Bournemouth Borough Council Act 1985.

The charity trustee acting in the capacity as management was not paid or reimbursed expenses during the year and no charity trustee received any emolument or payment for professional or other service.

As disclosed in the analysis of resources expended, the Council provides staff to manage and maintain the museum and gallery. The Council has historically subsidised the annual deficits of the trust.

There are 4 exhibits on loan to BCP Council which can be found in the parlours of both the Mayor and the Mayoress.

Russell-Cotes Art Gallery and Museum
Detailed Statement of Financial Activities

for the year ended 31 March 2024

RESTATED

	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income and endowments from:					
Donations and legacies					
Public donations	80,698	302,239	-	382,937	82,361
BCP Council donations	618,847	476,367	-	1,095,214	863,536
	<u>699,545</u>	<u>778,606</u>	<u>-</u>	<u>1,478,151</u>	<u>945,897</u>
Charitable activities					
Admission fees and school visits	246,198	-	-	246,198	224,886
Grant Income	-	-	-	-	129,944
	<u>246,198</u>	<u>-</u>	<u>-</u>	<u>246,198</u>	<u>354,830</u>
Other trading activities					
Retail trading	279,294	-	-	279,294	254,042
Venue hire	713	-	-	713	1,305
	<u>280,007</u>	<u>-</u>	<u>-</u>	<u>280,007</u>	<u>255,347</u>
Other					
Sale of fixed assets (net proceeds)	788	-	-	788	326
	<u>788</u>	<u>-</u>	<u>-</u>	<u>788</u>	<u>326</u>
Total income and endowments	1,226,538	778,606	-	2,005,144	1,556,400
Expenditure on:					
Costs of other trading activities					
Retail trading	56,178	-	-	56,178	60,010
Grant funded	-	13,009	-	13,009	-
General operations	943,765	675,764	-	1,619,529	1,078,669
Exhibitions	3,462	-	-	3,462	(5,261)
	<u>1,003,405</u>	<u>688,773</u>	<u>-</u>	<u>1,692,178</u>	<u>1,133,418</u>
Total of expenditure on raising funds	1,003,405	688,773	-	1,692,178	1,133,418
Charitable activities					
General operations	171,657	-	-	171,657	120,596
Repository	2,860	-	-	2,860	18,165
	<u>174,517</u>	<u>-</u>	<u>-</u>	<u>174,517</u>	<u>138,761</u>
Governance costs					
	15,800	-	-	15,800	12,000
	<u>15,800</u>	<u>-</u>	<u>-</u>	<u>15,800</u>	<u>12,000</u>
Total of expenditure on charitable activities	190,317	-	-	190,317	150,761
General administrative costs, including depreciation and amortisation					

Russell-Cotes Art Gallery and Museum
Detailed Statement of Financial Activities

Depreciation of land and buildings	-	-	91,320	91,320	508,351
	-	-	91,320	91,320	508,351
Total of expenditure of other costs	-	-	91,320	91,320	508,351
Total expenditure	1,193,722	688,773	91,320	1,973,815	1,792,530
Net gains on investments	-	-	-	-	-
Net income/(expenditure)	32,816	89,833	(91,320)	31,329	(236,130)
Net income/(expenditure) before other gains/(losses)	32,816	89,833	(91,320)	31,329	(236,130)
Other (Losses)	-	-	(4,735,580)	(4,735,580)	(17,055,914)
Net movement in funds	32,816	89,833	(4,826,900)	(4,704,251)	(17,292,044)
Reconciliation of funds:					
Total funds brought forward	161,053	188,494	51,139,128	51,488,675	68,780,719
Total funds carried forward	193,869	278,327	46,312,228	46,784,424	51,488,675

Hixsons Limited
Chartered Certified Accountants
24 Cecil Avenue
Bournemouth
BH8 9EJ

Date 29.01.2025

Dear Sirs

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your audit of the charity's financial statements for the period ended 31st March 2024. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

GENERAL

1. We have fulfilled our responsibilities as trustees, as set out in the terms of your engagement letter under the Charities Act 2011, for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
2. All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
3. All the accounting records have been made available to you for the purpose of your audit. We have provided you with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of all management and shareholder meetings.
4. The financial statements are free of material misstatements, including omissions.
5. The effects of uncorrected misstatements are immaterial both individually and in total.

INTERNAL CONTROL AND FRAUD

6. We acknowledge our responsibility for the design, implementation and maintenance of internal control systems to prevent and detect fraud and error. We have disclosed to you the results of our risk assessment that the financial statements may be misstated as a result of fraud.
7. We have disclosed to you all instances of known or suspected fraud affecting the entity involving management, employees who have a significant role in internal control or others that could have a material effect on the financial statements.
8. We have also disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the entity's financial statements communicated by current or former employees, analysts, regulators or others.

ASSETS AND LIABILITIES

9. The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.
10. All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.
11. We have no plans or intentions that may materially alter the carrying value and, where relevant, the fair value measurements or classification of assets and liabilities reflected in the financial statements.

ACCOUNTING ESTIMATES

12. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

LOANS AND ARRANGEMENTS

13. The charity has not granted any advances or credits to, or made guarantees on behalf of, trustees other than those disclosed in the financial statements.

LEGAL CLAIMS

14. We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.

LAWS AND REGULATIONS

15. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

RELATED PARTIES

16. Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with the requirements of charity law or accounting standards.

SUBSEQUENT EVENTS

17. All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

GOING CONCERN

18. We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

We acknowledge our legal responsibilities regarding disclosure of information to you as auditors and confirm that so far as we are aware, there is no relevant audit information needed by you in connection with preparing your audit report of which you are unaware.

Each trustee has taken all the steps that he ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that you are aware of that information.

Yours faithfully

.....
Signed on behalf of the board of trustees

The Trustee
Russell-Cotes Art
Gallery and Museum

Civic Centre
Bourne Avenue
Bournemouth BH2 6DY

20 January 2025

Dear Sirs

Russell Cotes 2024 audit

Overview of the scope of our audit

The following Audit Findings Report presents the observations arising from the audit that are significant to the responsibility of those charged with governance to oversee the financial reporting process, as required by International Standard on Auditing (UK) 260. Its contents have been discussed with management.

Conclusion

We have substantially completed our audit of your financial statements and subject to outstanding queries being resolved, we anticipate that our audit opinion will be unmodified, subject to the outstanding matters detailed below:

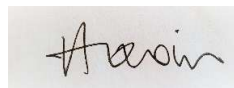
Receipt of:

Signed management letter of representation

Signed financial statements

We very much appreciate the kind assistance provided by Council colleagues during our audit. They are a pleasure to work with

Yours faithfully



Hixsons

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no. 4820558

Hixsons Audit findings report

As auditor we are responsible for performing the audit, in accordance with International Standards on Auditing (UK) and the Code, which is directed towards forming and expressing an opinion on the financial statements that have been prepared by management with the oversight of those charged with governance. The audit of the financial statements does not relieve management or those charged with governance of their responsibilities for the preparation of the financial statements.

The contents of this report relate only to those matters which came to our attention during the conduct of our normal audit procedures, which are designed primarily for the purpose of expressing our opinion on the financial statements. We do not accept any responsibility for any loss occasioned to any third party acting or refraining from acting based on the content of this report, as this report was not prepared for, nor intended for, any other purpose.

Audit approach

Our audit approach was based on a thorough understanding of the charity's business and is risk based, and in particular included:

An evaluation of the Charity's internal controls environment, including its IT systems and controls;

Substantive testing of significant transactions and material account balances

We have not had to alter or change our audit plan, as communicated to you.

Findings related to significant risks

Significant risks are defined by professional standards as risks that, in the judgement of the auditor, requiring special audit consideration. In identifying risks, we consider the nature of the risk, the potential magnitude of misstatement, and its likelihood. Significant risks are those risks that have a higher risk of material misstatement.

Risk audit approach

Fraud in revenue recognition

Under ISA (UK) 240 there is a presumed risk of fraud in relation to revenue recognition. The presumption is that the charity could adopt accounting policies or recognise sales in such a way as to lead to a material misstatement in the reported revenue position.

Our audit approach was:

Review and testing of revenue recognition policies.
Detailed substantive testing on material revenue streams.

Based on the audit work performed, no evidence of fraud in revenue has been identified.

Management override of controls

Under ISA (UK) 240 there is a presumed risk that management and directors have the ability to process transactions or make adjustments to financial records outside of the normal financial control processes. Such transactions could lead to a material misstatement in the financial statements.

Our approach was to:

Make inquiries of management and key finance team members throughout the fieldwork.

Review a sample of manual journals through the year to ensure that these are appropriate and agree to supporting documentation.

Detailed review of significant estimates and judgements to ensure that these are appropriate.

Substantive audit of any one off or significant unusual transactions.

Based on the audit work performed, no evidence of management override has been identified.

Going concern

Under ISA 570 (UK) those charged with governance are responsible for the preparation of the financial statements and the assessment of the entity's ability to continue as a going concern. There is a risk that the going concern status of the charity is inappropriate as it runs at a deficit.

Our approach was to:

Review post period end position and performance.

Review of forecasts and budgets and discuss with management to understand assumptions.

Perform sensitivity analysis to identify the feasibility of going concern basis, discussions with management including consideration of related disclosures in the financial statements.

Based on the audit work performed, going concern basis used to prepare financial statements is appropriate.

There were no changes to our audit plan previously communicated to you.

Going concern

We concur with management's assessment that it is appropriate to continue to adopt the going concern and there are no material uncertainties relating to going concern which should be disclosed in the financial statements. However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the charity's ability to continue as a going concern.

Accounting policies, estimates and disclosures

The accounting policies used in preparing the financial statements are unchanged from the previous year, except the change in valuation basis for heritage assets.

Our work included a review of the adequacy of disclosures in the financial statements and consideration of the appropriateness of the accounting policies and estimation techniques adopted by the charity. We found the disclosed accounting policies, significant accounting estimates and the overall disclosure and presentation to be appropriate for the charity.

Other communication requirements

Fraud or suspected fraud

We have previously discussed the risk of fraud with you and we have not been made aware of any other incidents in the period and no other issues have been identified during the course of our audit.

Our work as auditor is not intended to identify any instances of fraud of a non-material nature and should not be relied upon for this purpose. If the directors wish to obtain enhanced assurance with regard to the effectiveness of internal control in preventing and detecting fraud we should be happy to provide additional services.

Non-compliance with laws and regulations

As part of our standard audit testing, we have reviewed the laws and regulations impacting the business.

There are no indications from this work of any significant incidences of non-compliance or material breaches of laws and regulations stopping the business from continuing as a going concern or that would necessitate a provision or contingent liability.

There are also many other laws and regulations relating to health and safety as well as human resources generally and industry specific requirements. We are not aware of any significant incidences of non-compliance.

Internal controls

The purpose of an audit is to express an opinion on the financial statements. As part of our work we considered internal controls relevant to the preparation of the financial statements such that we were able to design appropriate audit procedures. However, this work was not for the purpose of expressing an opinion on the effectiveness of internal controls.

We are required to report to you in writing, significant deficiencies in internal controls that we have identified during the audit. These matters are limited to those which we have concluded are of sufficient importance or merit being reported to you.

The scope of our work is not designed to be an extensive review of all internal controls. If we had performed more extensive procedures, we might have identified more recommendations.

Independence

In accordance with our profession's ethical guidance there are no further matters to bring to your attention in relation to our integrity, objectivity and independence.

Recommendations

Ledger system

The charity's transactions are included within the Council's Ledger system and have to be extracted. This produces a potential risk that not all transactions will be extracted and therefore the charity's income and expenditure may be misstated. This occurred this year, and we recommend that this procedure is reviewed to ensure that this does not recur. It is also difficult to always trace the charity's transactions through to source documents given they are part of a substantially larger set of transactions. We recommend that the charity has its own set of ledgers and bank account. We are aware in the past management response has been that this is unnecessary, but we think that our audit time and therefore cost would be reduced, and the risk of misstatement would also be reduced.

VAT

The charity does not have its own VAT registration, but all transactions are passed through the council's VAT account. This is unusual, and it is possible that this may misstate VAT particularly where charitable activities are concerned, as not all charity transactions allow for the recovery of VAT. We recommend that the charity has a separate VAT registration.

Revaluations

Revaluations of heritage assets are done for insurance purposes, which is not the same as the value that can be attributed for accounts purposes. We accept that Duke's valuation for insurance is the same as a mid-market auction value, and has been assessed by a competent expert. Even so, not all heritage assets have been valued by such an expert and some averaging has taken place. We recommend that a full valuation is done prior to externalisation. The buildings valuation has been restated and 2023 financial statements restated to reflect that the valuation has valued by a firm of Chartered Surveyors. We also recommend that this system is maintained and enhanced for the 2025 financial statements

Restricted funds

These have also been restated, thanks to diligent work unpicking historical items by our Council colleagues, for which we thank them. Inaccuracies have occurred owing in part owing to the ledger system mentioned above, but also a perception that as this is all Council activities, any incorrect internal movements between departments has no overall impact. This perception is incorrect, as the charity is a separate legal entity. We recommend that Council team are made aware of the various legal entities that the Council operates, including the charity, so that these errors are eliminated.

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Nick Hixson
Hixsons Limited
24 Cecil Avenue
Bournemouth

BH8 9EJ

Date: 20 January 2025
Our Ref: AR/Russell-Cotes AGM
Contact: Simon Langford
Email: Simon.Langford@bcpcouncil.gov.uk
Tel: 01202 093 451

Dear Nick

Council Contributions made to The Russell-Cotes Art Gallery & Museum during 2022/23 and 2023/24

Please find below confirmation of the amounts contributed from the Council to the charity during 2022/23 and 2023/24.

RUSSELL-COTES ART GALLERY & MUSEUM CHARITABLE TRUST	<u>Restated</u>	
	<u>2023/24</u>	<u>2022/23</u>
Total Council Contributions	1,095,214	863,536

Under the Bournemouth Council Act 1985, Bournemouth Council is responsible for donating services each year sufficient for the trust to achieve breakeven and meet any liabilities as they fall due. As of 1st April 2019 the Council became part of a new authority Bournemouth, Christchurch and Poole and the policy of donation has passed to the new authority under the two UK statutory instruments 2018 No.648 The Bournemouth, Dorset and Poole (Structural Change) Order 2018 and 2008 No.1276 The Local Government (structural change) (transfer of functions, property, rights and liabilities) regulations 2008. The council will continue to support the trust under statute for at least 12 months following the date of signing of the accounts. This support will be sufficient to meet the operating deficit of the charity.

Yours sincerely



Adam Richens
Chief Financial Officer and Head of Financial Services - BCP Council

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