

Relevance, Rationalise and Recycle:

A new community chapter for Epping Forest District Museums Collection



Date report compiled: **12.01.2021**

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Date of Steering Group Committee meeting: **20.01.2021**

Storage area(s) concerned in this report: **2 x Storage Containers at North Weald Airfield**

Number of items reviewed in storage area(s): **54**

Number of items put forward in this report: **44**

Report Summary

A total of 54 items at North Weald Airfield were physically assessed, photographed and researched by Epping Forest District Museum staff and volunteers as part of the review process for this project. All items are from the Museum's social and industrial history collection and are largely made up of domestic appliances.





44 of these items were identified for potential disposal and are listed in the table below. The information for review by the Steering committee in the table includes images of collection items, reasons for their potential disposal and suggested methods of their disposal.




These items were acquired between 1982 – 2005, the majority of which were donated in 1993. Following every effort to research these items and to find new information, most of them remain uncontextualised and unprovenanced. Therefore, most items do not meet the criteria set out in our Collection Development Policy.





The disposal of an item will only be pursued if it is agreed by this committee. In any cases where the disposal of an item is not agreed, the Museum will retain the item(s) in question and no further action be taken. Please note that when an item is agreed for disposal, the Museum team will follow industry standard procedures and, wherever appropriate, seek to ensure items remain within the public domain. The museum will aim to achieve this through the transfer of items to other accredited museums first and, if accredited museum recipient is not found, will aim to transfer the item to an unaccredited museum or community organisation.




A note on Museum Disposals


Disposal; In the context of museum collections management and Rationalisation, the term 'disposal' refers specifically to the following list of methods for removing a collection item from a museum's permanent collection. This list is in order of preference as outlined by the Museum Association and wherever possible, a suitable transfer to another accredited museum should always be attempted before any other Methods are pursued. (1) Free gift or transfer to another Accredited museum, (2) Exchange of items between museums, (3) Free gift or transfer to another institution/ organisation within the public domain, (4) Return to donor; (5) Sale of item to an Accredited museum, (6) Transfer outside the public domain, (7) Recycling of item, (8) Destruction of item. ([Museum Association Disposal Toolkit](#))




ⁱ Accession number	Object name	Image	Reason for potential disposal	Agreed at steering Committee? (Y/N)
EPPMS : 1994.126	Bathtub		This item is unlikely to be of interest to other museums due to poor condition; Documentation; No local connection or information attached to this item beyond its use in South Place, Waltham Abbey.	Y
EPPMS : 1993.69	Boiler Grill		This item is unlikely to be of interest to other museums due to poor condition; only information found in connection to this object is Accession Number and object name in ⁱⁱ Accession Register; This is not relevant to our Collection Development Policy.	Y
EPPMS : 1993.1078	Bulk goods scale		This item is in poor condition and is not relevant to our Collection Development Policy; Possibly of interest to other accredited museums.	Y
EPPMS : 1995.267.1	Clothes boiler with spin dryer		This is not relevant to our Collection Development Policy; Perhaps of interest to museums in South Wales and is in good condition.	Y




iii NA_11	Crank		This item is unlikely to be of interest to other museums due to poor condition; only information found in connection to this object is Accession Number and object name in Accession Register; This is not relevant to our Collection Development Policy.	Y
EPPMS : 1993.1347	Dryer/ Aluminium tub		Unlikely to be accepted by other museums; Item was donated from within the District but no further information is known about this item beyond the Donor information. This item is not relevant to the Collection Development Policy.	Y
EPPMS : 1993.99	Drying Cabinet		This item is unlikely to be of interest to other museums due to poor condition; Limited information found in connection to this object; This is not relevant to our Collection Development Policy.	Y




EPPMS : 1993.68	Electric Oven		Manufactured outside of District and company based in Coventry; No information in connection to this item recorded beyond the Donor's information (address is within District) This item is not relevant to our Collection Development Policy; Possibly of interest to other accredited museums perhaps in Birmingham or Coventry	Y
NA_17	Fire surround		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; very limited information in connection to this object; This is not relevant to our Collection Development Policy.	Y
EPPMS : 1994.131	Fire surround		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; very limited information in connection to this object; This is not relevant to our Collection Development Policy.	Y
NA_18	Fire surround		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; very limited information in connection to this object; This is not relevant to our Collection Development Policy.	Y


EPPMS : 2005.196	Garden roller		<p>Poor condition ^{iv}score; Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; very limited information in connection to this object beyond its use on tennis courts in Chingford (outside of the District); This is not relevant to our Collection Development Policy.</p>	Y
EPPMS : 1993.189	Gas cooker		<p>Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Manufacturer not based in District (Birmingham); very limited information in connection to this object; This is not relevant to our Collection Development Policy.</p>	Y
EPPMS : 1993.1158 a	Kitchenette		<p>Manufacturer company now named 'Glen Dimplex Home Appliances Ltd.' and is based in Merseyside; This is not relevant to our Collection Development Policy; This item may be of interest to other museums</p>	Y



EPPMS : 2005.197	Lawnmower		Poorest condition score; Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Manufactured outside of the District (Suffolk); This is not relevant to our Collection Development Policy.	Y
NA_6	Mangle		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Poorest condition score, Limited importance to District as items says 'Waltham Cross' on it, almost identical example in North Herts Museum collection, therefore, similar item is cared for by another local accredited museum – and therefore our mangle is not unique in the context of other local museum collections.	Y
EPPMS : 1993.1084	Mangle		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Poorest condition score; limited information attached to this object; It is not relevant to our Collection Development Policy; It was manufactured outside of the District; low historical and social importance to the district (Glasgow); Mass produced.	Y




EPPMS : 1993.1345	Mangle		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Poor condition score; limited information attached to this object; It is not relevant to our Collection Development Policy; It was manufactured outside of the District (Devon); low historical and social importance to the district; Mass produced.	Y
EPPMS : 1993.1322	Mangle		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Mould is a health hazard and a conservation concern; limited information attached to this object; It is not relevant to our Collection Development Policy; low historical and social importance to the district; Manufactured outside of the District (Peckham); Mass produced.	Y
EPPMS : 1993.1319	Mangle		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Mould is a health hazard and a conservation concern; limited information attached to this object; It is not relevant to our Collection Development Policy; low historical and social importance to the district; Manufacturer and location of Manufacturer not recorded and unknown.	Y




EPPMS : 1993.1080	Mangle		This item is unlikely to be of interest to other museums due to poor condition; only information found in connection to this object is Accession Number and object name in Accession Register; This is not relevant to our Collection Development Policy.	Y
EPPMS : 1982.44	Mangle		This item is unlikely to be of interest to other museums due to poor condition; Limited information available in connection to this item; This is not relevant to our Collection Development Policy.	Y
EPPMS : 1993.100	Mangle		This item is unlikely to be of interest to other museums due to poor condition; only information found in connection to this object is Accession Number and object name in Accession Register; This is not relevant to our Collection Development Policy.	Y



EPPMS : 1991.14.1	Oven		This is not relevant to our Collection Development policy; This item may be of interest to other accredited museums (ONLY ONCE POTENTIAL ASBESTOS IS ASSESSED);	Y
NA_16	Pump		Does not appear to have been accessioned; no records found in any museum Documentation.	Y
EPPMS : 1996.29.1	Refrigerator		This items was donated from within the District but was manufactured outside of the District and is not relevant to the museum's Collection Development Policy; There is no known information about this object beyond its donor; Possibly of interest to other accredited museums.	Y





EPPMS : 1989.40	Refrigerator		<p>This item is unlikely to be of interest to other museums due to poor condition; This item was used within the District; Beyond this there is no real relevance to our Collection Development Policy.</p>	Y
EPPMS : 1993.1349	Sink		<p>Only information found in connection to this object is Accession Number and object name in Accession Register; This is not relevant to our Collection Development Policy.</p>	Y
EPPMS : 1993.70	Small electric oven		<p>Only information found in connection to this object is Accession Number and object name in Accession Register; This is not relevant to our Collection Development Policy; Perhaps of interest to Enfield Museum;</p>	Y

EPPMS : 1993.72	Spin dryer		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; low historical and social importance to the district; Mass produced.	Y
EPPMS : 1995.237	Spin dryer with mangle		Unlikely to be accepted by other museums or of special public benefit if transferred to another museum. Low historical and social importance to the district and was from an individual outside the District. Mass produced.	Y

EPPMS : 1993.1320	Treadle Sewing Bench		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Poorest condition score; Incomplete (missing lid) Manufacturer not based in District (Glasgow); very limited information in connection to this object; Better examples of Singer sewing machine in collection with identical floral design (1993.1321- although not identical as an object on the whole); This is not relevant to our Collection Development Policy.	Y
EPPMS : 1993.1321	Treadle Sewing Bench		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Poor condition; Manufacturer not based in District (Glasgow); very limited information in connection to this object; Item in collection with identical floral design (1993.1320 – although not identical as an object on the whole); This is not relevant to our Collection Development Policy.	Y
EPPMS : 1993.485	Treadle Sewing Bench		Perhaps of educational use? Good condition, good example of its kind, complete and could perhaps be used as a functional item. No real relevance to our Collection Development Policy other than presumably being used in Paternoster House in Waltham Abbey (Care home).	Y

EPPMS : 1992.346	Trolley/sack barrow		<p>This item is in poor condition, however, historic animal glue repair may be an interesting story/ sign of use, care and home-repair. No information found in Accession Register; This is not relevant to our Collection development policy; Possibly of interest to Bradford or London based museums.</p>	Y
EPPMS : 1993.1335	Washing Bowl		<p>This item is unlikely to be of interest to other museums due to poor condition; Poorest condition score; only information found in connection to this object is Accession Number and object name in Accession Register; This is not relevant to our Collection Development Policy.</p>	Y
EPPMS : 1993.116.2	Washing Machine		<p>Only information found in connection to this object is Accession Number and object name in Accession Register; This is not relevant to our Collection development policy; This item may be of interest to other museums.</p>	Y

EPPMS : 1986.24	Washing machine		This item was used within the District; beyond this there is no real relevance to our Collection Development Policy; This item may be of interest to other museums	Y
EPPMS : 1993.116.1	Washing Machine Vice		Poorest condition score; Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Only information found in connection to this object in Accession Number and object name in Accession Register; This is not relevant to our Collection Development Policy.	Y
NA_12	Weight		This item is unlikely to be of interest to other museums due to poor condition; only information found in connection to this object is Accession Number and object name in Accession Register; This is not relevant to our Collection development policy.	Y

EPPMS : 1993.1318	Wheelbarrow		Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Very poor condition; There is no known information attached to this item beyond the donor information; Nothing is known of its maker, original owner or user; This item is not relevant to our Collection Development Policy.	Y
EPPMS : 1988.30.1	Wheelbarrow		Unlikely to be accepted by other museums or to be of benefit to public if transferred to other museums; Overall good condition and may be suitable for community recycle as a planter for a community garden for example. This item was donated from outside the District (from Sawbridgeworth) no further information is known about this item. This items is not relevant to the Collection Development Policy.	Y
EPPMS.1993.1317	Wooden table for treadle sewing machine Sewing machine base		Poor condition score; Incomplete item (only bench/base part of sewing machine) Unlikely to be accepted by other museums or of benefit to public if transferred to other museums; Only information found in connection to this object in Accession Number and object name in Accession Register; This is not relevant to our Collection Development Policy.	Y
EPPMS : 1993.1158 b – n	x 12 objects associated with 1993.1158 a		Manufacturer company now named 'Glen Dimplex Home Appliances Ltd.' and is based in Merseyside; This is not relevant to our Collection Development Policy; This item may be of interest to other museums	Y

End notes

ⁱ **Accession Number**; The accession number is the unique number assigned to objects during the acquisition process.

ⁱⁱ **Accession Register**; 'An accession register is the permanent record of all objects which are, or have been, part of your museum's permanent collections. It is the most important document in the museum's Documentation system. It acts as a formal list of the collections for which you are accountable'. (Collections Trust)

ⁱⁱⁱ **NA_ numbers**; these are temporary numbers assigned to unidentified objects and refer to items which are likely unaccessioned. These items will go through the rigorous review and rationalisation process in order to safeguard any potential disposal decisions.

^{iv} **Score**; During the initial review stage of this process, staff and volunteers used a significance matrix (excel spreadsheet) designed by a specialist consultant. Within the significance matrix staff and volunteers were able to provide numerical scores against criteria including *condition, provenance, rarity/uniqueness, historical importance, public engagement and social importance*. These scores strengthened our decision making when discussing which items should be put forward to the Steering Committee.