

Crowle Peatland Railway (CPR)



Museum Acquisitions and Disposal Policy

The CPR recognises that all museum items must be appropriate to the area of interest, properly acquired and disposed of and makes use of the following general principles.

1. All items will have a connection to the local landscape, people or context with the Crowle Peatland Railway (CPR)
2. All acquisitions are assessed by the trustees at their regular meetings
3. The CPR will exercise due diligence and make every effort not to acquire whether by purchase, gift, bequest or exchange that does not come from a bone fide source.
4. The CPR will not acquire antiquities in a case where The Trustees have any suspicion of ownership or treasure as defined by the Treasure Act 1996
5. The exception to the above Item 4 would be where an item of minor importance lacks secure ownership history but in the best judgement of the Trustees it has not been illegally traded.
6. The CPR will also exercise due diligence when acquiring an item to ensure that the provenance, originality or rarity, display value, information value and public value for money is considered at the time of purchase. This will ensure that items are appropriate for the collection and a good use of the CPR's cash.
7. In the matter of temporary borrowed or rented exhibits potentially from other museums or individuals they will not be included in the valuation of the CPR's Stock and will be returned within the agreed timescales at the point of loan.
8. The CPR does not collect:
 - Objects which cannot be cost effectively conserved
 - Objects where there is insufficient storage space
 - Objects which are infested with pest or hazardous materials
 - Objects which present an unmanageable risk to members, volunteers or members of the public.
9. The Copyright and Title of the assets will be acknowledged in any reproduced information, photographic or display items.

10. The Trustees have the power to sell, exchange, give away or dispose of any items of the collection if it is a duplicate or is for any reason not, in the Board's opinion, required for retention.
11. When disposal is being considered by the Trustees they will establish if it was acquired with the aid of any external funding and whether there are any conditions attached to that original grant.
12. Decisions to dispose of items will not be made with the principal aim of generating funds.
13. If an item is to be disposed of it should be first offered to another public access organisation or to a descendant of the connected family if known.

This Acquisition and Disposal Policy was adopted at a meeting of the Crowle Peatland Railway (CPR)

on..... 23RD AUGUST 2018 date

Signed by the Chair of the meeting..... 