

CaP

THE CRIME AND PUNISHMENT COLLECTIONS NETWORK

**Minutes of 11th AGM held 18th March 2016,
Museum of London, 11.00 am**

Attendees:

Alex Healey (Hull History Centre)
Alison Bodley (York Museums Trust)
Andrew Smith (Tolhouse Gaol, Norfolk Museums Service)
Angela Sutton-Vane (Devon and Cornwall Police Heritage Centre) (Treasurer)
Anthony Chadwick (Ripon Museums Trust)
Barry Walsh (The Friends of the Metropolitan Police)
Bev Baker (Galleries of Justice, Nottingham) (in the Chair)
Bob Mackey (The Friends of the Metropolitan Police)
Cath Fell (National Offender Management Service, Learning and Development Library) (Committee Member)
Chris Williams (Open University) (JISC Manager)
Gaby Rivers (Judge's Lodgings, Presteigne) (Committee Member)
Heather Shore (Leeds Beckett University) (Secretary)
Helen Johnston (University of Hull) (Committee Member)
Holly Parsons (Brighton Old Police Cells)
Ian Bickers (Wandsworth Prison Museum)
Jason Stewart (Ministry of Justice library)
John Warren (The Friends of the Metropolitan Police)
Joyce Walmsley (Ripon Museums Trust)
Lindsey Siviter (Metropolitan Police Crime Museum)
Martin Stallion (Police History Society)
Mike McCulloch (Police History Society)
Mike Vince (Police History Society)
Paul Bickley (Metropolitan Police Crime Museum)
Peter Aikens (RUC GC Foundation) (Committee Member)
Stewart McLaughlin (Wandsworth Prison Museum)
Stuart Stone (Radzinowicz Library) (Website Manager)
Tony Moore (The Friends of the Metropolitan Police)

Apologies:

Brian Dingle (HMP Dartmoor)
Dot Jeffcott (National Offender Management Service, Learning and Development Library)

Minutes of the last AGM:

These were agreed as a true record.

Actions from 2015 AGM:

HS to email the National Archive – **still to do**

SS to update Directory on website – **completed**
SS to send round information about website and blog - **completed**
Increase membership - **completed**

Matters arising:
Nothing to report

Report from the Chair:

Thanks to **Paul Bickley**, and to the team at the **Museum of London**
Thanks to committee members; **GR** for AGM organisation; **ASV** for doing financial side; **HS**; also **CF** for continued support; **SS** for working on the website

Membership is healthy, we now have 32 members. Since last year the focus has been on the AGM and access to the exhibition. We have also been working on an expression of interest for the Subject Specialist Network/Arts Council (see also below). This will be a mapping exercise to find what is in institutions (in terms of artefacts, records); to identify issues of preservations and rescue, particularly at sites threatened with closure; to raise awareness of closures; and to raise issues on a national basis. The funding application will be due in June 2016; we are aiming to recruit someone to do the mapping exercise

Treasurers Financial Report:
See Treasurers Report attached

Ticking over and there is money in bank! There are some AGM fees still to come in, and a few Memberships still to come in. The invoices for AGM have gone out.

Subject Specialist Networks:
ASV ran through the SSN – supports the development of knowledge and expertise in relation to public engagement. Place to act as a democratic forum for sharing practice, exchange, etc. Hopefully the expression of interest will provoke some interest.

Election of Officers (including confirmation and/or changes to current membership):

Election of Officers/Officers Stepping down:

SS is happy to look after the blog on WordPress (i.e. as webmaster), but wishes to step down from the committee. It was asked how many committee members do we need? **BB** said that we need to make sure that the essential roles are still covered, which currently they are. **Lindsay Sieveter** to join the Committee (member without portfolio). **Helen Johnson** stepping down from Committee.

The Committee for 2016 is therefore:

Bev Baker	Chair
Heather Shore	Committee Secretary
Angela Sutton-Vane	Treasurer
Gaby Rivers	Events Secretary
Peter Aikens	‘Member without Portfolio’

Cath Fell	‘Member without Portfolio’
Lindsay Siviter	‘Member without Portfolio’
Chris Williams	JISC Manager (but no longer a full-time member)

Action: HS to contact LS (along with other committee members) about next committee meeting.

Open Forum:

SS: Website – is anybody unhappy to have their picture taken? Visitor numbers to the website are not massive, but are getting healthier; nearly all visitors from the UK, last year there were some visitors from Finland. **LS** talked about her blog on foreign true crime museums. **SS** will re-send around information about website, and blogging.

ASV talked about the timetable for **SSN**. **BB** had talked to Museum Studies lecturer at Nottingham Trent University and the need to think proactively and plan ahead, strategically. **HJ** commented that you need to factor in the cost of paying someone to do the work and then the Committee oversee it. **ASV** asked if small pots of money in **HLF** available? **BB** commented that the fund raising officer at the Galleries has a database of grant making trusts, charities. **PA** asked about the funding, what is the timescale? when does the application have to be done for? We might need an earlier committee meeting. **ASV** replied that if we are successful the application will have to be submitted in June. **SS** in preparation for possible submission would it be useful to provide Committee with some background information about their organisations. We will need introductory information on who **CAP** are? **ASV**, responded it was a good idea, but **ASV** to have a look at application guidelines first then take it from there. **BB** suggested that Committee members meet before June, and look at the application form before then. **CW** noted that Police History Society person should be invited. **CaP** to collaborate with the **PHS**.

More generally, in relation to funding opportunities, **AS** commented that the Museums Association are good at advertising funding deadlines etc, funding streams. Association for cultural Enterprises (**ACE**) are also potential funding streams. **HLF** – information bulletins have information about deadlines, so we need to be proactive

Actions:

HS to schedule a meeting in for April

ASV to circulate application to Committee

CW asked whether police records should be public records? **TNA** want to address this for police records outside London – should **CaP** as an organization state our position on this, would police records under Records Act or Local Government Act? **LGA** records go to local archives; **Records Act** go to **TNA** – police records currently do not go anywhere. **ASV** asked what is happening with the **HO** at the moment **Martin S.** has chased them up but gets no response? If records are subject to the **Records Act**, they would be national records but held locally. **CF** noted that it is not compulsory for the local record office to take them. **MM** asked has **APCO** made a decision about where their records should be held? **CW** said that he does not know, **APCO** has less influence on policy than it used to. Cuts to police funding, and mergers of back office functions mean that archives/records will be destroyed. **MM** could this committee put pressure on government? **PA** can we formally write to **APCO** and ask what their

position is? **ASV**, as a member of the Open Government Forum she is concerned about the lack of clarity about what is going to be done about police records – police records seem to have disappeared off the agenda. **SS** thought we should be more proactive about it. **MS** noted that advice from Home Office is to keep records for six years after they are finished with and then destroy and destroy registry records (record of record). **ASV** noted some police offices have put in provisos about historical records. **MM** said that the 2006 Freedom of Information Act has led to the eradication of some records. Although, **MS** commented on the sheer quantity of paperwork created by incidents; massive amount of records just for each retiring officers. **PA** noted that there is some controversy about what information gets archived – i.e. In the Northern Irish case this is something of a minefield – there could be national security issues, so we need to be careful about how we get involved. **CW** suggested that rather than express what we want to happen, we need to say that the current situation does not have enough regard for the preservation of historical records, mention Home Office guidelines and present a carefully worded expression of concern about the status quo.

ASV stated that there is a need to identify and preserve some historical material. Need to look for someone with high level of archival experience to say what is worth preserving. **MM** noted that individual records sensitive. **SS** noted that one of the things that may affect us is digital native record keeping, there is no adequate policy on archiving of digital information. **CW** said that there are some Home Office people who are interested in preservation of records – we need to work with them.

ASV suggested that a carefully worded letter should be drafted. **BB** said we should work on this as a Committee when we meet in April, and co-opt **CW** for advise on this; identify recipient; will have to come from **BB** as chair. **PA** added that we should also but also speak to the National Police Council. **CW** thinks there should be an Expression of Concern about the destruction of police and prison heritage. **ASV** added that prison heritage is safeguarded by preservation instructions. **CF** and **HJ** noted that this doesn't always work. **BB** added that when she knows that a prison is going to close, she contacts the prison. There is an instruction, but not more that we can do, than we are already doing. **ASV** asked about process, what do the prisons send to the GofJ? **BB** said archives go to the Local Record Office; artifacts go to the Galleries of Justice; Holloway is offering the stone Griffins from the prison, bell from the Newgate gaol; architectural plans; uniforms; Kingston – working model of treadmill made by prisons. **LS** asked will Holloway records go to London Metropolitan Archive? **BB** yes, they have made contact with the LMA.

MS asked does anyone have a list of terms for police collections? **MM** noted that there is a computer program of generic terms MIEMSY, MODES. **CF** mentioned the subject specialist thesaurus for the probation service. She'll see what she can find.

HS noted that quite a number of students doing are doing PhDs on police history/dark tourism/crime museums. **ASV** is doing a funded PhD through the Open University about the laying down of police history in different forces; informal laying down of policing history through individual officers; oral histories with mainly retired police officers; based partly on experience with Devon and Cornwall Police Archives; material culture of archives (not doing Met) regional police force record keeping

policies. **MS** has a note of oral history collections held in record offices. **BW** noted that Met police oral history project should be on the website in the next few weeks.

MM said that the Police History Society can make a bigger contribution to the network. **MS** has a guide to all the UK police museums (70 or so collections). If we are successful in gaining SSN funding they can help us out.

Actions:

BB (with Committee and CW) should draft a carefully worded letter to ACPO to ask if they can clarify their policy; and further to speak to the National Police Council, and to issue an Expression of Concern to the Home Office about the destruction of police and prison heritage.

ASV to liaise with Police History Society.

Amendments to Constitution:

SS noted that the constitution is not on the website and it should be.

CF changed the constitution three years ago.

Action:

CF to send constitution to **SS**

Any other business:

ASV distributed invoices for the day.

Date and venue of next AGM:

BB the date of the next **AGM** will be March 2017, we are looking for a suitable venue. Suggestions: York Castle, Birmingham Museum, People's History; Galleries; Oxford Castle; Manchester. She also noted that the Galleries will be re-launching next year, due to HLF funding. **BB** will propose Galleries as venue or the Greater Manchester Police Museum (**MM**)?

Action: Date and venue of next meeting to be discussed and confirmed by the Committee.

Formal business of AGM ended 12:30

Treasurer's Report for CaP Annual General Meeting: 18th March 2016

Financial Year 1st April 2015 to 31st March 2016

Starting balance 1st April 2015: £ 1,001.81

INCOME	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	Totals
Description													
Subscriptions	£ 5.00	£ -	£ 24.00	£ -	£ -	£ -	£ -	£ 38.00	£ 12.00	£ 94.00	£ 24.00	£ 64.00	£ 261.00
2014 AGM	£ 10.00	£ -	£ -	£ 10.00	£ 20.00	£ -	£ 20.00	£ -	£ -	£ -	-	-	£ 60.00
	£ 15.00	£ -	£ 24.00	£ 10.00	£ 20.00	£ -	£ 20.00	£ 38.00	£ 12.00	£ 94.00	£ 24.00	£ 64.00	£ 321.00
	Total income: £ 321.00												

EXPENDITURE	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	Totals
Description													
2014 AGM catering	£ -	£ -	£ -	£ -	£ 225.28	£ -	£ -	£ -	£ -	£ -	-	-	£ 225.28
2014 AGM admin	£ -	£ -	£ -	£ -	£ 35.00	£ -	£ -	£ -	£ -	£ -	-	-	£ 35.00
2016 AGM catering	£ -	£ -	£ -	£ -	-	£ -	£ -	£ -	£ -	£ -	-	£ 534.60	£ 534.60
	£ -	£ -	£ -	£ -	£ 260.28	£ -	£ -	£ -	£ -	£ -	£ -	£ 534.60	£ 794.88
	Total Expenditure: £ 794.88												

End balance 18th March 2016: £ 527.93

Bank balance (at 19th Feb 2016): £ 983.53

Outstanding 2015 / 2016 membership subscriptions (invoiced):	£130.00 (11 subs)
Outstanding 2016 AGM fees (invoiced):	£252.00 (23 fees)
	<u>£382.00</u>
	<u>£ 909.93</u>

Membership

Type:	No.	Total subs.
Institutional	24	£ 288.00
Individual	7	£ 70.00
Honorary	1	£ -
	32	£ 358.00

New members: 5
Resigned: 2

Social media

Twitter followers: 64

Welcome to new members:

Police History Society Institutional
Heather Shore Individual
Rhiannon Pickin Individual
Angela Sutton-Vane Individual
Alexandra Healey Individual