

COLLECTIONS RESOURCE CENTRE FOR WILTSHIRE

1. THE GRIM'S DYKE BARN

Salisbury Museum has been made aware of a potential storage facility on Cranborne Chase which may be suitable for a store jointly managed with the Wiltshire Museum. The museums have been urgently looking for a facility to house archaeological archives generated by developer funded excavations – in particular those produced by Wessex Archaeology. Both Museums also needs to store a significant amount of archaeological material off site to enable the museums to move forward with major redevelopment plans to enhance the tourism potential of the museums.

The Grim's Dyke Barn is over 350 sq metres in size, with an area outside in excess of 500 sq metres. The building has the potential to not only accommodate all of the backlog material and archives stored by Salisbury Museum and Wiltshire Museum. There is scope inside the building for further expansion with the addition of a mezzanine floor – plus the building itself could be extended. Located on Cranborne Chase – an area of huge archaeological significance – the site could become a Collections Resource Centre that not only opens access to the collections from this landscape, but also the landscape itself.

2. STRATEGIC BACKGROUND

The issue of the need for archaeological storage has previously been identified in the Wiltshire Council Core Strategy and the Stonehenge and Avebury World Heritage Site Management Plan.

3. PURCHASE

The building will cost £300,000 (freehold). Salisbury Museum will purchase the site on behalf of both museums and have full title to the facility. Salisbury Museum will be contributing £50,000 towards the purchase and an additional £50,000 in grant aid from the Garfield Weston Foundation.

Wiltshire Museum will be contributing £50,000 to purchasing the facility and in return they will have free use of the site for their existing collections and archives. They will be vacating an existing storage facility and will transfer these collections to the new store. Any **new** archives produced via developer funded excavations in Wiltshire will be subject to a box storage fee paid by the developer (see below).

Salisbury Museum agrees that any grants paid to acquire the facility will be returned to the contributing bodies if the building is ever sold. This would be in the same proportion to the original contribution (i.e. Wiltshire Museum would get £66,667 if property is sold for £400,000 in the future). This could be secured with a legal charge on the property.

Expenditure

Task	Cost	Total
Purchase Grim's Dyke Barn	£300,000	£300,000
Legal costs	£3,750 (up to 1.25% of value)	£3,750
Stamp duty	£9,000 (3% of property value)	£9,000
Survey fees	£9,000 (up to 3% of property value)	£9,000
Basic shelving and fit out	£25,000	£25,000
Fire/security alarms, emergency lighting	£5,000 (based on costs for new gallery) (security alarm already installed)	£5,000
Staff to co-ordinate collections move – one officer – six months full time	0.5 co-ordinator: Salary £25,000 per annum with 20% on costs: £15,000 (pro rata)	£15,000
Removal costs for collections – i.e. van or professional company	Estimated £10,000	£10,000
TOTAL		£376,750

Income

Organisation	Total
Salisbury Museum	£50,000
Wiltshire Museum	£50,000
Garfield Weston Foundation	£50,000
Wiltshire Council	£200,000
Wessex Archaeology One off fee for deposition of completed archives. Estimated 1,250 boxes ready for deposition with box fee of c. £20 per box = one off charge	£25,000
TOTAL	£375,000

4. OPERATING COSTS

Salisbury Museum will enter into a partnership arrangement with Wiltshire Museum which will define how the facility will be jointly managed as the store/resource centre for archaeology for Wiltshire. This agreement will define how the space will be used, joint access arrangements and how the liabilities will be shared between the museums to lessen risk.

Salisbury Museum will need to set out a formal agreement with Wiltshire Council and the main museums collecting archaeology in the county that the store is *the* repository for archaeological archives in Wiltshire (Wiltshire Museum and Salisbury Museum are the main collecting bodies). This would follow on from work undertaken by the county museum's service to harmonise collecting areas and box fees.

Initially there will be a focus on the storage of bulk material until environmental controls are introduced for the deposition of more sensitive material. Salisbury Museum could temporarily accommodate more sensitive materials at the King's House if the museum's bulk material is shifted to the resource centre and Wiltshire Museum will retain sensitive collections on site.

All archaeological archives placed in the store (except those from the Salisbury Museum's collecting area and Wiltshire Museum) will be on long term loan to Salisbury Museum (in a similar way to how paper archives are deposited with a county records office). Legal title will remain with the depositing museum but all deposits would be publically available upon request. Loans/deposits will need to be reviewed/renewed every five years.

All archaeological archives (except for those from Wiltshire Museum highlighted above) – whether donated or placed on deposit/loan from another museum – would have an associated charge for deposition that would help to offset the running costs (see regular income). This charge will come from the developer funding the archaeological project rather than the individual museums. This one off fee will need to be agreed with all contributing museums, main archaeological contractors and Wiltshire Council and can only be estimated at present based on fees charged elsewhere. The fee will be non-refundable - for example if an archive is completely withdrawn by a depositing museum after a five year period.

All archives deposited will need to follow detailed deposition guidelines to ensure the objects are suitable for long term storage. Both Museums guidelines need to be updated – see Salisbury Museum's here <http://www.salisburymuseum.org.uk/documents/policies-guidelines/guidelines-and-conditions-preparation-and-deposition-archaeological> . Both museums will work with the Council's conservation and museums advisory service to develop consistent new guidelines.

Salisbury Museum will manage access to all the archaeological archives (except for those from Wiltshire Museum) – for example if staff from museums with archives on deposit want access to the collections, or researchers want to visit the store – this will all need to be done via Salisbury Museum. This will ensure secure and effective

management of all the material stored at the centre and provide robust data on usage.

It will be impossible to manage this facility without some additional staffing capacity. Salisbury Museum does not have a collections manager so there will need to be a member of staff responsible for managing the building and the archives – this will include new acquisitions; loan/deposit agreements; maintaining standards; liaising with museums, researchers and archaeological units over access; managing the collections database; managing volunteers working on finds processing/cataloguing; ensuring site cleanliness and security and environmental monitoring. It is unlikely to be a full time job, and it is possible the museum could extend the hours of an existing member of staff to cover this – but it will be additional work.

Grants could be secured to offset running costs – for example HLF bids by the museums could involve enhancements to facilities that will factor in staff time – this has not been included in the budget as discussions with the HLF are at an early stage. In addition the Museums will apply for grants for research projects from the Arts Council’s Designation Development Fund – for example digitisation projects relating to the archaeological collections. This could also factor in staff time. Again this is not in the budget at present. The Council’s museums advisory service has submitted a Resilience Fund application to Arts Council England to develop more sustainable partnerships with the higher education sector should this project be successful the store will be a focus of student placements supporting the collection manager. Wiltshire Museum has submitted a second bid to review the potential and business case for archaeological storage across the South West at regional or sub-regional level.

Annual Expenditure

Item	Estimated Costs	Total
Staffing costs – these are additional costs that should be covered by the income generated by running the store.	0.3 Collections Manager: Salary £25,000 per annum with 20% on costs: £9,000 (pro rata). This is an estimation and there is some flexibility here as this could be adjusted according to levels of income, deposition and use.	£9,000
Business rates	Rateable value was around £20,000 which will represent around £10,000 in business rates per annum. As a charity Salisbury Museum will apply for 80% relief: £2,000 per annum	£2,000
Utilities (water, telephone and electricity)		£4,000

Buildings and contents insurance	Rebuild value (<£300,000) and historic material stored of low value– get cover under existing insurance with Hiscox.	£5,000
Alarm systems – maintenance and monitoring	As part of existing packages with ADT	£1,000
Maintenance of site	Scrub clearance, gutters and general upkeep – some of this to be negotiated with existing owners who will continue to own all of the surrounding land	£2,500
TOTAL		£23,500

Annual Income

ITEM	Estimated income	Total
Rental of storage space to other organisations (i.e. Wessex Archaeology, Dorset County Museum, ANOB also looking for potential resource centre). Initial enquiries suggest there is significant interest in this.	Target of c. £10,000 per annum	£10,000
Contribution by Wiltshire Museum towards facility		£2,500
One off box 'fee' levied on deposition of future archives.	Increase from c. £20 to £75 per box (as per Cambridge County Council level). This would need to be agreed in discussion with other museums, Wessex Archaeology and Wiltshire Council. Estimated growth of around 100 boxes per year.	£7,500
Research fees – for access to material in the archive	Fees charged at £20 per hour. Could easily be 50 enquiries per annum of at least one hour	£1,000
Income from space vacated by Salisbury		£2,500

Museum in Wyndham House		
TOTAL		£23,500

5. THE FUTURE

The purchase of an off-site facility will enable both the Salisbury Museum and the Wiltshire Museum to relocate bulk storage items and thus release capacity within their town centre footprints for significant capital redevelopment. Both the museums have major plans to extend and update their galleries which will enable them to deliver higher impact permanent exhibitions and improve their temporary exhibition spaces to deliver more ambitious blockbuster exhibitions and attract greater numbers of tourists into the county.

The development of the storage facility into a Collections Resource Centre will enable the museums to collaborate with the Higher Education sector and develop a learning facility. Universities at Bournemouth, Southampton and Winchester have strong archaeology departments with students who undertake research on the collections at Wiltshire and Salisbury Museums. The current building has an office and welfare facilities which would enable students to access the materials immediately and subsequent phases to a development would add enhancements such as additional study spaces and outdoor practical archaeology spaces to enable the delivery of publically accessible events.

Volunteers would be able to work at the centre. The museums have a strong track record of working with volunteers on cataloguing, digitisation and managing collections. There are over 600 regular volunteers supporting museums across Wiltshire, the development of the site into a Resource Centre would enable practical training courses in collections management to be delivered by the Conservation Service to add value to the whole sector in the county.

The landscape immediately adjacent to the Collections Resource Centre is one rich in archaeological sites. Much of Salisbury Museum's archaeology collection – including the Pitt-Rivers collection – is from this landscape. The resource centre will therefore represent a unique opportunity to reunite this collection with the landscape it comes from through events and activities. In fact this model has already been developed nearby by Martin Green – an archaeologist and farmer who has excavated his own land and opened a private museum near Sixpenny Handley in Dorset.

Further grants will need to be secured for any significant capital enhancements to the building – but this could be linked to Salisbury Museum's HLF application for the redevelopment of the main museum building (in fact HLF welcomed the idea of enhancing storage facilities when consulted about the museum's masterplan).

The development of an off-site facility / Collection Resource Centre will enhance the museum offer across the entire county. The facility will enable museums to review the collections, assess the condition and exhibition value of materials that have rarely, if ever, been seen by the public, and to arrange for the loaning of materials

between institutions. The sharing of resources will enable smaller museums to deliver higher impact exhibitions and generate additional visits at multiple sites simultaneously. This county-wide approach has been evidenced through the Wiltshire in 100 Objects partnership project which has attracted excellent local media attention and enhanced the museum offer at dozens of smaller venues.

APPENDIX 1

THE CURRENT PROBLEM

- **There is a major storage crisis in Wiltshire relating to archaeological archives**

Salisbury Museum

- Salisbury Museum stores all of its collections on site at the King's House. As highlighted in the museum's Conservation Management Plan produced in May 2011 this situation is unsustainable, the archaeological elements of the collection are at risk of lasting damage and something urgently needs to be done. The archaeology collections are stored in over fifteen different locations across the building, hence making management and access to them extremely difficult and unsuitable for those who wish to study them alongside the professional staff who care for them.
- Salisbury Museum is a grade 1 listed medieval building and is not suitable for the storage of many object types. It is made of permeable materials, is often damp and is very close to the water table – indeed during the recent poor weather conditions the main storage areas for the Designated archaeology collection on the ground floor were at risk of flooding.
- Salisbury Museum does not have adequate research facilities. The collections have to be carried to where the researcher is based (often a room for meetings). This is time consuming and puts the collections at risk.
- It is currently not possible for large groups to view or gain access these collections. Ideally Salisbury Museum would like to provide access for the general public as well as special interest groups who are visiting the new Wessex gallery and local schools who would like to go on behind the scenes tours of the museum. There would be capacity to organise tours of the stores for school and adult groups which could equate to an additional 3,000 users/visitors per year.

Wiltshire Museum

- To add

The Shared Problem

- The archaeology storage facilities across Wiltshire are full to capacity. Both Museums are concerned about the future growth of the collections and the impact this will have on its ability to acquire further objects and care for future collections.
- There is a huge backlog of material at Wessex Archaeology and other organisations generated by developer funded excavations awaiting deposition – an estimated 2436 boxes of finds for the county are with Wessex Archaeology alone. This situation in itself is not sustainable as the cost of storing the material has to be currently met by Wessex Archaeology. It is an

ever growing problem as further archaeological archives will be generated by future large scale housing developments planned in the county – as well as infrastructure projects such as the tunnelling of the A303.

- Research projects such as the Stonehenge Riverside project have generated huge archaeological archives – these have happened outside of the developer funded planning framework. There is a risk these archives (which in the case of the Riverside Project are nationally important) will go elsewhere if a county based solution is not found.
- Salisbury Museum needs to vacate one of its archaeology stores on site within the next 12 months. The space will be sublet to provide much needed rental income for the museum (approx. £2,500 per annum).
- Wiltshire Museum currently rents an offsite storage facility at a cost of £6,000 per annum. This is now full and there is no space to expand. It would make sense to consolidate the collections of both museums into one storage facility to save on costs.
- If Salisbury Museum is to unlock the future stages of its master plan it is essential for it to secure new storage facilities – the museum can only go ahead with the rest of its gallery improvement plans if it creates a dedicated Collections Resource Centre, off-site. At present, the museum is faced with moving objects into any available rooms, often having to move them more than once. This is unsuitable for the objects, the care and management of them, and of course, the public and scholars have no access to them during these phases of redevelopment. Offsite storage means continued access.

APPENDIX 2

THE GRIMS DYKE BARN - DETAILS

- It is on the A354 Blandford Road (opposite Wessex Raceway). See <https://www.google.co.uk/maps/@50.998827,-1.903336,179m/data=!3m1!1e3>
- It is about 15 minutes drive from Salisbury Museum so is easily accessible.
- It is a detached barn of steel construction with concrete floor.
- Total ground floor area 350 square metres.
- It has two offices, toilet and kitchen with small mezzanine at one end.
- The workshop/storage area is around 270 square metres – but a mezzanine could be added to the entire storage area which would double the size.
- There is plenty of space outside for expansion (subject to planning), plus there is ample space for parking.
- It could easily accommodate all of the backlog material and archives stored by both Wiltshire Museum and Salisbury Museum
- Located on Cranborne Chase – an area of huge archaeological significance – the site has the potential be a resource centre that not only opens access to the collections from this landscape, but also the landscape itself.

APPENDIX 3

VOLUME OF MATERIAL AWAITING STORAGE

- Wessex Archaeology have an estimated total volume of around 26 cubic metres of archaeological material due for deposition in Wiltshire.
- The Stonehenge Riverside Project has generated an estimated 25 cubic metres of material that will be given to Salisbury Museum.
- Wessex Archaeology's annual additions are probably in the range of 50 boxes (about 1.5 cubic metres).
- Salisbury Museum's Wyndham House archaeology store needs to be vacated as the Cathedral are interested in renting it. (20 cubic metres)
- Salisbury Museum needs to empty its heavy objects store and Stonehenge store as part of its redevelopment. This represents very roughly about 52.2 cubic metres
- Wiltshire Museum would like to find a long-term solution to their storage requirements and would vacate their rented store – and have a need for 130 sq m of storage.