

**ANNUAL REPORT**

<b>Final Decision-Maker</b>	Queen's Own Royal West Kent Regimental Museum Trust
<b>Lead Head of Service/Lead Director</b>	John Foster, Interim Head of Regeneration and Economic Development
<b>Lead Officer and Report Author</b>	Victoria Barlow, Museums Director Samantha Harris, Collections Manager
<b>Classification</b>	Public
<b>Wards affected</b>	All

**Executive Summary**

This report covers the activity during the calendar year 2018.

This year has shown what might be termed the "World War One effect", with almost 700 school-children taking part in QORWKR-based sessions and almost three times the usual number of collections enquiries.

The collection has been developed with the addition of new donations, especially those of the Morley-Jacob family. Sessions such as Café Culture with older people at risk of exclusion, have increased access to the collection.

Once again, volunteer Steve Finnis has been integral to the work carried out on behalf of QORWKRT.

**This report makes the following recommendations to this Committee:**

1. That the annual report is noted.

**Timetable**

<b>Meeting</b>	<b>Date</b>
QOWKRMT	22/01/2019

## **1. INTRODUCTION AND BACKGROUND**

This report provides the annual report on work of Maidstone Museums in the provision of services to the QOWKR Museum.

### **1.1 Learning**

Several workshops based on WW1 and WW2 related to artefacts and history of the QORWK regiment throughout 2018. We have also run another Arts Award for a school, based on WW1 and the 'Arrival ...' Painting by Frank Hyde.

In total 680 school children have engaged specifically with the collection and gallery in formal learning activities since January 2018:

- 30 children for WWI workshops
- 30 children for WWI Arts Awards,
- 220 children for the WWII workshop.
- 400 for Green Spaces Natural Faces Arts Awards

Every child who comes to do a workshop at the museum has time to explore the museum and they all look around the QORWK museum. It provokes a lot of questions and discussions amongst the children. Over 2018, 6000 children took part in our workshops.

### **1.2 Publicity**

There has been increased social media from the museum in 2018 relating to the QORWK, including posts and blogs regarding the QORWK involvement in WW1, in the final centenary year. Also, posts relating to the Sikh Colours (rare flags from the Sikh Wars), in the collection, with a visit from a member of the Sikh Museums Initiative. Furthermore, the continued loan of the Keys of Jerusalem to the Tower of David Museum in Jerusalem for a temporary exhibition, has gained publicity. This has created interest amongst regimental and religious groups, and is publicizing the collection internationally. The most recent post regarding QORWK on Facebook/Twitter/Instagram linked to a blog on the museum website, introducing the regiment's role in WW1 on the Western Front and elsewhere: <https://museum.maidstone.gov.uk/lest-we-forget/>

### **1.3 Acquisitions**

During the period Jan 1 – Dec 31<sup>st</sup> 2018, 73 items have been accessioned and added to the QORWK collection, please see list below. Please note, some distinct 'collections' were acquired relating to members of the regiment, creating contextualising archives relating to those individuals. No items have been bought for the collection, all items are by donation.

<b>Object number</b>	<b>Object name</b>	<b>Title</b>	<b>Description</b>
MNERM 2018.1717	Magazine	The Invicta The Magazine of the 1st Kent Regiment	The Invicta, The Magazine of the 1st Kent Regiment, Vol. II. No. 3, October-December 1917.
MNERM 2018.1718.1	Blouse		Size 12 1949 pattern battle dress blouse, made by Hepworths Ltd, in 1954 of khaki serge. This blouse is part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.10	Trousers		Size 7 green 1949 pattern drill trousers made by Alfred Polikoff Wales Ltd in 1953. These trousers are part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.11	Respirator		A respirator, anti-gas, light Number 4 Mark 2. The respirator is complete with case and accessories. This respirator belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.12	Bottle		A 1944 pattern aluminium water bottle in a webbing case, complete with cup. This water bottle belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.13	Bayonet Frog		A 1944 pattern webbing bayonet frog. This bayonet frog belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.14	Holster		A 1944 pattern webbing pistol holster. This holster belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.15	Case		A 1944 pattern webbing binocular case. This binocular case belonged to Captain Peter Morley-Jacob.

MNERM 2018.1718.16	Haversack		A 1944 pattern webbing haversack, complete with shoulder straps. This haversack belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.17	Musketry Order		A 1944 pattern webbing musketry order, belt with utility pouches and braces. This musketry order belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.18	Belt		A green cloth belt with a black metal buckle. The belt has War Office marks. This belt belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.19	Shirt		A green shirt, which is believed to have been made by a local tailor in Malaya to military design. This shirt belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.2	Trousers		Size 12 1949 pattern battle dress trousers of khaki serge; the trousers were made by Lincoln Works (Leeds) Ltd in 1954. These trousers are part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.20	Helmet		A steel helmet, not of a pattern issued to the British forces in the 1950s. to the Malay Regiment during the Emergency. This helmet belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.21	Mess Tin		A pair of aluminium mess tins. These two mess tins belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.22	Puttees		A pair of olive green short puttees. These puttees belonged to Captain Peter Morley-Jacob.

MNERM 2018.1718.23	Cup		A 1944 pattern water bottle cup. This cup belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.24	Camouflage Face Veil		A camouflage face veil, 900 x 700 mm. This face veil belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.25	Hat		A green issue canvas hat with four ventilation holes and an orange triangle identification sign. This hat belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.26	Rope		A two metre toggle rope, the rope has a toggle at one end and a loop at the other. This toggle rope belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.27	Button		Two large regimental brass buttons. These buttons are believed to have belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.28	Badge		A Civil Defence Corps buttonhole badge. This badge is believed to have belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.29	Parachute		A khaki parachute canopy, four sections only. It was light to carry and was provided free to patrols at supply drops. This parachute canopy belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.3	Blouse		A size 11 1949 pattern battle dress blouse of khaki serge, made by Thor Neloe Clarkson Ltd in 1951. This blouse is part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.30	Parachute		A blue parachute canopy, four sections only and torn. This parachute canopy belonged to Captain Peter Morley-Jacob.

MNERM 2018.1718.31	Kit Bag		A khaki kit bag with "BSES MORLEY-JACOB" painted on the side. The bag is also marked with "Hi Catherine. Hope you had a good trip home. Ooodles of love. Franz". This kit bag belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.32	Groundsheet		A brown waterproof groundsheet/cape, made by Healey Royle and Co. Ltd. in 1940. This groundsheet belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.33	Poncho		A green waterproof poncho cape, which has an inside pocket. This poncho belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.34	Groundsheet		A brown waterproof groundsheet, which is marked "Morley-Jacob". This groundsheet belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.35	Valise		A 1937 pattern valise, which is a large pack. This valise belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.36	Haversack		A 1937 pattern haversack, marked "Capt. Watkins". This haversack came to the collection with the effects of Captain Peter Morley-Jacob.
MNERM 2018.1718.37	Haversack		A 1937 pattern haversack, marked "Lt M-Jacob". This haversack belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.38	Anklet		A pair of 1937 pattern web anklets, with black leather straps. These anklets belonged to Captain Peter Morley-Jacob.

MNERM 2018.1718.39	Anklet		A pair of 1937 pattern web anklets, with brown leather straps. These anklets belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.4	Tunic		A No 1 dress "Blues" tunic. This tunic is part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.40	Braces		Two pairs of army issue braces. One pair is slightly longer and darker than the other. These braces belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.41	Waist Belt		A 1937 pattern waist belt fitted with braces and brace attachments. This waist belt belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.42	Water Bottle Carrier		A 1937 pattern water bottle carrier. This water bottle carrier belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.43	Waist Belt		A 1937 pattern waist belt marked "MJ". One of two This waist belt belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.44	Waist Belt		A 1937 pattern waist belt marked "MJ". One of two This waist belt belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.45	Strap		A web strap with stud fittings and a buckle, the strap has been referred to as a "Carbine Sling". This strap belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.46	Pouch		A khaki 1937 pattern basic pouch. This pouch belonged to Captain Peter Morley-Jacob.

MNERM 2018.1718.47	Belt		A brown leather belt, known as a Sam Browne belt, complete with cross strap. This pouch belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.48	Dowel		A plain piece of dowel, with a slit in one end. The purpose is unknown, but it was possibly used to ensure a perfect kit or bedding display. This dowel belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.49	Trunk		A metal trunk. The trunk has three black stripes across the lid, with the words "P.J.MORLEY-JACOB. LUNEBERG B.O.A.R. 8. 1 RWK" painted in white. This trunk belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.5	Trousers		No 1 dress "Blues" trousers. These trousers are part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.50	Poncho		A green waterproof poncho cape. The cape as no maker's name or marks. This poncho belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.51	Tent		A United States Army, two-man canvas tent, complete with collapsible poles and pegs. This tent belonged to Captain Peter Morley-Jacob.
MNERM 2018.1718.52	Tent		A United States Army, two-man canvas tent, complete with collapsible poles and pegs. Carried in a green canvas zipped bag, apparently of British War Office Issue. This tent belonged to Captain Peter Morley-Jacob.

MNERM 2018.1718.6	Coat		A size 7 1940 pattern great coat (of another rank), made by GC & S Ltd in 1951. This great coat is part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.7	Cap		A service dress cap. The cap is made from a khaki material and has a brown leather strap, buttons and a bronze regimental badge. This cap is part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.8	Cap		A No 1 Dress cap. The cap has a midnight blue top, with a scarlet band and piping around the crown. This cap is part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1718.9	Beret		An issue navy blue beret size 7 1/8, made by Nalbo in 1952. The beret has no badge. This beret is part of the uniform worn by Captain Peter Morley-Jacob.
MNERM 2018.1719.1	Certificate	A 013155 Regular Army Certificate of National Service	A Regular Army Certificate of National Service, belonging to Mr R.E. Green, Army no.23313344, dated 29th May 1958. The certificate is missing pages 4-9.
MNERM 2018.1719.2	Photograph	New Zealand Platoon. Depot. Queens Own Royal West Kent Regt.	A black and white photo of the New Zealand Platoon, Queens Own Royal West Kent Regiment. Raymond Edward Green, army number 23313344, is standing in the second line 3rd from the left.
MNERM 2018.1719.3	Photograph		A black and white photo of four soldiers, one of whom is Raymond Edward Green. Cyprus 1957.

MNERM 2018.1719.4	Photograph		A black and white photo of Raymond Edward Green, army number 23313344, OP Duty. Taken in Cyprus 1957.
MNERM 2018.1719.5	Photograph		A black and white photo of Raymond Edward Green, army number 23313344, OP Duty, reporting back to base.
MNERM 2018.1720.1	Photograph	Dev No: 45	An informal black and white photo of the Queen's Own Royal West Kent Regiment, 2nd Battalion. The location is believed to be Peshawar, the 2nd Battalion served in Peshawar in 1911.
MNERM 2018.1720.2	Photograph		An informal black and white photo of the Queen's Own Royal West Kent Regiment, 2nd Battalion. The image depicts several pitched tents in a field, between the tents in the middle ground and foreground are a group of horses. The roof of either a mosque or temple can be seen above trees, to the left of the photo.
MNERM 2018.1720.3	Photograph	DEV No: 10 R.W.Kents Awaiting Orders Camp Jalozai 1913	An informal black and white photo of the Queen's Own Royal West Kent Regiment, 2nd Battalion. The image depicts troops of the Royal West Kents lined up awaiting orders at Camp Jalozai, Peshawar, 1913.
MNERM 2018.1720.4	Photograph		A black and white photograph depicting the insignia of the 2nd Battalion, Queen's Own Royal West Kent Regiment, 1911-1912. The insignia appears to be on a wall.

MNERM 2018.1721.1.1	Book	Army Form B 2067 A	An army book, containing two army forms; army form B.2067 and army form 2079. The book belonged to Richard George Longhurst, who fought during the First World War in the 8th Battalion, who were pushed into Loos after just three weeks in France.
MNERM 2018.1721.1.2	Character Certificate	Army Form B.2607.	Army Form B.2607. The form is a character certificate, which belonged to Richard George Longhurst, No.5351, who enlisted in the West Kents in January 1915.
MNERM 2018.1721.1.3	Certificate of Discharge	Army Form B.2079.	Army Form B.2079. The form is a certificate of discharge, which belonged to Richard George Longhurst, No.5351, who enlisted in the Queen's Own Royal West Kents in January 1915.
MNERM 2018.1721.2	Newspaper Clipping	A Released Prisoner of War, His Experience in Germany, Seven days fast on the battlefield	A newspaper clipping from the Kent Messenger dated 3rd October 1917. The article is titled A Released Prisoner of War, His Experience in Germany, Seven days fast on the battlefield. The released prisoner is Richard George Longhurst who enlisted in the Queen's Own Royal West Kent Regiment in January 1915.
MNERM 2018.1721.3	Newspaper Clipping	Served in R.W.K.'s	A newspaper clipping. The clipping is a short obituary for Richard George Longhurst who served with the Queen's Own Royal West Kent Regiment during the First World War. Longhurst enlisted in the Royal

			West Kents in January 1915.
MNERM 2018.1721.4	Photograph		A black and white photograph depicting the grave stone of Richard George Longhurst. Longhurst enlisted in the Royal West Kents in January 1915.
MNERM 2018.1721.5	Certificate of Discharge		A King's Certificate of Discharge for Richard George Longhurst.
MNERM 2018.1721.6	Photograph		A black and white group photo of the 4th Battalion of the Kings Own. The photo was sent by Tom Walker from Germany to Richard George Longhurst.
MNERM 2018.1721.7	Photograph	Corpl: W. Holt's Squad. Oct 1914	A black and white photo postcard depicting Corpl: W. Holt's Squad. Oct 1914. Beacon was in a guards regiment and remained friends with the donors' parents.
MNERM 2018.1721.8	Photograph		A black and white photo postcard depicting 'BCO', 8th Batt. Royal War Kent Regt, Worthing 1915. Richard George Longhurst is in the photo.
MNERM 2018.1721.9	Photograph	A Merry Christmas Murren 1916	A black and white photo postcard. 'A Merry Christmas Murren 1916'.

Maidstone Museums' Collections Development Panel, has continued to receive a high number of offered donations this year, including QORWK items, and with representatives from across the museums departments meeting quarterly to assess and decide on items offered for donation, a more strategic and sustainable approach is being undertaken to acquisitions. As such a number of items offered to the QORWK were not accepted, primarily because they are already duplicated within the collection or did not fit the collecting policy.

#### **1.4 Gallery & Exhibitions**

No major redisplay work has been undertaken in the permanent gallery in 2018. A number of the medal drawers have developed faults over time,

which were fixed in 2017 but recurred in 2018. As such the new Maintenance Volunteer has since undertaken a more secure fix to ensure the security of artefacts and safety of visitors.

### **1.5 Activities**

The popular Café Culture sessions continue with the informal group, meeting once a month (for over 65s) and has yearly QORWK talks/discussions and object handling, as well as covering collections across Maidstone's Museums. It demonstrates the health and wellbeing impact of museums on socially isolated older people, and is facilitated by staff and volunteers from the Collections and Learning Teams.

A new series of events named 'What's in Store?', are scheduled to begin in January 2019, with monthly tours behind the scenes, bookable in advance for the public. These will include highlights across the museums stored collections, with information about the artefacts themselves, as well as the collectors, and the work the teams do in the stores. This will include QORWK artefacts, such as the Crimean jacket with evidence of a mortal wound – with the intention of asking visitors – whose stories do museums tell? Who decides how to censor history? This will enable us to engage visitors in decision making as part of the community focussed 'Transformation Plan'.

### **1.6 Documentation**

Cataloguing of the collections continues, now moving to 2D items, following completion of 3D objects. Volunteer, Steve Finnis continues to work on the QORWK archive and large photographic collection. A number of pieces of transcription work have been undertaken. The information for the c. 15,000 audited records is in the process of being updated digitally by the Collections Manager on the existing access database and will be uploaded to Adlib (the new Collections Management System), with a target date of April 2019. This process will enable research and additional information to be added to increase our understanding of the collection, as well as making the items more usable and accessible going forward. This has been a long term project due to the size of the collection, but invaluable for the management of the collection.

### **1.7 Conservation/Collections Care**

No new collections care issues have been raised in 2018 – this will be reviewed in line with display needs and budget following the completion of documentation, which included some condition comments.

The Sikh Museum initiative have expressed interest in assisting in fundraising for conservation, mounting and display of the Sikh Colours. Discussions are in progress, but are not identified as a priority as there is currently no display potential within the existing themes, and due to their very large size and limited display space. The committee will be updated with progress regarding this.

### **1.8 Enquiries**

A large number of enquiries have been received this year (almost 3x that of the 2017-2018 period), possibly linked with the final year of WW1 Centenary commemorations.

Jan 1<sup>st</sup> 2018 – Dec 31<sup>st</sup> 2018: 317 QORWK enquiries received by contact form, email, phone, letter and in-person, of which 136 were processed as paid for/free (charity/collection search) and 181 were not processed, due to non-payment by enquirers.

### **1.9 Accreditation**

The QORWK Museum's Accreditation status was renewed (along with the other Maidstone Museum's), ensuring that it meets best practice standards across the museum sector with 1700 museums in the UK participating in the scheme. The museum reapplies for the status every 3 years to confirm the professional reputation of the museum, which covers areas such as organisational health, managing collections, and users and their experiences. For more information regarding the scheme, see:

<https://www.artscouncil.org.uk/accreditation-scheme/about-accreditation>

### **1.10 Staffing**

In late 2018 the Visitor Services and Operations Manager post became vacant, with a new post holder due to start in January 2019.

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## **2. AVAILABLE OPTIONS**

That the annual report is noted.

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## **3. RISK MANAGEMENT**

This report is presented for information only and has no risk management implications.

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## **4. CROSS-CUTTING ISSUES AND IMPLICATIONS**

<b>Issue</b>	<b>Implications</b>	<b>Sign-off</b>
<b>Impact on Corporate Priorities</b>	We do not expect the recommendations will by themselves materially affect achievement of corporate priorities. However, they will support the Council's overall achievement of its aims as set out in section 3	Victoria Barlow
<b>Risk Management</b>	Already covered in the risk section 3.	Victoria Barlow
<b>Financial</b>	The proposals set out in the recommendation are all within	Paul Holland

	already approved budgetary headings and so need no new funding for implementation.	
<b>Staffing</b>	We will deliver the recommendations with our current staffing.	Victoria Barlow
<b>Legal</b>	Acting on the recommendations is within the Council's powers as set out in the constitution of the QORWKRMT	[Legal Team]
<b>Privacy and Data Protection</b>	The recommendations do not propose a change in service therefore will not require a privacy and data protection impact assessment	[Legal Team]
<b>Equalities</b>	The recommendations do not propose a change in service therefore will not require an equalities impact assessment	[Policy & Information Manager]
<b>Crime and Disorder</b>	The recommendations do not propose a change in service therefore will not require an impact assessment	Victoria Barlow
<b>Procurement</b>	No procurement is required	[Head of Service & Section 151 Officer]

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