



NM National Manuscripts
CT Conservation Trust



Annual Report
and Accounts 2019



© The Fitzwilliam Museum, Cambridge

CONTENTS

Reference and Administrative Information	2
Chairman's Introduction and Review of the Year	3
Awards by the National Manuscripts Conservation Trust 2019	8
A 30-year Contribution to Manuscript Conservation	22
Trustees' Report	32
Independent Examiner's Report	35
Statement of Financial Activities	36
Balance Sheet	37
Notes to the Accounts	38

NMCT National Manuscripts
Conservation Trust

Registered Charity: 802796

CARE • CONSERVE • CREATE



Conservation By Design Limited, Timecare Works, 2 Wolseley Road, Bedford, MK42 7AD, United Kingdom
+44 (0)1234 846300 info@cxdinternational.com www.cxdinternational.com

Annual Report
and Accounts 2019

Reference and Administrative Information

www.nmct.co.uk | info@nmct.co.uk

Registered Charity: 802796

Patron

Sir Keith Thomas FBA

Trustees

Professor David McKitterick FBA FSA, Chairman
Mr Charles Sebag-Montefiore FSA FCA, Treasurer
Ms Caroline Checkley-Scott ACR
Dr Norman James FRHistS
Mrs Caroline Taylor BA DipLib MCLIP

Administrator to the Trustees

Mrs Nell Hoare MBE FSA FMA FIIC
P.O. Box 4291, Reading, Berkshire RG8 9JA

Independent Examiners

D. A. Clark & Co. Ltd
Bailey House, 4-10 Barttelot Road, Horsham, West Sussex RH12 1DQ

Solicitors

Anderson Longmore & Higham
Wisteria House, Market Square, Petworth, West Sussex GU28 0AJ

Fund Manager

Cazenove Capital Management Ltd
1 London Wall Place, London EC2Y 5AU

Banker

Royal Bank of Scotland Plc
127-128 High Holborn, London WC1V 6PQ

Chairman's Introduction and Review of the Year

I am delighted to present the Annual Report of the National Manuscripts Conservation Trust.

This year the Trust celebrates its thirtieth anniversary, so I will begin with a little history. It was founded in 1990 in response to increasing anxiety concerning the well-being of manuscripts, papers, and other documents in repositories throughout the country and for which there were all too little resources to ensure their future. A report from the Royal Commission on Historical Manuscripts had revealed the parlous state of much of Britain's archive and manuscript holdings. It was clear that demand existed. One calculation suggested that about four million documents were consulted each year, out of a national total of about 450 miles of shelving. Despite the efforts of the British Library, the Wolfson Trust and others, there was far more to be done than there were financial resources available. This changed in March 1989 when the Minister for the Arts announced a fund of £100,000 per annum for three years to support custodians of manuscripts and preservation, providing that matched funding was obtained.

This government challenge proved crucial in attracting donors, and by the end of that year it was possible to announce the forthcoming establishment of the NMCT. It owes its origin to the imagination and dedication of three people in particular: John Ehrman (the first Chairman), Lewis Golden and (appointed by the British Library) Henry Heaney.

Since 1990, the needs have by no means diminished. Budgets for record offices are constantly under review, as local authorities face increasingly difficult financial challenges. In some places, the budget for conservation is pitiful, while staff are reduced in number or less qualified people are employed. In university libraries, departmental budgets have constantly to be redeployed as new needs are faced.

Many small societies and museums, responsible for collections of far from small interest, simply do not have appropriate resources, while even larger bodies must look first to their prime social responsibilities. Whatever the collection, as fresh acquisitions arrive, and new interests in existing collections are met, demands for conservation can spike, and thus lead to need for grants directed at particular tasks.

During 2019, we were able to award grants totalling £155,684, to nineteen applicants, some for the care of individual manuscripts and others for large archives. In 19th-century art, we have supported the repair of designs by David Evans for stained-glass windows (and thus encouraged the search for more of his work in churches) and John Ruskin's huge unwieldy drawings prepared for his lectures. At Doncaster we made a grant to help with the Conisbrough court rolls, and at Croxteth Hall Liverpool work on the long Molyneux pedigree roll will bring it back into public view. Besides these, we have supported military records at Worcester; industrial and engineering records for the Mills Archive Trust in Reading and for the Rhyl Steam Preservation Trust; the medical records in Norwich of Richard Bright, after whom is named a kidney disease; estate records held in Powys Archives and in the Glamorgan Archives; literary papers in University College London and the Dickens Museum; opera papers in the Royal Welsh College of Music and Drama; the papers of a solicitor in Penistone, now at Barnsley; those of a Professor of Celtic in Edinburgh; a collection of 19th-century testimonials at Harris Manchester College, Oxford; a large group of evocative designs for fairground attractions, at the University of Sheffield; and the extensive archives of the National Union of Mineworkers. The variety of needs and subjects is immense, and in many of these cases access was impossible thanks to the fragile nature of the originals.

The Pilgrim Trust's generous support enabled grants to be awarded to Barnsley, the Mercian Regiment Museum at Worcester, the fairground drawings at Sheffield, the Rhyl steam railway, the drawings for stained glass windows in the Shropshire Archives, Dr Bright's papers at Norwich, the NUM records at Nottingham and Warwick, and testimonials at Harris Manchester College. At Edinburgh and in University College London, support was possible thanks to the Dulverton Trust, and at Lancaster University the John S. Cohen Foundation has supported work on Ruskin's lecture diagrams. The Museums Archives and Libraries Department of the Welsh Government (MALD) was crucial to work in the Welsh collections. Trinity College, Cambridge and All Souls College, Oxford provided further and welcome contributions. The publication of this annual report has been greatly helped by Conservation by Design. As always, we remain deeply grateful to these and our other supporters.

In all this, I would like to thank those who make it possible, whether in the collections and their management or among those who give professional advice: among the latter, we are especially grateful to James Travers and the staff of the National Archives and to the staff of MALD.

Finally, what of the next thirty years? Prophecy is always risky, but some things seem clear. First, there will be many archives and manuscripts of which we have never heard. When that survey was made in the late 1980s, the existence was known of only some of the collections where we have been able to help. Second, paper, parchment and bindings will continue to deteriorate. The process can only be slowed; it cannot stop. Third, everyone will become more aware of the costs of storage and maintenance, whether physically in buildings or in various computer formats. Fourth, public funding will be ever more challenging, and so the readiness of private benefactors will be ever more vital. These are all major challenges, but they are countered by the sheer excitement of rediscovering parts of what are rightly called the nation's memory, and preserving it for future generations. That makes our activities and collaborations worthwhile.

Professor David McKitterick
Chairman
 12 May 2020



Above: One of the Conisborough Court Rolls from the reign of Edward IV, which is badly in need of conservation (see page 10). Courtesy of Doncaster Archives.



The John S Cohen Foundation



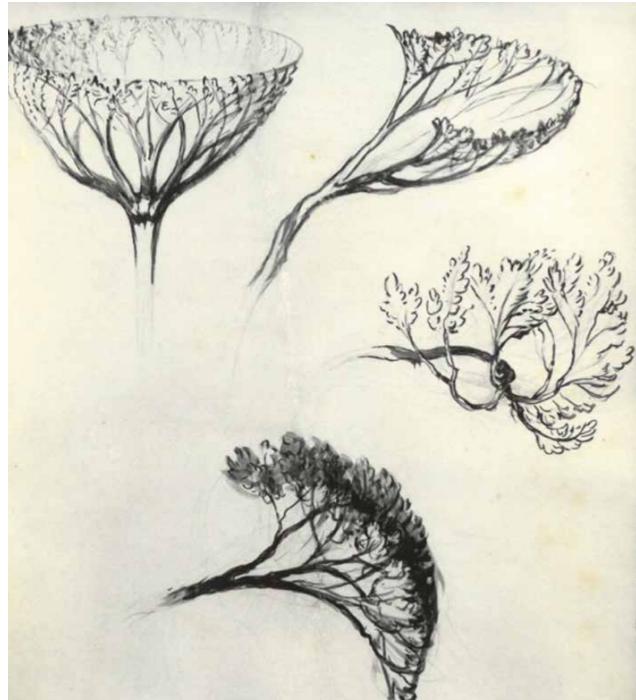
The Trustees are indebted to these partners and funders for their support of NMCT's work in 2019



Top: Detail showing stains on face of figure and brittle fractures. Courtesy of Shropshire Archives.



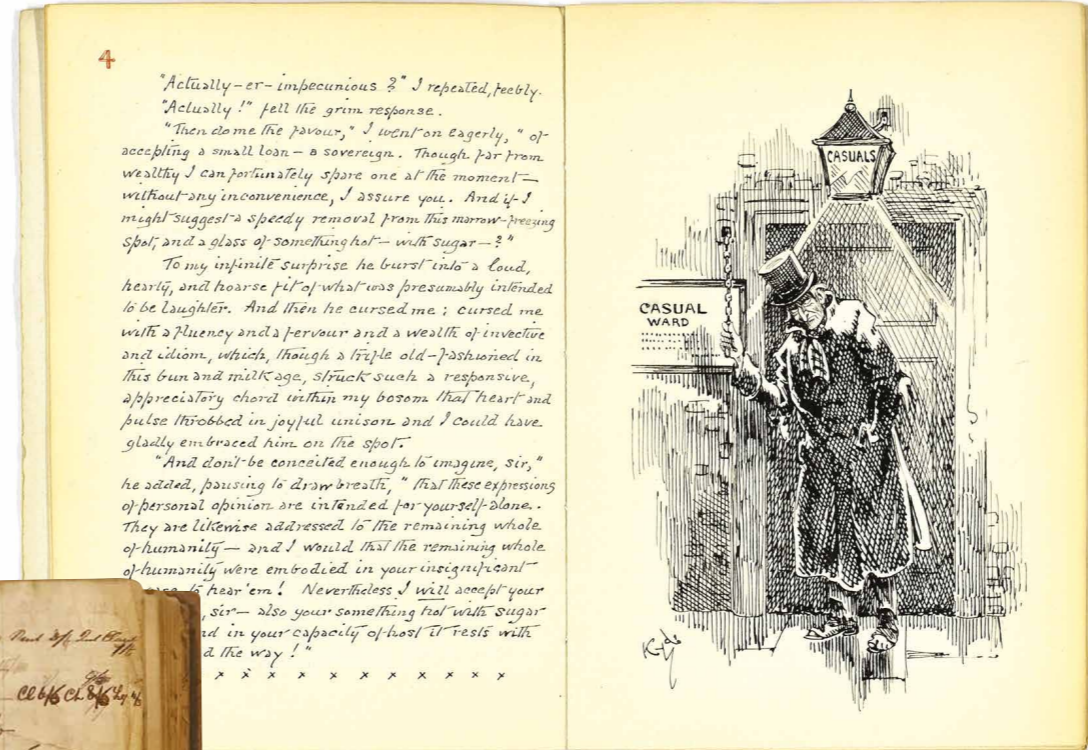
Above: Detail from a map of the estate of Wythen Jones, 1776. Courtesy of Powys Archives.



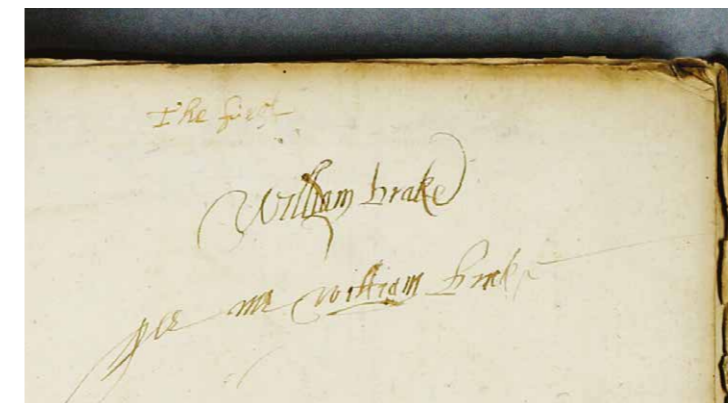
Above: John Ruskin's lecture diagram 'Tree twigs'. Courtesy of The Ruskin - Library Museum and Research Centre.



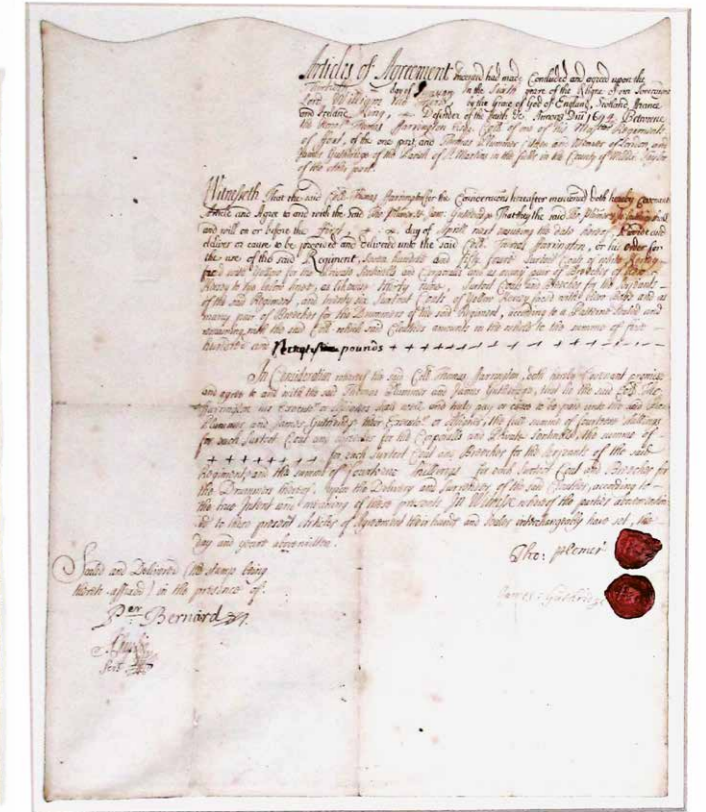
Bottom right: One of the Stevens and Williams Pattern Books. Courtesy of the British Glass Foundation.



Above: Bound manuscript illustrated and written by the Dickensian illustrator Joseph Clayton Clark (Kyd) titled 'Afterwards, Being A Somewhat Unexpected Sequel to 'A Christmas Carol' c.1900s. Courtesy of Charles Dickens Museum, London.



Above: From the Bacon-Tottel collection. Late 16th - early 17th century limp parchment binding before conservation. All the laced sewing supports were broken and the textblock detached from the wrapper. Courtesy of University College London.



Above: Contract for new uniforms, dated 9th March 1708. Courtesy of the Trustees of the Mercian Regiment Museum.



Detail from the survey of the Manors of St Fagan's and Penheved and lands in the Parishes of Radyr and Llandaff, belonging to the Earl of Plymouth, 1766. Courtesy of Glamorgan Archives.

Awards by the National Manuscripts Conservation Trust 2019

Barnsley Archives

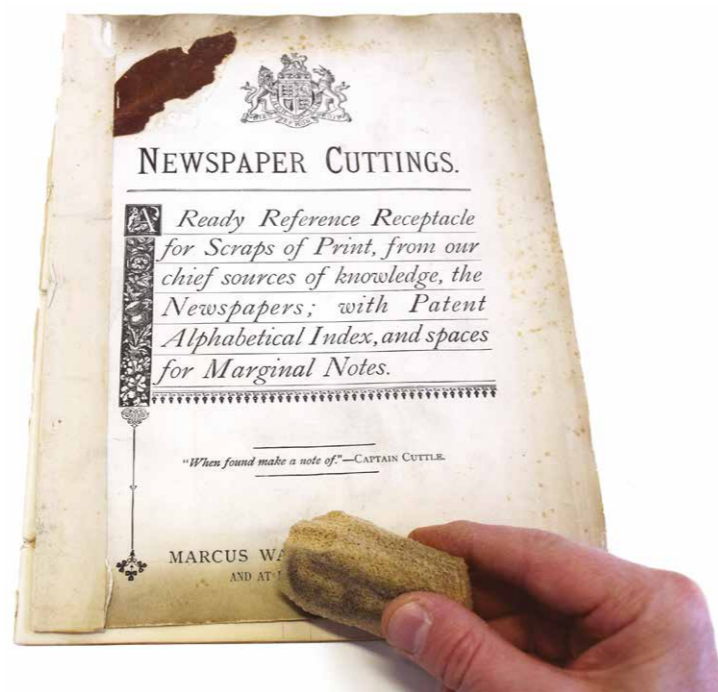
£5,000 towards the conservation of the John Dransfield Collection (1839-1930), solicitor of Penistone, Yorkshire

Paul Stebbing, Archives and Local Studies Manager, writes: John Dransfield (1839-1930) was a solicitor and antiquarian, as well as the celebrated author of the *History of the Parish of Penistone*. During the course of his historical research, and in his role as solicitor, he collected a large quantity of local papers, many pasted into large scrapbooks. It is this material that we are conserving and making accessible through this project entitled “The legacy of Dransfield – exploring an antiquarian treasure chest.”

The scrapbooks are the focal point of the collection and contain the most important papers. Their conservation will include repairing the badly damaged spines, cleaning the volumes, reinserting detached pages, encapsulating loose cuttings into polyester sleeves, and making bespoke archival boxes. The collection will also be transferred into climate-controlled archive stores for the first time.

The Dransfield Collection has international significance through a series of early letters contained in the bound scrapbooks. These letters relate to Hallam Football Club (founded in 1860), for which Dransfield played, and their games against Sheffield Football Club (founded in 1857). They are amongst the earliest surviving football-related letters in the world and give an overview of the early games between the two oldest association football clubs in the world. They are hugely important to the history and development of the game, meaning that the collection will appeal to sport historians, as well as those interested in the Penistone area of Yorkshire.

This grant was made possible thanks to the support of the Pilgrim Trust.



British Glass Foundation, Dudley, West Midlands
£25,000 towards the conservation of the Dudley Glass collection archive

Graham Knowles, Chairman, writes: The pattern books from the glass factories of Stevens & Williams (better known as Royal Brierley Crystal), Thomas Webb & Sons, W.H.B. and J. Richardson, Boulton & Mills, John Northwood & Co., and Smart Brothers date from the 19th and 20th centuries and are the only surviving complete records of every glass made by these factories. As each glass was finished, the designs were entered with their own unique pattern number and information about cutters, engravers, weights and costs. Their importance as a unique record of the most significant glass factories in the world is acknowledged both nationally and internationally.

The collection includes 75 spring-back volumes, including eight pattern books that feature intricate sketches, and 65 description books. They range in date from 1851-1945 and are in high demand from researchers. A condition survey showed that 32 of the volumes are unusable and completely unsuitable for use by researchers due to their fragility and the likelihood that they will be further damaged by handling. A further 18 are in such poor condition that further use is likely to cause damage.

Once the pattern and description books are conserved they will be integral to the interpretation in the new White House Cone Museum of Glass, which is due to open in July 2021 in the converted Stuart Crystal site in Wordsley. Visitors will be able to follow selected objects in the collection from design through the factory floor to their eventual customer destination. The books will be displayed on rotation in the museum. They will also be digitised and made accessible to glass historians internationally, and to collectors and museum curators. They will also be of great interest to social and economic historians, designers, auctioneers, publishers and modern day glassmakers. Their availability worldwide will undoubtedly open up many new areas of research.

Opposite page: Items from the Dransfield Collection, with surface cleaning in progress on one of the scrapbooks. Courtesy of Barnsley Archives.
Right: Conservation of the Molyneux Pedigree. Courtesy of Croxteth Hall.

Croxteth Hall, Liverpool
£3,200 towards the conservation of the Molyneux Pedigree

Jacqui Rafferty, Estate Manager, writes: Croxteth Hall was the home of the Earls of Sefton, whose family name was Molyneux. The Hall was acquired by the Molyneux family during the reign of Henry VI (1422-1461) and by 1540 it had become one of the family’s chief residences. The Molyneux were originally French (Norman) and were one of the oldest families in the original county of Lancashire.

The family left Croxteth Hall & Country Park to the people of Liverpool nearly 50 years ago. The Hall is now open to the public and is run by Liverpool City Council, with the support of National Museums Liverpool.

The Molyneux Pedigree is a very impressive illustrated pedigree dating to 1589. It is of vellum, consists of 12 joined parts, and is almost 3 metres long. It is the work of ‘William Dethock [sic]’, Garter King of Arms in the reign of Elizabeth I. Dethick also gave Grants of Arms to, among others, William Shakespeare’s father. The Molyneux Pedigree was updated in 1778 and again in 1903.

Thanks to the NMCT grant, the pedigree has been conserved by Ann Stewart ACR. The work was undertaken in the Hall, creating much interest among visitors in the delicate process of conservation. The pedigree will also be digitised, so that we can make this important piece of the Hall’s history as widely accessible as possible.



Charles Dickens Museum, London

£6,456 towards the conservation of manuscripts in the collection

Dr Cindy Sughrue, Director, writes: The Charles Dickens Museum holds the world's most comprehensive collection of material relating to the life and work of Dickens, including a substantial archive that supports around 50 research projects each year.

Amongst our most valuable and unique manuscripts are eight bound volumes that are in high demand for both research and display. These require remedial repairs, rehousing work, and digitisation to extend their 'working life' and reduce the need for direct consultation. They include:

- The Pickwick Club Minute Book (1837-1843): a minute book of the earliest known 'Pickwick Club', which documents the gatherings of a group of young men mimicking the Pickwick Club of Dickens's novel – while the novel was still being serialised. It gives us a rare and fascinating glimpse into their lives and thoughts, recording political sentiment, romantic musings, and literary debates.
- Maria Beadnell's album (1830s): the lady's album of Dickens's first love contains the first examples of his literary work, three poems. Maria inspired the character of Dora in *David Copperfield* and later Flora Finching in *Little Dorrit*.
- Six of Dickens's personal reading copies: these are personally annotated scripts from which Dickens performed dramatised public readings of his works from the 1850s until a few months before his death in 1870. These became immensely popular, with Dickens touring extensively in the UK and later America, bolstering both his reputation and his income.

The project conservator will also provide training to staff and volunteers in safe handling practice for the newly conserved and rehoused items. The digitised manuscripts will be made available through the Museum's online collection database.

Doncaster Archives

£10,000 towards the conservation of the Conisbrough Manor Court Rolls

Dr Charles Kelham, Borough Archivist, writes: On deposit with Doncaster Archives since 1982, the Manor Court Rolls of Conisbrough were purchased by Doncaster Council in 2017 thanks to the generosity of the National Lottery Heritage Fund and the Friends of the National Libraries. Spanning the years 1265-1935, and made up of 151 parchment rolls and 15 parchment and paper volumes, these records shed light on the lives of the ordinary inhabitants of 28 South Yorkshire townships until the 1340s, and of 16 townships thereafter.

They represent an unparalleled educational and research resource, as well as an opportunity to engage volunteers to work on their transcription and translation. They also offer eye-catching promotional material for an impending re-launch of Doncaster's Heritage Services. If they are to be made as accessible as possible the parchment rolls first need to be conserved and flattened, after which they will be digitised.

Antony Oliver, of Sheffield Archives, is carrying out this first phase of work on a selection of the manor court rolls. Much depends on the size and condition of the rolls, but it is hoped that the conservation of eight rolls sufficient to permit digitisation is a realistic possibility.

The conservator is working on rolls of 1345-6 (allowing a comparison with the post-Black Death roll already online), 1440-1 (from the same year as a surviving rental), 1469-70 (when the then lord of the manor, Edward IV, faced a crisis), and 1491-2, 1496-7, 1518-19, 1519-20, and 1520-21, from the thus far neglected reigns of the first two Tudor monarchs. Once conserved and digitised, the rolls will be re-tied and re-rolled.

University of Edinburgh Library

£4,163 towards the conservation of the papers of Donald Mackinnon (1839-1914)

David McClay, Philanthropy Manager, writes: The Centre for Research Collections (CRC) at the University of Edinburgh has made an important collection of Gaelic material available through comprehensive cataloguing, conservation treatment, and rehousing. The papers of Donald Mackinnon (1829-1914), the University's first Professor of Celtic, are of national significance, comprising a wide range of material from medieval manuscripts to 18th-century tales and verse, as well as his own lecture notes, which place the material in a scholarly context.

The bound volume, loose sheet (paper and parchment), and photographic material has been surface-cleaned, repaired, and provided with bespoke storage solutions to ensure that the collection is stable and accessible now and for future use.

This project was ideally suited to an eight-week internship opportunity, which was taken up by Claire Hutchison, a recent graduate from Northumbria University's MA Conservation of Fine Art. While developing and delivering high-quality interventive and preventive treatments, Claire was immersed in the practice of the CRC's conservation studio: "I enjoyed working with so many formats at once; it required a great deal of time and space management to get the job done, but was very rewarding! This internship definitely exceeded my expectations". Using the experience gained through this internship Claire has gone on to secure a project conservator position at a national institution.

This grant was made possible thanks to the support of the Dulverton Trust.



Above: Examining a mid-14th century Roll. Courtesy of Doncaster Archives.

Left: Bound manuscript illustrated and written by the Dickensian illustrator Joseph Clayton Clark (Kyd), c.1900s. Courtesy of the Charles Dickens Museum, London.



Above: The Mackinnon volume, showing the binding before and after conservation. Courtesy of the University of Edinburgh.

Glamorgan Archives

£7,840 towards the conservation of the surveys of the Earl of Plymouth's Estates, 1766

Rhian Diggins, Senior Archivist, writes: The Plymouth Estate Records form one of the largest and most significant collections at Glamorgan Archives. The land featured in the 1766 estate surveys covers a large part of Glamorgan, including what would become the South Wales coalfield. They are a significant aid to topographical studies of the area and provide a rare and valuable overview of land ownership and use in pre-industrial South Wales, a landscape changed irreparably by industrialisation, and include evidence of place names, field names, dialect words and lost buildings.

The surveys comprise 158 maps within five volumes. Text blocks will be cleaned and old repairs carefully removed, mould-damaged pages consolidated and repaired and the cloth backings removed to allow the large maps to be re-backed. Iron gall and colour inks will be treated and missing areas will be infilled. Red rot on the covers will be consolidated and the old leather lifted, with new leather adhered underneath in support. The text blocks will be rebound into their original bindings and housed in bespoke boxes created from archival boxboard.

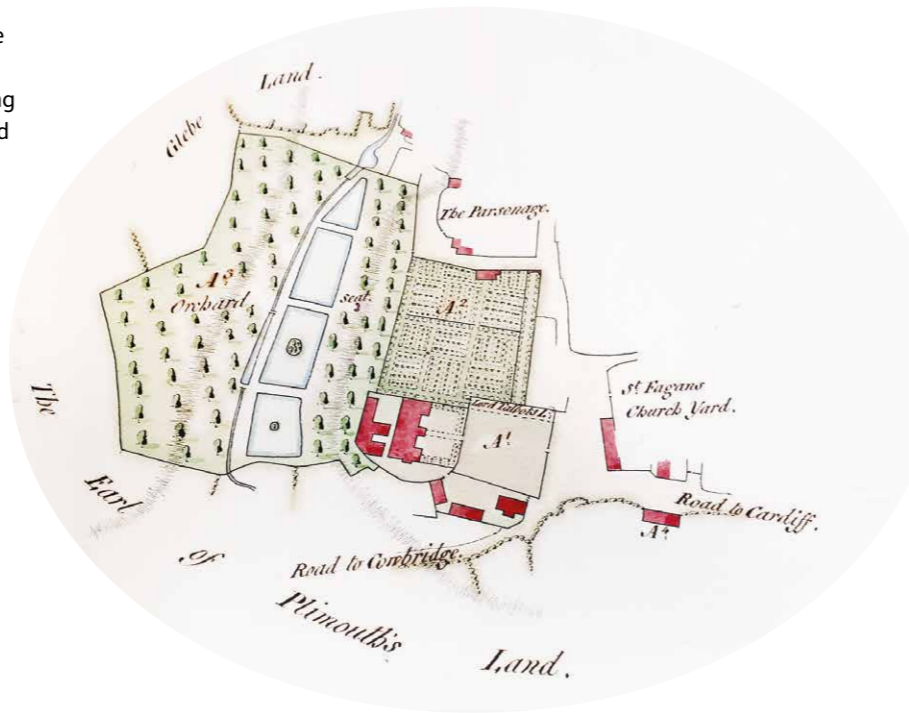
These maps are frequently requested by visitors, but their poor condition restricts access. This project will prevent further degradation of the maps and allow them to be accessed again by the public. Digitisation will be undertaken prior to rebinding, providing high-quality access copies, ensuring reproduction requests can be met, and making images available online through our catalogue for remote access and for publicity and promotion purposes.

This grant was made possible thanks to NMCT's partnership with MALD.

The Ruskin Library Museum and Research Centre, Lancaster University

£16,800 towards the conservation of John Ruskin's lecture diagrams

Professor Sandra Kemp, Director, writes: Ruskin (1819-1900) was a spectacular public speaker. Various sources convey the stagecraft with which he used models, casts and diagrams to support his points. This panache is particularly evident in Ruskin's large-scale lecture diagrams dating from 1853 to 1885, 45 of which form part of the Ruskin Whitehouse Collection. These comprise an essential counterpoint to the manuscript and published versions of the lectures. They represent an unparalleled documentary of the development of Ruskin's ideas through his public-speaking career.



Above: Detail from the 1766 Survey. Courtesy of Glamorgan Archives

Right: John Ruskin's lecture diagram 'Four studies of buds'. Courtesy of The Ruskin – Library, Museum and Research Centre.

Today, these diagrams constitute one of the largest collections of such materials in the world, and their rarity makes them nationally significant examples of material that has otherwise been lost because of its treatment as ephemera. In Ruskin's lifetime the diagrams were rolled up and left in storage. Many have not seen the light of day for more than a century, and some of them are extremely fragile, their fragility exacerbated by their large size – each is approximately 2m by 1.5m.

Conservation of most of the diagrams is in progress but one, *Four studies of buds*, was treated in time for it to be displayed in The Ruskin's major exhibition *Ruskin – Museum of the Near Future*, which ran from September 2019 to March 2020. It was displayed alongside three other diagrams that did not require conservation and generated considerable interest. A campaign is underway to raise funds for the conservation of the remaining diagrams.

This grant was made possible thanks to the support of the John S Cohen Foundation.



University College London

£5,200 towards the papers of Sir William Bacon (1606-69) from the Bacon-Tottel collection

Angela Warren-Thomas, Senior Conservator, writes: The Bacon-Tottel Collection (MS OGDEN/7) held by UCL Special Collections is the largest surviving collection of early modern reading notes, annotated books and diaries from one source (see image on page 7). It consists of 54 commonplace books, manuscripts and printed books from the library of William Drake, a member of the provincial gentry of Buckinghamshire. It has been called 'the greatest archival resource we have to chart how an early modern English gentleman read, and how reading shaped his mental universe' (*Reading Revolutions*. New Haven: Yale University Press, 2000).

Alongside independent research requests, the Collection has an important significance to the Early Modern Studies MA at UCL. As one of the compulsory modules of this course, these manuscripts are sought annually as teaching material and are of particular significance. However, because of their condition, Special Collections has often been unable to fulfil these requests.

Six items from the collection were chosen for this project. Their binding structure, though similar, held multiple different challenges. Our early-career project conservator and the senior conservator devised, revised and put into practice a comprehensive documentation and treatment system that fits the needs of all the items in the project. This system will also be applied in the future, when the remainder of the collection is conserved.

Three of the six items have so far been conserved. One of these revealed manuscript fragments in the binding material that generated interesting and complicated ethical discussions between the archivist with curatorial care of the collection and the conservation team. This encounter, and the acquisition of new techniques involved in the physical process of conserving parchment bindings, are proving invaluable learning opportunities.

This grant was made possible thanks to the support of the Dulverton Trust.

Mercian Regiment Museum, Worcester
£2,500 towards the conservation of the Farrington papers

John Paddock, Curator, writes: The Farrington papers form a unique group of documents of the highest interest, relating to the raising and equipment of what was to become 1st Battalion Worcestershire Regiment on its first formation in 1694, and during the years immediately after that date. Farrington had been commissioned into the Coldstream Regiment of Foot Guards in 1668, was promoted captain in 1693 and, following the custom of the time, as an officer in a Household Regiment was ranked as a Lieutenant-Colonel of Foot.

On the 16th February 1694, Royal Warrants were issued for raising ten regiments of cavalry and 15 of infantry; one of these warrants was granted to Colonel Thomas Farrington. In this way, the first regular battalion of the Worcestershire Regiment was born.

There are five surviving documents:

- Contract for the clothing and equipment of the Regiment, 26th March 1694.
- Contract for clothing, 30th January 1695.
- Certificate signed by an official of the ‘Secretary-at-Warr’ that Farrington’s Regiment was raised (for the second time) on the 18th March 1702.
- Contract for new uniforms, 9th March 1708 (see image on page 7).
- Authorised Establishment of the Regiment, giving rates of pay, 25th June 1710.

Conservation treatment will ensure the long-term preservation of these documents. As part of the process, high-quality digital images of original documents will be produced. The original documents will be provided with bespoke storage for their long-term preservation, whilst the copies will be shared with visitors and an interactive version made available in the galleries.

This grant was made possible thanks to the support of the Pilgrim Trust.

The Mills Archive Trust, Reading
£9,944 towards conservation of the Wright records

Lucy Noble, Development Assistant, writes: The Mills Archive Trust is the UK’s specialist centre on milling history. We preserve and protect records of worldwide milling heritage, whilst fostering the cultural and educational values of mills and the milling community.

We hold 26 millwrighting collections, containing unique and vital records of Britain’s milling heritage created by the skilled men who were responsible for the construction and repair of traditional windmills and watermills over the past two centuries.

With 3,500 hand-drawn, meticulously measured plans, sketches, research notebooks and records of work, the collections document the individual structures and regional variations of over one hundred mills. They are essential in providing the core knowledge base for the future restoration, preservation and maintenance of Britain’s mills, enabling modern millwrights to retain these traditions and train new millwrights in this ancient craft.

Two particularly significant collections are those of Vincent Pargeter and Rex Wailes, widely hailed as the 20th-century’s most influential mill experts. Between them they repaired and conserved most of the significant surviving traditional mills in England.

The NMCT grant will allow us to have these vital documents conserved, repackaged in archival-standard housing, and digitised, increasing access to the collection both in person and online. It will also provide funds to train our volunteers in manuscript cleaning, packaging and handling. We will also use the conserved material in training workshops to teach the general public how to care for records of mills they own or at which they volunteer – ensuring future preservation of Britain’s milling history.

Right: Wakes and Lamb at Coleby, Lincs, c 1900.
Middle: A poem about a windmill. Both found within the Rex Wailes Collection. Courtesy of the Mills Archive Trust.

National Fairground and Circus Archive, University of Sheffield
£8,440 towards the conservation of plans and design drawings from the Orton and Spooner Company

Arantza Barrutia, Manager, writes: The Orton and Spooner engineering company produced some of the most sophisticated and sought-after rides, wagons and show fronts in British fairgrounds at the turn of the 19th century. The company gained an unrivalled reputation, making products of superior quality finished by some of the best artisans in the trade. Their work is at the heart of British fairground history from a design and technological viewpoint.

The archive was originally amassed by architect David Braithwaite, whose family donated it to us after his death. It was the foundation for his book *Fairground Architecture* published in 1968, which became a landmark in fairground history literature. This archive is a rare and unique record of the company and a much sought after research resource.

Over time, the collection suffered extensive damage due to poor storage conditions and general neglect in the factory. This ambitious conservation project, made possible by NMCT, will see 522 original documents conserved so that they can be made accessible once more.

The collection, which has never been seen before in its totality, will also be digitised and made available online. It will also be showcased in an exhibition, accompanied by projects and events developed with a range of academic and community partners.

The conservation is being carried out by Artworks Conservation with the help of Rosie Shepley, a conservation student at Northumbria University.

This grant was made possible thanks to the support of the Pilgrim Trust.



Above: Grotesque dragon design for scenic railway car, designed by the Orton and Spooner Company, c.1880s. Courtesy of the National Fairground and Circus Archive.

Norfolk Record Office

£9,139 towards the notebooks of Dr Richard Bright

Richard Bright (1789-1858) is an outstanding figure in the history of medicine. One of the 'Great Men of Guy's Hospital', he is considered to be the Father of Nephrology due to his discovery of the eponymously named nephrotic syndrome, Bright's Disease. Central to this discovery was his method of research by which he correlated observations from three areas of study: patient observation, post-mortem examination and chemical experimentation.

The development of Bright's thinking is amply demonstrated in this collection, which covers his formative years of study and practice in medicine. This is especially true of the notebooks within the collection charting the beginning of Bright's career and extensive travels in England, Scotland, Iceland and the Continent.

The collection has been stored in two separate boxes since accession and is being treated as two separate conservation projects. Project 1, now completed, includes six notebooks and sketchbooks revealing a wealth of information. Having received the NMCT grant, the remaining six notebooks, (c. 1810-1830) will be treated as part of Project 2.

The conservation will include remedial treatment, digitisation and rehousing allowing the contents to be readable and safely accessible without risk of damage. It is expected that the unseen contents of the notebooks will further enhance an understanding of Bright's work during this important period.

This grant was made possible thanks to the support of the Pilgrim Trust.



Images showing the fragile condition of two of the books before conservation. Courtesy of Norfolk Record Office.



Harris Manchester College, University of Oxford

£1,773 towards the conservation of c.1,100 testimonials

Victoria Stevens ACR, Conservator and Susan Killoran, Fellow Librarian, write: Harris Manchester College was established as an Academy for Dissenters. It moved to Oxford in 1889, following an Act of Parliament that abolished religious tests at Oxford and Cambridge, and became a full College of the University in 1996.

The College's testimonial volumes provide key information on the admissions process and the demographic make-up of the College. The College is one of the original dissenting academies and this material covers the period from 1816 to 1927. During this time, the people associated with the College were predominantly European but there were many originally from Asia and some women. These, together with Admissions Registers dating from 1786, and the College photographic collection dating from 1892, enable us to provide comprehensive information to researchers.

The material has been difficult to access in the past due to the way it has been bound and the fact that it is very dirty. Conservation involves cleaning and disassembling the volumes, which will make them much more easily accessible for researchers.

We run exhibitions in College for our public events and will be using information from the testimonials during the next Open Doors event in September 2020. The conservation will also be featured on the library website and social media, as a means of promoting the care of the library collection that has been made possible by the NMCT grant.

This grant was made possible thanks to the support of the Pilgrim Trust.

Surface cleaning one of the volumes.
Courtesy of Harris Manchester College.

Powys Archives

£4,752 towards the Wythen Jones Survey of Estates 1776

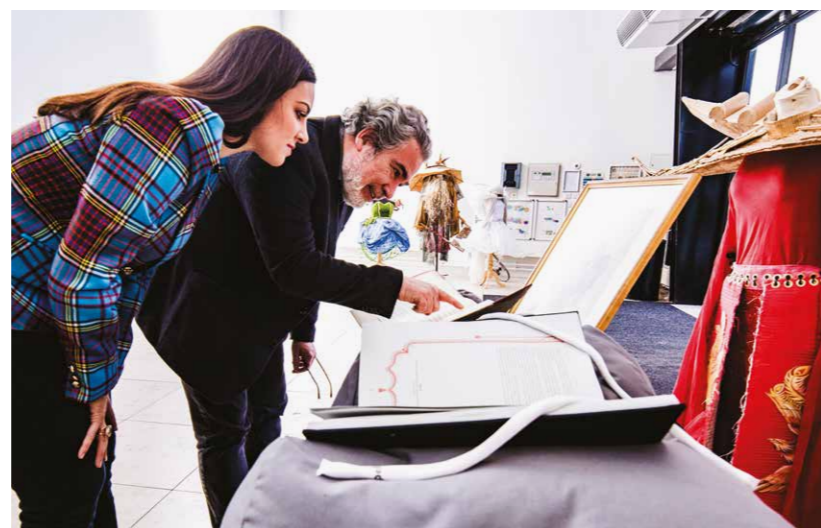
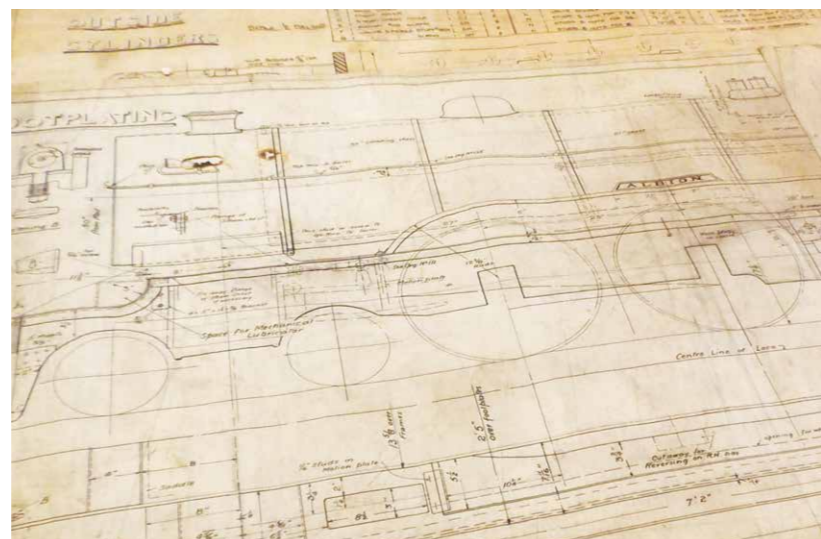
Julie Ryan, Archivist, writes: The Wythen Jones Survey of Estates 1776, contains folded plans of lands in Montgomeryshire, along with accompanying information showing tenant and size of holding. The plans predominantly show the parishes of Llanidloes and Llandinam and, of particular interest, there is a plan of the town of Llanidloes showing the Old Market Hall at the crossroads. This view of the town is its earliest depiction in any map held by Powys Archives.

The old Market Hall in Llanidloes is the only surviving timber-framed market hall in Wales, and dates to the opening years of the 17th century. It is Grade I listed. At the end of the 18th century, Llanidloes was the largest textile producer in Montgomeryshire and the old Market Hall was a centre for this trade.

The landowner Wythen Jones was part of a generation of middle class men who had prospered on the local industries of banking, transport and wool. He was politically aware and a radical. In 1820, he helped to deliver one of only two anti-slavery petitions in Montgomeryshire. He would later become Sheriff of Montgomeryshire.

The conservation made possible by this grant will enable us to make the volume publicly accessible.

This grant was made possible thanks to NMCT's partnership with MALD.



Rhyl Steam Preservation Trust, Denbighshire

£3,000 towards the locomotive drawings for the Rhyl miniature steam railway

Simon Townsend, Trust Secretary, writes: The Rhyl Miniature Railway is the UK's oldest mini line, opened in 1911. During the 1920s, the railway's manager, Albert Barnes, built six handsome 15-inch gauge Atlantic locomotives and three of these are still operating at Rhyl, less than a mile from where they were made.

Originally, detailed construction drawings of the locomotives were provided by their designer Henry Greenly. As time went on, additional drawings were added in order to assist maintenance. Our museum was able to buy the surviving drawings early in 2019.

The condition of these drawings is varied. The worst are so fragile that they are very difficult to handle. The Rhyl Steam Preservation Trust has taken them to Caernarfon Archives, where resources are available to properly conserve the drawings, and place them in folders. Our grant from the NMCT will support this work and will make sure that we can deal with the whole collection to full archival standards.

Following conservation, the drawings will be deposited at Denbighshire Archives, where they will be available for public viewing. It is expected that some copy images will also be displayed at our own museum, which will enable all our visitors to understand the detailed and skilled work that went into designing the steam locomotives that are at the heart of our museum's collection.

This grant was made possible thanks NMCT's partnership with MALD and thanks to support from the Pilgrim Trust.

Top: Detail from the Wythen Jones survey. Courtesy of Powys Archives.

Middle: A footplating drawing before conservation. Courtesy of Rhyl Steam Preservation Trust.

Bottom: Opera conductor Carlo Rizzi and soprano Joyce El-Khoury inspecting a Donizetti autograph manuscript of Maria Stuarda. Courtesy of the Royal Welsh College of Music. Photographer Kirsten McTernan.

Royal Welsh College of Music and Drama, Cardiff

£8,502 towards the Foyle Opera Rara collection

Judith Dray, Archivist, writes: Internationally recognised as a treasure trove of opera history, the Foyle Opera Rara Collection comprises the library, archives and art collection of Opera Rara. Highlights include autograph manuscripts in the hands of Donizetti, Mayr, Mercadante and Pacini and collections of letters written between composers, librettists and publishers. These manuscripts offer a unique insight into the production of operas and into the operatic community in the 19th century – a period considered by many scholars, musicians and enthusiasts to be a golden age of opera.

The NMCT grant will allow us to conserve 33 manuscripts that are currently in poor physical condition due to acidification, prevalence of iron gall ink, fragile bindings and previous storage in inadequate conditions. They will be cleaned, repaired and stabilised which will allow us to open up access to the physical items responsibly and to digitise them to promote worldwide access.

The stabilised manuscripts will enrich our teaching and research, inform and inspire creative projects, and enhance our wider public engagement activities through creative workshops, interactive exhibitions, and public talks. At the completion of the conservation project, we will stage a public event showcasing these manuscripts in an exhibition and informing people about the conservation work.

The project is also giving the next generation of conservators practical experience of detailed and varied conservation work: Cardiff University's MSc Conservation students will undertake placements, working on the collection under the conservator's supervision.

This grant was made possible thanks to NMCT's partnership with MALD.

Shropshire Archives

£9,800 towards designs by David Evans for stained glass windows

Mary McKenzie, Archives Manager, writes: This collection of 11 cartoons for stained glass windows is purportedly by the stained-glass artist David Evans (1793-1861). He came to Shrewsbury as a young boy and in 1806 was apprenticed to an established stained-glass artist called John Betton, eventually taking over the business in 1824.

Evans' work is of national significance. He was one of the pioneers of a style strongly influenced by the architecture and stained glass of the Middle Ages, which was later adopted by the Arts and Crafts movement.

His designs illustrate the transition from the painterly to the Gothic and have a highly distinctive style and use of colour. Evans' windows can be seen in churches in Shrewsbury, throughout Shropshire and nationwide. He created original designs and included the 'restoration' of existing pieces of Medieval glass.



Left: A detail of one of the David Evans' cartoons (see also image on page 6). Courtesy of Shropshire Archives.

Right: This image gives some idea of the very poor condition of the NUM collection. Courtesy of the Modern Records Centre, University of Warwick.

As working drawings, many have not survived. In addition, the poor quality of the support paper they were drawn on, and their overall size – many are nearly 2 metres high – mean they are a unique record of a forgotten part of our national history.

These cartoons are in an unfit state and cannot be accessed without quite major conservation. There are no surrogates and at present they cannot even be scanned due to their degraded state. Conserving and digitising them – with the help of select volunteers under the guidance of our Senior Conservator and Reprographics Manager – will facilitate their increased access, exposure on our social media platforms, and inclusion in future projects.

This grant was made possible thanks to the support of the Pilgrim Trust.



Modern Records Centre, University of Warwick

£15,000 towards the archives of the National Union of Mineworkers

Helen Ford, Archive Manager, writes: The substantial archive of the National Union of Mineworkers (NUM) is both valuable and vulnerable. The collection is currently held at the NUM headquarters in Barnsley where it is under serious threat of damage and loss due to inadequate storage and potential alternative usage of the building. Spread out over a series of damp cellars and attics, this archive of almost 1,000 linear metres is in desperate need of drying, cleaning and conservation treatment. A large project is now underway to rescue this material and make it available for research at the Modern Records Centre (MRC), University of Warwick. The NMCT grant enables us to begin the conservation and re-boxing of the collection prior to its final move to Warwick.

The archive contains a wealth of social, political and economic material covering all aspects of the industry and those engaged in it. Local pit disasters, industrial growth and decline, health, welfare, environmental concerns, energy policy, and the impact of colliery closures on mining communities are all covered as well as the local and national significance of the 1984 Miners' Strike. There is considerable academic interest in the collection and a public engagement programme will be implemented in the later stages of the project.

The NUM archive will join the archives of the shipbuilders' and iron and steel workers' unions at the MRC to provide fantastic resources for the industrial history of the UK in the 19th and 20th centuries.

This grant was made possible thanks to the support of the Pilgrim Trust.

A 30-year Contribution to the Conservation of Manuscripts

NMCT has helped institutions to conserve important manuscripts and collections for 30 years. In this section we give some examples of projects that would not have been possible without NMCT's support.

The Brontë Parsonage Museum
£5,000 awarded in 2016 towards the conservation of a collection of items, including poetry manuscripts of Emily Brontë

Emily Brontë (1818-1848), along with her sisters Charlotte and Anne, is ranked amongst the world's greatest novelists. Emily was also a poet, and amongst the items conserved, possibly the most significant was a collection of original drafts of some of her best-known poems. The poems were written in miniscule handwriting on tiny scraps of paper, which were inlaid into a leather-bound volume by an American collector, Henry Houston Bonnell, who bequeathed his magnificent collection to the Brontë Society in 1926. In the years since the Bonnell collection returned to Haworth, the inlay pages had begun to degrade, causing pollutants to discolour the manuscripts.

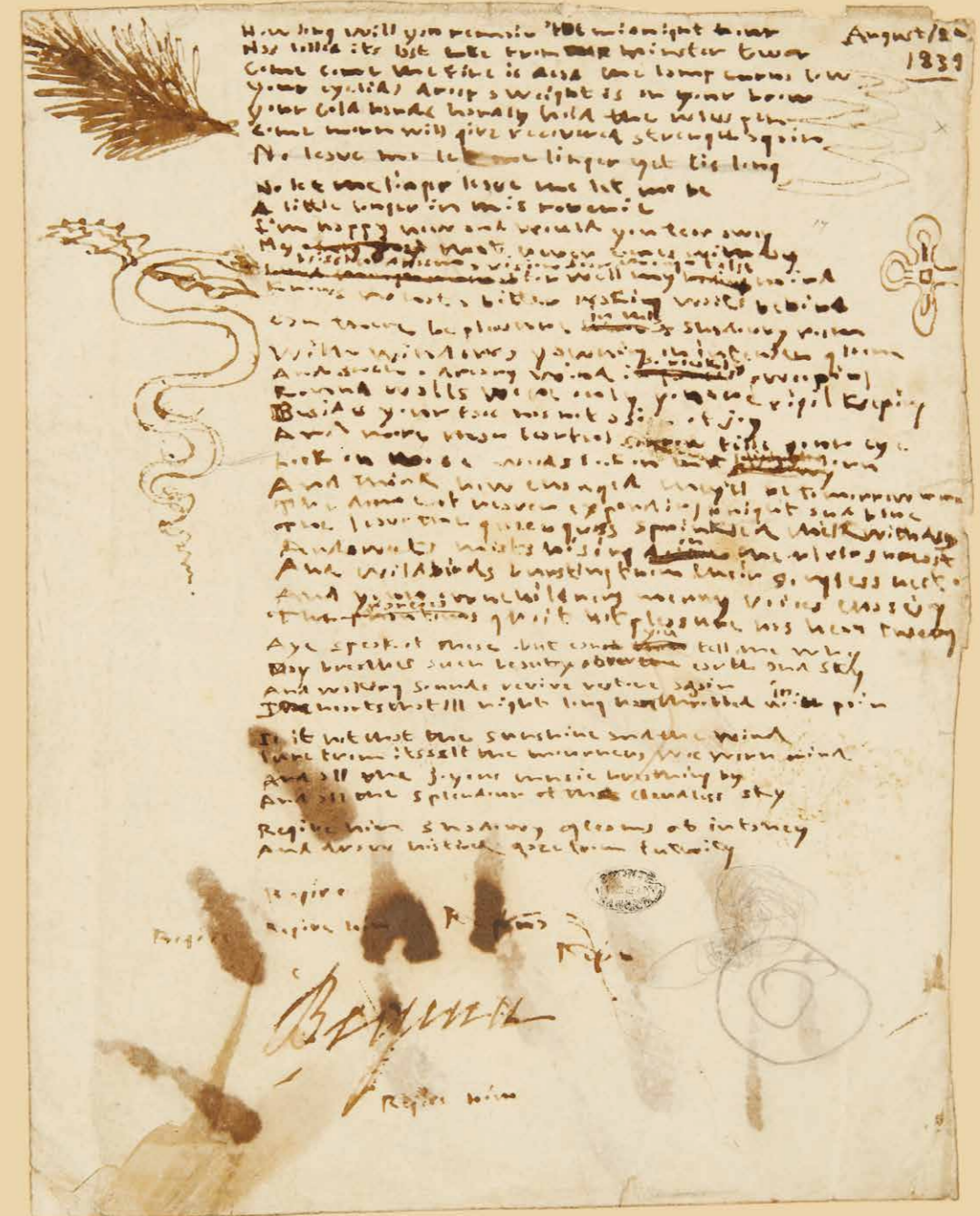
The manuscripts were surface cleaned and removed from their poor-quality inlay papers, and, where necessary, unobtrusive repairs were made using the thinnest possible Japanese repair tissue. The manuscripts can now be exhibited separately.



Above: Illustration detail, manuscript by Charlotte Brontë (Bonnell 80).
 Right: Emily Brontë's poetry manuscript notebook (Bonnell 127) 1836-1843.
 Courtesy of the Brontë Society.

The year 2018 marked the bicentenary of Emily Brontë's birth, and an exhibition held at the Brontë Parsonage Museum, *Making Thunder Roar*, invited a range of well-known admirers of Emily to share their own fascination with her life and work. The exhibition featured thirteen specially commissioned contributions, produced in response to objects from the museum collection. The poet Jessica Hanson chose the newly conserved manuscript of Emily's poem, *High waving heather*, which was on display throughout the year alongside Jessica's poetic response.

This grant was made possible thanks to the support of the Pilgrim Trust.



Cornwall Archives and Cornish Studies Service (Kresen Kernow)
£3,300 in 2012 towards the conservation of rare Cornish language manuscripts

Deborah Tritton, Archive Services Manager, writes: We were delighted to receive a grant in 2012 to conserve two unique pieces of Cornish language history: William Scawen's (1600-1689) *Antiquities Cornubritannic* and William Borlase's (1695-1772) *Memorundums on the Cornish Tongue*.

These two scholars and historians were both driven to preserve, study and promote the Cornish language and these manuscripts are the final presentations of their extensive work on the subject. Their rarity means that they are key sources for people studying the language, literature and lives of the authors.

The volumes had been well-handled over the centuries, resulting in damaged spines, edge tears, creases and stains from hands and finger-tips. They were gently surface cleaned before repairs were made to the paper and the leather and parchment covers restored. The project was a partnership with PZ Conservation, a Penzance-based Community Interest Company, and gave book conservation interns an opportunity to develop their skills.

Their careful work has ensured the manuscripts still convey a sense of their long history while being accessible to many more people. In 2019 *Memorundums on the Cornish Tongue* was included as one of five 'Treasures' in the opening exhibition of Kresen Kernow ('Cornwall Centre' in Cornish). The display launched the opening of the new archive centre for Cornwall, and meant that thousands of people were able to appreciate this significant work for the first time.

This grant was made possible thanks to the support of the Pilgrim Trust.

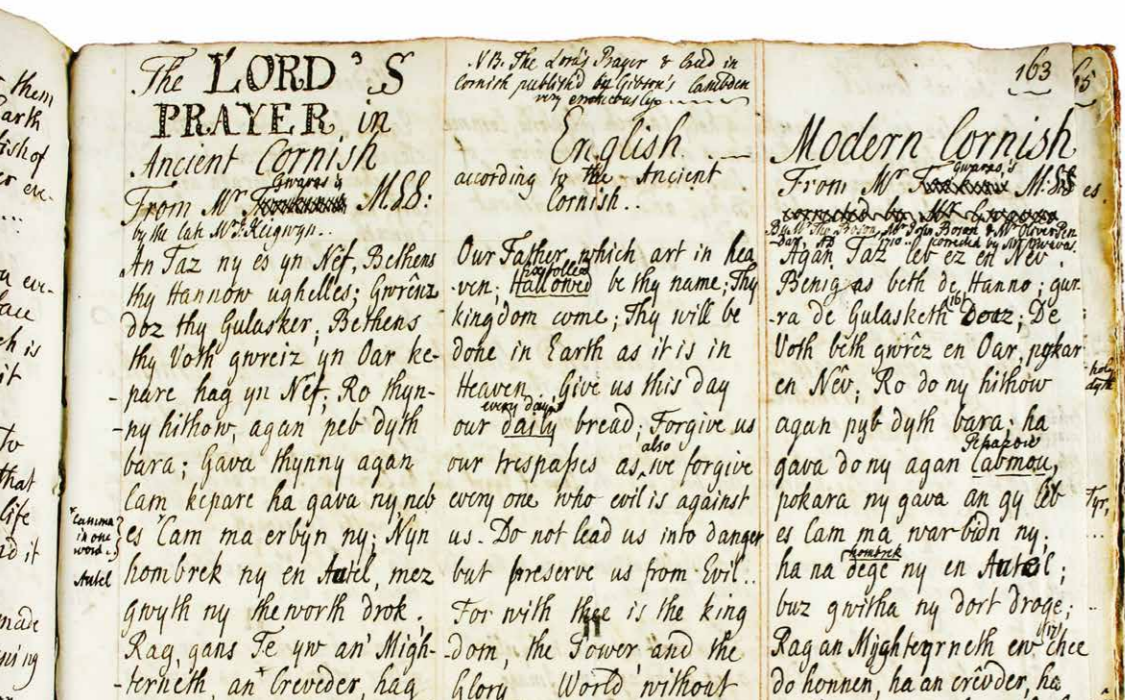
Fitzwilliam Museum, Cambridge
An exceptional grant of £50,000 in 2007 for the conservation of the Museum's literary and artistic archives

Edward Cheese, Conservator of Manuscripts and Printed Books, and Suzanne Reynolds, Assistant Keeper of the Department of the Manuscripts and Printed Books, writes: In 2007, NMCT made an exceptional grant to the Fitzwilliam Museum for the conservation of literary and artistic archives. Thanks to the Trustees' generosity, the Fitzwilliam was able to employ a full-time conservator for four years, dedicated to the most seriously neglected material in the collections. The documents are now conserved, properly housed, and fully available for research and display.

This remarkably far-sighted investment has also enabled the Museum to establish book conservation posts on a more secure footing, creating the right context for research projects, workshop refurbishment, and acquisitions. Manuscript and book conservation is now embedded not only in Collections Care, but also in the research and exhibitions culture of the Museum.

In terms of research, the conservation of papers of the artist John Flaxman (1755-1826), has allowed their inclusion in our British Academy-funded digitisation of papers relating to William Hayley (1745-1820). Work on the autograph manuscript of Thomas Hardy's *Jude the Obscure* has facilitated access for students and scholars, and paved the way for the Fitzwilliam's acquisition of his annotated proofs of the text in 2008. Conservation of the letters of Charlotte Brontë and the poems of A. E. Housman have made formerly fragile documents fit for display in our most prominent gallery spaces.

The NMCT's unprecedented support completely transformed the Fitzwilliam's capacity for the conservation of illuminated manuscripts, rare books, music, literary autographs and archives. Crucial to establishing a sustainable book conservation team at the Fitzwilliam, the support had its most visible impact in the groundbreaking exhibition celebrating the Museum's bicentenary: *COLOUR: The Art and Science of Illuminated Manuscripts*, where manuscript conservation was the meeting point for art history and science.



The Lord's Prayer in English and Cornish, from William Borlase's *Antiquities Cornubritannic*. Courtesy of Kresen Kernow.



Edward Cheese working on the construction of a large charter case. Courtesy of the Fitzwilliam Museum Cambridge.



COLOUR The Art and Science of Illuminated Manuscripts, 2016. Courtesy of the Fitzwilliam Museum, Cambridge.



Le premier chapitre du premier livre p
le de Dieu le souverain.

Nous commençant
à déclamer auai
nes choses des pro
pueter et des na
tures des choses
tant espuetuelles
comme corporelles

Nous prendrons
me commencement a cellui qui est co
mencement z fin de tous biens. Et
au commencement nous Requeirons la
de du pere de lumiere de qui vient tout

nuices amaine a lumiere. d'icelle me
ner a bonne consommation ceste petite oeu
ure que a sa loenge et au proufit de ceulx
qui la liuont iay recueillie et non pas fait
labour de d'uersz dit des sains et des pro
phetes **Le n. chapitre parle de lumiere de
la diuine essence et de la pluralite des**

Il est donc personnes
si comme dit innocent en son l'vian
Dieu par duable sanz mesure no
muable tout puissant le pere le fili et
le saint esprit trois personnes en vne
essence vne substance et vne nature si



Opposite page: God presents Eve to Adam in the Garden of Eden, before an audience of angels and animals, including a mythical unicorn. From Jean Corbechon, *Livre des propriétés des choses* (Paris, 1415; MS 36-1950, f15r).

This page: Detail of historiated Beatus initial showing God the Father, the Virgin and St John the Baptist. From *The Breslau Psalter*, Silesia (c.1255-1267; f23v).

Images courtesy of the Fitzwilliam Museum, Cambridge.

www.fitzmuseum.cam.ac.uk/illuminated

Gloucestershire Archives
£2,000 awarded in 2017 towards rehousing of Gloucester city charters

Claire Collins, Collections Development Manager, writes: Gloucester owns a fine series of royal charters and letters patent granted by successive monarchs from Henry II onwards. They provide crucial evidence for Gloucester's growth as a borough and inland port, and later as a city, and as such are some of the most iconic documents held within the city archives.

The documents themselves were extremely awkward to access and handle safely in their old storage. They were inadequately packaged and at risk of damage, particularly to the pendant seals.

The NMCT grant has helped towards the cost of individual made-to-measure archival-quality storage boxes with deep sink mounts to accommodate and display the charters and their pendant seals. As we do not have equipment in-house at Gloucestershire Archives, we commissioned bespoke boxes from the Bodleian's Packaging & Delivery Service. We have also photographed each charter so that we can use high-resolution digital images to provide improved online access for research, display and promotion.

The charters are in demand as never before as part of the City Council's ambitious plans to celebrate Gloucester's heritage. Now they are rehoused, they are readily available as the focus for a variety of activities, from collections care training to inspiration for artwork. We have highlighted them on-site in our new Heritage Hub and off-site during the annual Gloucester History Festival.



The charters were featured at the royal opening of the Gloucestershire Heritage Hub in January 2019. Photograph by Mikal Ludlow; courtesy of Gloucestershire Archives.

John Rylands Library, University of Manchester
£7,342 in 2011 towards 'You shall tell your children' the conservation of the Rylands Haggadah, 14th century

This illuminated Passover compendium from 14th-century Catalonia is one of the treasures of the John Rylands Library; it is considered to be one of the finest Haggadot in the world. A medieval Sephardi masterpiece, it is important not only for its beauty and textual details, but also for the light it throws on the tradition of Biblical illustration among the Jews of the Middle Ages. By 2011, the manuscript was in a perilous condition; the gold and pigments had started to crack and flake, and any handling risked further damage.

The conservation work to consolidate the damaged pigments, funded by the NMCT, enabled the Haggadah to travel to America in 2012 as the centrepiece of a major exhibition at the Metropolitan Museum of Art: *The Rylands Library Haggadah: Medieval Jewish Art in Context*. In the same year the manuscript was digitised and high-resolution images were made freely available online, for all to see the stunning illustrations, decorations and calligraphy.

As one of the Library's most famous treasures we continue to provide digital and physical access to the manuscript. The Haggadah was a highlight of the 2016 annual John Rylands Research Institute conference: *The other within – the Hebrew and Jewish Collections of the John Rylands Library*. Delegates from across Europe, North America and Israel came face to face with this remarkable manuscript, as well as seeing it in new ways through the technical wizardry of the DigiPal interface.



Top: Plagues of frogs and lice visited upon the Pharaoh and his people, from the 14th-century Rylands Haggadah. Rylands Hebrew MS 6, f.16r.
 Bottom: Scenes from the feast of Passover. Rylands Hebrew MS 6, f.19v. Courtesy of University of Manchester Library.

Northamptonshire Archives and Heritage Service
£25,480 in 2013 towards the conservation of the
Westmorland of Apethorpe Collection

Sarah Bridges, Archives and Heritage Service Manager, writes: The Northamptonshire Archives Service has cared for the Westmorland of Apethorpe Collection since 1950. It represents over 800 years of the history and responsibilities of the Earls of Westmorland and, with its large concentration of Elizabethan and Jacobean material, is an archive of pre-eminent national importance. Of particular interest are the exchequer papers of Sir Walter Mildmay (1520-1589), Chancellor of the Exchequer to Elizabeth I, papers relating to the Commonwealth period, and the medical notes of Lady Grace Mildmay (1552-1620).

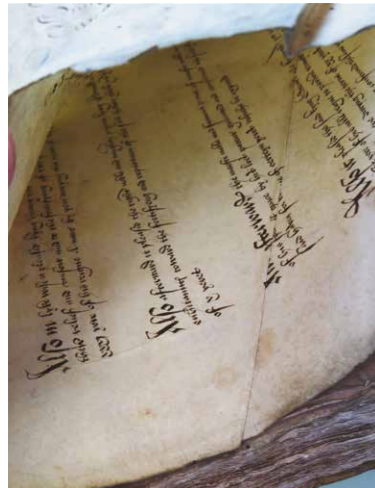
With the support of an active local campaign group and generous grants from a number of national fundraising bodies, the collection was purchased by Northamptonshire County Council in 2012.

The condition of the collection was consistent with its long history of private and public use. There were many damaged seals and the majority of documents had significant surface dirt, as well as tears and weak areas. However, there are also examples of beautiful pedigrees and illuminated documents that are in almost perfect condition.

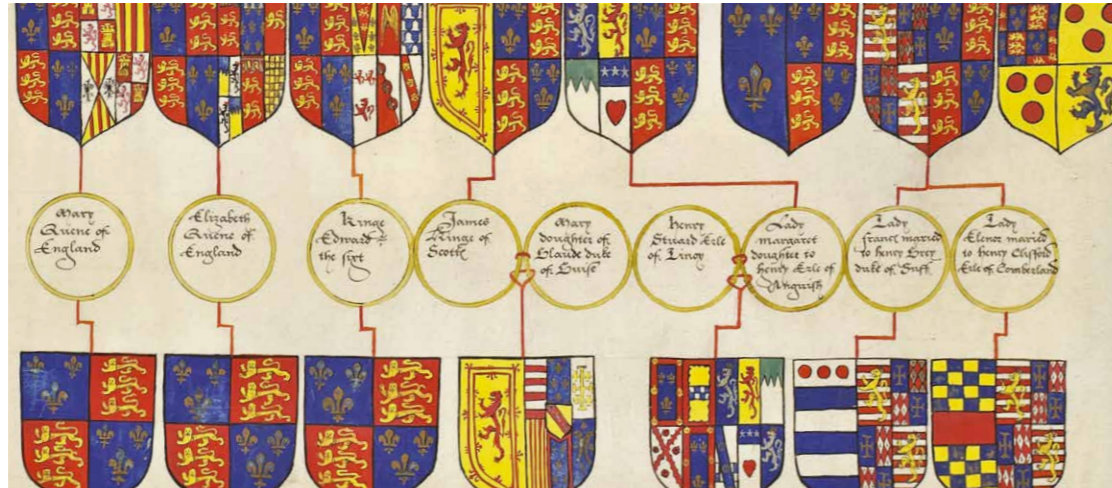
The NMCT's major grant of over £25,000 enabled the Archives Service to employ a project conservator for nine months. To support this work, an enthusiastic group of local volunteers was recruited and trained to help with the cleaning and packaging of un-damaged documents.

The fundraising campaign and the conservation project raised awareness of this enormously important collection, and interest in it has grown significantly as a result. Thanks to the conservation, it has been possible to make the collection available to researchers and it is now being digitised to increase access still further. None of this would have been possible without the generous NMCT grant.

This grant was made possible thanks to the support of the Pilgrim Trust.



Example of the condition of one volume prior to conservation. Courtesy of Northamptonshire Archives and Heritage Service.



An astonishingly well-preserved pedigree from the 16th century (WA 1 i 3). Courtesy of Northamptonshire Archives and Heritage Service.

Skye and Lochalsh Archives (Highlands Archives Service)
£11,228 awarded in 2016 towards the conservation of the
Macdonalds of Waternish plan and volume collection

Alison Mason, Highland Archivist, writes: This collection provides an unrivalled insight into life on a small West Highland estate over a period of almost two hundred years. It weaves between the intrigues of landlords and tenants, the family's leisure and business concerns, the Highland Clearances, land raids and the development of the crofting system. It also interconnects with other estate collections that are held by the service, and helps to provide a more in-depth insight into the western Highlands and Islands. However, it had suffered from poor storage conditions over the years prior to deposit.



Waulking the tweed, in front of Stein School Building, Waternish. Courtesy of Highland Archive Service (Skye and Lochalsh Archive Centre).

Thirteen volumes, many with broken spines or in a fragile condition, and 62 maps and plans were identified for the project. The volumes provide evidence of the impact of famines and the clearances, as the Macdonald's strove to provide additional grain and meal to the families living and working on the estate that had been moved to less favourable lands to make way for sheep. The maps and plans provide unique insights, including the names of crofters and the lands they were allocated.

Digital copies of the conserved items will be made available via Highland Archive Service's bi-lingual digital image website Am Baile. This is a key resource for Gaelic learners and speakers, which provides access to digitised collections from across the Highlands and Islands.

The conserved collection is being promoted and accessibility to it increased, through an exhibition in the archive centre as well as online via Am Baile. The exhibition provides the opportunity to work with local community groups and to develop workshops that will be aimed at both local primary and secondary school groups.



Conservation in progress: a plan attached to an Okawara lining. Courtesy of Highlands Archives Service (Skye and Localsh Archives Centre).

West Glamorgan Archive Service

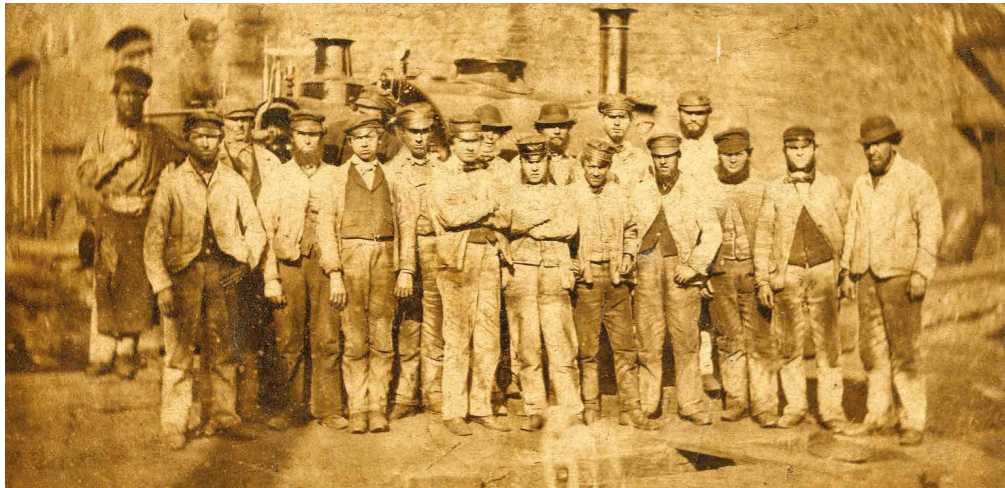
£16,600 in 2015 towards the conservation of the Neath Abbey Ironworks gas, locomotive and ship engineering plans

The designs for mine pumping engines and their engine houses produced by the Neath Abbey Ironworks are important surviving evidence for industrial archaeological sites in Britain, Europe and worldwide. As well as stationary engines for mines within the United Kingdom, there are drawings in the collection for pumping engines for coal mines in France and Germany, for silver mines in Mexico and for gold mines in Australia.

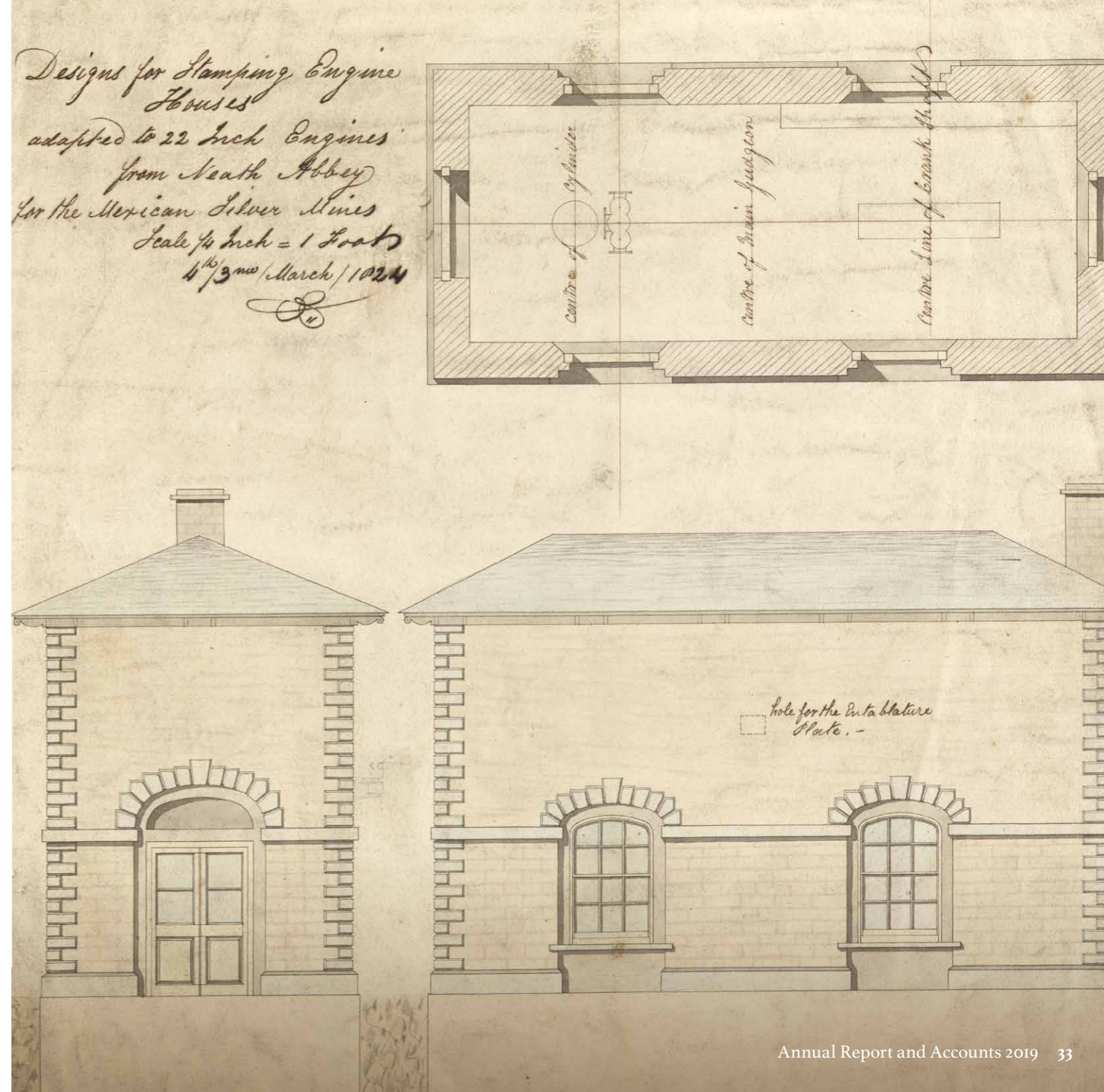
This collection is a rare survival that shows the contribution of South Wales to the Industrial Revolution and to the spread of British mining technology to the rest of the world. The rarity of the collection was recognised in 2014 by its inscription on the UK Register of the UNESCO Memory of the World programme, only the third collection in Wales to be so recognised, and the first from a Welsh local authority record office.

The plans were for a time stored in less than perfect conditions in the foundry that was the successor to the Neath Abbey Ironworks. The collection arrived in the archives in large rolled bundles, damaged by rough handling and covered in surface dirt from atmospheric soot. Although they had all been cleaned and flattened since arrival, a condition survey identified 313 drawings as in urgent need of repair. As a result of the NMCT award, conservation of the documents allowed many of these outstanding drawings to be available for researchers for the first time. They have since been featured in the book, *Wales in 100 Objects*, and a researcher is planning a publication about the unique collection.

This grant was made possible thanks to NMCT's partnership with MALD.



Left: Neath Abbey Ironworks workers, undated.
Right: Design for silver mines stamping houses, Mexican Mining Company, 1824.
Images courtesy of West Glamorgan Archives Service.



Trustees' Report

The Trustees of the National Manuscripts Conservation Trust present their Report and Financial Statements for the year ended 31st December 2019.

Structure, Governance and Management

Constitution

The National Manuscripts Conservation Trust (NMCT) was established on 9th January 1990 by a declaration of trust executed by three Trustees: John Ehrman, representing the Historical Manuscripts Commission (HMC); Henry Heaney, representing the British Library board (BL) and Lewis Golden, the private benefactors. Since 1st April 2003, the HMC has formed part of The National Archives (TNA), whose Chief Executive is the sole Historical Manuscripts Commissioner.

Trustees

Both the HMC (as a constituent body within TNA) and the BL each appoint one Trustee, and the two Trustees so appointed are empowered to appoint up to four further Trustees none of whom shall be a member or an officer of, or employed by, either the HMC or the BL.

The five Trustees as at 31st December 2019, all of whom served throughout the year, are listed at the front of this report. They are Professor David McKitterick (Chairman), Charles Sebag-Montefiore (Treasurer), Dr Norman James (who has specialised knowledge of the library and archive sector in the UK), Caroline Checkley-Scott (a leading book and paper conservator) and Caroline Taylor (Librarian of the University of Leicester).

New Trustees are provided with a detailed induction to the charity and to their responsibilities as Trustees, in line with charity best practice.

Administration

The administration of the NMCT is provided by Mrs Nell Hoare, whose address, together with other administrative information, is given on page 2.

Risk Management

The Trustees have identified the principal risks that might have an effect on the NMCT and believe that appropriate action has been taken to manage them. The Trustees continue to review the adequacy of the procedures in place.

Objectives and Activities

The National Manuscripts Conservation Trust was established in 1990. Its objective is to advance the education of the public by the provision of financial assistance towards the cost of conserving manuscripts, which, in the opinion of the Trustees, are of historic or educational value.

Applications for grants can be accepted from all county record offices, non-national libraries and museums and other similar publicly funded institutions including local authority, university and specialist record repositories throughout the United Kingdom, and from owners of manuscript material exempt from capital taxation or owned by a charitable trust. National libraries and institutions directly funded by the government are not normally eligible for grants from the NMCT.

Since 1990 the NMCT has awarded grants of over £3m, which have helped to preserve important historical, literary, scientific and other documents. Many of the manuscripts conserved with our help were fragile and completely inaccessible before treatment. A result of the NMCT's grants, these documents have been preserved and can now be made accessible to researchers and the public.

The Trustees have had regard to Charity Commission guidance on public benefit. The Trust's core objective is to support the conservation of manuscripts by archives, libraries, universities, museums and specialist collecting institutions.

The public benefits that flow from this are:

- i. Prolonging the life of locally, nationally and internationally significant manuscript material for the nation.
- ii. Making it possible for the public and researchers to access manuscripts that would otherwise be inaccessible or lost to the public domain.
- iii. Supporting the nation's collecting institutions and enabling them to conserve their collections, which would be beyond their resources without our support.

We believe this greatly benefits the institutions supported, those who access and engage with their collections, and also the public realm. These benefits are clearly demonstrated by the short case studies in this Annual Report

Plans for Future Periods

The Trust's objectives for 2019 were to seek to maximise investment income and grants receivable and to award conservation grants totalling around £150,000, unless incoming resources turned out to be significantly greater than in 2018. In the event, aggregate income reached £191,388 and charitable grants were £155,684.

The Trust's objectives for 2020 are to continue to seek to maximise investment income and grants receivable and again to award conservation grants totalling around £150,000. However, at the time of writing this report it is impossible to predict the level of investment income to be received in 2020. To the extent that investment income in 2020 falls below that of 2019, the Charity's ability to finance grants will suffer, unless the Charity is successful in securing donations from benefactors to compensate for this loss.

Achievements and Performance

Grants

Grants are awarded in June and November each year. In deciding whether an application should be awarded a grant, the Trustees take into account the significance of the manuscript or archive, the suitability of the storage conditions, the applicant's commitment to continuing good preservation practice, and the requirement for reasonable public access.

In 2019 the Trustees considered 24 applications (2018: 20). They awarded 19 grants, giving university libraries, local record offices and other eligible applicants the aggregate sum of £155,684 (2018: £133,226). Full details of grants awarded in 2019 are given in the Review of the Year (pages 3-4).

The NMCT's website (www.nmct.co.uk) provides full information for applicants on how to apply for a conservation grant, as well as case studies on supported projects; a full list of recent grants, together with information about the Charity and its Trustees.

Financial Review

In 2019 the Charity's aggregate income reached £191,388, a small increase on the £187,880 received in 2018. Grants awarded, which lie at the heart of the charitable activity of the Trust, were £155,684 towards projects with a total value of £210,478.

The Charity has the benefit of two streams of income. Investment income rose markedly to £97,375 (2018: £88,193). Active fundraising secured donations of £94,013, some £5,600 less than the previous year (2018: £99,687). As a result, total income amounted to £191,388, exceeding the previous year (2018: £187,880).

Nineteen grants for conservation were approved in 2019, amounting to a net £155,684 (2018: £133,226). These grants are set out in more detail on pages 8-21.

Aggregate operating expenses rose by c.£1,700 to £27,255 (2018: £25,558). The investment manager's charges rose from £9,826 in 2018 to £11,597 in 2019, reflecting the increased value of the portfolio in 2019. Other costs include administration (£7,663) and fundraising for the Trust (£1,875), designing, printing and posting the annual report (£3,826) and the independent examination fee (£1,200).

The balance sheet at 31st December 2019 recorded total net assets of £2,528,269, an increase of about £235,000 above the previous year (2018: £2,293,229). World stock markets posted healthy gains in 2019. The FTSE All Share Index was ahead by 12.1% and MSCI World ex UK Index was up by 24%. The investment portfolio thus recorded the benefit of unrealised gains of £225,926, more than compensating for the unrealised loss of £171,268 suffered in calendar 2018. Further details of the investment portfolio are given in note 9 to the accounts.

Current assets amounted to £221,228, comprising cash balances of £220,755 and debtors of £473. Current liabilities, which are mostly grant commitments, amounted to £139,740 giving net current assets at the end of 2019 of £81,488 (2018: £68,986).

Investments and Reserves

The Trustees have adopted a total return investment policy, intended to maximise total returns whilst accepting a medium degree of risk. To this end, the Trust's investment portfolio comprises holdings in a diverse group of collective investment vehicles, respectively focused on the generation of income and capital growth.

Other than the Unrestricted Fund and the Restricted Fund, all the Trust's reserves are regarded as endowment funds, which are normally represented by investments in order to produce a reasonably predictable and regular level of income. The Trustees regard this as necessary to maintain and support the Charity's operation.

Any annual deficit on the Unrestricted Fund is made good by a transfer from unrestricted funds brought forward. Grants awarded from the Restricted Fund are limited to donations received by the Charity and their defined, restricted purpose.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial

Reporting Standard applicable in the UK and Republic of Ireland" and with regulations made under the Charities Act 2011.

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year.

In preparing financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Stephen Cottingham of D. A. Clark & Co. Ltd was re-appointed as the Trust's Independent Examiner during the year.

Approved by the Trustees and signed on their behalf by:
Professor David McKitterick, Chairman

12 May 2020

Independent Examiner's Report

To the Trustees of The National Manuscripts Conservation Trust

I report on the accounts of the trust for the year ended 31st December 2019, which are set out on pages 38 to 43.

Respective responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under Section 145 the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Stephen R Cottingham, FCA Chartered Accountant

D. A. Clark & Co. Ltd
Bailey House, 4-10 Barttelot Road
Horsham RH12 1DQ
13 May 2020

Statement of Financial Activities

For the year ended 31 December 2019

	Notes	Endowment Fund 2019 £	Unrestricted Fund 2019 £	Restricted Fund 2019 £	Total Funds 2019 £	Total Funds 2018 £
Income from						
Investments	2	-	97,375	-	97,375	88,193
Donations	3	-	59,013	35,000	94,013	99,687
Total income		<u>-</u>	<u>156,388</u>	<u>35,000</u>	<u>191,388</u>	<u>187,880</u>
Expenditure on						
Charitable activities	4	-	123,955	31,729	155,684	133,226
Administration & fundraising	5/6	-	27,255	-	27,255	25,558
Total expenditure		<u>-</u>	<u>151,210</u>	<u>31,729</u>	<u>182,939</u>	<u>158,784</u>
Operating result		<u>-</u>	<u>5,178</u>	<u>3,271</u>	<u>8,449</u>	<u>29,096</u>
Gains/(losses) on investments						
Realised	9	665	-	-	665	2,354
Unrealised	9	<u>225,926</u>	-	-	<u>225,926</u>	<u>(171,268)</u>
Net income/(expenditure)		<u>226,591</u>	<u>5,178</u>	<u>3,271</u>	<u>235,040</u>	<u>(139,818)</u>
Transfers between funds		-	-	-	-	-
Net movement in funds		<u>226,591</u>	<u>5,178</u>	<u>3,271</u>	<u>235,040</u>	<u>(139,818)</u>
Reconciliation of funds						
Total funds brought forward		2,032,098	233,221	27,910	2,293,229	2,433,047
Total funds carried forward		<u>2,258,689</u>	<u>238,399</u>	<u>31,181</u>	<u>2,528,269</u>	<u>2,293,229</u>

Balance Sheet

As at 31 December 2019

	Notes	2019 £	2018 £
Fixed Assets			
Investments	9	2,446,781	2,224,243
Current assets			
Debtors	10	473	8,263
Cash at bank and deposits		<u>220,755</u>	<u>229,478</u>
		221,228	<u>237,741</u>
Creditors: falling due within one year	11	<u>(139,740)</u>	<u>(168,755)</u>
Net current assets		<u>81,488</u>	<u>68,986</u>
Net assets		<u>2,528,269</u>	<u>2,293,229</u>
Representing			
Endowment fund		2,258,689	2,032,098
Unrestricted income funds		238,399	233,221
Restricted fund		<u>31,181</u>	<u>27,910</u>
		<u>2,528,269</u>	<u>2,293,229</u>

Approved by the Trustees on 12 May 2020 and signed on their behalf by:

Professor David McKitterick
Chairman

Notes to the Accounts

For the year ended 31 December 2019

1. Accounting policies

a. Basis of accounting

The accounts have been prepared in accordance with the Charities SORP (FRS 102) *Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland* and with regulations made under the Charities Act 2011. A summary of the more important accounting policies is below.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern nor any significant risk that that uncertainty over estimates made for the purpose of these financial statements may cause a material adjustment to the carrying value of assets and liabilities.

The Charity is a public benefit entity.

b. Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

c. Income

Dividends are recognised in the period in which the dividend becomes payable.

Donations and legacies are recognised in the period in which they are received or when there is otherwise certainty of receipt. Other income is recognised in the period to which it relates.

d. Expenditure

Expenditure is allocated between charitable activities, raising funds and support costs.

Expenditure on charitable activities comprises grants made for the conservation of manuscripts that, in the opinion of the Trustees, are of historic or educational value. These costs are charged, as appropriate, to the unrestricted or restricted funds when they have been committed.

Expenditure on raising funds comprises the fundraising element of the fund-raising and administration consultant and the investment manager's charges.

Administration and support costs are those costs which are not attributable to a single activity but provide the necessary organisational support for all the Charity's activities. They include the administration element of the consultant's costs, the independent examiner's fee, the cost of printing the annual report, the expenses of the website and of holding trustee meetings.

e. Fixed assets

Investments held as fixed assets are re-valued at mid-market value at the balance sheet date and the gain or loss credited to or deducted from the Endowment Fund.

2. Investment income

	2019 £	2018 £
Dividends received from investments	96,656	87,563
Interest received on deposits	719	630
	<u>97,375</u>	<u>88,193</u>

3. Voluntary income

	2019 £	2018 £
Donations (restricted)	35,000	61,200
Donations (unrestricted)	59,013	38,487
	<u>94,013</u>	<u>99,687</u>

4. Direct charitable expenditure

	2019 £	2018 £
Grants from unrestricted funds	124,780	102,388
Grants from restricted funds	31,729	33,290
Grants approved in year	156,509	135,678
Under/(over)-provision in previous years	(825)	(2,452)
Net cost of grants	<u>155,684</u>	<u>133,226</u>

Grants for the restricted purpose of supporting conservation projects in Wales (in co-operation with MALD) amounted to £24,094, of which MALD contributed £14,456 in 2019.

5. Expenditure on raising funds

	2019 £	2018 £
Consultant's fees for fundraising	1,875	2,831
Investment management fees	11,597	9,826
Total fundraising costs	<u>13,472</u>	<u>12,657</u>
Administration and support costs (from note 6 below)	13,783	12,901
Total expenditure	<u>27,255</u>	<u>25,558</u>

6. Administration and Support costs

Consultant's fees for administration	7,663	5,888
Printing and posting annual report	3,826	3,482
Independent examination fee	1,200	1,080
Meeting costs	479	731
Website expenses	216	1,158
Travel and sundry expenses	400	562
Total support costs	<u>13,783</u>	<u>12,901</u>

7. Transactions with Trustees

No Trustees received any remuneration, but two Trustees were reimbursed the cost of travelling to meetings amounting in aggregate to £64.

8. Taxation

As a charity, The National Manuscripts Conservation Trust is exempt from tax on income and gains falling within Part 10 of the Taxes Act 2007 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

9. Investments

As at 31 December 2019 the Trust's investment portfolio comprised holdings in a diverse group of collective investment vehicles, respectively focussed on income and capital growth. The portfolio is summarised in the following table:

	Cost	Market Value	Annual income (prospective)	Yield on market value
	£	£	£	%
UK Equity Funds	609,794	892,365	44,283	4.96%
Global Equity Funds	375,562	509,805	15,282	3.00%
UK Bond Funds	377,272	400,495	14,616	3.65%
Multi-Asset Funds	276,428	308,304	4,991	1.62%
Property Funds	294,017	335,812	14,607	4.35%
	<u>1,933,073</u>	<u>2,446,781</u>	<u>93,779</u>	<u>3.83%</u>

An additional analysis is given below:

	2019 £	2018 £
Market value at 1 January	2,224,243	2,406,798
Proceeds of sale	(222,655)	(110,274)
Cost of purchases	218,602	96,632
Realised gains	665	2,355
Unrealised gains/(losses)	<u>225,926</u>	<u>(171,268)</u>
Movement in year	<u>222,538</u>	<u>(182,555)</u>
Market value at 31 December	<u>2,446,781</u>	<u>2,224,243</u>

10. Debtors

	2019 £	2018 £
Other debtors and prepayments	473	8,263
	<u>473</u>	<u>8,263</u>

11. Creditors: Amounts falling due within one year

	2019 £	2018 £
Grants payable	138,540	167,675
Sundry creditors	1,200	1,080
	<u>139,740</u>	<u>168,755</u>

12. Funds

Other than the unrestricted income fund and the restricted fund, all the Charity's reserves are regarded as an Endowment Fund, which is normally represented by investments in order to produce a reasonably predictable and regular level of income, and it is not the policy of the Trustees to apply any part of the Endowment Fund for the payment of grants. The Trustees regard the maintenance and growth of the Endowment Fund as necessary to maintain and support the Trust's operation.

“The NMCT’s unprecedented support completely transformed the Fitzwilliam Museum’s capacity for the conservation of illuminated manuscripts, rare books, music, literary autographs and archives. The wider and lasting impact of the NMCT’s support goes well beyond the realm of conservation.”

Dr Stella Panayotova, Former Keeper of Manuscripts and Printed Books, Fitzwilliam Museum

“Access to the 15th-century Wollaton Antiphonal has been transformed. It has been displayed, researched and digitised and music from it has been performed and recorded.”

Mark Dorrington, Keeper of Manuscripts and Special Collections, University of Nottingham

“As Project Conservator on the NMCT-funded Minton Archive Conservation Project I gained the experience, skills and confidence I needed to secure a permanent job as soon as the project ended.”

Jess Hyslop, Book and Paper Conservator, Oxford Conservation Consortium

“The NMCT grant for the conservation of Coptic papyri represented a major milestone in the development of access to our papyri collections.”

Anna Johnson, Book and Paper Conservator, Cambridge University Library

Front cover. Upper panel: Plagues of frogs and lice visited upon the Pharaoh and his people, from the 14th-century Rylands Haggadah. Rylands Hebrew MS 6, f.16r. Lower panel: Scenes from the feast of Passover. Rylands Hebrew MS 6, f.19v. Back cover. Upper panel: Moses and Aaron tell the Pharaoh the Lord's message; Lower panel: the first plague, from the 14th-century Rylands Haggadah. Rylands Hebrew MS 6, f.15a. Courtesy of University of Manchester Library.

Conservation By Design is delighted to sponsor the 2019 report. Proudly supporting the tremendous effort made by UK conservators and specialists, ensuring the continued preservation and enjoyment of collections in all the libraries, archives and collections up and down the country.

Since 1992, museums, libraries and archives worldwide have turned to Conservation By Design (CXD) for our comprehensive range of high quality conservation storage and display products.

Our in-house creative engineering capabilities mean we are able to respond quickly to customers' needs with tailor-made product solutions. At our factories in Bedford CXD design and manufacture the world's largest range of acid-free archival storage boxes as well as a growing range of conservation-grade polyester pockets.

In addition, here at the CXD facility, we design and manufacture a wide range of storage furniture including Planorama®, a unique, anodised aluminium drawer storage and display system. Each unit is bespoke and hand-built to almost any size or configuration. Armour Systems, our showcase brand, also enables us to offer a market-leading range of high-quality museum display cases and cabinets manufactured in the UK.

We invite you to take a look at our website and discover more about CXD.

Please contact us if you need further information or wish to order samples.

Sales and samples 01234 846333

info@cxdinternational.com

www.cxdinternational.com

CARE • CONSERVE • CREATE



Conservation By Design Limited, Timecare Works, 2 Wolseley Road, Bedford, MK42 7AD, United Kingdom
+44 (0)1234 846300 info@cxdinternational.com **www.cxdinternational.com**



NM
CT National Manuscripts
Conservation Trust

PO Box 4291, Reading, Berkshire RG8 9JA
www.nmct.co.uk e: info@nmct.co.uk t: 01491 598083



Registered Charity: 802796