

**MINUTES OF THE ARCHIVES AND CIVIC ASSETS COMMITTEE HELD
IN THE COUNCIL CHAMBER AT WELLS TOWN HALL ON
WEDNESDAY 21st JANUARY 2009**

PRESENT: Cllr J North (Chairman),
Cllrs C Borastero, C Price, T Robbins, and H Siggs

IN ATTENDANCE: The Town Clerk's Assistant
Mrs Gill Weatherhead

09/001A APOLOGIES FOR ABSENCE

The apologies received from Cllrs M Brandon and T Butt Philip were recorded. Cllr S Davies did not attend.

09/002A MATTERS ARISING AND REPORT OF ARCHIVIST AND CHAMBERLAIN

(i) Council and Committee Minutes The Committee accepted the quotation received by the Archivist from Cedric Chivers and **recommended** that ten volumes dating back from 1969 should be sent to them for binding.

(ii) Public Enquiries The Archivist reported an increase in family history enquiries.

(iii) Cataloguing of Collections Cllr Siggs suggested to the Committee that in order to assist the Archivist with this very large project perhaps he might enlist the help of a research student from one of the local Universities on a part time basis. The Archivist reported that he may know of such a person who was currently working at the Bristol Record Office and would enquire as to whether she might be interested in holding such a position here in Wells.

(iv) Visits to the Archives The Archivist welcomed committee members to look round the repository at a mutually convenient time to be arranged.

09/003A THE FUTURE OF ARCHIVE PROVISION

With the possibility of the Archivist retiring in two years time Cllr Siggs asked members to consider the future of Archive provision within the City Council taking into account the financial implications. Consideration should be given to both short term and long term provision and asked for legal guidance in this matter from the Town Clerk in respect of what the Council are obliged to retain. Should some records be kept at the Somerset Record Office, would the members wish to keep Charters and such on site. The Chairman asked for this to be considered at the next meeting as the main agenda item.

09/004A THE CIVIC REVIEW

It was unanimously **recommended** that the changes to the Civic Review, with the exception of the item headed Civic Awards, recorded in the newly amended document should be presented to the City Council for adoption with the one amendment **Mayor's Charity "It is up to the incoming Mayor to decide whether or not to support a Charity during his Mayoral Year"** It was also recommended that The Civic Review should be reviewed every four years ie 2013.

The discussion of Civic Awards would continue at the next meeting under the headings of

- i) Granting of the Freedom of the City
- ii) Emeritus awards given by the Council (4 yearly)
- iii) Mayors discretionary awards presented by the outgoing Mayor for distinguished service to the City
- iv) Presentation of City Plaques to visiting organisations

Members felt that they needed more information before making any decision with regard to the “Civic Pride” award

09/005A

ITEMS FOR URGENT INFORMATION

(i) Members unanimously **recommended** to open the City Archives during Heritage Week

(ii) Cllr Price delivered the new Mayoress’ chain to the Council. Members were delighted with the chain and wished to record their thanks to both Cllrs Price and Siggs for their part in achieving the end result.

(iii) It was the unanimous agreement of the Committee that forthcoming meetings should commence at 6.30 pm.