

**MINUTES OF THE ARCHIVES AND CIVIC ASSETS COMMITTEE HELD
IN THE COUNCIL CHAMBER AT WELLS TOWN HALL ON
WEDNESDAY 28th OCTOBER 2009**

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

IN ATTENDANCE: The Town Clerk's Assistant

PUBLIC PARTICIPATION

Mrs Siddons told members that she was delighted that the City Council and the Wells and District Museum were liaising with regard to the future of the City Council Archives.

09/015A APOLOGIES FOR ABSENCE

The apologies received from Cllrs C Borastero, S Davies and D Unwin were recorded.

09/016A DECLARATION OF INTEREST

There were no declarations of interest

09/017A TO NOTE THE MINUTES OF THE MEETING held on Tuesday 29th July were noted.

09/018A MATTERS ARISING AND REPORT OF ARCHIVIST AND CHAMBERLAIN

(i) City Council Property Cllr Robbins informed the committee that he had had a recent meeting with the Land Registry to find out more information about the service they could provide with regard to registering Council land and property. Cllr Siggs suggested to the committee that having all City Council property correctly titled would be a good option and the committee **recommended** that the matter was taken to the Finance and General Purposes Committee for further discussion.

(ii) The future of the City records. Cllr Siggs informed the committee that there were four options to be considered a) to house them in total at the Wells and District Museum b) for the records to remain in the repository c) to divide the records between the City Council and Museum or d) send them in their entirety to SRO. After much discussion the Chairman **recommended** that each option was investigated and suggested that the Archivist has further talks with the Museum and report back to the committee. Cllr North also asked if members would visit the Museum to look at their facilities at a future date to be arranged.

09/019A INVOLVEMENT IN "HERITAGE WEEK"

The Committee unanimously **recommended** that some of the Archives should be exhibited during Heritage Week in 2010 in the Town Hall for one or two days, the details of which would be discussed leading up to the event. Cllr Robertson suggested that the now annual event of "The Night on the Town" might be held to coincide with the display in the Town Hall.

09/020A PICTURE POLICY

The Committee unanimously **recommended** to accept the Picture Policy drafted by Cllr North with two amendments as noted in red – see attached

09/021A ITEMS FOR URGENT REPORT

The Chairman asked that the Archivist should arrange a meeting with the assistant who would be helping him with the cataloguing as soon as possible.

Cllr Siggs suggested the possibility of hanging more pictures in the building should the Magistrates vacate the courts.

Cllr Price was eager to learn if the RNA had contacted the Town Hall with regard to hanging the board he had made for them.