

## WELLS CITY COUNCIL

### MINUTES OF THE ARCHIVES AND CIVIC ASSETS COMMITTEE HELD IN THE COUNCIL CHAMBER AT WELLS TOWN HALL ON WEDNESDAY 20<sup>th</sup> JANUARY 2010

**PRESENT:** Councillors: Cllr H Siggs (Chairman); Cllr C Borastero; Cllr C Price; Cllr S Robertson, Cllr S Davies

**IN ATTENDANCE:** Steve Luck (Proper Officer); William Smith (Archivist); Cllr N Kennedy

#### **PUBLIC PARTICIPATION**

Mrs Siddons stated the following concerns.

- The present status of land registry regarding council properties.
- Future cooperation with Wells Museum regarding storage of archives and concern that they should be available for public research. The museum should be recompensed appropriately.

The committee responded that the Land Registry issues were being dealt with in another committee and the matter of future cooperation with the museum was an agenda issue.

#### **10/01A APOLOGIES FOR ABSENCE**

Cllr J North, Cllr T Robbins, Cllr D Unwin

#### **10/02A DECLARATION OF INTEREST**

There were no declarations of interest

#### **10/03A TO NOTE THE MINUTES OF THE MEETING** held on Wednesday 28th October were noted.

#### **10/04A MATTERS ARISING AND REPORT OF ARCHIVIST.**

Cllr Price reported the Heritage Week handbook had been received; the dates are 9th – 12th September 2010.

After discussion it was agreed to look at opening the town hall to the public on Sat 11th September 2010, giving guided tours and having an exhibition of archives.

The report from the Archivist was noted.

Asset Register was being compiled with photographic records.

A discussion took place as to the appointment of an archivist assistant, it was agreed that the chairman should meet the proposed candidate.

The Archivist reported that he was to meet the museum next week regarding future storage facilities.

#### **10/05A FUTURE PROVISION OF ARCHIVES**

Cllr Kennedy reported that at a meeting of the trustees of the museum, it was discussed about having more community involvement and the fact that City Council were looking at future storage facilities for the Archives, a room was available in the museum.

Cllr Siggs replied that he thought this would be a better profile for the archives but there is no time scale or remuneration at this stage. It was discussed and felt that this would be a two year project.

The minutes and records of the council would still be kept in the Town Hall for the life of the council.

**10/06A MAYORAL MEDALS**

It was agreed to purchase a past Mayoral Bar and Consort Medals.

**10/07A MATTERS RAISED BY THE CHAIRMAN**

The service contract for the archive air conditioning is up for renewal, it was passed to the RFO for action.

**10/08A ITEMS FOR URGENT INFORMATION**

- Cllr Borastero reported the Mayoral Hat was in need of refurbishment.
- The Archivist reported the picture policy was being updated.
- Cllr Davies suggested it would be a good idea for the Archivist to check the records for any year 10 celebrations.

**EXCLUDE THE PRESS AND PUBLIC**

That pursuant to the provision of the Public Bodies (Admissions to Meetings) Act 1960, the press and public is excluded from the meeting for the following items of business by reason of the confidential nature of the business to be transacted.

The meeting closed at 7.15pm.

**DATE OF NEXT MEETING**

The date of the next Archive & Civic meeting is **Wednesday 21<sup>st</sup> April 2010 at 6.30 p.m.**