

WELLS CITY COUNCIL
MINUTES OF THE ARCHIVES AND CIVIC ASSETS COMMITTEE HELD IN THE COUNCIL
CHAMBER, WELLS TOWN HALL, AT 6:00PM ON THURSDAY 4TH FEBRUARY 2016

PRESENT: Cllrs: C Briton; A Gibson (Deputy Mayor, Chairman); C Price; H Siggs;
D Unwin; G Wilson (Mayor); C Wride

IN ATTENDANCE: Archivist: Dr J Wood; RFO S Luck
Cllr: N Kennedy

16/01A APOLOGIES FOR ABSENCE

Town Clerk: F White, Cllr: J Ludovino

16/02A DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interest, made under the Council's Code of Conduct adopted 26th July 2012.

None declared

16/03A MINUTES OF THE MEETING held on Thursday **5TH NOVEMBER 2015**

Minutes of the previous meeting were proposed, seconded, approved and signed.

Matters Arising

- i. The Chairman reported that the Town Clerk has ordered the Mayoral badges.
- ii. The Chairman noted that the fire hydrant originally in St Thomas Street has now been painted black and installed at the Museum. This will be publicised.
- iii. Cllr Unwin said he was disappointed with the colour of the new red robes.

16/04A MEETING OPEN TO THE PUBLIC

None wishing to speak.

16/05A REPORT FROM THE ARCHIVIST (attached)

To receive the Archivist's report to the Committee: NOTED.

The Mayor asked about the retention and disposal of records, and requested to see the Retention and Disposal Policy.

16/06A CONSERVATION

To approve quotes from County Conservationist: Proposed, seconded and approved. The Archivist showed two of the historic documents which require conservation work. The quotes include restoration of the Queen Elizabeth I Great Seal.

16/07A EVENTS

- i. Somerset & Dorset Railway Family Activity Day at the Town Hall, Saturday 27th February, 10.00-3.00
Cllrs Wilson/the Mayor, Price and Unwin volunteered to help.
- ii. Heritage Open Day 10th or 11th September 2016, date to be confirmed, subject to availability in the Town Hall on Saturday 10th due to a pre-existing booking.
- iii. The Town Hall has been booked for Heritage Open Day Saturday 9th September 2017.

16/08A ANY OTHER MATTERS OF REPORT

- i. The Archivist is working in a voluntary capacity with Anne Crawford and Frances Neale on getting into print the book on Wells Almshouses, written by Jean Imray, a former City Archivist.

Members asked for publication of the book to be an item on the next agenda.

- ii. Cllr Briton raised the possibility of the City Council commissioning a public work of art; this was discussed.
Hanging of existing paintings and photographs was discussed; the Chairman will consult with the Town Hall Manager about this.
- iii. Cllr Price thanked the Archivist for all her work.
- iv. The Chairman thanked everyone for attending and thanked the staff and councillors for their support throughout the year.

16/09A DATE OF NEXT MEETING: 7pm Thursday 30th June 2016