

WELLS CITY COUNCIL
MINUTES OF THE ARCHIVES AND CIVIC ASSETS COMMITTEE HELD AT WELLS MUSEUM
AT 6:00pm ON THURSDAY 18th OCTOBER 2012

PRESENT: Cllrs: D Unwin (Chairman); D Anderson; C Briton; A Denison; H Siggs.

IN ATTENDANCE: Town Clerk Mrs. F White; Archivist Dr. J Wood.
Cllr N Kennedy.
Mace-Bearer: Mrs. G Weatherhead.
Museum Curator Mr. B Lane
1 member of the public

12/28A INSPECTION OF CITY ARCHIVE STORAGE AT THE MUSEUM

Those present visited the storage facility after the close of the formal meeting.

12/29A APOLOGIES FOR ABSENCE

Cllrs: M Brandon (The Mayor); T Butt Philip; T Robbins.

12/30A DECLARATIONS OF INTERESTS None.

12/31A MINUTES OF THE MEETING held on Thursday 21st June 2012 were proposed, seconded, approved and signed.

12/32A MEETING OPEN TO THE PUBLIC None wishing to speak.

12/33A REPORT FROM THE ARCHIVIST

The Archivist's report had been circulated and was approved. The Chairman thanked her for all her work on the Heritage Open Day, the opening of the Town Hall had been very well received. Members agreed it would be good to open on the Saturday in future; the relevant Saturday for 2014 has been reserved with approval of the Finance and General Purposes Committee. The Saturday in 2013 is already booked for other functions but it was agreed to enquire nearer the time whether any rooms had become available.

The Archivist reported two new students have just begun work in the Town Hall and will be preparing an exhibition on the history of the Court Room, to relate to the development there; they will also use material from the older archive in the Museum. Other possible exhibition projects were discussed; these could be produced with the help of volunteers.

12/34A HARRY PATCH PAINTING ON LOAN TO MUSEUM

The Museum has requested that the loan of the portrait be extended. After discussion it was proposed and agreed that the loan be extended to the end on 2014, being the close of the centenary of the start of the first world war. The situation will be reviewed then. It was felt the portrait should be made available for public view as much as possible.

12/35A BUDGET REQUESTS FOR 2013-14

The Chairman gave a summary of the current year financial position to date; expenditure had been on civic regalia and robe repairs; some archive materials purchases and restorations/repairs were expected. After discussion it was agreed to recommend to Finance and General Purposes Committee that the same annual budget be allocated for 2013-14, as similar expenditure levels were anticipated.

12/36A ANY OTHER MATTERS OF REPORT

There was continued concern about the condition of one of the Red Robes. It was agreed to seek a report and quotes.

12/37A DATE OF NEXT MEETING: 6pm Thursday 21st March 2013

Report from the Archivist

The series of Town Hall exhibitions planned by the Archivist to mark the special events of 2012 has now taken place. These exhibitions marked the Queen's Diamond Jubilee; the granting of the Freedom of the City to Danny Nightingale and Mary Rand; and the Olympics. The first of them was put together by the two students who were on placement from Bath Spa University, with assistance from the Archivist. The third, a celebration of sport in Wells, was prepared by volunteer Tanya Climo, with the Archivist providing historical material.

The Town Hall took part in the 2012 Heritage Open Days event. It was open to the public on Sunday 9th September between 11.00 and 5.00. The ballroom, the former court room and the Mayor's Parlour were open, and there were exhibitions and showings of local films. Displays featured Wells in Bloom, the pubs and inns of Wells, the history of the Town Hall, and railways in Wells. Material from the City Archives, along with items from the Museum collection, was included. Three of the City Charters were on display. The Archivist expresses her gratitude to Councillor Colin Price for helping organise the event, and to Councillor Alison Gibson, Gil Weatherhead, Michael Green, Tanya Climo, Nikki Vine and Andrew Tucker for their contributions.

Work is progressing on compiling an up-to-date inventory of assets in the Town Hall. A Retention and Disposal of Documents Policy is being drafted.

The Archivist is concerned about the condition of one of the charters, so will be arranging an appointment for it to be inspected by Mervyn Richens, the Senior County Conservator. The charter concerned is the 1951 Letters Patent granting to the City of Wells its ancient arms. She will also be asking Mr Richens for a quotation for the cost of repairing the binding of the Roll of Recorders.