

**WELLS CITY COUNCIL**  
**MINUTES OF THE ARCHIVES AND CIVIC ASSETS COMMITTEE HELD IN THE COUNCIL**  
**CHAMBER, WELLS TOWN HALL, AT 7:00PM ON THURSDAY 30<sup>TH</sup> JUNE 2016**

**PRESENT:** Cllrs: C Cox; A Gibson (Mayor); C Price; H Siggs; D Unwin

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

**16/10A ELECTION OF VICE-CHAIRMAN**

It was agreed that a Vice-Chairman was not necessary for this Committee, and that, in the absence of the Chairman (Cllr C Briton), the Mayor should take the Chair, which she did.

**16/11A APOLOGIES FOR ABSENCE**

Town Clerk: F White, Cllr: C Briton (Chairman), Cllr C Wride

**16/12A DECLARATIONS OF INTEREST**

To receive Councillors' Declarations of Interest, made under the Council's Code of Conduct adopted 26<sup>th</sup> July 2012.  
None declared.

**16/13A MINUTES OF THE MEETING held on Thursday 4<sup>TH</sup> FEBRUARY 2016**

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

**16/14A MEETING OPEN TO THE PUBLIC**

None wishing to speak.

**16/15A HERITAGE OPEN DAY**

Saturday 10<sup>th</sup> September 2016 10am – 4pm

The Archivist gave a report of the arrangements to date and sought volunteers for various tasks to be done on the day. Cllrs Cox, Kennedy, Price, Siggs and Unwin volunteered, and the Mayor will also help if she is free.

**16/16A REPORTS FROM THE ARCHIVIST**

- i. To receive the Archivist's Annual Report on the City Archives at the Museum.

NOTED

- ii. To receive the Archivist's Report to the Committee.

NOTED

Cllrs Price and Unwin asked for more information about the records of St Cuthbert's Out Parish Council which are shortly to be stored in with the City Archives. The RFO responded that the Town Clerk offered the storage here in order to facilitate access for the new Clerk of St Cuthbert's Out.

**16/17A CONSERVATION**

Conservation work on the City Council's paintings and their frames:

The Archivist presented Bush & Berry's costs for the recommended cleaning and restoration works. Members were asked to submit their comments, and discussion took place, taking into account Bonham's valuation report on the paintings. Cllrs Siggs, Cox and Unwin were concerned about the high cost of restoration work relative to the value and significance of the paintings. Cllr Price commented that with antiques, repair costs often outweigh what an item is worth. The Archivist observed that although many of the paintings are copies, the one of the Market Place is an original and has been identified as requiring attention.

The Archivist is concerned that some of the Archives budget be left available for the conservation of documents. Cllr Siggs suggested that, if none of the repairs is urgent, the matter of painting and frame conservation work could be taken to full Council and requested for next year, rather than coming out of the Archives budget. The Mayor supported the possibility of it going to full Council.

It was agreed that the Archivist should ring Bush & Berry and ask them for a verbal prioritisation and an idea of the urgency of the work on the various items.

**16/18A PURCHASE OF ARCHIVAL BOXES**

The purchase of 50 archival boxes at a cost of £423.50 including carriage and VAT was proposed by Cllr Siggs, seconded by Cllr Price, and approved.

**16/19A Publication of the book on Wells Almshouses** written by Jean Imray, a former City Archivist:

The Archivist provided an up-date on progress. Cllr Siggs proposed that a donation be made by the City Council towards publishing the book, and Cllr Unwin recommended going to full Council to request this. The Archivist was asked to get a ballpark figure for publishing costs as soon as possible and to pass it to the RFO.

**16/20A DATE OF NEXT MEETING: 6 pm Thursday 1<sup>st</sup> September 2016 at Wells & Mendip Museum (Lecture Room).**

The City Archives at the Museum will be open to view from 5.30 pm, prior to the meeting.