

GLAMORGAN ARCHIVES JOINT COMMITTEE

22 MARCH 2024

Present: Councillor Mackie (Chairperson)
Councillors K Jones, Lewis, Robson, Shimmin, John, Birch,
Andrews, Colbran, W Lewis, Stephens and Winstanley

26 : APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Gareth Jones and Bob Harris

27 : DECLARATIONS OF INTEREST

None.

28 : MINUTES

The minutes of the meeting held on 15 December 2023 were agreed as a true record and signed by the Chairperson

29 : REPORT OF THE GLAMORGAN ARCHIVIST FOR THE PERIOD 1ST DECEMBER 2023 TO 29 FEBRUARY 2024

Members were provided with an update on the work, visits and achievements of the service for the period 1 December 2023 – 29 February 2024; the Appendices listing notable accessions, information on collections, interesting enquiries, events and visitor figures.

In summary, this quarter had proved to be another busy one, even with the Christmas period included. Several projects had continued to be worked on or had started meaning that all of these commitments were being juggled to ensure everything received full attention when required. Some staffing shortages had proved challenging, especially with regards to managing digitisation projects. Planning was underway on a number of pieces of work that would improve the building and ensure future developments of projects.

The Chairperson invited questions, comments and observations from Joint Committee Members.

Members asked what activities were taking place for events such as Black History Month and International Women's Day. Members were informed that significant events such as these would be promoted on social media, partner media and through a blog post or different social media post. Officers advised that the Archives was working alongside partners in the Heritage Exchange in Bute Town which had a project which recruited volunteers to work in situ in the Archives. The Peoples Collection Wales would also pick up on things. Members were informed that the new catalogue would allow the Archives to curate selections of materials that may be useful with community events. The Archives would also promote the new history guide for Black History Week.

The Committee was informed that Glamorgan Archives did not pay for adverts, as there was no funding available, but most repeats came from social media (Facebook, Twitter and Instagram and highlighted on the website).

RESOLVED: to note the report.

30 : 2023/24 MONTH 10 MONITORING REPORT

Members were provided with an update on actual expenditure and income as at the 31st January 2024 (Month 10), against the approved 2023/24 Budget and projections for the full year outturn position.

Members were provided with a comprehensive outline of the report and all its key headings.

Members' attention was directed to the key updates since the last monitoring report at Month 7 on Page 31, Table 1.

The position at month 10 indicated projected gross expenditure of £1,216,140 for the year. This was £164,010 more than budget and was offset by higher than anticipated income. The overall position would be balanced with a drawdown of £53,504 from reserves but this would be less than originally budgeted (£65,000).

The Chairperson invited questions, comments and observations from Joint Committee Members.

Members noted the amount withdrawn from reserves and asked if this was usual. Officers responded that in previous years this had not been the case and that last year money was paid into reserves. When discussing the next year's budget in December 2023 a discussion had taken place to withdraw a small amount from reserves to balance the budget.

RESOLVED: to note the projected full outturn position for 2023/24.

31 : DATE OF NEXT MEETING

14 June 2024 at 2.00 pm via MS Teams.

The meeting terminated at 3.00 pm