

THE COUNCILS OF BRIDGEND COUNTY BOROUGH,
CAERPHILLY COUNTY BOROUGH, CARDIFF, MERTHYR
TYDFIL COUNTY BOROUGH, RHONDDA CYNON TAF
COUNTY BOROUGH AND VALE OF GLAMORGAN



GLAMORGAN ARCHIVES JOINT COMMITTEE

DECEMBER 2023

REPORT OF: THE GLAMORGAN ARCHIVIST TO THE GLAMORGAN ARCHIVES
JOINT COMMITTEE

AGENDA ITEM:

PURPOSE OF REPORT

1. To present to the Joint Committee the quarterly report describing the work of Glamorgan Archives for the period 1st September to 30th November 2023.

BACKGROUND

2. As part of the agreed reporting process the Glamorgan Archivist updates the Joint Committee quarterly on the work and achievements of the service.

Members are asked to note the content of this report.

ACHIEVEMENTS AGAINST ANNUAL PLAN

Please note that targets due for completion in later years may not be mentioned here unless work has taken place in this quarter.

- 3. Outcome 1: User communities are able to access the service's resources, no matter where they are in the world, through enhanced provision of digital services.**

1.2 Improved access to collections through an enhanced online catalogue

Epexio, the new collection management system and public catalogue was successfully launched in September following team training. All staff are now using the new system and seeing many benefits. The public can now email enquiries directly from the catalogue and emails received suggest that they are finding relevant material more often due to the improved search functionality. Additional updated research guides will be added to the catalogue website in the

forthcoming months. There are some minor outstanding issues with the new system, especially with the workflows for conservation. These are being followed up with the software providers.

1.4 Increased use of social media shared amongst the whole team with growing usage figures

We continue to contribute to the pan-Wales social media project led by People's Collection Wales. Recent themes have featured disasters, with a focus on the Edwardsville Tornado of 1913, transport and parties. Content provided for the Marine Week theme over the summer attained 34,354 impressions on Facebook, 18,416 on X (formerly Twitter) and 11,387 on Instagram.

Late-November saw the start of the national 'Explore Your Archive' focus week. We contributed content on the daily social media tags. Our own social media accounts' posts this quarter have also included content on 'Back to School', the Rugby World Cup, Strictly Come Dancing, World Maritime Day, National Sporting Heritage Day, World Animal Day, World Teachers' Day, World Smile Day, National Baking Week and Armistice Day. And we have continued to highlight the work of our volunteers and our Glamorgan's Blood exhibition and featured the launch of our new catalogue.

We have been highlighting the Stephenson and Alexander records through our blog, with articles featuring the sale of notable properties including the Royal Clarence Theatre in Pontypridd, All Saints Church in Newtown, Cardiff, the Naval Steam Coal Colliery pits in the Rhondda, and Hollanton House in Penarth.

1.5 Enhanced range of online events, with additional services like recorded events

In October Dr David Coates from the University of Warwick delivered a talk on 'Recovering Britain's Amateur Theatrical Past 1789-1914: A Glamorgan Perspective'. The talk was based on his ongoing research, including work undertaken in our searchroom, and was followed by a display of documents from the Archives and from Dr Coates' own personal collection.

Two events were held in November. The first was an in-person talk by Dr John R. Kenyon on 'Llandaff Cathedral: History, Art and Architecture'. Dr Kenyon drew on his extensive knowledge of the Cathedral to give a detailed and informative talk, with documents from the collection displayed afterwards. The second event took place online in partnership with The National Archives and Applied Stories. 'From May to Etta With Love' saw the premiere of six new audio dramas based on photographs held at Glamorgan Archives of people from Cardiff's Docklands community, taken during the 1910s and 1920s. The dramas were written by Cardiff authors Danielle Fahiya and Kyle Lima and performed by a local cast.

The Senior Archivist delivered a talk as part of the 20th Century Society Wales' online events programme. It focussed on records within our collection relating to

20th century built heritage, and promoted the collection as a valuable resource for this area of research in Wales.

1.6 Agree and deliver a digital preservation repository

The Glamorgan Archivist and Louise Hunt, Archivist, attended the ARCW Kickstart Cymru Hackathon in October. It was a good opportunity to hear how other services have been using the kickstart bundle for digital preservation and provided some answers to questions that had arisen.

The work towards a Wales digital preservation consortium is progressing with a decision on Welsh Government financial support expected in December. The draft tender specification for the required software has been developed and that will form the basis of the procurement (which will be led by Glamorgan Archives as lead partner).

4. Outcome 2: A wider range of people are aware of Glamorgan Archives and the work that the service does.

2.2 Build relationships with local media outlets to tell stories of local interest from across Glamorgan

The deposit of records of the Cardiff United Synagogue at the Archives, through the Jewish History Association of South Wales, featured in news items on Nation Cymru and the Jewish News. An article in student-produced news outlet The Cardiffian featured the 'From May to Etta With Love' event.

Two images from our police collections have been licensed for use in the forthcoming Channel 4 documentary 'Prisons: Britain's Criminal Past'.

2.3 Work with existing and potential community groups from across the area through broad community engagement

Work is continuing on the project to create a Research Guide to Sources for the Study of Minority Ethnic History. The paid researchers have attended the office to progress their research into aspects of the collection, including estate records and records of the coal industry. The project, funded by Welsh Government, is on track for completion in early 2024.

We have supported members of Cardiff People First to deliver a presentation to the Open University on archives of people with a learning disability and working with archive services. The Senior Archivist was interviewed on film about our ongoing partnership with Cardiff People First.

Kiran Cymru held a celebration event at the Senedd on 21 September highlighting their heritage projects. The Senior Archivist attended and spoke to

the children present who had been undertaking research on the contribution of the Indian army during the Second World War.

The Senior Archivist visited Ffotogallery Cymru to advise them on the care of their collection. A letter of support has been provided for a funding application to ensure their records can be appropriately packaged and catalogued, with advice and guidance from Glamorgan Archives staff. She also met with Heritage staff from the Welsh Rugby Union to provide similar advice on collections care.

Women's Archive Wales held their annual conference at St Fagan's National History Museum during the first weekend of October. Several of the speakers had undertaken research at Glamorgan Archives and were presenting their findings. The Senior Archivist attended.

We continue to support the Innovate Trust's Secret Garden project. Volunteers returned to the Archives in October to undertake family history research on the past inhabitants of Sgubor Fawr Farm at St Fagan's, where their current project is based.

The Senior Archivist met with Sian James, former MP for Swansea East. 2024 marks 40 years since the Miners Strike of 1984/5, when Sian was active within the Women's Support Group. She is currently seeking to track down the Group's distinctive banner, which is missing, and photos of which are held within the records of the South Wales Women's Support Group. Copies of photos were provided to Sian, and have also been shared with the media, including the BBC for their website and for Wales Today, and Tinopolis, producers of S4C's nightly magazine programme Heno. They have also been requested for use in a forthcoming BBC Wales documentary on the Miners' Strike and a programme currently in production for BBC2 nationally.

Volunteers and project staff from the Sub-Sahara Advisory Panel's Kumbukumbu project visited the Archives in October for a tour and an introduction to archive research. The project will be exploring links between Wales and Africa, drawing on archive and museum collections as part of this work. The project was officially launched at the National Museum of Wales on 1 November, and the Senior Archivist attended.

Members of the Welsh Muslim Cultural Foundation visited the office for a pilot workshop on starting family history research. They will be launching a project in December, tied into the Women's Peace Petition of the 1920s, which will see members tracing their relatives back to the 1921 census. Further workshops are planned for 2021.

Glamorgan History Society held their annual Autumn Day in Bridgend on Saturday 4th November. The theme for the day was 'A World of New Ideas: Knowledge and Glamorgan in the Long 18th Century', chosen to celebrate the 300th anniversary of the birth of Richard Price of Llangeinor. The Senior Archivist, now Secretary of the Society, attended.

The Senior Archivist met with members and staff of Vale People First to discuss a potential new heritage project for 2024.

Grangetown Local History continue to hold their monthly meetings at the Archives.

Nine members of a family history group from Cardiff were given a tour and document display, specifically discussing our most useful documents for genealogy.

Thirteen members of the Rhiwbina WI were given a tour and document display, this time including documents relating to Rhiwbina. The group organiser sent us an email of thanks:

A thank you to all involved in our visit to the Archives. A special thanks from our members, goes to Hannah Price our tour guide, her knowledge so impressed everyone, and her lovely personality made it all so enjoyable!

Following the deposit of records earlier in the year, a visit was arranged for nine members of the South Wales Baptist Union. The group organiser contacted us with feedback following the visit:

Thank you very much indeed for the amazing tour of the archives you gave on Friday. It was absolutely fascinating, and we all learnt such a lot. I never imagined we would see canisters of argon gas, or a box making machine. Learning about acid in paper, and storage by size made us realise that there is always so much more 'behind the scenes' than one would ever realise.

You looked after us so well and were very generous with your time. The icing on the cake was certainly the items from the archive that you had selected for us to see. We could understand why you are fascinated by school log books, which are such a window into every day life in years gone by. Some of us were very moved by the accounts of the asylum, thinking that if we had lived in those times, we might very well have been in-patients. The church records held lots of personal interest for those on the tour too, and some of us found reference to lots of people known to us.

We are so grateful for all you did – it was a truly magnificent tour.

2.5 Enhance the Glamorgan Archives building as a community asset

Our events programme continued in September with a very successful Open Doors Day on Saturday 23rd September. Four behind the scenes tours were offered and all were fully booked, with 60 people attending. Feedback received includes:

Just wanted to say a huge thank you to Rhian and co. for a fab tour last Saturday (23 Sept) during the Open Doors event. My husband and I really enjoyed it. It was truly fascinating to see behind the scenes at the Archives.

We've been raving to friends & family that they should look out for next year's Open Door event(s).

Many thanks for a lovely couple of hours at the Archives.

5. Outcome 3: People of all ages have developed skills and are better prepared for the workplace through engagement with Glamorgan Archives.

3.1 Enhance offer to schools through direct engagement and mounting education packs online

Our online digital education resources for schools have been updated to reflect the new curriculum. The Senior Archivist met with representatives from People's Collection Wales and the resources on their site – and on the Hwb – have been similarly updated.

3.2 Use collections to engage schools in discussions re topics of interest

Three classes from Llansannor and Llanharry Church in Wales Primary School visited the Archives in October. All Year 4, 5 and 6 pupils attended. They spent the day undertaking in rotation a workshop on the Second World War with us, a tour of the Cardiff City Stadium, and a football coaching session at the House of Sport. The visits were combined in order to minimise transport costs. Following the visits one of the teachers contacted us:

...we were really pleased with the delivery and felt it really hit the skills of the new curriculum.

We will definitely use the facility and resources again. It was a great trip.

Year 5 pupils from Kitchener Road Primary School visited the office in October. The workshop focussed on the changes in the Riverside community over the last 100 years, using maps, photographs and entries from the Kitchener Road School log books. The pupils were really engaged and were keen to ask questions about how their own community had changed over time as well as to find out more about the work of the Archives and the records that we keep.

Two classes of Year 6 pupils from Mount Stuart Primary School visited in November to learn about Cardiff in the Second World War. The workshop supplemented content they had been learning in class and they were able to view original documents including letters written by children in Rumney to a classmate who had been injured in a bombing raid in 1941. They also enjoyed a tour of a strongroom.

3.3 Strengthen existing and develop new partnerships with Higher and Further establishments in the area

Masters' students from the Welsh School of Architecture at Cardiff University, from Cardiff University's School of Welsh, and from Cardiff Met's creative writing programme all visited for tours of the office and an introduction to our collections.

3.4 Continue and enhance opportunities for Work Placements at Glamorgan Archives

Work placements have been offered through the project to create a Research Guide to Sources for the Study of Minority Ethnic History in Glamorgan. Three students have been recruited through Cardiff University's Insights programme and will be working with us until the end of 2023. We are also again supporting the University's Masters Degree in History community engagement / research placement module. Abbie Harper will be working with us this term to identify stories linked to the production of the Research Guide and producing blog posts to share these findings.

6. Outcome 4: The legal and evidential value of archives is at the forefront of the service's work.

4.3 Ensure records from all partner authorities are transferred to Glamorgan Archives in a timely and efficient manner, and are stored to the best professional standards both in paper form and electronically

In this quarter, further records have been received or are in the process of arranging transfer from partner authorities, including electoral registers and the Cardiff and the Vale of Glamorgan Coroner.

4.4 Work with ARCW Collections at Risk Project

Contact was made with a local charity who had announced that they were closing in the hope of receiving records from them before they finished trading.

7. Outcome 5: Collections are gathered, kept and shared using the best professional standards.

5.1 Begin a systematic stocktake of all collections as part of Collections Weeks

A successful collections week was held in November. Work on cataloguing the records of our current local authorities was progressed. Cataloguing of records from Bridgend CBC and Caerphilly CBC is now up to date and work has begun on Cardiff Council's records. A second team worked on the outstanding accessions from the past six months, completing four collections. The Records Assistants continued with the stocktake of the boxes in the strongrooms.

5.2 Ensure a balance of cataloguing, conservation and digitisation priorities

Initial receipts for accessions received during this quarter were issued within the target time. Full receipts were issued within 15 working days for 86% of the accessions; the target is 60%. 92% of the accessions received between March and May 2023 had receipts issued within the 6 months target for more complicated deposits; the target is 90%.

The Senior Archivist met with a representative from Chapter Arts in Cardiff to discuss the deposit of their archive. Work began towards the transfer of material in 2019, with the first deposit due in March 2020. This was postponed due to the pandemic, but the work has now been picked up again and the first boxes of material were received in early November, with more to follow.

The Conservator and Assistant Conservator are working on records from the Glamorgan Constabulary collection that are in poor condition and unfit for production, as well as continuing to flatten Quarter Sessions rolls. A condition assessment on records from Glamorgan County Asylum is planned for when other tasks are complete.

5.3 Develop coherent programme of external funding applications

Phase One of the NMCT (National Manuscript Conservation Trust)-funded project to conserve the drawings, paintings and plans from the Cardiff Castle collection is complete. This phase dealt with the large, rolled items and included repackaging of items that did not need specific treatment. An application for funding for Phase Two of the work was submitted in October and has been successful. Work on this phase, which will repackage items that do not need interventive conservation and conserve and repackage items that were created on tracing paper, will start in January 2024. A third phase is planned, subject to funding, for 2026.

5.4 Complete half-finished collections

Work is continuing on listing deposits of Coroner's records to ensure discoverability.

Work on the Associated British Ports (ABP) collection has stalled since the staff who were working on the material left the Archives. To solve the backlog and ensure the collection is completed, a special one-off Collections Week will be held in early 2024.

5.5 Reinterpret collections descriptions so that they reflect modern views of history

A consultant was recruited in November to assist with the Revising Archival Descriptions project, with Glamorgan Archives as lead partner. The project, which is funded by Welsh Government through the Archives and Records Council Wales (ARCW), has been truncated due to issues recruiting a Project Officer.

The decision was taken to employ a consultant to deliver on parts of the planned work. Over the next few months, the consultant will use an agreed wordlist to check against archival catalogues to identify offensive and biased terminology. This will then be used as a 'proof-of-concept' so that other partner organisations can use the same methodology on their own catalogues, before making decisions as to any changes required.

8. Outcome 6: Resources are managed to the best possible advantage with all due consideration given to sustainability and value-for-money, whilst maintaining a flexible and agile service.

6.1 Manage budget to ensure best value for money and appropriate use at all times

Budget monitoring of expenditure and income continues on a regular basis, with support from the Finance team in Cardiff Council. Work has also been completed on the budget for financial year 2024-25.

6.2 Maximise income generation opportunities

As well as budget planning for the forthcoming financial year, proposed changes to fees and charges from April 2024 have been looked at (see separate paper).

Cardiff Register Office staff moved in to the Archives building in October, renting three rooms as well as storage space in the repository. This uses up all spare capacity within the building.

The project for conservation work on behalf of Carmarthenshire Archives has received funding and will progress, starting in January.

Two new sets of material have been stored with the Archives on a commercial basis (paying for storage in the repository). Whilst only small, this adds some much needed income to the budget.

Work to quote for several digitisation and box-making opportunities is underway.

6.3 Maximise staffing complement through grant funding and efficient use of resources

The Corporate Trainee post, which had been extended through the use of digitisation income will cease at the end of December due to lack of general income. The digitisation projects that are underway and planned will continue to be undertaken by the permanent staff.

6.4 Ensure an inclusive and well-developed workforce

Two members of staff continued weekly Welsh classes with Cardiff University.

Hannah Price, Archivist, attended two Welsh Government funded workshops on LGBTQ+ Language and History.

We held our annual Macmillan Coffee Morning on 2 October. Staff and volunteers baked and attended, raising a total of £202.50.

6.5 Ensure sharing of skills with partner organisations as much as feasible

ARCW is planning external training on conservation and preservation issues, which will be taken advantage of if required.

Conservation staff from Cheshire Archives Service visited to see the Conservation Studio and get ideas for their planned new buildings.

6.7 Ensure a broad range of opportunities for volunteers

During the quarter, 36 volunteers and students have contributed to the work of the Archives.

A new project has started to list photographs taken by Brian Jarrett, a professional photographer based in Cardiff who predominately worked 1950s-2010s. The volunteer who has joined us to assist with this project was formerly the chief librarian for the Media Library at the Western Mail and Echo and brings much knowledge and expertise to the role.

In addition archive volunteers are contributing to the following projects:

- cleaning and transcribing crew lists of Cardiff registered ships (1863-1913);
- listing building plans of the Gelligaer Urban District Council (c1910-c1974);
- digitisation of photographs from the Cardiff Bay Development Corporation collection (1987-2000);
- creating an electronic index to the Ogmore Valley Local History and Heritage Society Journal (2000-2021);
- listing bound auction particulars from the Stephenson and Alexander collection (1880-1967);
- indexing the Leversuch family correspondence (1928-1960s);
- indexing letterbooks of the Cardiff Exhibition (1894-1897);
- extracting information relating to World War Two from school log books across Glamorgan;
- indexing Quarter Sessions depositions (1860-1907);
- listing records of Stephenson & Alexander, Auctioneers and Chartered Surveyors (c1710-c2012);
- cataloguing deeds within the Cardiff Library collection.

In addition, several volunteers work independently on research projects.

Conservation volunteers and students are continuing to work on:

- Police newspaper cutting books
- National Coal Board plans
- Associated British Ports collections (photographs and volumes)
- Seal repair from a deed in the Barons Dynevor collection

To continue the cleaning of records catalogued as part of the Glamorgan's Blood project two new cleaning groups have been formed. To accommodate the groups of four volunteers, together with staff, a cleaning area has been established in the document reception area at the back of the building.

Our annual volunteer get-together took place at the end of November. Held in Ogmore staff put together a presentation covering key events during the year, a selection of festive treats and hot drinks were provided. Fifteen volunteers attended and we had a very enjoyable afternoon.

6.8 Ensure service is run transparently

The searchroom continues to be busy. Ask the Experts sessions are offered to visitors seeking advice on starting their family tree, and to those who have hit a brick wall in their genealogical research. Sessions are delivered in partnership with the Cardiff Branch of Glamorgan Family History Society.

The target for responding to remote enquiries is met. Feedback includes:

Thank you for such a detailed and useful response, you really have gone above and beyond on this one.

Again, my profound thanks for all your assistance... I now have a much clearer picture of what happened. The documents included a lot of information of which I was either unaware or failed to absorb at that time. I'm much indebted to you.

Many thanks for your help in finding information about my birth mother. Your service has been brilliant and helped make the process much simpler than I had imagined.

The ARA Distance Enquiries Survey is currently underway. The survey is distributed to those who contact us with enquiries by email, seeking their feedback on our remote services. The survey window opened on Monday 9th October and invitations will continue to be issued until the survey closes on Sunday 17th December.

6.11 Work more collaboratively with neighbouring archive services

Heather Mountjoy, Archivist, attended the ARCW Marketing meeting in September to discuss content for the Explore Archives campaign and a series of animation films to promote local archives.

Laura Cotton, Glamorgan Archivist and Chair of ARCW, and Hannah Price, Archivist, attended the ARCW Forum in Aberystwyth at the beginning of October. The theme for the event was 'Connecting with Communities'.

Beth Amos, Archive Trainee at West Glamorgan Archive Service, spent a day with us learning about our services and systems. She had a tour of the building and then spent time with staff in each area of the office. Beth contacted us with feedback on her visit:

Thank you very much again for kindly organising the tour of the building and for the useful talks last week.

It was fascinating to learn about some of your outreach strategies, conservation techniques, volunteer project management, switch to Epexio, use of various databases, cataloguing and accession processes, staff routines and your own career paths. It was also really interesting to see your well-equipped building.

I appreciate you all for taking the time out of your busy schedules to chat with me in depth - I am looking forward to reflecting upon your valuable insights further in the coming weeks/months/years!

The Crowd Cymru digital volunteering project concluded the first phase of the project, as funded by the National Lottery Heritage Fund, at the end of November. Further funding has been secured to continue the project until May 2024, with other funding hopefully identified to continue after that as well.

6.12 Improve management of Glamorgan Archives building

The Glamorgan Archivist and the Archives Conservator had a meeting with the Health and Safety Advisor from Cardiff Council regarding the use of chemicals in the Conservation Studio. This was followed up with a site visit.

The temperature and humidity readings for the strongrooms over the last quarter are:

Strongrooms	Average Temperature	Average Relative Humidity
1	20.7°C	59.7%
2	21.1°C	55.8%
3	22.3°C	55.4%
4	21.5°C	59.2%

Readings are slowly falling with the onset of winter but are all still within the acceptable range.

SUMMARY

9. It has been another busy quarter for the Archives, especially with the move of Cardiff Register Office staff into the building and a large number of group and school visits.

A number of projects have continued and concluded, with planning underway for more projects to come.

LEGAL IMPLICATIONS

10. The Glamorgan Archivist is appointed by the Committee to manage the joint archives service on behalf of the Committee; to exercise the duties powers and functions of the parties under the enactments agreements and instruments set out in the Joint Archives Committee agreement dated 11 April 2006; to comply with national standards for archive keeping; to satisfy the requirements of Welsh Government with regard to archive services; to provide the services agreed by the parties; and to develop such additional services as may be appropriate.
11. The Glamorgan Archivist acts at all times under the direction and supervision of the Committee and the quarterly reports of the Glamorgan Archivist to the Committee enable the Committee to discharge its duty to provide maintain and develop a joint archives service for the parties.

FINANCIAL IMPLICATIONS

12. Any direct financial implications arising from this report have been accounted for in the 2023-24 monitoring position and will be met from within the revenue budget, supplemented, where necessary, from the General Reserve. In line with previous agreement, any underspend will be added to the General Reserve to support future budgetary pressure.

Laura Cotton
Glamorgan Archivist
8th December 2023

Appendix 1

St John's Chapter of Royal Arch Masons, Number 36, Cardiff, Records			
Accession No:	2023/116	Reference No:	D1964
Minutes, attendance books, ledgers, cash books, register of members, agendas and returns to Grand Chapter and Provincial Chapter Date of records: 1856-2011			
South Wales Baptist Association			
Accession No:	2023/117	Reference No:	D1689
Beulah Baptist Church, Dowlais 1856-2008; The Life of Cwmparc Baptists to 2004; Bethel, Treharris Centenary Magazine 1977; Llandough Baptist Church 1859-2009; Zion, Maesteg 1884-1984; Llandough Baptist Church - brief narrative history 1979-1996; 'Within these walls' - a history of Stanwell Road Baptist Church, Penarth; SWBA Trustees' Reports and Financial Statements for period ending December 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012 Date of records: 1977-2012			
Cofnodion Ysgol Gyfun Rhydfelen			
Accession No:	2023/118	Reference No:	D1963
Scrapbooks Date of records: 1960s-1970s			
Cardiff Borough Records, Parks Department			
Accession No:	2023/119	Reference No:	BC/P
Prosser family photographs of Parc Cefn Onn, Cardiff, 1910-1939; typed copy of unpublished history of Cardiff Parks by Andrew Alexander Pettigrew, written between 1915-1932; Parks Committee minute book, 1908-1912 Date of records: 1908-1939			
St Donat's Church, Abercynon 1898-2023			
Accession No:	2023/120	Reference No:	D1965
125th Anniversary brochure Date of records: 2023			
Pontyclun Football Club Records			
Accession No:	2023/121	Reference No:	D1966
Team line-ups and results of Pontyclun FC and Pontyclun FC Reserves Date of records: 1968-2015			
Reg Malpass, Mining Historian, Papers			
Accession No:	2023/122	Reference No:	D1967
Mr Malpass' research notes Date of records: 20th century			
City United Reformed Church Cardiff, Records			
Accession No:	2023/123, 145	Reference No:	D957
City Link Church magazine Date of records: Oct-Nov 2023			

G.B. Williams, Ross & Co, Chartered Accountants of Pontypridd Records

Accession No:	2023/124	Reference No:	D1968
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Day book

Date of records: 1970-1991

Ebenezer Chapel, Cardiff, Records

Accession No:	2023/125	Reference No:	DWCONG1
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Marriage registers

Date of records: 1899-1996

Cardiff Registration District Records

Accession No:	2023/126	Reference No:	D1969
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Registry of buildings for marriages.

Date of records: 1845-1973

Cathedral Road Presbyterian Church, Cardiff, Records

Accession No:	2023/127	Reference No:	D1970
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Marriage registers

Date of records: 1927-1979

Bethlehem Chapel, Gwaelod-y-Garth, Pentyrch, Records

Accession No:	2023/128	Reference No:	D1971
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Marriage register

Date of records: 1981-1990

Tabernacle Baptist Church, The Hayes, Cardiff

Accession No:	2023/129	Reference No:	D933
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Marriage register

Date of records: 1963-1967

Splott Road Baptist Church, Cardiff, Records

Accession No:	2023/130	Reference No:	DBAP49
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Marriage registers

Date of records: 1921-1980

Cardiff City Police, Group Photograph

Accession No:	2023/131	Reference No:	D1972
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Group photograph of uniformed officers

Date of records: 1933

Clifton Street Calvinistic Methodist Chapel, Roath, Cardiff Records

Accession No:	2023/132	Reference No:	D1973
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Marriage register

Date of records: 1900-1902

Tabernacle Calvinistic Methodist Chapel, Whitchurch, Cardiff Records

Accession No:	2023/133	Reference No:	D1974
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Marriage register

Date of records: Aug 1971-Jun 2004

Splott Road Wesleyan Methodist Church Records

Accession No:	2023/134	Reference No:	D1975/2/11
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Marriage register

Date of records: Aug 2005-Aug 2010

Captain Abraham Widdess of Cardiff, Presentation Certificate

Accession No:	2023/135	Reference No:	D1976
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Certificate presented to Captain Abraham Widdess, Commander of RMS 'Torrington', by his friends on the occasion of his birthday

Date of records: 22 Dec 1911

Probus Club of Cardiff, Records

Accession No:	2023/137	Reference No:	D1978
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Minutes, Secretaries' files, attendance register, photo albums

Date of records: 1976-2011

Rhondda Cynon Taf County Borough Council, Records

Accession No:	2023/138	Reference No:	CRCT
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Registers of electors, 2020-2022 [published Dec 2020, Jan 2022 and Dec 2022]

Date of records: 2020-2022

Ian Mathias of Sully, Collection

Accession No:	2023/139	Reference No:	D1982
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Photographs of St James' (Cardiff) Cricket Club, 1908-1910; Leases relating to Westgate Hotel, Cardiff, 1870

Date of records: 1870-1910

Brian Jarrett of Cardiff, Collection

Accession No:	2023/140	Reference No:	D1894
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Photographs taken around south Wales, detailed in depositor survey forms 23 - 26. Also additional bundles relating to Cockleshell Houses, Deri; Lewis Boys' Grammar School, Pengam open day for former pupils; launch of multi projector audio-visual production 'The Valley of Surprises'; Hanbury Road, Bargoed; work on Heads of the Valleys road; The Capel Hotel, Bargoed; Elliot Colliery, New Tredegar'.

Date of records: 1970s-2000s

R.P. Culley Presentation Book

Accession No:	2023/141	Reference No:	D1980
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A presentation book given to Richard Palethorpe Culley, a successful Cardiff hotelier and businessman, to mark twenty years in business. A luncheon was held at the Cardiff Coal Exchange by prominent members of the community.

Date of records: 1906

Martin Taylor of Llanishen, Philatelist, Papers

Accession No:	2023/142	Reference No:	D1981
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British Railways Philatelic Society (Cardiff Branch), minutes of meetings, 1975-2015; programmes of meetings, 1976-2015; note confirming closure of Society, 2018; Federation of South Wales Philatelic Societies, minutes and papers 2007-2016

Date of records: 1975-2018

Cardiff Camera Club Records			
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Accession No:	2023/143	Reference No:	DCAMC/8
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Photographs and awarding information for trophies no longer held by the Club. Date of records: 2023			
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New Theatre, Cardiff Records			
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Accession No:	2023/144	Reference No:	DTHN
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Records of The New Theatre, including programme from a Anna Pavlova performance, panto files, direct mail outs, centenary booklet, photos of refurbishment, postcards, and the New Theatre Society.			
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Date of records: Early 20th century-2020s			
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Chapter Arts Centre, Cardiff, Records			
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Accession No:	2023/146	Reference No:	D1983
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Records of Chapter Arts Centre and its activities, including programmes and flyers for events, press cuttings and magazines.			
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Date of records: c1971-c2023			
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Cardiff and the Vale of Glamorgan Coroners' Records			
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Accession No:	2023/147	Reference No:	CORCV
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Coroner's files, numbers 1-1715 Date of records: 2004			
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Merthyr Mawr and Ewenny Churches insurance papers			
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Accession No:	2023/148	Reference No:	P99CW
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Insurance policies and related papers. Date of records: 1927-1957			
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Ainon Welsh Baptist Chapel, Tonyrefail Records			
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Accession No:	2023/149	Reference No:	DWBAP15
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Records include photographs, membership register, pledge book, a booklet about the history of the chapel, 'Seren Cymru' newspaper, grave, monumental inscriptions index and plan, Disposal of Assets report.			
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Date of records: 20 th century			
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Aberthin Village Hall Committee Records			
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Accession No:	2023/150	Reference No:	D1653
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Treasurers' files, newsletters, minutes of committee, papers regarding Village Day Date of records: 1983-2010			
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Canon William Issac Papers			
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Accession No:	2023/151	Reference No:	D1985
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Personal papers of Canon William John Isaac, Parish Priest of St. Teilo's with Our Lady of Lourdes in Cardiff, 2014 - 2021.			
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Date of records: 20th century			
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UWC Atlantic, St Donat's Castle, Llantwit Major, Records

Accession No:	2023/152	Reference No:	D1986
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Minutes, administrative files, annual reports, correspondence
Date of records: 20th-21st century

Welsh Football League Records

Accession No:	2023/153	Reference No:	D1987
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Records include minutes, financial records, and handbooks.
Date of records: 1919-2020

St Alban on the Moors Roman Catholic Church, Cardiff Records

Accession No:	2023/154	Reference No:	D1988
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Marriage registers.
Date of records: 1965-2021

Sales particulars

Accession No:	2023/155	Reference No:	DXBT/18
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Date of records: 1898-1972

Cardiff Exchange Club Records

Accession No:	2023/156	Reference No:	D1990
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Register of members, candidate book, minute book, letter book and history book.
Date of records: 1874-1968

Dinas Powys Community Council Records

Accession No:	2023/157	Reference No:	D544
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Council minutes including Full Council, Annual Meetings and Committee Meetings and rate books
Date of records: 20th-21st century

Cllr Phyllis Winn-Jones of Sully Papers

Accession No:	2023/158	Reference No:	D1991
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Personal papers relating to events attended in an official capacity by Cllr Winn-Jones, also by her parents Mr and Mrs A T Yeld-Stephens of The Grange, Sully.
Date of records: 1919-2003

Notable accessions**Aberthin Village Hall Committee Records (D1653)**

An additional deposit has been made by the Treasurer of the Aberthin Village Hall Committee. Aberthin Church and Community Centre was created in 1971 and was subsequently renamed Aberthin Village Hall. The Secretary and Treasurer of the Village Hall Committee purchased the property on behalf of the village in 1985 and in May 1986, the Aberthin Village Hall Trust became a registered charity.

Papers received cover the period 1983-2010 and include treasurers' files, newsletters, minutes of committee and papers regarding Village Day.

South Wales Baptist Association Records (D1689)

The South Wales Baptist Association exists to encourage the building and development of healthy churches and to enable them to assist each other in mission in their communities, Wales, and the world. The Association formed in 2001 when the three Associations of the South Wales Group merged. South Wales Baptist Association works closely with the Baptist Union of Wales, with whom they hold a joint annual Assembly, 'Momentum'. Records of several churches including Beulah Baptist Church, Dowlais, Bethel, Treharris and Zion, Maesteg have been donated by the Association.

St John's Chapter of Royal Arch Masons, Number 36, Cardiff, Records (D1964)

A long-established masonic chapter has deposited its records. St John's Chapter, Cardiff, held its first meeting on the 30 January 1856. It was initially attached to the Glamorgan Lodge of Freemasons, Number 43 and met at the Lodge Room, St Mary Street, Cardiff. During a meeting of 20 October 1863, it was announced that the number of the Chapter would be changed to 36. St John's Chapter meets regularly at the Masonic Temple, Guildford Crescent, Cardiff. Records covering the years 1855-2011 have been received and include minutes, ledgers, cash books, attendance books, returns to Grand Chapter and Provincial Chapter, and register of members.

Pontyclun Football Club Records (D1966)

Pontyclun Football Club has been part of the South Wales football scene for over a century having been founded in 1896. In the early years, the Club was a member of the Bridgend and District League but immediately after the First World War joined the Cardiff and District League. In 1922 the Club was admitted to the Football Association of Wales, and in 1968 was admitted to the Welsh Football League, then the premier league in Wales. The Club had a respectable first season being undefeated in 16 of its 34 league fixtures. In subsequent seasons the Club played most of its matches in the lowest division but achieved promotion three times. The end of season 2011/12 saw the Club finish at the foot of Division 3 and relegation from the Welsh Football League after 44 consecutive seasons. The Club returned to the Welsh League in 2016/17 by winning the South Wales Alliance League.

Records received include match report forms featuring team line-ups and results of Pontyclun FC and Pontyclun FC Reserves, and match programmes.

Probus Club of Cardiff, Records (D1978)

Records of a local business club for retired professional and businessmen have been received from a committee member. The formation of the Probus Club was an initiative of the Rotary Club of Cardiff. It decided to establish the degree of support for a such a club and an Inaugural Meeting was held at the Park Hotel, Cardiff on 26 January 1976. It was subsequently agreed that the purpose of the Club was 'to provide a meeting point for retired or semi-retired professional and commercial men whereby they might maintain contact and fellowship with persons in similar circumstances'. Over the subsequent years the Club has organised a programme of speakers and numerous social events.

Records received include minutes, Secretaries' files, attendance register and photographs for the period 1976-2015.

Chapter Arts Centre, Cardiff, Records (D1983)

The first of a series of deposits has been received from a well-known Cardiff arts' venue. Chapter Arts Centre, Canton, was founded in 1971 and hosts films, plays, performance art and live music. The deposit reflects the activities of the Centre and includes programmes and flyers, press cuttings and magazines.

UWC Atlantic, St Donat's Castle, Llantwit Major, Records (D1986)

UWC Atlantic is a college for students aged 16-19 years of age, based at St Donat's Castle. Students travel from over 150 countries to live, study and learn together pursuing the International Baccalaureate and an outdoor-orientated experiential education over two years. Established in 1962, it is the founding college of the UWC Movement which encompasses 18 global schools and colleges dedicated to uniting cultures and countries through education.

Items deposited include minutes, administrative files, annual reports and correspondence. Additional deposits are expected over the coming months.

Welsh Football League Records (D1987)

The Welsh Football League was the senior association football league in south Wales for over a century. Records including minutes, financial records, and handbooks, for the period 1919-2020 have been donated by the last Secretary of the League and member of the Council of the Football Association of Wales.

Merthyr Mawr Ecclesiastical Parish Records (P99CW)

Papers have been donated by Merthyr Mawr Ecclesiastical Parish. Merthyr Mawr is an ancient parish within the eastern division of the rural deanery of Groneath Upper in the diocese of Llandaff. It is situated on the River Ogmore, approximately one and a half miles from Bridgend in the hundred of Ogmore. Items received comprise insurance papers relating to Merthyr Mawr and Ewenny Churches for the years 1927-1957

Appendix II

	Number of Visits (groups and meetings)		No. of Groups	Documents Produced
	TOTAL			
Sep-Nov 2022	666	431	19	1855
Dec 2022-Feb 2023	517	262	15	1911
Mar-May 2023	673	379	11	1989
Jun-Aug 2023	568	285	14	1653
Sep-Nov 2023	828	602	21	1980

	Remote Enquiries	Website Hits
Sep-Nov 2022	1041 (+ 204 un-printed thank you emails)	9133
Dec 2022-Feb 2023	894 (+ 174 un-printed thank you emails)	6300
Mar-May 2023	973 (+ 218 un-printed thank you emails)	6700
Jun-Aug 2023	1116 (+ 168 un-printed thank you emails)	7370
Sep-Nov 2023	1050 (+ 293 un-printed thank you, etc.)	6500

Interesting Enquiries

Family history continues to prove a popular research area amongst our visitors. Recent enquiries have included the police career of a visitor's father, with the records of the Glamorgan Constabulary confirming the districts in which he served. Another researcher used court licensing records and trade directories to confirm that an ancestor held the licence for the Old House Inn in Llangynwyd during the 1870s. And one person discovered connections to the famous Novello family.

Many of our researchers contact or visit us in the course of their local history research. Topics during the last quarter have included the William Burges designed Park House on Park Place in Cardiff, with building regulation plans and records of Stephenson and Alexander, Auctioneers and Chartered Surveyors, used to build up a picture of the property's history. Other buildings of interest to our customers include Porthcawl Grand Pavilion, the National Museum of Wales, and Glamorgan County Hall in Cathays Park, formerly the home of the Archives. Numerous plans and photographs

were used by a researcher developing a site history of Roath Park in Cardiff. And we also supported a researcher seeking to learn more about the Royal Visit by King George V and Queen Mary to the Rhondda Valleys and Cardiff in 1912.

Students and academics from local universities and those further afield continue to make use of our collections. Several students from the Welsh School of Architecture have visited the searchroom recently, including one exploring the history of Pentre Gardens in Grangetown, in particular the railings, which were replaced after the Second World War. An academic consulted a variety of records, including the Fred Petersen photographs of people from Cardiff's Docklands community, for research on women in Butetown. Our hospital records were consulted as part of an investigation into the early use of photography in hospitals. And an author visited us seeking details of various aspects of the Cardiff Fine Art and Maritime Exhibition of 1896, which has recently been the subject of one of our volunteer projects.

Several community heritage projects are supported through our searchroom and remote enquiries services, as well as through our community engagement programme. A researcher from the Heritage and Cultural Exchange visited the searchroom recently to explore welfare provision in Butetown, looking at the records of the Angelina Street Mission and the Society of Friends. Penarth Civic Society contacted us for help in identifying images for inclusion on new heritage display panels to be placed around the town.

Our shipping records are regularly used by a wide range of researchers. Of note recently was the use of a small collection of papers relating to the brigantine Kara to discover more about the ship's isolation in 1842. And one enquiry brought connections to Cornwall; the Barry Pilot Cutter Molly B was registered in Cardiff in 1906, but was built in Padstow, and Padstow Museum holds a model of her.

Appendix III

Events		
Open Doors		60
Recovering Britain's Amateur Theatrical Past 1789-1914: A Glamorgan Perspective		15
Llandaff Cathedral: History, Art and Architecture		18
From May to Etta With Love		101
20 th Century Society Wales		19
Innovate Trust, Secret Garden Project		6
Ask the Experts		6
Cardiff People First x2		12
Sub-Sahara Advisory Panel, Kumbukumbu Project		4
Welsh Muslim Cultural Foundation		6
Family History Group		9
Rhiwbina WI		13
South Wales Baptist Union		9
Education		
Llansannor and Llanharry Church in Wales Primary		96
Kitchener Primary, Cardiff		32
Mount Stuart Primary, Cardiff x2		44
Welsh School of Architecture		17
Creative Writing Masters students, Cardiff Met		5
Ysgol y Gymraeg Masters students, Cardiff University		7
Local and Family History Groups		
Grangetown Local History Society x3		40
Glamorgan History Society Council		6
Individuals meeting staff		77

Social Media						
	Twitter		Facebook		Instagram	
	<i>Followers</i>	<i>Engagement</i>	<i>Likes</i>	<i>Engagement</i>	<i>Followers</i>	<i>Engagement</i>
<i>Sep</i>	6109	4023	1948	2150	1311	117
<i>Oct</i>	6133	6498	1974	15,957	1317	100
<i>Nov</i>	6146	14,090	1993	5229	1321	116
<i>Dec</i>	6150	3232	2002	4663	1358	115
<i>Jan</i>	6179	4467	2019	7508	1362	121
<i>Feb</i>	6193	2830	2027	4673	1384	115
<i>Mar</i>	6234	18,753	2067	15,239	1399	101
<i>Apr</i>	6258	2633	2106	16,037	1408	90
<i>May</i>	6288	6499	2131	5779	1426	117
<i>Jun</i>	6305	4253	2161	13,866	1446	111

<i>Jul</i>	6309	3096	2189	5658	1463	152
<i>Aug</i>	6334	6776	2241	15,643	1499	123
<i>Sep</i>	6331	2597	2248	5495	1518	118
<i>Oct</i>	6323	2514	2259	9450	1536	168
<i>Nov</i>	6333	1567	2276	3967	1548	161

Appendix IV

Bench work		
Harry Holland	7 Cartoon designs for Cardiff Castle	Cleaned, repaired.
CVG/C/RE/25,26	5 Electoral registers	Bound up
DCONC/5/37,2,3 6,59,84,21	6 Police Newspaper cutting books	Cleaned & repaired, some rebaked, red rot treated
DCON /292/6	Gladys Police station: general orders and divisional circulars	Cleaned, repaired, resewn, bords flattened, rebound
DCON/292/3/1	Police occurrence book	Cleaned, mould damaged consolidated, repaired, resewn and rebound
D1982/2/1	St James cricket club, photograph	Cleaned, encapsulated with microchamber
D1982/1/2	Mrs Thomas and others. photograph	Cleaned, encapsulated with microchamber
DXRP	Embellished paper serviette	Cleaned, encapsulated with microchamber
DCON/292/2/10	Police occurrence book	Cleaned, pages unstuck, repaired, red rot treated
DXIB/28/3,4,6	3 Diary's	Loose boards and pages reattached.
DMTH/206/4	Great seal from common recovery at the great sessions for Glamorgan	Cleaned, repaired, repackaged.
13.77	Stained glass cartoon from Cardiff Castle	Cleaned, Repaired, repackaged.
	5 OS maps	New hangers attached
Cleaning and Packaging		
DNCB	34 plans	Repackaged
DCBDC/13/2,9	2 folders of photographs	Repackaged
Various	14 boxes of glass slides	Cleaned
Yellow spot boxes	63 large boxes	Cleaned and repackaged
Various	58 volumes	
Bespoke boxes made		
Various	200 Boxes	Made
Barcoded and Relocated		
Various	3542 Items	Barcoded
External Work		
Private individual	Photo album	Cleaned, repaired, repackaged
Local Registrars	157 marriage registers	Condition assessed and mould cleaned off
Local Museum	Photograph	Cleaned, repaired, repackaged

Private individual	1 Photograph. 1 certificate	Flattened, repaired, repackaged
Private individual	3 Volumes 1 map	Cleaned, repaired
Private individual	30 Boxes	Made
Publishers	52 Boxes	Made
Local Private Conservator	4 Boxes	Made
Private conservation company	51 Boxes	Made