

Notice of Meeting

You are invited to attend a Meeting of the

West Glamorgan Archives Committee

At: Committee Room 6 - Guildhall, Swansea

On: Friday, 14 December 2018

Time: 11.00 am

Chair: Mr Byron Lewis

Agenda

Page No.

- | | | |
|----------|---|---------------|
| 1 | Apologies for Absence. | |
| 2 | Disclosures of Personal and Prejudicial Interests.
www.swansea.gov.uk/disclosuresofinterests | |
| 3 | Minutes.
To approve & sign the Minutes of the previous meeting(s) as a correct record. | 1 - 3 |
| 4 | Report of the County Archivist. | 4 - 12 |

Next Meeting: Friday, 15 March 2019 at 11.00 am (Neath)



Huw Evans
Head of Democratic Services
Thursday, 6 December 2018

Contact: Gareth Borsden - 636824

West Glamorgan Archives Committee

Byron Lewis (Chair)	H M Lord Lieutenant
------------------------------	---------------------

City And County Of Swansea

Peter M Black	Lyndon R Jones
Mike Durke	Robert V Smith
Louise S Gibbard	

Neath Port Talbot County Borough Council

Wyndam Fryer Griffiths	Rachel Louise Taylor
Hugh N James	Arwyn N Woolcock
Peter A Rees	

Members Of Associated Organisations

Vacancy	Diocese of Llandaff
Andrew Dulley	Diocese of Swansea & Brecon
Dr L Miskell	University College, Swansea
Mrs Janet L. Watkins	Neath Antiquarian Society

Officers:

City & County of Swansea Council:	
Tracey McNulty	Head of Culture Services
Kim Collis	County Archivist
Gareth Borsden	Democratic Services
Archives	1 Copy
Neath Port Talbot County Borough Council	
Mr Craig Griffiths	Head of Legal
Mr Wayne John	County Librarian

Agenda Item 3



City and County of Swansea

Minutes of the **West Glamorgan Archives Committee**

Committee Room 3, Civic Centre, Port Talbot.

Friday, 21 September 2018 at 11.00 am

Present: Councillor P Rees (Chair) Presided

Representatives of City and County of Swansea

Councillor(s)

P M Black

Councillor(s)

L S Gibbard

R V Smith

Representatives of Neath Port Talbot County Borough Council

Councillor(s)

W F Griffiths

H N James

Councillor(s)

A N Woolcock

Representatives of Associated Organisations

Mrs J Watkins – Neath Antiquarian Society

Officer(s)

G Borsden

K Collis

C Griffiths

Democratic Services Officer

County Archivist

Head of Legal - NPT

Apologies for Absence

Councillors: M Durke L R Jones & R Taylor and B Lewis, A Dulley, L Miskell & T McNulty.

6 Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by both Authorities, no interests were declared.

7 Minutes.

Resolved that the Minutes of the West Glamorgan Archives Committee meeting held on 15 June 2018 be approved as a correct record, subject to the name of Councillor W F Griffiths being deleted from the list of Members present and added to the list of apologies.

8 Report of the County Archivist.

The County Archivist presented a report which outlined the work of the Joint Archive Service during the period June – August 2018.

Use of the Service

He reported on the use of the Service for the quarter. He referred to the comparison of statistics for 2017 and 2018 and detailed the background and rationale behind them.

He referred to the increase in views of the online catalogue via the Archives Hub, and the resultant impact on the number of hits to the Archives pages.

Service Outreach

He referred to the collaborative working with Swansea Museum, the Dylan Thomas Centre, Richard Burton Archives Swansea University and the Women's Archive Wales to create three versions of an exhibition celebrating the centenary of the extension of suffrage to women in 1918.

He indicated that the larger, more academic touring exhibition is currently on display in the Swansea Civic Centre foyer. It will then be displayed at the Women's Archive Wales conference in October and at Taliesin Create on the Swansea University Singleton campus.

The smaller touring exhibition has been and will be displayed at the following Swansea venues: Volcano Theatre, YMCA, Terrace Road Primary School & African Community Centre. A fixed exhibition will be installed from mid September and will be on display until the end of the year at Swansea Museum.

He indicated that the Service would welcome more bookings, particularly bookings from schools and from venues in Neath Port Talbot for either of the two touring exhibitions.

He stated that work is underway to create an online resource on the Service's website to commemorate the centenary of the end of World War 1. The intention is that this resource will go live in November.

Publications

He indicated that the publication 'The Parish of Llangyfelach: Landed Estates, Farms and Families' by Jeff Childs will be published and launched during the Autumn. It will be a joint publication between the author and the Archive Service with the stock being divided equally between the two parties.

He outlined that there would be one further publication before the Service's Publications programme was wound up, a volume describing the post-war Rebuilding of Swansea. It would be published in 2019.

He referred to the potential for the Service in the future to start publishing eBooks as an alternative to hard copy versions.

Education Service/Talks to Groups

He referred to education sessions undertaken at Cefn Hengoed Community School and St Helen's Primary and a talk given to Ystradgynlais Family History Society

Professional Meeting and Partnership Working

He reported on the various meetings attended by staff during the quarter.

Staff

He reported that John Moffat, a recent MA graduate in History from Glasgow University has been appointed as the Archive Trainee for 2018/19.

Archive Collections

He reported on the list of archives received by the Service during the quarter.

The meeting ended at 11.55 am

Chair

Agenda Item 4

City and County of Swansea
Dinas A Sir Abertawe

and

Neath Port Talbot County Borough Council
Cyngor Bwrdeistref Sirol Castell-Nedd Port Talbot

Report of the County Archivist
West Glamorgan Archives Committee
14 December 2018

The purpose of this report is to
outline the work of the
Archive Service during the period
September to November 2018

1. Use of the Service

Statistics for September to November 2018

The number of members of public using the Service on-site, September to November 2018, was **1,430** and the total number reached by the Service on and off-site was **1,736**.

Number of on-site visits at Swansea, Neath and Port Talbot 1,430 (1,465) (figures in brackets represent the same quarter last year), comprising:

Swansea	927	(1,081)
Neath	412	(241)
Port Talbot	25	(24)
Group visits	66	(119)
Number in audiences for off-site visits	106	(331)
Number of pupils reached by the Education Service	120	(391)
Numbers reached at special events	200	(410)
Total numbers reached on and off-site	1,736	(2,206)
Number of documents issued in Swansea	2,457	(2,524)
Number of documents issued in Neath	167	(99)
Number of post and email enquiries dealt with	399	(283)
Number of hits to the Archive Service website	3,378	(3,677)
Number of hits to the online catalogue	344	(1,445)
Number of hits to WGAS catalogues on the Archives Hub	13,871	(122)

2. Service outreach

Exhibitions and events

The major archive exhibition of 2018 has been one commemorating the centenary of the partial granting of the women's voting rights in 1918. It was created in partnership with Swansea Museum, the Dylan Thomas Centre, Swansea University and Women's Archive Wales. The 15-panel portable exhibition comes in two sections, one aimed at a general audience and the other at children aged 11-16. The sections can be exhibited either together or separately. During the quarter, either or both of the exhibitions have been displayed in the Swansea Civic Centre foyer; Swansea YMCA; the Women's Archive Wales annual conference; Taliesin Create, Swansea University; Volcano Theatre, Swansea; Terrace Road Primary School Swansea; Margam Orangery, Port Talbot. The same exhibition content was also displayed in Swansea Museum on fixed display boards alongside artefacts from the museum collections.

The 2014 archive exhibition entitled 'Remembering our Heroes' was displayed at Carnegie Hall during the Skewen and District Local History Society's First World War commemorative event held on 10 November.

The 2016 archive exhibition celebrating the area's multicultural heritage, 'Our Abertawe' was exhibited throughout the quarter at the UWTSD library 'Y Fforwm' on its new SA1 campus.

Publications

'The Parish of Llangyfelach: Landed Estates, Farms and Families' by Jeff Childs, a joint publication between the author and the Archive Service, was printed and delivered during the quarter, with a launch date planned for 8th December at Llangyfelach Parish Hall. Since 1992, the Service has published around 25 local history books, continuing a tradition set by its predecessors Glamorgan Record Office and Swansea City Archives. There has however been no book published by the Service since 2010. Along with Glamorgan and Gwent Archives, West Glamorgan Archives plays an active part in the South Wales Record Society which publishes records from our collections and those of our partner offices in Cardiff and Ebbw Vale.

Education Service

During the quarter, sessions have been delivered to the following schools either on-site or in the Archives:

Casllwchwr
Hendrefoilan
Pengelli

Archive staff also delivered a session to students from UWTSD.

Talks to groups

During the quarter, talks have been given by Archive staff to the following groups either on-site or in the Archives:

Adult Education local history class, Gorseinon

External events

There have been a number of external events during the autumn where the Archives has provided a stand to publicise the service and sell publications, as follows:

Glamorgan Family History Fair
Glamorgan History Society Day School
Swansea Local History Bookfair

'Explore Your Archive'

Every year archives from across the UK and Ireland take part in a week-long campaign entitled 'Explore Your Archive' to publicise the multiplicity and diversity of archives to be found across the British Isles. The County Archivist appeared on Radio Wales' breakfast show 'Good Morning Wales' on Saturday 17th November to help publicise the EYA campaign in Wales.

Although it did not run any special event this year, the Archive Service participated in the EYA social media campaign and provided a number of EYA giveaways (pencils, notebooks, badges etc which were kindly provided by Welsh Government) to its customers and visitors to Swansea Central Library during the week.

Centenary of the Armistice

To mark the centenary of the end of the First World War, the Archive Service created a resource based on the rolls of honour and war memorials we hold. These were digitised, the names were indexed and compiled into an interactive list, and the results were uploaded onto the Archive Service website, going live on Remembrance Sunday.

The resource enables remote users to click a name in the list, view the memorial where it appears and read more information about how it was made and where it used to be on display. The intention is for it to remain on the website, and to be added to as new rolls of honour are received.

Online display of treasures from the Neath Abbey Ironworks collection

West Glamorgan Archive Service was delighted to receive a grant in November 2017 from the Friends of the National Libraries (FNL) to digitise and web-mount a selection of the 8,000 engineering drawings which form its Neath Abbey Ironworks collection. The collection represents a unique survival of such drawings in quantity from the late eighteenth century to the late nineteenth. Taken together the drawings provide documentary evidence of Wales' role in the transformation of Britain during the Industrial Revolution and they are the Service's most important collection from a national perspective. The collection's exceptional quality was recognised by UNESCO in 2014 when the collection was inscribed on the UK register of its Memory of the World programme.

Following the award of the grant, sixty six of the plans were selected by the Archives, with the help of members of the voluntary group Friends of Neath Abbey, to represent a cross-section of the finest parts of the collection, including plans for mine pumping engines, marine engines and railway locomotives. The drawings were digitised by the National Library of Wales, which has facilities for digitising large plans, and the digital images were placed online on the website People's Collection Wales at <https://www.peoplescollection.wales/users/28926> in May of this year.

An innovative part of the project was to create and web-mount 3D virtual images of two of the early railway locomotives built by the works, locomotives 'Speedwell' and 'Industry'. The National Library had developed some expertise in 3D construction and undertook this work as well. The locomotives were selected because they showed experiments which were unusual for their time and did not ultimately become common practice. For example, one of the locomotives had a hinged chimney which lowered to allow the locomotive to pass through tunnels. At the time of writing, the PCW website is preparing bilingual publicity to go with the publishing of these virtual models.

3. Professional meetings and partnership working

During the quarter, members of Archives staff have attended the following professional meetings and taken part in partnership work as follows:

Archives and Records Council Wales
Chief Archivists in Local Government Group Executive
South Wales Emergency Planning Group
Swansea Archives Libraries Museums Co-operation Group

4. Accessions of archive collections

A comprehensive list of archives received during the period September to November 2018 is attached for information at Appendix 1.

Contact Officer: Kim Collis, County Archivist
Tel: 01792 636760
Email: kim.collis@swansea.gov.uk

ACCESSIONS OF ARCHIVES
September-November 2018

<i>Creator/originator</i>	<i>Description</i>	<i>Dates</i>	<i>Extent</i>	<i>Reference number</i>
Private donation	1 box of judges' cards, 1 box of bakery competition correspondence along with certificates and diplomas.	20th century	2 small archive boxes	D/D Z 1052/32-41
Royal Institution of South Wales	Photograph album; newspaper cuttings; minutes and reports	1950s-1960s	1 box	
Peter Hall video collection	Item from ITV News relating to Swansea soldier John Connolly who took part in the Battle of Rorke's Drift	2018	1 CD-ROM	D/D Z 717/48
Private donation	Papers relating to Selar opencast campaign, plus 2 boxes of glass plate negatives	20th century	2 box files, 2 boxes of negatives, one bag of files	
Anonymous donation	Set of photographic prints of various locations around Swansea, seemingly mass-produced for tourists.	early 20th century	12 prints	
Private donation	Certificate presented to Adamo Adami, the chef to Adelina Patti, as well as personal photos of Adami and family	late 19th, early 20th century	1 certificate, 1 envelope of prints	D/D Z 1067/1-6
Royal Institution of South Wales	Historical records - minutes, annual reports, newsletters.	late 20th, early 21st century	2 boxes	
Parishes of Bishopston and Three Cliffs (Ilston, Pennard and Penmaen)	Bishopston: marriages, banns, service registers, PCC and Easter Vestry minutes, 1863-2014; Ilston: marriages 1971-2012; Pennard: marriages 2010-2015; Penmaen: parish residents' meeting minutes 1977-1986	1863-2014	1 carload	P/103/CW/38-55 P/105/CW/18 P/117/CW/146 P/116/4

Creator/originator	Description	Dates	Extent	Reference number
Neath Town Council	Minutes, agendas and papers	1976-2008	6 bankers boxes	P/76/24/1-37
Tuscan Lodge of Freemasons 7267	Minutes and Attendance register	2001-2014	2 vols	D/D FM/S 95-96
Ecclesiastical parish of Gorseinon	Marriage registers	2007-2017	3 vols	P/305/CW/243-245
Private donation	Letter from Mrs Margaret Kay (nee Evans) to her eldest son Harry describing the scene leaving air raid shelters after the first bombing raid on Swansea in 1940. Also includes a transcription.	1940	5 papers	D/D Z 1066/1-2
Bishopston and Penmaen ecclesiastical parishes; Deanery of West Gower	PCC minutes and records relating to church property and premises (Bishopston); churchwardens' accounts and returns (Penmaen); deanery chapter minutes.	20th-21st century	1 box	DP/103/CW/56-62 P/116/CW/48 D/D RD 12-13
Neath Registry Office	Duplicate marriage registers from St Joseph's Catholic Church, Aberavon 1980-2017; St Philip Evans Catholic Church, Cwmafan 1987-1995; Kingdom Hall, Neath 1981-2006; Rehoboth Welsh Baptist Church, Briton Ferry 1956-2015; Salem Calvinistic Methodist, Creunant 1931-1993	1931-2017	20 registers	D/D RCC 3/1/1-8 D/D RCC 4/1/1 D/D JW 1/1/1 D/D W/Bap 42/1/1-6 D/D CM 29/1/1-4.
West Glamorgan County Council	File relating to buildings of special architectural or historical interest	1987-1995	1 file	WGCC/PI X 134
Coelbren Ecclesiastical Parish	Marriage register	1991-2010	1 vol.	P/303/CW/24

Creator/originator	Description	Dates	Extent	Reference number
Gorseinon Ecclesiastical Parish	Registers of baptisms, confirmations, banns and services; PCC minutes; annual report and parish magazine	1970-2018	1 bag	P/305/CW/242, 246-252
Private deposit	St. Helen's Balconiers newsletter	2012-2016	5 items	D/D Z 560/18-22
City and County of Swansea, Lord Mayor	Order of proceedings for the honorary freedom of Sir Karl Jenkins	2018	1 booklet	CC/S CE 12/4
Swansea International Festival	Programme	2018	1 booklet	D 59/4/71
Capel Ebeneser Newydd, Swansea	First World War roll of honour	n.d., 1914-1918	1 item	D/D Ind 33/551
Dyffryn Comprehensive School	Photographs, school prospectuses, programme for the opening of the school	20th-21st century	2 boxes	
Private deposit	File entitled "Tips and Tip Working in the Lower Swansea Valley"	c.1951	1 file	
Blaenhonddan Community Council	Minutes	2011-2017	1 file	P/245/20
Cilybebyll Community Council	Minutes 2007/8-2014/5; receipts and payments 2005/6-2011/12	2005-2015	3 vols	P/73/3/14-14 P/73/4/8
Parish of Swansea St Luke, Cwmbwrla	Photographs of the church taken shortly after its closure	10 Dec. 2014	1 bundle, 1 CD-ROM	P/321/CW/72
Private deposit	Pre-registration title deeds relating to properties in Swansea	19th cent	1 bundle	D/D An
Private donation	Book entitled "Morrison it did its bit" by Philippa Grove and Len Woodward; Text of RAF propaganda leaflet dropped over Germany, 1939	1939-2018	1 vol.; 1 paper	
Swansea West Constituency Labour Party	Minutes, Correspondence, Manifestos, Boundary Commission Documents, General Election Leaflets	1978-2008	1 box	

Creator/originator	Description	Dates	Extent	Reference number
City and County of Swansea	Gower AONB Designation Order, 1956; correspondence and certified plan	1956	1 folder	
Private deposit	Copies of photographs showing the opening of the Swansea Music Festival (includes Sir William Jenkins & Sir Adrian Boult?)	1948	2 items	
Gower Landscape Partnership Oral History Project	Recordings, equipment and documentation resulting from the Gower Landscape Partnership (GLP) Oral History Project, including microphones and stands, digital recording devices, headphones, SD cards, a file of permissions and copyright forms, and a hard drive containing the recordings, which were completed over the course of 2017-2018 and are interviews with Gower people about their memories of life and experiences of Gower. It also contains a collection of recordings with cockle women of Penclawdd, which is separate from the GLP project. Also 8 books on oral history theory and practice, and copies of Port Eynon and Horton Development Plans 1960s and geography assignment on changes in the physical and cultural landscape in Llanrhidian and Gowerton, c. 1960s.	1960s-2018	1 box, 4 flight cases, 8 books, 3 files.	T 47
Reynoldston parish	Vestry minutes and civil parish meeting minutes	1872-1946	2 vols	P/120/5-6

Creator/originator	Description	Dates	Extent	Reference number
Ecclesiastical parish of Pennard	Gower Ministry Area Magazine	July 2017- October 2018	15 booklets	P/117/CW/147
Private deposit	Neath Abbey Sales catalogue, 1946; Llŵchwr UDC Main Drainage Scheme opening, 1970; Llangyfelach parish tithe apportionment transcription (WC Rogers); Llŵchwr UDC ward boundaries, 1929 (plan)	1929 -1970	4 items	
Private deposit	Copy of Longford Court/Cwrt-rhyd-hir Estate Map	1743	1 plan	
Private deposit	Festival of Britain combined Gymanfa Ganu at the Brangwyn Hall, 26th July 1951; Choir of 2,000 Voices at the Cricket Field, Swansea accompanied by the Swansea Police Band to commemorate the Coronation of King George V and Queen Mary, 22nd June 1911	1911-1951	2 items	D/D Z 1068
Private deposit	Swansea theatre posters "Othello", "Englishmen in India" and "William Tell"	1838-1842	4 items	
Mumbles and West Cross Photographic Society	Album of photographs and items relating to the society's activities	1993-2015	1 folder	