

**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

17 March 2017

**The purpose of this report is to
outline the work of the
Archive Service during the period
December 2016 to February 2017**

1. Use of the Service

Statistics for December 2016 to February 2017

The number of members of public using the Service on-site, December 2016 to February 2017, was **1,323** and the total number reached by the Service on and off-site was 1,549.

Number of on-site visits at Swansea, Neath and Port Talbot 1,323 (1,619) (figures in brackets represent the same quarter last year), comprising:

Swansea	935	(956)
Neath	285	(521)
Port Talbot	16	(17)
Group visits	87	(125)
Number in audiences for off-site visits	226	(418)
Number of pupils reached by the Education Service	250	(415)
Numbers reached at special events	0	(50)
Total numbers reached on and off-site	1,549	(2,037)
Number of documents issued in Swansea and Neath	1,994	(2,422)
Number of post and email enquiries dealt with	256	(267)
Number of hits to the Archive Service website	3,703	(3,778)
Number of hits to the online catalogue	1,470	(1,624)

2. Service outreach

Commercial digitisation of the collections

Preparations have taken place during the quarter for the launch of a significant tranche of the Archive Service collections on the Ancestry website in the coming month, including the testing of a beta-version test site and the compilation of publicity material.

Development of an online aggregated catalogue for Wales

The Archive Service is participating in an all-Wales project to put all its catalogues on an aggregated catalogue called the Archives Hub, which is controlled by Jisc, the digital research arm of the HE and FE sectors in the UK.

Exhibitions and talks

An exhibition was prepared for the event '*Our Abertawe: Celebrating Swansea Together*' taking a historical perspective on diversity and multiculturalism in the city.

In February, the '*Visions of Steel*' portable exhibition referred to in previous reports and based on work by Sandfields School year 7 pupils, was transferred from Ysgol Bae Baglan to Port Talbot Library.

The following talks were given by Archives staff to external groups during the quarter:

Glamorgan Family History Society
Welsh Historic Gardens Trust

Education Service

Members of staff have conducted one or several sessions with the following schools during the last quarter, delivered either on or off-site:

Blaenymaes
Cefn Hengoed
Coed Hirwaun
YGG Ystalyfera

Additionally, one on-site learning session was held for Department of History students of Swansea University.

3. Staff

The 'Sustainable Swansea: Fit for the Future' £24K savings target for the joint service in 2017/2018 has been met through a 3:2 split in the funding for the County Archivist post between the joint service budget and City and County of Swansea Business Support. This involves the incorporation of new responsibilities into the role relating to information governance.

Rebecca Shields, Archives Reception Assistant, was named Archives Marketing Champion of the Year at the Marketing Excellence Awards for Museums, Archives and Libraries in Wales at a ceremony in the National Library of Wales in February.

Training

Two members of staff attended the basic training course 'Cleaning and repackaging archive materials'.

4. Professional meetings and partnership working

Members of staff have attended the following professional meetings during the last quarter:

ARCW Cynefin Project Board
South Wales Record Society Committee

The County Archivist took part in the stakeholder consultation by the National Library of Wales on its new strategy.

The Archive Service helped launch the South Wales Record Society 2016 volume at the National Waterfront Museum.

5. Archive collections

Conservation work has continued during the quarter on the Neath Abbey Ironworks collection. This work received a 100% grant of £16,600 from the National Manuscripts Conservation Trust at the beginning of the financial year. As part of the final stages of the project, two members of staff assisted the external conservator with interleaving acid-free sheets into the storage folders in a move designed to improve the handling of the collection.

A comprehensive list of archives received during the period December 2016 to February 2017 is attached for information at Appendix 1.

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ACCESSIONS OF ARCHIVES
December 2016-February 2017

<i>Creator/originator</i>	<i>Description</i>	<i>Dates</i>	<i>Extent</i>	<i>Reference number</i>
Arthur Rees Collection	Additional records including photographs, ephemera and archives relating to the history of Port Talbot and district	19th and 20th cent.	1 shelf	D/D XIm
City and County of Swansea	Assorted 35mm transparencies, photographic prints and VHS video tapes	20th century	1 box	
Private deposit	Plans of Port Talbot railways	1968	2 plans	D/D Z 1019/1
Neath Conservative Association	Minutes and ephemera	20th cent.	3 crates	Con/N 1/1-4/6
Upper Usk Rural Alliance	DVD recording the unveiling of a replacement plaque for one marking the opening of the Usk Reservoir in 1955	2016	1 DVD	DVD 8
Dunvant Male Choir	Minutes of Committee Meetings, 2004-2015; Assorted documents, 2005-2015	2004-2015	12 lever arch files	D/D DMC
Swansea Free Church Women's Council	Minutes, attendance register, list of delegates.	1928-2000	10 items	D/D FCWC 1/1-3/2
Private deposit	Article entitled "Mumbles Hill House" by Jan McKechnie	2016	1 item	D/D Z 1018/1
Dynevor Secondary School	The Old Dy'vorian: the Journal of the former pupils of Dynevor School	2017	1 vol.	E/Dyn Sec X 2/8
Swansea Bay Port Health Authority	Annual Report	2016	1 vol.	PH 1/109

Creator/originator	Description	Dates	Extent	Reference number
Neath Port Talbot County Borough Council, Electoral Registration section	Neath Port Talbot electoral register	2017	1 vol.	CB/NPT RE 40
Parishes of Ystradgynlais and Abercraf	Registers of baptisms, confirmations, banns and services, PCC minutes, churchwardens' accounts, burial plot plan for Abercraf, records relating to the building of Abercraf Church; photographs.	1910-2012	Approximately 1 linear metre	P/331/CW/125-138 and P/300/CW/38-73
Carmel Chapel	Carmel Chapel, Gwaun-Cae-Gurwen records including minute book, 1971-1984; financial reports, 1978-2006; collection records; miscellaneous papers	1970s - c. 2006	1 box	D/D Ind 39/3/8-10; D/D Ind 39/9/7; D/D Ind 39/10/4; D/D Ind 39/12/6-9
Women's Archive Wales	Cofnodion cangen Gorseinon, 1995-2010; Lluniau cangen Ystalyfera, 2000s	1995-2010	2 vols	WAW 34/3; WAW 44/1
Chief Executive, Neath Port Talbot CBC	Declaration of Robert Michael Redfern as High Sheriff of West Glamorgan	2015	1 paper	HS/W 41
Swansea Library	Bundle of pamphlets and booklets mainly relating to building societies and Education Committee. Also includes a Report on Milk Analysis, 1875 and	1846-1911	1 box	SL
Photographic material	Photographs of colliers at Penlan Colliery, 1914; Penclawdd school photographs, 1915; HMS Pinafore at Penclawdd, 1932	1914-1932	5 photographs	D/D Z 1024
Swansea Hebrew Congregation	Photographs relating to Ffynone Synagogue, Swansea	c. 1960-1990	1 envelope	DD SHC 36/69-80

Creator/originator	Description	Dates	Extent	Reference number
Private deposit	Copies of Llangiwg Vestry minutes (original volume held in private hands)	April-July 1852	1 folder	D/D Z 173/2
South West Wales Industrial Archaeology Society	Report on the excavation of Scott's Pit, Llansamlet, by Barry Fagg, with supporting documentation	1976-2017	1 file, 1 CD-Rom	D/D Z 1017/1-2
The Penllergare Trust	Minute book	2000-2011	1 vol	D/D PT 61
Private deposit	Photograph of St. Teilo's Church Choir, c.1958 (with Harry Secome's brother Revd. Fred Secombe); notes on the beginnings of St. Teilo's Church, "Early Days at Caereithin, 1939-1963"; miscellaneous papers relating to Mothers Union media office	20th cent	1 bundle	P/334/CW/24-25
Private deposit	Records relating to Siloh Chapel, Landore including registers and miscellaneous financial records	19th century	2 bags	D/D Ind 21
Photographic material	Digital photographs of Neath Constitutional Club (black and white copies have been printed out on A4)	2016	1 CD; 14 photographs	D/D Z 1021/1
Soroptimist International, Swansea	Records including the original chain of office, the charter 1933, menus and programmes, attendance registers, photograph album, records relating to Soroptimist House, Swansea, and other records	1933-2011	1 crate	D/D SIS
Photographic material	Photographs of plaques in St Johns Church, Clydach	2016	1 CD; 5 photographs	D/D Z 1022/1