

Town Clerk | Swaffham Town Council

From: Swaffham Museum <swaffhamheritage@gmail.com>
Sent: 26 November 2018 17:09
To: Town Clerk | Swaffham Town Council
Subject: Re: UDC minute books

Many thanks Richard.

I need to read the agenda before the meeting!

Sue

On 26 Nov 2018, at 15:37, Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk> wrote:

Dear Sue,

I acknowledge your e-mail, and it is such a shame the Museum had not put this to the Council themselves in the 45+ years that we have held them in our archives. I will sound out Councillors to see if five of them would put a proposition on the table to re-open the debate, otherwise under the Council's standing orders the decision cannot be revisited for six months and we now have a clear instruction to hand over the volumes to the Norfolk Records Office. I also need to talk to Cllr Les Scott who was referring to a document that stated that these books should have been given to the records office back in 1974.

I also now have on-going correspondence with the Norfolk Records Office to take into account too!

Best regards,

Richard Bishop
Town Clerk

<image001.jpg> <image002.jpg> < **image003.jpg** >

Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
 Tel **01760 722922** Fax **01760 720469** www.swaffhamtowncouncil.gov.uk

<image004.jpg> You can also follow Swaffham Town Council on Twitter
 @**SwaffhamClerk** and our Traditional Market @**SwaffhamMarket**

From: su ga <swaffhamheritage@gmail.com>
Sent: 19 November 2018 08:53
To: Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>
Subject: UDC minute books

Dear Richard

I was somewhat concerned about the decision taken at last week's Town Council meeting to remove the UDC books to the NRO. Although I understand your reasoning I found it concerning that the museum was not mentioned as a possible repository. With a little manoeuvring we have the room for 20 volumes in our Archive room, the climate control and security as well as staff to either research or aid researchers – our archive team is now 5 volunteers including myself. Moreover, as Paul Darby said they are frequently used for research. In the past couple of months alone a volunteer has needed to go to the NRO to search the older UDC minute books four times for Heritage purposes alone. This costs time, travel and photo costs.

I wonder if the Council would reconsider, or whether there would be some grant available for them to be digitised – which in some ways would be an even better alternative.

Thank you

Best Wishes

Sue

Sent from [Mail](#) for Windows 10

Town Clerk | Swaffham Town Council

From: Palfrey, Ian <ian.palfrey@norfolk.gov.uk>
Sent: 22 November 2018 10:55
To: Town Clerk | Swaffham Town Council
Cc: David Ormerod
Subject: Swaffham UDC records
Attachments: Swaffham UDC - missing.docx

Dear Mr Bishop,

I am pleased to hear from Mr Ormerod that Swaffham Parish Council has agreed that the Swaffham UDC records in its possession should be re-united with the Swaffham UDC records held here at the record office. Attached is a list of the documents we don't have, if that helps.

Mr Ormerod has kindly offered to transport them from Swaffham to Norwich. I am happy with this arrangement if you are. We'll issue a receipt for the documents to Mr Ormerod which he can then forward to you to complete the transaction.

If there is anything you would like to discuss my direct line is 01603 222687.

Regards,

Ian Palfrey
Senior Archivist

Norfolk Record Office, The Archive Centre, Martineau Lane, Norwich, Norfolk, NR1 2DQ

+44 (0) 1603 222599/222687 | norfrec@norfolk.gov.uk | www.archives.norfolk.gov.uk



Download our new What's On booklet July – December 2018 [here](#)

Join the NRO's mailing list [here](#) to learn about our latest news and events

--

To see our email disclaimer click here <http://www.norfolk.gov.uk/emaildisclaimer>

Swaffham UDC records missing on transfer to NRO

Covering dates of the missing items are unknown and it may be that this list overestimates the number of missing volumes. The key point is that the gaps in the dates are filled in as much as possible.

Minutes

Local Board Minutes	Apr 1850-Aug 1872	DC 14/1/1	
Local Board Minutes	Sep 1872-Apr 1880	DC 14/1/2	
Local Board Minutes	May 1880-Apr 1890	DC 14/1/3	
Local Board Minutes	May 1890-Dec 1894	DC 14/1/4	
Council Minutes	Jan 1895-Aug 1901	DC 14/1/5	
Council Minutes	Sep 1901-Jul 1908	DC 14/1/6	
Council Minutes	Jul 1908-Mar 1914	DC 14/1/7	
Council Minutes	Mar 1914-Jan 1919	DC 14/1/8	
Council Minutes	Feb 1919-Nov 1922	DC 14/1/9	
Council Minutes	Nov 1922-Sep 1926	DC 14/1/10	
Council Minutes	Oct 1926-Dec 1929	DC 14/1/11	
Council Minutes	Jan 1930-Mar 1933	DC 14/1/12	
Council Minutes		DC 14/1/13	Missing on transfer.
Council Minutes	Apr 1937-Apr 1940	DC 14/1/14	
Council Minutes	Apr 1940-May 1944	DC 14/1/15	
Council Minutes	Jun 1944-Oct 1947	DC 14/1/16	
Council Minutes	Oct 1947-Mar 1949	DC 14/1/17	
Council Minutes	Apr 1949-Mar 1951	DC 14/1/18	
Council and Committee Minutes	Apr 1951-Mar 1952	DC 14/1/19	
Council and Committee Minutes	Apr 1952-Mar 1953	DC 14/1/20	
Council and Committee Minutes	Apr 1953-Mar 1954	DC 14/1/21	
Council and Committee Minutes		DC 14/1/22	Missing on transfer.
Council and Committee Minutes		DC 14/1/23	Missing on transfer.
Council and Committee Minutes		DC 14/1/24	Missing on transfer.
Council and Committee Minutes		DC 14/1/25	Missing on transfer.

Council and Committee Minutes		DC 14/1/26	Missing on transfer.
Council and Committee Minutes		DC 14/1/27	Missing on transfer.
Council and Committee Minutes		DC 14/1/28	Missing on transfer.
Council and Committee Minutes		DC 14/1/29	Missing on transfer.
Council and Committee Minutes		DC 14/1/30	Missing on transfer.
Council and Committee Minutes		DC 14/1/31	Missing on transfer.
Council and Committee Minutes	Apr 1964-Mar 1965	DC 14/1/32	
Council and Committee Minutes		DC 14/1/33	Missing on transfer.
Council and Committee Minutes		DC 14/1/34	Missing on transfer.
Council and Committee Minutes		DC 14/1/35	Missing on transfer.
Council and Committee Minutes		DC 14/1/36	Missing on transfer.
Council and Committee Minutes		DC 14/1/37	Missing on transfer.
Council and Committee Minutes		DC 14/1/38	Missing on transfer.
Council and Committee Minutes	Apr 1971-Mar 1972	DC 14/1/39	
Council and Committee Minutes	Apr 1972-Mar 1973	DC 14/1/40	
Council and Committee Minutes		DC 14/1/41	Missing on transfer.
Committee Minutes	Jul 1940-Dec 1947	DC 14/1/42	
Committee Minutes	Dec 1947-Mar 1949	DC 14/1/43	
Committee Minutes	Apr 1949-Mar 1951	DC 14/1/44	

Local Board Ledgers

Local Board Ledgers	1852-1876	DC 14/2/1	
Local Board Ledgers	1876-1880	DC 14/2/2	
Local Board Ledgers		DC 14/2/3	Missing on transfer.
Local Board Ledgers	1886-1894	DC 14/2/4	
Ledgers	1894-1900	DC 14/2/5	
Ledgers	1900-1905	DC 14/2/6	
Ledgers	1905-1911	DC 14/2/7	
Ledgers	1911-1915	DC 14/2/8	

Ledgers	1914-1919	DC 14/2/9	
Ledgers	1919-1923	DC 14/2/10	
Ledgers	1922-1926	DC 14/2/11	
Ledgers	1926-1931	DC 14/2/12	
Ledgers	1931-1936	DC 14/2/13	
Ledgers	1936-1940	DC 14/2/14	
Ledgers	1940-1942	DC 14/2/15	
Ledgers	1942-1944	DC 14/2/16	
Ledgers	1944-1946	DC 14/2/17	
Ledgers	1946-1948	DC 14/2/18	
Ledgers	1948-1949	DC 14/2/19	
Ledgers	1949-1950	DC 14/2/20	
Ledgers	1950-1951	DC 14/2/21	
Ledgers	1951-1952	DC 14/2/22	
Ledgers	1952-1953	DC 14/2/23	
Ledgers	1953-1954	DC 14/2/24	
Ledgers	1954-1955	DC 14/2/25	
Ledgers	1955-1956	DC 14/2/26	
Ledgers	1956-1957	DC 14/2/27	
Ledgers	1957-1958	DC 14/2/28	
Ledgers	1958-1959	DC 14/2/29	
Ledgers	1959-1960	DC 14/2/30	
Ledgers	1960-1961	DC 14/2/31	
Ledgers	1961-1962	DC 14/2/32	
Ledgers	1962-1963	DC 14/2/33	
Ledgers	1963-1964	DC 14/2/34	
Ledgers	1964-1965	DC 14/2/35	
Ledgers	1965-1966	DC 14/2/36	
Ledgers	1966-1967	DC 14/2/37	
Ledgers	1967-1968	DC 14/2/38	
Ledgers	1968-1969	DC 14/2/39	
Ledgers	1969-1970	DC 14/2/40	
Ledgers	1970-1971	DC 14/2/41	
Ledgers		DC 14/2/42	Missing on transfer.
Ledgers		DC 14/2/43	Missing on transfer.
Ledgers		DC 14/2/44	Missing on transfer.

