



NEWSLETTER

Working for Archives

Winter 2016/17

Series 4, Number 3

Happy New Year to all our members and readers

In this issue

There are further updates on developments for the BRA and RPS and details of an exciting new collaboration with the Institute of Historical Research. Two special articles cover the spectacular success of a crowdfunding appeal that saved important archives for Norfolk Record Office and the journey of a document through the conservation studio. Also a request for information about James Somerset, a famous freed slave.

If you have any news to share, events to promote, exhibitions to publicise please send details to:
newsletter@britishrecordsassociation.org.uk.
Any other comments about content for the Newsletter will be gratefully received.

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Chair's Report to AGM, October, 2016

This report provides an update for the year from the 2015 AGM. Officers and members have worked very hard to get the BRA back on track, though there is still a way to go. In the run-up to the last AGM, a great deal of time was spent in negotiations with the ARA. As a result some core activities, such as the journal, were neglected. So key tasks this year have been:

1. catching up with the backlog of work, and
2. getting the message out that the BRA is still in business.

An important link has been made with the Institute of Historical Research, and I am extremely grateful to Lawrence Goldman, the Director, and his staff for allowing us to use rooms and facilities here. We plan to work more closely with them in future, building on their recent increased interest in supporting research through the use of archives and records. We will have a stand at the IHR's "History Libraries and Research Open Day" and next year we plan to have a symposium here on the subject of "Researching Archives in the Digital Age" This will cover the issues that now arise when using on-line archive catalogues, what are users missing and what do they need to know. I hope this will be the first of a series of such meetings to be held here on topics of relevance to archive researchers. We have also been in contact with the Business Archives Council, the Royal Historical Society and Northumbria University, whose forthcoming Archival Accountability Gap Conference takes place on 24-25 January, 2017. We had hoped to be represented by the Master of the Rolls but sadly he is unable to be there. However, the new Master of the Rolls, Sir Terence Etherton, has kindly agreed to continue as our Patron. I am delighted that Jeff

James, Chief Executive and Keeper at The National Archives, recognises and values our activities in records preservation, and our contacts with the research community: he has promised regular meetings and discussions with us.

On the publications and communications front, we are investigating getting back numbers of *Archives* on line. At the moment, articles up to 2004 only are in Periodicals Archive Online. We also plan to move towards e-publishing of the journal, with perhaps a two-year interval between publication in hard copy and the e-journal. A new leaflet about the BRA has been produced and two issues of a new-look expanded Newsletter, edited by Janet Foster, have appeared with a third is planned for later this year. She and others - especially Craig Fees and Victoria Northwood - are working to improve our web pages, and will also be developing social media when the right time comes.

The annual Bond Lecture which follows this AGM has been separated from the Conference day. This is because at the end of a day's papers it was always hard to fit in the AGM and Bond Lecture. With the new arrangement there is more time for the AGM business and the lecture but it also enables us to have a few drinks after the lecture, and means we can get together more often. I hope you will agree that this is a good change. We will monitor how it works.

A revived venture is arranging visits to archives of interest. In June we went to see the archives at Eton College, we had a marvellous talk and exhibition, and the chance to see some of the College, as was reported in the Summer Newsletter. On 8th December we have another visit to Westminster Abbey's Archives and Library, hosted by Mathew Payne. More visits will take place next year, and I am very grateful to Colin Haydon of the BALH for offering to assist.

We have also been looking at how we can be more efficient, and cut unnecessary costs. Work has been undertaken to reduce the records stored at the West Library in order to be able to move out at the end of the year. Records Preservation will not stop with the office closure, but will be handled in a different way. Closing the office will save a lot of money. We also have good enough communications - e-files, Skype and IT links - to allow our new Administrator Fiona Jones to work from home, and the officers to keep in touch.

Most importantly we have started looking into the governance of the BRA. We have already concluded that the Council's size and makeup needs to be reduced and changed. We need a slightly larger Executive Committee for the regular administrative work, and a Council that can be more *actively* involved in the running of the Association. There could also be a less frequent meeting/forum, of representatives from a wider range of bodies, to discuss issues confronting archives. During the course of next year we plan to work on these changes, which will also mean rewriting the constitution. This is no quick task, and requires the Charity Commissioners' approval. I like to think that we will be in a position to put forward our proposed new constitution at next year's AGM.

Those of you who read the Newsletter will be aware that this year we received an unexpected bequest of £80,000 from a deceased member of the BRA, Janette Harley. We are hugely indebted to her and her family for their generosity. We intend using some of this money to set up a prize or award in her name and I will be interested to hear members' thoughts on this. We also wish to create a Reserve that will cushion us financially. At the same time, it is important that the income from subscriptions covers as much as possible of the running costs of the BRA so we are proposing a modest increase. It should also be said that the BRA is working for **archives** as well as our members, although the BRA works best when members are interested and involved. Tell us what you want from us, what you think we can do, or where we are not doing well. Any offer of assistance is welcome. So is copy for the journal and Newsletter.

Finally, I thank all those who have helped so much during the year:

Fiona Jones, who has stepped into Maria Evans's shoes as Administrator; Ruth Paley for working so hard to get issues of the journal out, and to such a high standard; John Davies for being our Secretary during the year, and to Victoria Northwood who has latterly taken over as Acting Secretary; Janet Foster for her production of the Newsletter, with assistance from Craig Fees on the web site and with communications; Eldon Allison for so ably taking up the role of Treasurer (he would be here today were he not in New Zealand!); Matti Watton for his assistance with the Conference planning; Stephen Freeth for taking minutes of our meetings; the volunteers who help with RPS, especially Katherine Bligh, Clare Cowling and Alison Cassidy; and Penny Baker for temporarily covering as Reviews Editor for the 2015 'Sports' edition of the journal, between William Gibson's leaving in January and Neil Murphy's joining us in April. Penny has also been enormously helpful as Chair of RPS, over preparations for leaving the office, and as Vice Chair. Thank you one and all.

Records Preservation at the BRA

Penny Baker, Vice-Chair

We are working hard to achieve 'Wexit' by early in the New Year. All the material remaining at West Library Islington is listed and ready to go. Several large despatches (eg 11 boxes to City of Westminster Archives Centre) have been completed, and a 1932 Letters Patent, has been returned to the family after some diligent research by Katharine Bligh, who worked as BRA archivist under Maurice Bond in the 1960s. We have been able to accommodate two more batches of records from a long-standing depositor and to co-operate with East Sussex Record Office in distributing their London records while they have delivered boxes for us to Sussex and Surrey. We would be very interested to set up similar arrangements with other repositories or to receive help from individuals to courier boxes to locations outside London. The main constraint is the London pick-up, with traffic congestion and parking challenges. Do contact us on rps@britishrecordsassociation.org.uk if you can help with transport.



As well as finally distributing the archival material (including one item that came into the BRA in 1939!), we are organising our own archives for deposit at the LMA (to join two earlier deposits there) and the dispersal of our Library. We are finding ways to recycle our rather aged office furniture, shelving and computer hardware, and exploring options for maintaining a London address and meeting place.

We continue to take practical measures to rescue legal and other records, providing on-site assessments and revising guidance. The final few boxes of a long-standing deposit that has been deposited in batches (now totalling 64 boxes) since 2012, will be sorted and listed at the law firm premises, giving us a chance to test-run a new way of working.

Our partnership with the Legal Records at Risk project continues, supporting liaison with firms and records groups, including the Solicitors Regulation

Authority Intervention Archive, and participating in their November seminar on the business benefits of preserving records. We have met with TNA to discuss development of their strategy on Collections at Risk and we are co-sponsoring and attending the January conference on the 'archival accountability gap' at Northumbria University.

The records preservation work of the BRA is moving onto its next phase, and will evolve into an increasingly effective force over the next few years.

Annual Conference Report

Julia Sheppard, BRA Chair

This year's conference was run jointly with The Gardens Trust (TGT) and took place at the Linnean Society, Piccadilly, an appropriate venue given the theme of the conference '*Keeping the memory green: records of small gardens*'.

BRA members with a good memory will recall that the BRA Annual Conference of 2001 also covered Garden History and its records and was very popular. Much new research and cataloguing has been undertaken since then. This is the Year of the Garden and also the 300th anniversary of the birth of Capability Brown, so the organisers (Sally Jeffery TGT), and Julia Sheppard and Matti Watton (BRA) wanted to avoid covering larger gardens. What qualified as a small garden has of course changed over time and the talks covered back yards and allotments to Lambeth Palace gardens.

Brent Elliott of the Royal Horticultural Society (RHS) gave an introduction to the garden press coverage of small gardens. The records are not plentiful but the *Journal of Horticulture*, the *Amateur Gardening* journal and *Garden News*, plus the media, postcards and the Chelsea Flower Show's models for small gardens all yield information. Liz Tayler, archivist at the RHS, told us of recent cataloguing which went online in 2014. Their collections include donations from individuals – some gardeners kept diaries or even illustrated journals. Minutes of garden committees are invaluable and their deposit at the RHS much appreciated.

Sally Williams spoke on the London Parks and Gardens Trust Inventory which can be searched on line. Launched in 2012 with the help of volunteers, it covers 2600 sites: a marvellous resource (<http://www.londongardensonline.org.uk/>) and hopefully with further funding it can be improved with the addition of good maps. Sally used the story of Finsbury Circus as an example of the diverse sources of information: LMA; BL newspapers, maps and prints; Guildhall images; Sir John Soane's Dance plans; the London Institution; legal documents in the City of London; and the evidence of Select Committees on private bills. Dogs and disrespectful people were banned and Finsbury Circus was only opened to the public in 1901 nearly a century after it was first laid out.

Margaret Willes has written *Gardens of the British Working Classes* (2014) which covers gardens from medieval times to the current day and she spoke about the ephemeral nature of the garden experience of ordinary people. Among many sources used she found material at the Weald and Downham Museum, local authority archives and libraries, oral history collections as well as fiction, Dickens and Hardy for example.

Oxford's eighteenth century college gardens were described by Toby Parker who is currently writing a thesis on the subject. As far back as the mid-eighteenth century the gardens attracted visitors and large amounts were spent on them, competition being rife. Parker found that the more he studied the account books (each college keeping its accounts differently) the more they started to 'talk to him' as he recognised names and understood the sums. St Johns College holds very good archives and receipts, although a rearrangement of them at some point has meant that the original administration by the Bursar was not easy to follow. At Worcester one over-zealous organiser had written in biro over old reference numbers.

Lambeth Palace, home to the Archbishop of Canterbury, acquired land by charter in 1197 and a court roll of 1237 refers to cultivation of the land. Listing of the seeds used and the name of the gardener, Roger, can be found as early as 1322: the records were well kept and survived because the gardens were an asset being managed. Drawings and prints indicate some of the changes made over the years. Much of the site was sold after the Civil War and few records survive for the eighteenth century. Additionally some of the private records kept by Archbishops' wives throw light on the work done in the gardens.



Allotment records have not been well kept over the twentieth century and posed a problem for the research of Lesley Acton who described one set of allotment minutes being destroyed by a council as unimportant. Dig for Victory, the Second World War campaign, ensured many people started to garden for food but the popularity of allotments and support by governments and councils has waxed and waned. Records can reveal who is gardening - what class and gender, where the allotments are popular (mostly outside London), and what crops and flowers are grown.

The final paper of the day was given by Ruth Frendo of the Garden Museum who described the holdings of the Museum and in particular the work of Joy Larkcom and the Grow-Your-Own Revolution.

The speakers used excellent illustrations and many questions were raised from the floor. Buffet lunch in the library upstairs allowed the chance for further discussion and the Linnean Society kindly displayed a case of relevant material from their collections. Next year *Archives* will carry some of these papers and illustrations and it is the intention of the BRA to arrange visits to the Garden Museum and some of the Cambridge colleges and gardens.

Upcoming Events

Joint BRA/IHR symposium

Thursday, 18th May, Institute of Historical Research, Senate House, Malet Street, London WC1E 7HU

Researching archives in the digital age

Details - including the title - for this seminar are currently being finalised but its aim is to promote understanding and collaboration between archivists and researchers; to explore the challenges posed by digital access to collections, and improve methodologies both for researching and cataloguing. It will consider training for researchers in what information online catalogues provide as well as how archivists can improve catalogue descriptions so that researchers can find relevant records more easily but also understand the context of the records they have found.

It is planned to include sessions on:

perceptions and misconceptions about on-line archive catalogues

building partnerships between archives and academics and the impact on cataloguing

construction and use of a digital catalogue, uncovering new material

impact on the archive service from the pressures involved in creating a digital catalogue

The full programme will be on the BRA website as soon as possible and in the Spring Newsletter. This will be a free event open to all but registration may be required.

Crowdfunding Secures Archives for Norfolk

Jonathan Draper, Partnership & Development Manager, Norfolk RO

In August of this year, the Norfolk Record Office (NRO) were given three weeks' notice of a significant sale of Norfolk archives as part of the Morningthorpe Manor House Sale. A local collector of many years had decided to downsize and sell his eclectic collection. The quality and quantity of documents being sold meant the NRO had to respond and quickly. There were over 190 lots of interest and it was clear the seller favoured an auction over a private sale.

The Norfolk Archives and Heritage Development Foundation (NORAH) was registered with the Charity Commission in May 2016, in order to help the NRO secure a diverse and sustainable funding base for the future. As the NRO did not have sufficient capacity in its revenue budget, it was clear that NORAH should be at the centre of any fundraising appeal. This was despite the fact it was still being set up. The bank only confirmed NORAH had a bank account the day before the appeal began.

NORAH's trustees quickly confirmed their support and within a day a simple website was created together with a PayPal account for online donations. A traditional crowdsourcing website service was considered but rejected. The main reasons for this decision were the lack of time and the fact that NORAH had not yet been registered with HMRC. A case for support was written and posted on the NRO's blog. The NRO then used its existing mailing list and social media outlets to point people towards the blog post.

The NRO had to make a considered decision on how much it wanted to raise. It was decided that £30,000 would allow the NRO to acquire a significant number of the lots and that it was an ambitious but potentially achievable target. The NRO could also announce that it had already secured almost half of this amount due to a grant of £5,000 from Friends of the National Libraries and a significant private donation. The case of support emphasised the short timescale and that the auction was potentially the last opportunity to secure the documents for the public benefit. The varied nature of the collection made it difficult to write a targeted case for support. The NRO instead listed all of the places to which the records related and some of the prominent families, so as to appeal to as many people as possible.

Retweets and Facebook likes were instantaneous and donations were being made within minutes and continued until the date of the auction. Twitter seemed to be the most effective medium, with messages being circulated in communities the NRO had never considered before. The amount raised by the start of the auction matched the appeal's target. The £30,000 raised was spent over the two days of the auction and meant the NRO was able to secure almost 90 lots. Some of the highlights included a manorial map of 1735, a manor court book for Wells-next-the-Sea, a saddler's ledger for 1908-1912, an album of photographs by Walter Clutterbuck of 1919 and a seventeenth century patent book of the Dean and Chapter of Norwich Cathedral.

Map of the Manor of Whinburgh of 1735 showing demesne lands of Sir William Clayton (died 1745). NRO, MC 3243/65.

The Morningthorpe appeal differed in many ways from the NRO's previous fundraising campaigns. It launched the partnership between the NRO and NORAH, whose charitable status significantly boosted donations through the Gift Aid scheme. The appeal also highlighted the changing relationship in Norfolk between the public and its archival heritage.



Westminster City Archives - A conservation tale

Georgia Vossou, Conservator, Westminster City Archives

The light of the store room was suddenly turned on and before I had the time to recover, I heard the noise of people chatting. "Are you sure they mentioned our names?" I asked with some trepidation. "Yes I am", replied the 1256 Great Seal of Henry III in a rather pompous voice. "Are you positive?" I asked again. "I heard it too", said St Margaret Churchwardens' accounts of 1570. "They did say you are going to be taken to the Conservation Studio, where you will be cleaned and treated". It's all rather new, but I am, surely, very excited. Then a pair of hands was carrying me away. "Farewell", I shouted to my dear friends and neighbours, "see you soon".

My trip was rather short and unadventurous, in a small book lift which moved upwards, until finally here I was, at the Conservation Studio with people's voices all around me. I heard someone say that they were conservation volunteers. I was still being held, when a female voice, of the conservator who was in charge, said enthusiastically to all the volunteers surrounding her "We are going to be starting on a new project today; here is a significant part of Westminster theatre history which is in rather desperate need of attention. Please come and have a look at this box of Gaiety Theatre programmes from 1895 and I will train you in what to do with them".

"Goodness gracious, they are talking about me and my friends", I thought "in my presence and in such indelicate tones, I am most shocked!"

I was set down and several hands touched me, went through my pages, and made the most improper comments and uncouth criticism about my present condition. Well, in all fairness they did also observe and express laudatory remarks on my text, and extremely beautiful images and advertisements. Then, if I can remember everything well, as my memory is not what it used to be, every single one of my pages was meticulously brushed and cleaned, my old rusty staples were removed and some rather unfortunate holes on my pages were tenderly repaired with handmade Japanese paper and wheat starch paste.



The old staples were replaced with bookbinding thread, and I was put back in an acid free box. I had to stay a bit longer in the studio so the rest of my friends in the same box could be looked after as well. The conservator in the other corner of the room was carrying out complicated treatments to some WW1 posters, I heard.

The day after another surprise! A group of students from the Central School of Speech and Drama visited the studio, and the conservator displayed me proudly and explained my treatments. I can still hear her saying that "being a paper conservator, each day is never the same, because you need to assess objects individually and treatments can vary". She also mentioned that some of us will be mounted and framed for an outside theatre exhibition. What a joy! Getting out to see the world!!



Whatever happened to James Somerset?

Leslie Blake, formerly lecturer in law at the University of Surrey 1992-2015), has written an article about the mystery of what happened to James Somerset - "the most famous freed slave in English legal history" - after Lord Mansfield's judgement in his favour in 1772. The article, published in the *New Law Journal*, 21 October 2016, refers to a footnote in a standard textbook *Constitutional and Administrative Law* by Professor Owen Hood Phillips (1907-1986). The footnote, which appeared in all editions of Hood Phillips's textbook from the 3rd edition, 1962 to the latest edition (8/2001) states that Somerset "was later appointed wharf-master of the new settlement of Sierra Leone". This statement is at variance with the generally accepted view that there is, as yet, no verifiable material which indicates what happened to Somerset after 1772. In his article, Leslie Blake draws attention to the fact that the source cited by Professor Hood Phillips for his reference to Sierra Leone, *Mansfield and the Sommerstett case* by Edward Fiddes in the *Law Quarterly Review* of 1934, although it is a highly valuable source of information on the question of slavery in England, "does not contain any reference to what happened to Somerset after Lord Mansfield's judgement". The *New Law Journal* has given assurances that it will be happy to give space to anyone who can throw light on what happened to James Somerset after 1772, especially if he or she can explain how or why Professor Hood Phillips came to believe that he had the answer to that mystery. Please communicate any relevant information to Leslie Blake: Leslie.Blake@kingston.ac.uk

Archive blogs

Archivists are using blogs to increase their on-line visibility. Here are a few that have come to the Newsletter editor's attention, suggestions for others to include are welcomed.

The Institution of Engineering and Technology Archives produces two blogs. Its main fortnightly blog covers stories based on the archive collections and new deposits: <https://ietarchivesblog.org/>. The second blog covers WWI listing obituaries of members of the Institution of Electrical Engineers (IEE) on the centenary of their deaths with extracts from the IEE Council minutes of the period: <https://ietarchivesww1.wordpress.com/>.

London School of Economics has a regular blog about LSE History: Telling the Story of LSE. Among the latest posts is the story behind the portrait of Sir Arthur Bowley, a founding teacher at LSE, commissioned from Stella Bowen to commemorate Bowley's retirement in 1935. Sue Donnelly, LSE Archivist, draws on the minutes and files of the Committee established to oversee the commission to tell the story. LSE History can be found here: <http://blogs.lse.ac.uk/lsehistory/>

ARA Section for New Professionals The Section represents, informs and promotes the interests of all pre-course volunteers and trainees, as well as students and newly-qualified professionals. *Off the Record*, formerly the Section's e-magazine, is now a blog that continues to support new professionals by sharing news of the Sections activities, articles of professional interest, and accounts of career development experiences: <https://aranewprofessionals.wordpress.com/>

Wellcome Library From the Collections blog, often linked to the Wellcome's main exhibition, showcases hidden gems, encourages exploration of the digital collections and gives details of the latest acquisitions. The Researcher's View blog shares researchers' experiences of what's it like digging into the collections to unearth the past. The guest bloggers reveal their research processes as history is written and re-written. Both blogs: <http://blog.wellcomelibrary.org/>

2016 Open Government Partnership Summit Records and archives were not on the programme James Lowry published a series of posts on 'information integrity' flagging up records and archives issues to the global open government community: <http://www.opengovpartnership.org/blog/james-lowry/2016/12/02/summit-series-information-integrity>

News Round-up

TWA Digitisation Grant 2016

The Summer Newsletter contained news of this new grant and since then the winners have been chosen and announced. From a total of 90 applications, reduced to a short-list of 15, an independent panel of 3 judges deliberated for a week before announcing the winners:



Primary Grant winner - £4000: Argyll & Sutherland Highlanders Regimental Museum
The grant will support a 3-year Museum development in which digitisation will be a key component in providing global access to the collections which include photographs, diaries, regimental magazines, and personal papers as well as a substantial collection of military artefacts.

Secondary Grant winner - £1000: Blackpool Culture & Communities for the project High Flying Stars: Digitising the Tower Circus Posters. This will focus on the digitisation of approx. 300 posters of the Blackpool Tower Circus dating from its earliest time in 1894 and contribute to the development and opening up of the Blackpool Tower and Winter Gardens archive for access, research and display.



www.townswebarchiving.com/2016/09/announcing-winners-twa-digitisation-grant-2016/

Business History Explorer: A bibliography of UK business & industrial history

Supported by the Business Archives Council, this on-line bibliography developed by John Orbell and Richard Storey, holds data on around 40,000 published, unpublished and manuscript sources as well as corporate and marketing brochures and product literature, including trade catalogues. The focus is on privately printed and other hard-to-find publications and a potted history of each business is included. The powerful search engine for the database allows searches by city, town, local authority, county and country and by business sector and sub sector. BHE is continually developing with new sources being added. It is available on a subscription basis with generous discounts for BAC members.

http://www.businessarchivescouncil.org.uk/publications/business_history_explorer/

Landscape heritage: collections and connections survey

Following the acquisition of the archive and library of the Landscape Institute in 2013, the Museum of English Rural Life, Reading University, is conducting a survey to develop an overview of UK archive and library holdings of collections relating to landscape architecture, design and management. Since this is a subject area that touches the lives of people across the country it is unrealistic (and inappropriate) for a single institution to take sole responsibility for this collecting area. The survey will collect information about holdings across the UK, find out what the collecting priorities are, and investigate the potential for future coordination. If your archive or library holds collections relating to the landscape, you can find the survey here: <https://reading.onlinesurveys.ac.uk/landscape-collections>

Institute of Historical Research Gerald Aylmer Seminar, 2017

Strongroom to Seminar: archives and teaching in higher education will consider the role and possibilities of using document based teaching in the digital era with three themed sessions to explore the Curator, the Academic and the Archivist as Teacher. 24th February, Wolfson Conference Suite, IHR, Senate House, London WC1E 7HU. The seminar is free and open to all with advance registration: <http://www.history.ac.uk/events/event/7104>

ARCHIVES

The journal of the British Records Association whose aims and objectives it seeks to promote.

The next issue of ARCHIVES

This issue, which will be going to print very soon, includes topics ranging from the medieval: the inception of the archive at Holkham Hall, and early modern: a significant re-interpretation of Shakespeare's will, to the modern: a detailed look at the discussions that resulted in the passage of the 1958 Public Records Act.

Thinking of submitting to ARCHIVES?

We welcome submissions to ARCHIVES, a niche publication that focuses on the needs of archive users (both active and prospective) by providing information about the whereabouts, interpretation and historical significance of records in all media. It publishes essays, commentaries, case studies and reports on all aspects of the care, preservation, accessibility and use of archives. It especially welcomes submissions that:

- provide case studies in the use of archival resources;
- promote scholarly analysis of the history of archives and the impact on users of record keeping practices, past, present and future;
- report projects and discoveries;
- provoke discussion of archival issues within the user community;
- communicate archival trends, theories and practices to a wider audience.

ARCHIVES is a peer reviewed journal published twice yearly.. There is no upper limit on the length of submissions but 8,000 words including notes is suggested. Submissions must be the original work of the author(s) that has not been published previously, or is soon to be.

We are always very keen to receive submissions from early career scholars for inclusion in ARCHIVES. For further information, please contact our honorary editor, Dr Ruth Paley: editor@britishrecordsassociation.org.uk

For further guidance on the kind of articles we are seeking, prospective contributors are invited to consult the statement on editorial policy on our website at: http://www.britishrecordsassociation.org.uk/pages/editorial_policy.htm

