



NEWSLETTER

Working for Archives

Summer 2017

Series 4, Number 4

In this issue

There is news of the BRA's relocation and all our other activities as well as an RPS update and the first of a new series on notable RPS deposits. Details of BRA events in the second half of 2017 including the Bond Lecture and the Annual Conference. A special article covers a new departure for the Boots Archive making it an outward-facing service rather than only an internal resource and the use of an advisory panel in this development.

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

The major news to report to our members is that on April 3rd, by dint of a huge amount of work by our marvellous volunteers and especially by Penny Baker our Vice Chair and Chair of RPS, the BRA's office has now moved from Islington's West Library. This was carefully planned over many months and has involving sorting and sending out many parcels of records. Full details are covered by Penny in her report in this Newsletter but I can only reiterate thanks to all concerned for their sterling work.

This means that the BRA has a new address at 70 Cowcross Street, London EC1M 6EJ in Alan Baxter's Shared Workspaces complex. Situated conveniently near Farringdon Station which will be the central hub for Crossrail, the BRA is fortunate to have found such a welcoming home in a community of ninety organisations which includes planners, architects and other charities such as The Gardens Trust and the Thirties Society.

Giving up West Library means a substantial financial saving, but we continue to look at new ways of ensuring a judicious income/expenditure balance. We are always grateful for any offers of voluntary help to assist our hard working Executive Committee to keep the Association and its events running. Sadly our Treasurer, Eldon Allison has had to resign due to pressure of his own work: our thanks go to him for his help during the last important 18 months and our thanks also to Janet Foster who is acting as temporary Treasurer pending our finding a replacement.



The Association continues to be highly active. In January Northumbria University explored the democratic flaws in the ways records are managed and selected for archives in a highly successful conference 'The Archival Accountability Gap'. Elizabeth Denham, the Information Commissioner, paid tribute to the BRA for supporting the conference and her full paper available on-line is well worth reading: ico.org.uk/about-the-ico/news-and-events/news-and-blogs/2017/01/the-extent-of-our-care-archives-memory-and-information-rights/

On 18th May the BRA held a conference in association with the Institute of Historical Research. The topic, 'Future Past: digital research' was highly popular as evidenced by the strong attendance of 83 people and the positive feedback including the question "When's the next one?". A report of this will be included in the next Newsletter and available on our website. The Association wishes to encourage greater involvement of the historical community in our work and collaborative ventures such as this with the IHR and with other bodies including the Royal Historical Society is one way of achieving this. Our contribution to the preservation of records continues and is covered by Penny Baker in her RPS report.

A reinvigorated BRA is on the way to becoming again an influential voice for archives.

Welcome to New Members

The BRA is very pleased to welcome the following new members:

Ruth Britt, Ceri Brough, Barry Cahill, Elizabeth Danbury, Amanda Engineer, Valerie Johnson Rachel Roberts, David Thomas, Elizabeth Wood and Geoffrey Yeo.

Records Preservation at the BRA - the next stage

In preparation for the move out of West Library Islington at the beginning of April, over the last 18 months the RPS, mainly due to the efforts of two stalwart volunteers Katharine Bligh and Alison Cassidy, has processed some 80 metres of records, including material that had been held in BRA storage for decades. Around 750 sets of documents have been distributed



to more than 150 repositories in the UK and overseas. Several BRA members made deliveries to repositories including as far afield as Devon and Cornwall and Fiona Jones, our administrator, organised couriers and posting. A final three boxes (now in archive storage provided by our new 'landlords') are destined for institutional repositories, whose acquisitions procedures take rather longer. The clearance operation has highlighted flaws in the traditional RPS system which had changed little since the 1930s, notably the time-lag (in one case of more than 70 years!) between taking in records and sending them out. This may just be an indication of how much more diverse the archive scene is now, enabling previously "hard-to-place" records to be found

suitable homes. It was also apparent that earlier deposits arrived without any appraisal, whilst they were sent on with outmoded terms of deposit such as 'permanent loan'.

The move also involved the organisation and deposit of the BRA archives with London Metropolitan Archives, who kindly collected the 60 boxes of files of despatch notes and correspondence with repositories, as well as minutes and reports. These joined two previous deposits, and we hope to help LMA catalogue the BRA archives over the coming months. We also intend to put all our accession information onto our RPS database.

A preliminary meeting has been held to develop a new RPS strategy including working closely with the University of London Legal Records at Risk project and The National Archives to develop a sustainable network for identifying and rescuing records at risk across the UK. We are also spreading the message to records managers concerned with property records (IRMS Property group) and supported the launch of the Charities Records Management Toolkit, developed by the Charity Finance Group and UCL; charity records are in many ways more vulnerable than legal ones.

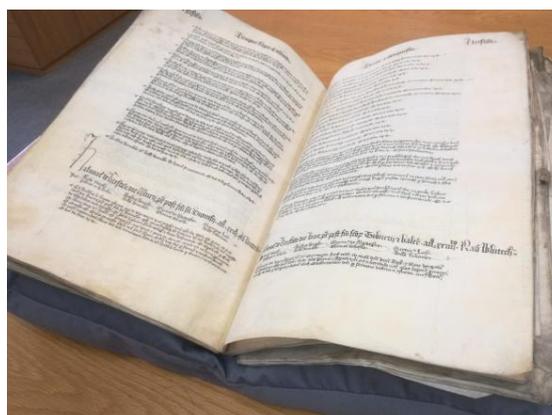
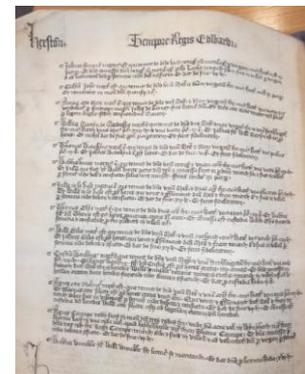
Notable RPS Deposits

Repositories that have received deposits from the RPS during its 85 years of rescue work have been asked to send details of the most significant records that have been saved. Responses will be featured in the Newsletter and included in a commemorative Anniversary publication. Here is an account of the deposits that delighted Hertfordshire Archives & Local Studies (HALS).

In 1981 and 1990 the then Hertfordshire Record Office (now HALS) received from the BRA large deposits relating to estates at Tyttenhanger and Hexton. Each contained a section from what had once been a series of volumes of manorial court extracts created by St Albans Abbey, dated 1238 – 1460 for Tyttenhanger (ref DE/B2067B/M1) and 1237-1460, 1531-1537 for Hexton (ref DE/B2355/M/1/1/1). These manors were amongst those owned by the Abbey in medieval times, and the Abbey had copied entries from the court rolls into 'court books'. At the Dissolution (1540s) the Abbey lands were redistributed to new secular owners, apparently together with the relevant parts of the books. So their fragmentation is symbolic of the state's breaking-up of the medieval church. To some extent the books preserve copy entries from rolls which are lost, perhaps in the tumult of the Peasants' Revolt (1381), the books apparently stored separately from the rolls when the Abbey was mobbed. Other pages from these books are also held and include fascinating insights into the Black Death (1348), revealing a flurry of deaths followed by social reconsolidation.

Here is the HALS catalogue entry for the Hexton manorial court records which are shown in the images below:

DE/B2355/M/1/1/1: Hexton Court book, containing copies of court roll entries from 1237-1460 and 1531-1537. Also includes three folios relating to the manor of Norton 1377-1384. Created by the lord of the manor, the Abbey of St Albans, probably in about the 1360s, and then continued until the Dissolution. It has a 17th century manuscript frontispiece outlining the history and descent of the manor, with a discussion of the Hexton place-name. c1360s-17th century.



Cambridge Colleges visit 7 April, 2017

Penny Hatfield



Fifteen members enjoyed a fascinating visit to the archives of four colleges, with the added bonus of a fine day which showed the gardens and Backs at their best. We began at Jesus with a short tour of the hall and chapel before we reached the Old Library, whose furnishings date from the 1660s. The original windows show cocks – the rebus of the founder, Bishop Alcock of Ely – bearing scrolls in their beaks which indicate the subject of the adjacent section. Items on display included a charter of 1144 from Nigel, Bishop of Ely to the convent of St. Radegund and the College

foundation charter of 1496, permitting Bishop Alcock to ‘remove and drive out’ the remaining nuns, who had allowed their nunnery to fall into disrepair ‘by negligence and imprudent and dissolute behaviour’, brought about ‘by reason of the proximity of the university of Cambridge’. We were also shown a manuscript bound in otter skin, perhaps an early attempt at a waterproof binding.

Our next stop was St. John’s where the archives are housed in the earliest house in Cambridge, the School of Pythagoras. An imaginative conversion has provided storage, a reading room and an exhibition space, currently showing a display on the College’s gardens and gardeners, one of a series about College staff. Also on display was the College’s complete copy of Magna Carta and an account book of the founder, Lady Margaret Beaufort, showing that she checked and signed off on all the expenditure.



We moved on to the Wren Library at Trinity College, a striking room designed by Sir Christopher Wren and decorated with carvings by Grinling Gibbons. This contains the pre-1820 books and the older manuscripts. (There is a separate muniment room which we did not see). We were shown a special display of some of the series of paper accounts, dating from 1330s – 1540s. Other items on display included a piece of Voltaire’s dressing gown, a description of an atomic test in New Mexico in 1945, the autograph ms. of *The House at Pooh Corner*, the only known example of Milton’s handwriting and Isaac Newton’s own annotated copy of *Principia Mathematica* – among many other treasures.



Our final stop was King’s College, whose archive divides broadly into collegiate records and personal papers, the latter being especially strong on the Bloomsbury Group and 20th century economists. John Maynard Keynes has a foot in both camps and among the Keynes items on display were a report on his dissertation - ‘great credit must be given to him for a certain habit of knowing an important point when he comes across it’ – and letters and exhibition catalogues relating to his interest in the arts. There was also a display on M. R. James, a Provost of King’s as well as a writer of ghost stories, including charming letters to a child describing his relationships with various College cats.

We would all like to thank Robert Athol, Tracy Deakin, Adam Green and Patricia McGuire for their time and trouble in introducing us to the collections in their care, and Colin Haydon for arranging such a truly exciting and interesting day.

Upcoming Events

Visit to Hatfield House Friday 21st July 2017

The BRA has organised a visit to Hatfield House to see the house, its archives and the gardens. Hatfield House is the home of the 7th Marquess and Marchioness of Salisbury and their family. The Estate has been in the Cecil family for 400 years and Lord Salisbury is Patron of the British Records Association.

Programme

10am	Arrive at the main door of Hatfield House for coffee in the Marble Hall with Lord Salisbury
11am	Group divides into two. One visits the archives with the Archivist, Sarah Whale, the other tours the House
12.15pm	Lunch in Stable Yard, or picnic. Chance to visit the garden and shops
1.45pm	Tour of House and Archives
3pm	Depart or take another opportunity to look round the gardens

Cost £10 per person. **The number of places is restricted to 20.** Members and non-members are welcome. To reserve a place please send cheque to BRA Administrator Fiona Jones at BRA, 70 Cowcross St., London EC1M 6EJ (note new address) or if you wish to pay electronically email her at info@britishrecordsassociation.org.uk.

Getting to Hatfield House: See <http://www.hatfield-house.co.uk/your-visit/how-to-find-us/>

Garden Museum and Lambeth Palace Friday 1st September, 2017

Re-opened earlier this year after a complete transformation the Garden Museum occupies St Mary-at-Lambeth church, next door to Lambeth Palace, with an evocative garden featuring the family tomb of the Tradescants, 17th century plant hunters and gardeners to Charles I. The visit will also include Lambeth Palace garden and the Great Hall. Full details of the programme and cost will be available on the BRA website soon.

BRA AGM and Bond Lecture Thursday 26th October, 2017

ING, 8-10 Moorgate, London EC2R 6DA

Tea and coffee will be available from 4pm before the meeting starts at 5pm and the Archivist and Art Manager, Clara Harrow will welcome us.

The AGM will be followed by the Maurice Bond lecture at 6pm.

'Valuing the Written Word: Reflections on four decades in the antiquarian trade'

This year we are delighted to welcome Joan Winterkorn as the Bond lecturer. Joan has been handling the valuation and sale of archives and manuscripts since 1979 both as a Director at Bernard Quaritch and as a consultant. Before joining the antiquarian book trade she worked as an archivist in London and a rare book and manuscript librarian at Cornell. Joan was also a valuable member of the RPS Committee for many years.

The Lecture will be followed by a reception from 7pm to 8.30pm

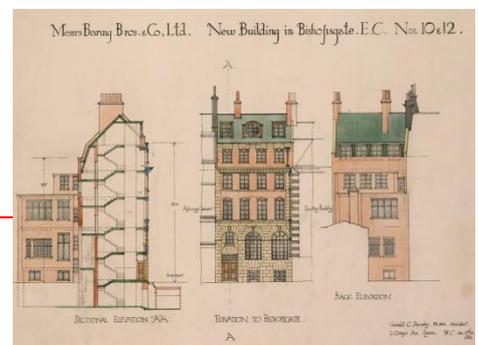
About our hosts



ING is a global financial institution with a strong European base, offering banking services through its operating company ING Bank. The purpose of ING Bank is empowering people to stay a step ahead in life and in business. ING Bank's 52,000 employees

offer retail and wholesale banking services to customers in over 40 countries.

ING houses The Baring Archive, one of the finest archives of a financial institution anywhere in the world. The archive contains material from the establishment in 1762 of the



London merchant house of John & Francis Baring & Co, later known as Baring Brothers, through to the firm's acquisition by ING in 1995. In 2008 The Baring Archive was loaned to The Baring Archive Limited, a charitable company established to manage the collections and encourage their use as an educational resource.

History Day on Tuesday 31st October, 2017

BRA are delighted to be participating in this popular annual event held at Senate House, University of London. An open history fair where libraries, archives and other research organisations can engage with academics and students. Please see the event page for further details: <https://historycollections.blogs.sas.ac.uk/history-day-2017/>

Annual Conference Thursday 30th November, 2017

Shops and shopping in the archives: A nation of recordkeepers?

The BRA is pleased to be able to hold its Annual Conference at its new home, 70 Cowcross Street, London EC1M 6EJ. The theme this year is the records of shops and shopping. Papers will cover research which has used archives for a variety of subjects around retailing, customers, and consumerism as well as discussion of the preservation and loss of records of high street shops and chain stores. Speakers include Judy Faraday, Janet Foster, Alison Kenny, Alex Ritchie, Peter Scott, John Stobart, Andrea Tanner, Shelley Tickell, Laura Ugolini and Richard Wiltshire.

A further announcement and full programme with booking details will be available later this summer and new professionals, either archivists or historians, are reminded that a free place is offered for the best submission on the benefits of attending the conference.

A New Shop Window for the Boots Archive

Sophie Clapp, Boots Archive Manager

May, 2017, marked a major milestone in the history of the Boots Archive as it launched, for the first time, an online catalogue of its archive collections. Thanks to the support of Wellcome, through their Research Resources programme, Boots has begun the process of transforming their predominantly internally focused service to an international academic resource.

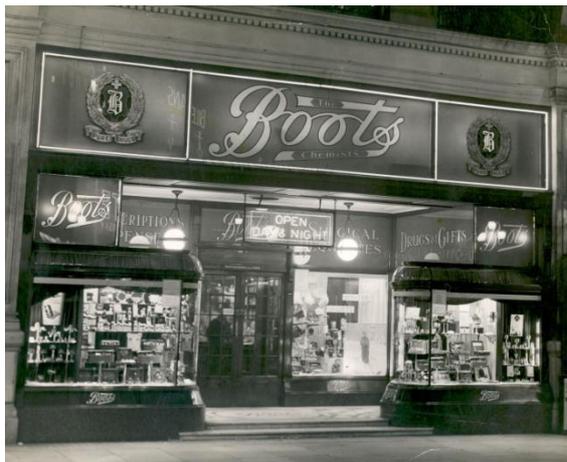
The catalogue currently comprises of around 16000 entries, which is actually only about one fifth of the total archive holdings, and subsequent additions are to be added on an annual basis over the next four years until the entire collection is incorporated.



A special advisory panel was established to help support the Boots archive team through the development of the project. Panel membership includes academic representatives from a range of disciplines and at various career stages, from five different universities. The panel have met on a biannual basis since June 2015, aiming high right from the start, with the first meeting taking place on the 17th floor of The Shard, kindly hosted by Warwick Business School at their impressive London facilities. Discussions have included assessing cataloguing priorities, advising on levels of detail for archival descriptions

and the inclusion of wider contextual information as well as highlighting areas of potential research interest and methods of promoting the collection within the academic community. The collaboration between the panel and the archive team at Boots has been extremely successful and the insights from the panel have helped the Boots team to build on their approach, putting the researcher at the forefront of their decision making.

The Wellcome Research Grant has enabled an increase in the resources of the team allowing them to give a more holistic approach to the repositioning of the service. This has included the physical re-sorting of key record series collections to facilitate access, the creation of brand and product authority files to provide signposts within the catalogue as well as extending our accessions policy to incorporate material previously only sampled. The company has also been able to appoint their first ever conservator, to help us raise our preservation practices and to re-house the material into manageable archive and user-friendly production units.



In reaching out to the academic community we have also found exciting avenues to promote the Boots collections, with increasing opportunities to develop research and outreach collaborations, working with subject matter experts and new audiences.

The granting of a Wellcome Research Resources Award is a fantastic statement by the Trust on the significance of the Boots Archive collection to the medical humanities community, but we are hopeful that the soon-to-launch 'shop window' into the archive collection will support the claims made by our past advertising campaigns - that there is 'something for everyone at Boots.'

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 National Archives Connecting Collections a series of blogs written by academic researchers exploring the connections between archives across the UK and around the world. Archival research can lead to surprising locations and conclusions; and in this series, the bloggers have shared their personal research journeys - their methodology and experiences, as well as their findings. The final blog in the series was posted in May but a second series is being considered and reactions and comments are welcome as well as sharing on social media using #Connecting Collections.

<http://blog.nationalarchives.gov.uk/blog/purple-pursuit/>

Hampshire Archives & Local Studies has a regular blog often featuring records in their collections with a seasonal relevance. The most recent, Howzat!, highlights cricketing records in response to the Test series and the Women's World Cup. In May travel diaries were the subject for We're all going on a summer holiday!

<https://hampshirearchivesandlocalstudies.wordpress.com/blog/>

Royal Voluntary Service Heritage Bulletin a weekly blog often taking a topical theme illustrated with records from the RVS Archive & Heritage Collections. Recent blogs have commemorated volunteers week and refugees week as well as the unveiling of a blue plaque to the RVS founder, Lady Reading, at the site of the original HQ in Tothill Street.

<https://www.royalvoluntaryservice.org.uk/about-us/our-history/archive-and-heritage-collection/heritage-bulletin-blog>

TownsWebArchiving regularly invites contributions to its blog relating to digitisation.

Recent blogs include:

Crowdfunding Cultural Heritage Digitisation by Karl Magee, Archivist at the University of Stirling, sharing insights and lessons learned from a recent crowdfunding campaign which successfully raised £8100 to catalogue and digitise the internationally significant Peter Mackay archive. <https://www.townswearchiving.com/2017/02/>

Introduction to Archive Selection and Narrative in Digital Collections by Heather Roberts which looks at how to use narratives to inform the design of digitisation projects and the selection of material, as well as to help shape compelling digital archive resources that users want to engage with. <https://www.townswearchiving.com/2017/04/>

News Round-up

Royal Historical Society Public History Prize

The RHS has announced the launch of a brand new public history prize in partnership with the IHR's Public History Seminar to join the eight other prizes the RHS already awards. The prize recognises work that promotes public understanding of history and communicates a critical understanding of the past. Nominations should be of public history work undertaken in the UK in any one of these five categories: Museums & Exhibitions, Film & TV, Radio & Podcasts, Online Resources, Public Debate & Policy. There will be a prize-winner in each category and an overall winner, as well as two student prizes for work in any form that engages public audiences or deals with the roles of heritage, history and historians in public life. The closing date for submissions is 30th November, 2017. <http://royalhistsoc.org/prizes/>

Busines Archives Council Annual Conference 2017

The BAC conference this year is titled *Change the Record* and will be held in London on Tuesday 21st November. In the evening the Wadsworth Prize will be awarded. The prize is for a book judged to have made an outstanding contribution to the study of British business history. It is awarded annually and selection is based on books published during the previous year.

Unlocking Our Sound Heritage

The British Library has launched a major preservation and access project which has received a £9.5m National Lottery grant. This builds on the generous support of other donors and funders, meaning that the total project funding of £18.8 million is now in place. The funding will enable the formation of the first ever national network of ten sound preservation centres. This network will now come together with the British Library to save almost half a million rare and unique recordings that are threatened by physical degradation or stored on formats that can no longer be played. The ten centres who will soon begin work on preserving their regional sounds are: National Museums Northern Ireland, Archives + with Manchester City Council, Norfolk Record Office, National Library of Scotland, University of Leicester, The Keep in Brighton with the University of Sussex, Tyne and Wear Archives and Museums, National Library of Wales, London Metropolitan Archives, and Bristol Culture. A vital element of Unlocking our Sound Heritage will be a website hosted by the British Library, allowing listeners to explore a wide selection of recordings. This website is scheduled to go live in 2019.

The King's Fund Digital Archive

During its existence the King's Fund has produced almost 2,000 publications which it is now in the process of digitising. The Digital Archive provides on-line access to publications from 1898, the year after the Fund was established, and covers all aspects of work that the Fund has addressed throughout its history. <https://www.kingsfund.org.uk/library/digital-archive>

Conservation by Design Nicholas Hadgraft Scholarship

This annual scholarship provides an award of £1,500 towards the cost of attending the Montefiascone Book Conservation Summer School held each year in the Medieval Hill Town of Montefiascone where Nicholas Hadgraft was a tutor. The award has been made since 2005, this year's winner was Lucilla Ronai, from Australia, a paper conservator working at the Australian National Maritime Museum with a runner-up prize awarded to Maria Fernanda Martinez Rocha, based in Mexico, who teaches workshops on Conservation of Bibliographic Material, and Paper Conservation at the National School of Conservation Restoration and Museology. For details of the prize contact Conservation By Design on 01234 846 300.

DCDC Conference 2017

The cultural value of collections and the creative economy will consider how, by working collaboratively through networks of inter and cross-disciplinary initiatives, methodologies can continue to be improved and developed in order to build a strong evidence base to demonstrate the cultural value of collections and their contribution to the creative economy. Organised jointly by the National Archives and Research Libraries UK this Discovering Collections Discovering Communities conference will be held 27 – 29, November 2017 at The Lowry, Salford Quays.

The Science Museums and Archives Consortium Collaborative Doctoral Partnership

The Collaborative Doctoral Partnership (CDP) programme provides funding for doctoral projects which must be jointly proposed by a university-based academic in collaboration with a member of staff at the Science Museums and Archives Consortium (SMAC) comprising BT Archives, Science Museum Group (Museum of Science and Industry, National Railway Museum, National Science and Media Museum, Science Museum), The Royal Geographical Society (with the Institute of British Geographers), and the Royal Society. Successful doctoral candidates are jointly supervised by subject specialists at both their Higher Education Institute (HEI) and at one or more of the institutions of the SMAC

The 2017 Open Call for expressions of interest and proposals for AHRC-funded Collaborative Doctoral Awards has just been announced inviting applications on any topic in contemporary and historical curatorial, conservation, audience and/or learning research that address the collections, current interests and programme priorities of the SMAC Consortium. The proposed project must demonstrate academic originality, be appropriate for collaborative study at doctoral level, and fall into the AHRC subject coverage. Through the programme the students are encouraged to engage with the wider public and to present their research to non-specialist audiences.

Outline submissions should be received by 24 September and final submissions on 24 November. Application details are at the [2017 CDP Open Call](#) Science Museum Research & Public History web site.

Preservation & Archiving Special Interest Group (PASIG)

PASIG exists to advance the practice of digital preservation and provides a forum for practitioners, industry experts, researchers and vendors to foster coordination and collaboration. PASIG 2017 Oxford is a three-day annual conference to be held in Oxford University Museum of Natural History between 11th and 13th September. Early bird registration for £150 is open until 18th August with tickets available through the Oxford University Online Store. There is a one-day ticket at £75 available for 11th September the Bootcamp day which provides an opportunity to learn the basics of digital preservation, institutional challenges and successes from real practitioners. This day is run in partnership with the Digital Preservation Coalition. <http://www.dpconline.org>. Full conference details can be found here: <https://pasigoxford.org/>

ARCHIVES

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

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;
- provide guidance about the use and meaning of archival resources and the linkages between them;
- communicate archival trends, theories and practices to a wider audience.

Contents of the next issue range from an examination of sources for Jewish moneylenders before the expulsion of 1290 to the records of the 20th century Price Commission and include a consideration of modern record keeping practices.

ARCHIVES includes short edited documents as well as reviews of recent publications, web sites and archival exhibits (physical or virtual).

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

