

Agenda Item No: 14

Report to: Museums Committee

Date of Meeting: 12 September 2011

Report Title: Meeting at East Sussex Record Office

Report By: Cathy Walling
Museum Curator

Purpose of Report

to inform members of the results of a meeting between the Museum Curator and the County Archivist

Recommendation(s)

1. the report is for noting

Reasons for Recommendations

Introduction

The Curator held a meeting with staff at ESRO in July to discuss various points concerning the transfer and accessibility of Hastings records. Some of the points discussed are listed below. Elizabeth Hughes, the County Archivist, has suggested a tour of ESRO for the Museums Committee at which any concerns can be raised.

1. The Museum has now received a CD of lists of Hastings material held at ESRO.
2. The Hastings Electoral Registers have been relocated from the out-stores to The Maltings.
3. Pre-1835 (i.e. Municipal Corporations Act) Town Records are currently being listed.
4. The Museum will receive a copy of the digitised Parish Records.
5. ESRO is considering a bid to HLF for digitisation of plans in longer-term, and believe this is the way forward for access as documents are in danger from loss and damage each time they travel.
6. Search Room assistants are being trained on the CALM catalogue and will have access to more information for researchers.
7. Researchers should be reminded that a better service is offered if they phone ahead and book documents. Readers also need a County Archive Research Network Card or other ID. There is a guide to using the Record Office on their website.
8. ESRO is helping to fulfil Freedom of Information obligations for HBC, under Section 21 exemptions referring to documents already in the public domain..

The Local Studies Room at the Museum is primarily for looking at resources from the Museum Collections. While it is helpful to researchers to have lists of material available at ESRO, the main focus should be on the Museum's own local history and other holdings.

Wards Affected

None

Area(s) Affected

None

Policy Implications

Please identify if this report contains any implications for the following:

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|---------------------------------------|-----|
| Equalities and Community Cohesiveness | No |
| Crime and Fear of Crime (Section 17) | No |
| Risk Management | Yes |
| Environmental Issues | No |
| Economic/Financial Implications | Yes |
| Human Rights Act | No |
| Organisational Consequences | Yes |

Background Information

Officer to Contact

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