

Transforming the CRO

Feedback on Collection Week 33 – December 2011

Collections

CR4467, Fillongley Farm Accounts Book

This single item came to us shrouded in a certain amount of mystery as even the depositor was not certain of its origins. We know that it is a Farm Accounts book for a farm in Fillongley but precisely which farm we have been unable to ascertain! There are some loose items that were found inside the volume but the information concerning an address did not appear to relate to a farm of any description and so have not enhanced our knowledge of the items in question. If anyone out there has any information regarding the location of the farm represented we would be delighted to hear from you - please see the catalogue descriptions for the items in Collection CR4467 available on Warlock and if this whets your appetite please request to view the item in our public searchroom!

CR4420, Stockton Primary School

This small collection of Log Books and Admission Registers for Stockton Primary school is a wonderful addition to our series of school records as it is the first accession we have received from the school and therefore forms the basis of a new collection that will no doubt be added to over the coming years. The log books span the years 1862-1996 and as such provide a fantastic chronological history of the life of the school throughout some of the most tumultuous times in Britain's history, detailing the impact on the school of World War One and the Miners' Strike to name but two. The majority of the collection is available to view without restriction as most of the items do not fall within established closure periods, some of the most recent items however must be closed to general access due to data protection legislation. For further information about the collection please see the full catalogue on Warwickshire's Past Unlocked.

CR4401, Automotive Products employees 25 year Club

The collection CR4401 contains records from the AP 25 Club which was set up in 1960 for both current and previous long term employees of the AP company. Trips and outings were organised for the members of the AP 25 Club and it was popular as it helped employees to keep in touch with the company and its progress after they had retired. In CR4401 there are items from the period 1960-1989 including photographs of various AP 25 Club events and some administration books. The collection also contains booklets and articles which describe how the Club was formed and the history of the AP company itself. During Collections week these records have been catalogued and added to the Warwickshire County Record Office CALM database.

CR3680, Bilton, Property Deeds.

This small collection of deeds relating to land and property in Bilton contains only 3 conveyances, however the final conveyance in the bundle throws up an interesting question. The final deed is a Mortgage dated 1794 whereby the land owner, who inherited the land on the death of his father, leases the piece of land for 1000 years by way of a Mortgage for £100 plus interest at 5%. The reverse of this conveyance was subsequently endorsed in 1799 with an assignment of the remainder of the term of the mortgage, being by this point 995 years, to the land owner for the sum of £100 and thus concluding the terms of the original Mortgage. The question that remains is therefore why did the original land owner retain the status of mortgage for a piece of land that he actually owns?! The only conclusion we have been able to reach is that retaining the mortgage status of the premises may have allowed for an easier conveyance of the land in future years, unfortunately however we have no further deeds relating to this property to confirm or deny this theory! Nevertheless these deeds will no doubt be of interest to local and family historians alike.

CR4386, Leamington Football Club

This vast collection contains both business and ephemeral records relating to the Leamington Football Club. The collection covers the period 1977 to 2010 and as such unfortunately a large proportion of the collection will have to be closed to general access, especially the business records which will contain information regarding transactions made by the club. The task now is to establish the closure periods that are applicable and apply them where necessary to the appropriate records. We will endeavour to make the ephemeral material as accessible as possible however, which constitutes a large part of the collection, as in many ways it is this material that is of greatest interest to the casual observer. Unfortunately the collection will remain inaccessible until these last few issues have been resolved, however pending these investigations the collection will be available to view in the searchroom by January 2012.

DR304, Radway Parish Records and DR168, Walsgrave on Sowe Parish Records

During the December Collection Week a small miscellaneous bundle from the parish of Radway (DR 304/10) was catalogued which proved chiefly to be part of the incumbent's working papers.

A rather more interesting collection was DR 168. The first item (DR 168/1) was an account book of the churchwardens of Walsgrave on Sowe from 1857 to 1910. However, the other five documents (DR 168/2-6) were all relating to an "exchange of an estate at Woodford in the county of Northampton belonging to Ward Boughton Leigh Esq and Edward Allesley Boughton Ward Boughton Leigh Esq with the Trustees of the Daventry Charity Lands situated at Cosford in the parish of Newbold upon Avon in the county of Warwick". The documents are all dated between 1845 and 1848 and plans are included of both the Woodford Estate and the land at Cosford. There was a need for a 'commission of enquiry' and the deed of exchange finally went through on 23rd October 1848. DR 168/5 contains a fascinating statement of all the terms laid out upon the charity lands of Cosford. The collection also contains correspondence and newspaper reports from the Coventry Standard and the Northampton Herald.



The next parish to be looked at will be Polesworth (DRB 147). Whereas the above two collections were respectively a small folder and a single box, this next collection proved to be twelve boxes! So this will take a little longer. A start has already been made on this collection, so the first couple of boxes will already show on our on-line catalogue after the next update.

DR1430: Parish of St James, Milverton

We have received a small deposit of records from the Parish of St James, Milverton containing a Register of Banns of Marriage 1877-1996, Register of Baptisms 1972-1987 and a Service Register (with Accounts) 1902-1971. These items bring our collection of parish records for Milverton almost up to the present day and are therefore an extremely useful addition to the collection of records for the parish and a further fantastic resource for genealogists.

CR4322: St Mary's Allotment Association

This small collection of items relates to the St Mary's Allotment Association of Leamington Spa and consists of minutes, rent books and accounts. The majority of the collection is available for general access, however the Meeting Minute book, which extends into the 1950s, has been closed at the request of the depositor.

CALM is the software that is used to catalogue all Warwickshire County Record Office collections. Warwickshire's Past Unlocked is the publicly accessible version of this catalogue on-line

Record Office Staff

Who are we and what do we do...?

Lara Nelson, Temporary Archive Assistant

I am currently working at the Record Office on a six month contract as an archive assistant. My three main roles consist of running reception, carrying out document production, and cataloguing collections.

Reception is the first point of contact for visitors to the Record Office, so it is my job to inform them of the rules and regulations of the search room and to issue them a CARN readers' ticket if they haven't already got one. As a receptionist you are responsible for making sure that users travelling to and from the search room have their readers' ticket with them to maintain security of the documents. Running the office shop is another important role, maintaining the stock of books, stationary, confectionary and conservation items and selling them to the public using the till. Processing printing orders is also operated at reception as well as taking calls, which can involve a person wanting to speak to a specific member of staff or wanting an answer to a family history enquiry.

On quieter days on reception I use my time to answer enquiries via email and letter and put transcripts of Burmington parish registers into a database in surname order to make them more accessible.

Carrying out document production involves retrieving ordered documents from the search room and returning them when they are finished with. This requires a lot of stamina as you are constantly going from one strong room to another retrieving documents of all sizes.

When there are no documents to fetch or return, time is mostly spent assisting people in the search room, showing them how to use the catalogues, our card indexes and our online catalogue to find the type of documents they are looking for.

Cataloguing collections involves inputting documents into a resource called CALM in a methodical structure in order to allow full accessibility of every document. Cataloguing can also involve putting documents into protective packaging to allow maximum preservation. Documents that I have catalogued so far include a Burial Committee collection, a Flower Show committee collection and nineteenth century deeds of properties all over Warwickshire.

Before starting my post, I worked as a volunteer at the Record Office, working on the Quarter Sessions project. This involved indexing the Quarter Sessions minute books in order to make the information within them more accessible. Such information includes trials heard before the Justice of the Peace, (the most popular crime committed I came across was theft) and the administration of the county through the court's dealings with policing, prisons, rates and roads. I also worked on the Warwickshire Historic Towns Project which involved listing all of the primary and secondary sources that we hold for specific towns in Warwickshire which the Warwickshire County Council field surveyors would be interested in, using the resources that the Record Office provides.

I also volunteered at the Modern Record Centre at the University of Warwick and the Coventry Transport Museum, as well as completing a placement at Boots Archives and other various record repositories to gain as much experience as possible in different types of record repositories.



Catalogues online at: www.warwickshire.gov.uk/archivesunlocked