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Y Rhadyr
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Dydd Mawrth, 7 Ionawr 2025

Annwyl Cyngorydd

PENDERFYNIADIAU AELOD CABINET UNIGOL

Hysbysir drwy hyn y caiff y penderfyniadau dilynol a wnaed gan aelod o'r cabinet eu gwneud **Dydd Mercher, 15fed Ionawr, 2025**..

AGENDA

1. GWEITHGOR CRONFA EGLWYSI CYMRU

CABINET MEMBER: County Councillor Ben Callard

AUTHOR:

David Jarrett – Senior Accountant – Central Finance Business Support

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2. ARCHIF DIXTON

CABINET MEMBER: County Councillor Sara Burch

AUTHOR:

Rachael Rogers, Museums and Arts Manager

CONTACT DETAILS

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e-mail: rachaelrogers@monmouthshire.gov.uk

Yr eiddwch yn gywir,

Paul Matthews
Prif Weithredwr

PORTFFOLIOS CABINET

Cynghorydd Sir	Meysydd o Gyfrifoldeb	Ward
Mary Ann Brocklesby	<p>Arweinydd Swyddog Arweiniol – Paul Matthews, Matthew Gatehouse, Peter Davies, Will Mclean</p> <p>Strategaeth a Chyfeiriad Awdurdod Cyfan Adolygu a gwerthuso perfformiad awdurdod cyfan, gan gynnwys DDAT Perthynas â Llywodraeth Cymru, Llywodraeth y DU a chymdeithasau llywodraeth leol Perthnasoedd Rhanbarthol gan gynnwys Cydbwyllgorau Corfforedig, Byrddau Gwasanaethau Cyhoeddus a Chynllunio Argyfwng trawsffiniol</p>	Llanelly
Paul Griffiths	<p>Aelod Cabinet dros Gynllunio a Datblygu Economaidd Dirprwy Arweinydd Swyddog Arweiniol – Will McLean, Craig O'Connor</p> <p>Strategaeth Economaidd Sgiliau a Chyflogaeth Cynllun Datblygu Lleol Amnewid Creu lleoedd a datblygu tai marchnad agored a thai fforddiadwy Creu lleoedd a Thrawsnewid Trefi Gorfodaeth parcio ceir a pharcio sifil Rheoli Datblygu Rheoli Adeiladu</p>	Castell Cas-gwent a Larkfield
Ben Callard	<p>Aelod Cabinet dros Adnoddau Swyddogion Arweiniol – Peter Davies, Matt Gatehouse</p> <p>Cyllid gan gynnwys y CATC a'r cylch cyllideb blynyddol Refeniw a Budd-daliadau Adnoddau Dynol, cyflogres, iechyd a diogelwch Tir ac adeiladau Cynnal a chadw a rheoli eiddo Caffael strategol</p>	Llanfoist & Govilon
Martyn Groucutt	<p>Aelod Cabinet dros Addysg Swyddogion Arweiniol - Will McLean, Ian Saunders</p> <p>Addysg Blynyddoedd Cynnar Addysg statudol pob oed Anghenion dysgu ychwanegol/cynhwysiant Addysg ôl-16 ac addysg oedolion Safonau a gwelliant ysgolion Dysgu Cymunedol</p>	Lansdown

	<p>Rhaglen cymunedau cynaliadwy ar gyfer dysgu Gwasanaethau Ieuenctid Cludiant ysgol</p>	
Ian Chandler	<p>Aelod Cabinet dros Ofal Cymdeithasol, Diogelu a Gwasanaethau Iechyd Hygyrch Swyddog Arweiniol - Jane Rodgers</p> <p>Gwasanaethau Plant Maethu a mabwysiadu Gwasanaethau Troseddau Ieuenctid Gwasanaethau Oedolion Diogelu plant ac oedolion awdurdod cyfan Anableddau Iechyd meddwl a lles Perthynas â darparwyr iechyd a mynediad at ddarpariaeth iechyd</p>	Parc
Catrin Maby	<p>Aelod Cabinet dros Newid Hinsawdd a'r Amgylchedd Swyddogion Arweiniol – Debra Hill-Howells, Craig O'Connor, Ian Saunders</p> <p>Datgarboneiddio Cynllunio Trafnidiaeth gan gynnwys cludiant o'r cartref i'r ysgol Priffyrdd a Fflyn Cyngor Sir Fynwy Rheoli gwastraff, gofal strydoedd, sbwriel, manau cyhoeddus a pharciau Palmentydd a lonydd cefn Lliniaru Llifogydd Isadeiledd Gwyrdd, Bioamrywiaeth ac Iechyd Afonydd</p>	Drybridge
Angela Sandles	<p>Aelod Cabinet dros Gydraddoldeb ac Ymgysylltu Swyddogion Arweiniol – Matthew Gatehouse, Ian Saunders, Jane Rogers, James Williams</p> <p>Datblygu cymunedol, anghydraddoldeb a thlodi (iechyd, incwm, maeth, anfantais, gwahaniaethu, ynysu ac argyfwng costau byw) Ymgysylltu â dinasyddion a hybu democratiaeth gan gynnwys gweithio gyda sefydliadau gwirfoddol Profiad y dinesydd - hybiau cymunedol, canolfan gyswllt, gwasanaeth cwsmeriaid a chofrestryddion, cyfathrebu, cysylltiadau cyhoeddus a marchnata Canolfannau hamdden, chwarae a chwaraeon Cyfleusterau cyhoeddus Gwasanaethau Etholiadol ac adolygiad o'r cyfansoddiad Moeseg a safonau Iaith Gymraeg Safonau Masnach, Iechyd yr Amgylchedd, Gwarchod y Cyhoedd, a Thrwyddedu</p>	Dwyrain Magwyr a Gwndy

Sara Burch	Materion Gwledig, Tai a Thwristiaeth Swyddog Arweiniol – Craig O'Connor, Ian Saunders Cynhyrchu a bwyta bwyd yn lleol, gan gynnwys amaeth- goedwigaeth a garddwriaeth leol Digartrefedd, Llety dros dro, tai sector preifat, (cynlluniau prydlesu cartrefi gwag, benthyciadau gwella cartrefi, grantiau cyfleusterau i'r anabl a thechnoleg ymaddasol), Dyrannu tai cymdeithasol Cysylltedd band eang Teithio Llesol Mynediad i Gefn Gwlad a Hawliau Tramwy Datblygu Twristiaeth a Gwasanaethau Diwylliannol	Cantref
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Nodau a Gwerthoedd Cyngor Sir Fynwy

Ein Pwrpas

- i ddod yn sir ddi-garbon, gan gefnogi lles, iechyd ac urddas i bawb ar bob cam o'u bywydau.

Amcanion rydym yn gweithio tuag atynt

- Lle teg i fyw lle mae effeithiau anghydraddoldeb a thlodi wedi'u lleihau;
- Lle gwyrdd i fyw a gweithio gyda llai o allyriadau carbon a gwneud cyfraniad cadarnhaol at fynd i'r afael â'r argyfwng yn yr hinsawdd a natur;
- Lle ffyniannus ac uchelgeisiol, lle mae canol trefi bywiog a lle gall busnesau dyfu a datblygu;
- Lle diogel i fyw lle mae gan bobl gartref maen nhw'n teimlo'n ddiogel ynddo;
- Lle cysylltiedig lle mae pobl yn teimlo'n rhan o gymuned ac yn cael eu gwerthfawrogi;
- Lle dysgu lle mae pawb yn cael cyfle i gyrraedd eu potensial.

Ein Gwerthoedd

Bod yn agored. Rydym yn agored ac yn onest. Mae pobl yn cael cyfle i gymryd rhan mewn penderfyniadau sy'n effeithio arnynt, dweud beth sy'n bwysig iddynt a gwneud pethau drostynt eu hunain/eu cymunedau. Os na allwn wneud rhywbeth i helpu, byddwn yn dweud hynny; os bydd yn cymryd peth amser i gael yr ateb, byddwn yn esbonio pam; os na allwn ateb yn syth, byddwn yn ceisio eich cysylltu gyda'r bobl a all helpu - mae adeiladu ymddiriedaeth ac ymgysylltu yn sylfaen allweddol.

Tegwch. Darparwn gyfleoedd teg, i helpu pobl a chymunedau i ffynnu. Os nad yw rhywbeth yn ymddangos yn deg, byddwn yn gwrando ac yn esbonio pam. Byddwn bob amser yn ceisio trin pawb yn deg ac yn gyson. Ni allwn wneud pawb yn hapus bob amser, ond byddwn yn ymrwymo i wrando ac esbonio pam y gwnaethom weithredu fel y gwnaethom.

Hyblygrwydd. Byddwn yn parhau i newid a bod yn hyblyg i alluogi cyflwyno'r gwasanaethau mwyaf effeithlon ac effeithiol. Mae hyn yn golygu ymrwymiad gwirioneddol i weithio gyda phawb i groesawu ffyrdd newydd o weithio.

Gwaith Tîm. Byddwn yn gweithio gyda chi a'n partneriaid i gefnogi ac ysbrydoli pawb i gymryd rhan fel y gallwn gyflawni pethau gwych gyda'n gilydd. Nid ydym yn gweld ein hunain fel 'trefnwyr' neu ddatrys-wyr problemau, ond gwnawn y gorau o syniadau, asedau ac adnoddau sydd ar gael i wneud yn siŵr ein bod yn gwneud y pethau sy'n cael yr effaith mwyaf cadarnhaol ar ein pobl a lleoedd.

Caredigrwydd – Byddwn yn dangos caredigrwydd i bawb yr ydym yn gweithio gyda nhw, gan roi pwysigrwydd perthnasoedd a'r cysylltiadau sydd gennym â'n gilydd wrth wraidd pob rhyngweithio.

SUBJECT:	WELSH CHURCH FUND WORKING GROUP
MEETING:	ICMD
DATE:	18th January 2025
DIVISIONS/WARD AFFECTED:	All

1. PURPOSE:

- 1.1 The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group Meeting 3 held on Thursday 12th December 2024.

2. RECOMMENDATION:

- 2.1 The Committee resolved that the following grants are awarded as per the schedule of applications.

SCHEDULE OF APPLICATIONS CONSIDERED 2023/24 – MEETING 3.

1. **St Mary's Church, Magor** requested £1,500 to stop further ingress of water to the Church Chancel that is causing cracking and also the replacement of damaged pipework.

Recommendation: £1,500

2. **St Bartholomew's Church, Llanover** requested £5,000 to assist in renovations to the kitchen area, toilets, and installation of a new disabled toilet. Refurbishment of a meeting room area for community use,

Recommendation: £2,500 awarded to improve the disabled facilities at the church for use by parishioner's and wider community use.

3. **St Mary's & St Michaels Catholic Church, Llanarth** requested £3,000 for draught proofing (Energy conservation) the building by installing internal double doors separating the main body of the church (the Nave), from the main entrance.

Recommendation: £1,500 awarded to assist in energy conservation modifications to the church.

4. **Llandewi Rhydderch Baptist Chapel** requested £5,000 to replace the chapel roof to prevent water ingress, as a local history exhibition is being staged which will be open to the general public.

Recommendation: £2,500 awarded to assist in replacing the chapel roof to prevent water ingress and preserve the interior fabric of the chapel.

5. **Gilwern United Reform Church** requested £2,500 for the repointing of the church walls with lime mortar, and the repairing of the church's windows.

Recommendation: £1,500 awarded to assist in the weatherproofing of the exterior of the church.

6. **Greener Abergavenny** requested £500 to assist in running a Market Hall Fair in 2024 for the purpose of raising the public's awareness of the climate crisis and to help people on how they can become involved.

Recommendation: The application was deferred to enable the applicant to provide further detailed clarification on the specifics of the grant request.

7. **Chepstow and District Christians Against Poverty (CAP) Debt Centre** requested £2,150 to assist in employing a professional Debt Centre Manager on a 2 days per week basis.

Recommendation: The application was rejected on the grounds that it did not meet the allocation criteria for a grant award.

11. **St. Nicholas's Church, Grosmont** requested £9,500 for assistance in restoring a rare 1845 J W Walker Barrel and Finger organ at the church.

Recommendation: £2,400 awarded to assist in restoring the Barrel mechanism on the organ.

3. **OPTIONS APPRAISAL**

Decision options available to the Committee are guided and driven by the information supplied by the applicants.

4. **EVALUATION CRITERIA**

No evaluation criteria are applicable to the grant awarded by the trust.

5. **REASONS**

A Meeting took place on Thursday 12th December 2024 of the Welsh Church Fund Committee Working Group to recommend the payment of grants as detailed in the attached schedule (Appendix 1).

County Councillors in attendance at meeting 3:

County Councillor J. Strong (Chair)
County Councillor M. Lane (Vice- Chair)
County Councillor A. Webb
County Councillor S. Garrett

OFFICERS IN ATTENDANCE at meeting 3:

D. Jarrett Central Finance
R. Williams Democratic Services Officer

DECLARATIONS OF INTEREST

None

APOLOGIES FOR ABSENCE at meeting 3

None

CONFIRMATION OF REPORT OF PREVIOUS MEETINGS

The minutes of the meetings held on Thursday 19th September 2024.

6. RESOURCE IMPLICATIONS

A total of £11,900 has been allocated to applicants at Meeting 3 of the Welsh Church Fund Committee. The balance of £32,227 is available for utilisation within the 2024-25 fiscal year.

7. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):

There are no Future Generations, equality, safeguarding, corporate parenting, or sustainable development implications directly arising from this report. The assessment is contained in the attached appendix.

8. CONSULTEES:

Senior Leadership Team
All Cabinet Members
Head of Legal Services
Assistant Head of Finance
Central Finance Management Accountant

9. BACKGROUND PAPERS:

Welsh Church Fund Schedule of Applications 2024/25– Meeting 3 (Appendix 1)

10. AUTHOR:

David Jarrett – Senior Accountant – Central Finance Business Support

11. CONTACT DETAILS

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WELSH CHURCH FUND - APPLICATIONS 2024/25

APPENDIX 1

MEETING 3: 12th December 2024

	<u>ORGANISATION</u>	<u>ELECTORAL DIVISION</u>	<u>Signed by Councillor</u>	<u>REQUEST</u>	<u>DECISION</u>	<u>NATURE OF PROJECT REQUEST</u>	<u>PROJECT TOTAL COST</u>	<u>DATE Application Received</u>	<u>D of I*</u>	<u>Additional Information</u>	
	<u>NEW APPLICATIONS AWAITING DECISION</u>			£	£		£				
1	St Mary's Church, Magor	Magor West	F. Taylor	£1,500	£1,500	Funding required to assist in stopping further ingress of water to the Chancel that is causing cracking and also the replacement of damaged pipework.	£6,980	23/09/24	No	The church is Grade 1 listed, and so has to have replacement fixtures and fittings made of the original materials.	
2	St Bartholomew's Church, Llanover	Goetre Fawr	J. Butler	£5,000	£2,500	Assist in renovations to the kitchen area, toilets and installation of a new disabled toilet. Refurbishment of meeting room area for community use,	£115,000	07/10/24	No	A Hall management group is being established to run and facilitate further use of the hall by the community and ensure a proper management system is implemented to comply with all relevant regulations.	
3	St Mary's & St Michaels Catholic Church, Llanarth	Gobion Fawr	A. Neill	£3,000	£1,500	Assistance in draught proofing (Energy conservation) the building by installing internal double doors separating the main body of the church (the Nave), from the main entrance.	£4,080	10/11/24	No	Listed Grade II*, St Mary and St Michael's Church is one of the oldest post-reformation Catholic places of worship in Wales. The building is located in designated parkland in the grounds of the Grade II* Llanarth Court Secure Psychiatric Hospital.	
4	Llandewi Rhydderch Baptist Chapel	Park	Tudor Thomas	£5,000	£2,500	Assistance required to replace the chapel roof to prevent water ingress, as a local history exhibition is being staged which will ne open to the general public	£15,904	26/11/24	No	The Chapel makes donations and grants to charities each year, including: Gateway Church, Salvation Army and 7 Corners	
5	Lower United Reform Church	Llanelly	M.A. Brocklesby	£2,500	£1,500	Assist in funding the repointing of the church with lime mortar, and the repairing of the church's windows	£4,500	21/11/24	No	Chapel was built in 1886 and hosts regular church services, as well as a Wonderful Wednesday Club and coffee mornings for members of the local community and visitors to the chapel.	
6	Greener Abergavenny	Cantref	S. Burch	£500	defer	Funding required to assist in running a Market Hall Fair in 2024 for the purpose of raising the public's awareness of the climate crisis and help people on how they can become involved.	£4,792	11/10/24	No	Greener Abergavenny was set up in 2023 by individuals concerned about the climate crisis.	
7	Chepstow and District Christians Against Poverty (CAP) Debt Centre	Shirenewton	L. Brown	£2,150	£0	Funding assistance required to employ one professional Debt Centre Manager on a 2 days per week basis.	£14,500	26/09/24	Yes	The Chepstow CAP Debt Centre is accredited to CAP UK, a UK-wide charity that works nationally with churches to help people out of debt and poverty.	
Late Applications											
8	St Nicholas Church, Grosmont	Crucorney	D. Hughes-Jones	£9,500	£2,400	Funding assistance required for repairs to an 1845 rare J W Walker Barrel and Finger organ that needs restoration to preserve for future generations.	£18,700	12/12/24	No	The organ is Grade 1 listed, of special historic significance, by the British Institute of Organ Studies	
SUB TOTAL Meeting 3				£29,150	£11,900						
						OTHER INFORMATION :					
	MEETING	DATE	Single Member		AWARD						
	1	July 18th 2024	Aug 21st 2024		6,750						
	2	Sept 19th 2024	Oct 23rd 2024		7,750						
	3	Dec 12th 2024	Jan 15th 2025		11,900						
	4	Mar 06th 2025	Apr 09th 2025		0						
TOTAL AWARDED FOR 2024/25					26,400						
BUDGET 2024/25					33,338						
BALANCE B/F TO 2024/25					£25,289						
Monmouthshire's Allocation for 2024/25					£58,627						
Balance to be carried forward to 2025/26				£32,227							

*D of I = Declaration of Interest

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Integrated Impact Assessment document

(incorporating Equalities, Future Generations, Welsh Language and Socio Economic Duty)

Name of the Officer D Jarrett Phone no: 4657 E-mail: davejarrett@monmouthshire.gov.uk	Please give a brief description of the aims of the proposal To assess the Grant Allocation Processes of the Welsh Church Fund for the meeting of the Welsh Church Fund Working Group on the 12 th December 2024
Name of Service Finance	Date Future Generations Evaluation 15 th January 2025

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Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Encouraging the socializing of differing age groups through social provision	No negative impact	
Disability	Proposal to assist in the provision of disabled facilities.	No negative impact	
Gender reassignment	No impact	No negative impact	

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Marriage or civil partnership	No impact	No negative impact	
Pregnancy or maternity	No impact	No negative impact	
Race	.No impact	No negative impact	
Religion or Belief	.Encouraging religion through education at the point of delivery through the provision of enhanced facilities	No negative impact	
Sex	No impact	No negative impact	
Sexual Orientation	.No Impact	No Negative impact	

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2. The Socio-economic Duty and Social Justice

The Socio-economic Duty requires public bodies to have due regard to the need to reduce inequalities of outcome which result from socio-economic disadvantage when taking key decisions This duty aligns with our commitment as an authority to Social Justice.

	Describe any positive impacts your proposal has in respect of people suffering socio economic disadvantage	Describe any negative impacts your proposal has in respect of people suffering socio economic disadvantage.	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Socio-economic Duty and Social Justice	N/A	No Negative impact	





3. Policy making and the Welsh language.

How does your proposal impact on the following aspects of the Council's Welsh Language Standards:	Describe the positive impacts of this proposal	Describe the negative impacts of this proposal	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts
<p>Policy Making</p> <p>Effects on the use of the Welsh language,</p> <p>Promoting Welsh language</p> <p>Treating the Welsh language no less favourably</p>	N/A	No Negative impact	
<p>Operational</p> <p>Recruitment & Training of workforce</p>	N/A	No Negative impact	
<p>Service delivery</p> <p>Use of Welsh language in service delivery</p> <p>Promoting use of the language</p>	N/A	No Negative impact	

4. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal. There's no need to put something in every box if it is not relevant!

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	N/A	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	N/A	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	N/A	
U A Wales of cohesive communities 8 Communities are attractive, viable, safe and well connected	N/A	
9 A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	N/A	
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	N/A	
A more equal Wales People can fulfil their potential no matter what their background or circumstances	N/A	

5. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term Balancing short term need with long term and planning for the future</p>	N/A	
 <p>Collaboration Working together with other partners to deliver objectives</p>	N/A	
 <p>Involvement Involving those with an interest and seeking their views</p>	N/A	
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	N/A	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p data-bbox="349 256 524 520">Considering impact on all wellbeing goals together and on other bodies</p>	.N/A	

6. Council has agreed the need to consider the impact its decisions has on the following important responsibilities: Corporate Parenting and Safeguarding. Are your proposals going to affect any of these responsibilities?

	Describe any positive impacts your proposal has	Describe any negative impacts your proposal has	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Not applicable	.	
Corporate Parenting	Not applicable		

7. What evidence and data has informed the development of your proposal?

The evidence and data used for the assessment of each applicant to the Welsh Church Fund is supplied by the applicant upon submission of their application. The data and information supplied or subsequently requested is used to form the basis of the Committees' decision on whether to award a qualifying grant.

8. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

The grant aid supports and highlights the positive effect that decisions the Welsh Church Fund Working Group have on the applicants funding requests from Voluntary Organisations, Local Community Groups, Individuals and Religious Establishments. All awards are made in the belief that the funding is utilised for sustainable projects and cultural activities that benefit individuals, organisations, communities and their associated assets. All grants are awarded within the Charitable Guidelines of the Trust

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9. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible
Award grants	January 2025	Welsh Church Fund

10. VERSION CONTROL: The Equality and Future Generations Evaluation should be used at the earliest stage, such as informally within your service, and then further developed throughout the decision making process. It is important to keep a record of this process to demonstrate how you have considered and built in equality and future generations considerations wherever possible.

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Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	Individual Cabinet Member Decision	15 th January 2025	

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SUBJECT:	The Dixton Archive
MEETING:	ICMD
DATE:	15th January 2025
DIVISIONS/WARD AFFECTED:	All

1. PURPOSE:

1.1 To consider the ownership of the Dixton Archive.

2. RECOMMENDATION:

2.1 To transfer of the Dixton Archive from Monmouthshire Museums to Hereford Record Office.

3. OPTIONS APPRAISAL

That the Dixton Archive is transferred from Monmouth Museum Collection to Hereford Record Office. This is a permanent arrangement, but one that guarantees that these will continue to be available to the public.

That the Dixton Archive is not transferred and remains within the Monmouth Museum Collection.

4. EVALUATION CRITERIA

Parochial Records and Registers Measure of 1978

5. REASONS

We are recommending that the archive is handed over to Hereford Record Office. Whilst the archive is relevant to the collections of Monmouthshire Museums it is difficult for us to provide public access to the same level available at the Record Office. We have held this collection of documents since 1985. However, under the Parochial Records and Registers Measure of 1978 they should have gone to the designated Diocesan Record Office. Herefordshire Archive hold the rest of the parish records for Dixton and allow free access to them for the public. They are also in a better position to store and conserve them than we are at MonLife Museums.

6. RESOURCE IMPLICATIONS

A small amount of officer time to hand over the archives. We will gain resources in that some storage space will be freed up for our remaining collections.

**7. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS
(INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND
CORPORATE PARENTING):**

There are no Future Generations, equality, safeguarding, corporate parenting, or sustainable development implications directly arising from this report.

8. CONSULTEES:

Chief Officer for Customer, Culture and Wellbeing
Cabinet Member for Rural Affairs, Housing and Tourism
Head of Legal Services
Head of Finance
Central Finance Management Accountant

9. BACKGROUND PAPERS:

Excel spreadsheet of the Dixton Archive
Report approved by MonLife DMT

10. AUTHOR:

Rachael Rogers, Museums and Arts Manager

11. CONTACT DETAILS

Tel. 01291 440938

e-mail: rachaelrogers@monmouthshire.gov.uk

MonLife DMT – Service/Staffing Decisions.

Date for submission to DMT: 7th August 2024

Service/Staffing Changes: Transfer of Dixton Parish Records to Herefordshire Archive and Records Centre

Service Manager: Rachael Rogers

Please note this form represents an overview to capture DMT decision. Managers must ensure that the principles in the Protection of Employment policy and service redesign guidelines are followed prior to making a submission. [People Services HUB - Restructure](#)

Reasons for doing this – Why the changes are needed / reasons for doing this / Implementation Plan / Consultation / For new posts then role profiles attached.

We have held this collection of documents since 1985. However, under the Parochial Records and Registers Measure of 1978 they should have gone to the designated Diocesan Record Office. Herefordshire Archive hold the rest of the parish records for Dixton and allow free access to them for the public. They are also in a better position to store and conserve them than we are at MonLife Museums.

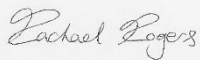
Options appraisal – Required if this is a permanent arrangement.

This is a permanent arrangement, but one that guarantees that these will continue to be available to the public.

Resource Implication – Costs / Savings.

This frees up a small amount of space in our store rooms.

Approved by Service Manager – Signature / Date / Comments.



Recommendations and Sign Off – Agreed / Refused and DMT comments.

Date sent to SLT (if required):

Recommendations and Sign Off – Agreed / Refused and SLT comments.

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