



The National Archives

Summary of meeting

Records review panel

23 October 2007

Dissolved Companies Files BT31

The Client Manager for Department for Business Enterprise and Regulatory Reform (BERR) introduced this paper, explaining that without a back-up copy, producing these microfiche records to readers was a security issue. Despite it being a long-term, on-going commitment, the Panel agreed that a business case should be put together for scanning the fiche prior to its transfer to The National Archives.

Criteria for selection of Magistrates Courts licensed premises case files

The Client Manager for the Court service presented new criteria for the selection of these case files; namely that archivists in Places of Deposit (PoDs) appointed to hold magistrates' court records may select liquor licensing case files on the basis of local significance and/or architectural, historical, social and cultural interest. PoDs were not required to preserve all case files and a further breakdown of the criteria was given for archivists to consider when undertaking selection. The Panel agreed that the criteria were very clear and helpful. The Client Manager for the Court Service was to work alongside Sheffield Archive to see if there were any problems using them.

Detainee Files

The Client Manager for the Northern Ireland Office introduced this item, and the Panel agreed that the files should be acquired in their entirety. Due to the practicalities of where the records would reside, further consultation was needed with the Public Record Office of Northern Ireland (PRONI).

Transfer of parts of Ordnance Survey Triangulation Archive to The National Archives

The Client Manager for Ordnance Survey (OS) introduced this paper, saying that OS was no longer maintaining the network of Triangulation Stations and proposed that The National Archives accession these records, as trigonometry points would slowly disappear as a result of no longer being maintained.

The Client Manager for OS drew the Panel's attention to the sport of trig pointing, which made use of the fact that the trigonometry point was built on the highest point in the locality and recommended that the records be taken as they showed the changes in measurement, from imperial to metric, with measurements becoming more accurate over time - so although the records were not necessarily a good indication of accuracy they showed what could be done at the time. There was also the human aspect of who did the work and who owned the land. The Panel agreed to the recommendations.

Date of next meeting

The next meeting was to be held on 26 November 2007 at 10:30.