

Joint Archives Board

Date: Monday, 14 November 2022
Time: 2.00 pm
Venue: Council Chamber, County Hall, Dorchester, DT1 1XJ

Members (Quorum: 2)

Laura Beddow, Richard Biggs, Simon Christopher, Lesley Dedman, Beverley Dunlop and Marion Le Poidevin

Chief Executive: Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact 01305 224185 - george.dare@dorsetcouncil.gov.uk

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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Agenda

Item	Pages
1. APOLOGIES	
To receive any apologies for absence.	
2. APPOINTMENT OF CHAIRMAN	
To appoint a Chairman for the Joint Archives Board.	
The role of chairman shall alternate biennially between the relevant Portfolio Holder of BCP and Dorset Councils.	
3. APPOINTMENT OF VICE-CHAIRMAN	
To appoint a Vice-Chairman of the Joint Archives Board.	
4. DECLARATIONS OF INTEREST	

To disclose any pecuniary, other registrable or non-registrable interest as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

5. PUBLIC PARTICIPATION

Representatives of town or parish councils and members of the public who live, work, or represent an organisation within the Dorset Council area are welcome to submit up to two questions or two statements for each meeting. Alternatively, you could submit one question and one statement for each meeting.

All submissions must be emailed in full to george.dare@dorsetcouncil.gov.uk by 8.30am on Wednesday, 9 November 2022.

When submitting your question(s) and/or statement(s) please note that:

- no more than three minutes will be allowed for any one question or statement to be asked/read
- a question may include a short pre-amble to set the context and this will be included within the three-minute period
- please note that sub divided questions count towards your total of two
- when submitting a question please indicate who the question is for (e.g. the name of the committee or Portfolio Holder)
- Include your name, address and contact details. Only your name will be published but we may need your other details to contact you about your question or statement in advance of the meeting.
- questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda
- all questions, statements and responses will be published in full within the minutes of the meeting.

[Dorset Council Constitution](#) Procedure Rule 9

6. QUESTIONS FROM COUNCILLORS

To receive questions submitted by councillors.

Councillors can submit up to two valid questions at each meeting and sub divided questions count towards this total. Questions and statements received will be published as a supplement to the agenda and all questions, statements and responses will be published in full within the minutes of the meeting.

The submissions must be emailed in full to george.dare@dorsetcouncil.gov.uk 8.30am on Wednesday, 9 November 2022.

[Dorset Council Constitution](#) – Procedure Rule 13

7. URGENT ITEMS

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

8. JAS SERVICE PLAN (2021-26) MONITORING REPORT 5 - 34

To consider the report by the Service Manager for Archives and Records.

9. CAPITAL PROJECT UPDATE 35 - 40

To consider a report by the Service Manager for Archives and Records.

10. JOINT ARCHIVES SERVICE: FEES AND CHARGES 2023/24 41 - 48

To consider a report by the Service Manager for Archives and Records.

11. EXEMPT BUSINESS

To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph 4 of schedule 12 A to the Local Government Act 1972 (as amended).

The public and the press will be asked to leave the meeting whilst the item of business is considered.

12. BUDGET MONITORING 2022/23 AND PROVISIONAL BUDGET 2023/24 49 - 60

To consider the report by the Service Manager for Archives and Records and the Service Manager (Finance).