

NORFOLK RECORDS COMMITTEE

Item No.

Report title:	Performance Report 1 April 2017 –30 September 2017
Date of meeting:	3 November 2017
Responsible Chief Officer:	Tom McCabe - Executive Director, Community and Environmental Services
Strategic Impact This report provides information on the activities of the Norfolk Record Office (NRO) and performance against its service plan during the period between 1 April 2017 –30 September 2017	
Executive Summary This report provides information on the NRO's education and engagement work; public access; collection development and preservation activities. It also provides updates on specific projects.	
Recommendations: The Norfolk Records Committee is asked to: <ul style="list-style-type: none">• Consider performance against the 2016/17 service plan and comment accordingly	

1. **Develop skills and realise educational benefits of using archives**
 - 1.1 The Norfolk Record Office aims to encourage the use of archives by groups of all ages and abilities.

Formal Education
 - 1.2 The Norfolk Record Office Education and Outreach team has continued to provide a variety of workshops for children during the last six months. These have included:

Primary and Secondary education:
 - i. Hempnall Primary School and Shelton Primary School, Drawing Norwich's Churches, years 5-6, 36 pupils
 - ii. Woodlands Primary School, The Introduction of the Railways (x2), year 4, 60 pupils
 - iii. Bressingham Primary School, Local History, year 2, 20 pupils

- iv. Bressingham Primary School, Local History, year 5-6, 33 pupils
- v. Happisburgh Primary School, The Introduction of the Railways, year 3-4, 22 pupils
- vi. Marsham Primary School, villagers from the graveyard, years 3-5, 10 pupils
- vii. Kinsale Junior School, work of an archivist (x2), year 6, 67 pupils
- viii. Catton Grove, WW2, year 3 (x3) 94 pupils
- ix. Avenue Junior School, refugees, year 6 (x4) 123 pupils
- x. Bacton Primary School, Local History, year 3-5, 34 pupils
- xi. UEA Festival of Literature for Young People, 31 pupils

Higher education:

- i. Staff have worked with the UEA to provide a session for the Breaking New Ground project.
- ii. 1 full day course on archive research for Sixth form students was ran during the school holidays. This was taken up by 11 students from a mixture of schools

- 1.3 The Schools Programme was completely updated for 2017-18. This included more information about facilities available at The Archive Centre and highlighted details about education provision, such as making workshops accessible to all pupils and risk assessments. A number of workshops were updated, and more emphasis was given to the learning objectives of each session. In addition, 4 new workshops were added:

- i. Norfolk: A county of Welcome
- ii. Drawing Norwich's Churches
- iii. Changing Landscape
- iv. History of Medicine

A switch was also made from a termly booklet to a yearly one, which covers 2017-18. The booklet was sent out to schools in July 2017, before the summer holiday and again in September 2017, once schools had returned from their break. Since the programme went out 19 primary school workshops have been booked for the Autumn Term. In addition, bookings have already been taken for workshops in the Spring Term.

- 1.4 The Record Office held an event for UEA lecturers in which we highlighted research and volunteering opportunities with the Record Office.
- 1.5 In total 1,005 pupils have attended workshops run by the Norfolk Record Office (this figure includes 530 at The Archive Centre and 475 pupils at Norfolk Heritage Centre).

Lifelong Learners

- 1.6 There has been a wide variety of events over the last six months. These are detailed

in the two *What's On* booklets covering this period, the most recent of which covers events from July to December 2017.

Highlights from the last six months include:

- 1.7 *Drawing in The Archive* exhibition. A number of events were also run to accompany this exhibition. These include:
- i. Virtual Reality, For Real...? A School holiday activity aimed at 11-18 year olds.
 - ii. Drawing Norwich's Churches, school workshops (mentioned above)
 - iii. Archive Ambulation

Lunchtime talks:

- i. The Screen Painting from St Gregory, Norwich: The Earliest of its kind in Norfolk? And The Re-Fenestration of St Giles
- ii. Norwich Churches and World War Two

Further accompanying events are still to run in October and November 2017.

- 1.8 Events in conjunction with the countywide Flintspiration event. These include:
- i. 'What's in the box?' workshop
 - ii. Behind the Scenes tour
 - iii. Skills with Quills
 - iv. Charity, Church and Estate Talk

In total 206 people attended Flintspiration events run by the Record Office

- 1.9 Staff ran a one day training course for volunteers on the Women in WW1 project run by the Forum Trust
- 1.10 Regular groups of volunteers are using the Record Office. This includes 18 seal sock volunteers, who meet every 6 weeks to produce seal socks used in preserving our documents, and the Research Bloggers, a group of 11 people who meet every 3-4 months in order to write for the Norfolk Record Office and Norfolk Women in History blogs.
- 1.11 In total 128 talks and workshops were delivered to a total of 4,561 people.

Exhibition

- 1.12 A number of the events described above relate to *Drawing in the Archive: Norwich's Medieval Churches 1700 – 2017*, the exhibition currently on display in the Long Gallery. This exhibition has been produced collaboratively with the Norwich Medieval Churches

project at the University of East Anglia (UEA). Simon Thurley launched the exhibition on 17 August, since when it has received very positive feedback. A printed catalogue accompanies the exhibition - copies are on sale at the NRO. The success of this exhibition is very much due to the partnership between the Record Office and UEA.

Skills

Skills for the Future: Transforming Archives

- 1.13 The three year Transforming Archives programme, funded by the Heritage Lottery Fund, where the Norfolk Record Office hosted five year long placements, two in engagement and three in digital preservation, came to an end in September. As well as the skills trainees have developed, this project has also provided the NRO with an opportunity to learn from their work. This has been particularly important in advancing the NRO's digital preservation. A reflection of the success of this project is that the candidates have all been successful in securing relevant work following the placement. Of the five trainees, one has taken up a digitization post at another archive, two have secured jobs working on digital archives at the British Library and two now work in engagement roles in the third sector.

Skills for the Future: Bridging the Digital Gap

- 1.14 Following the success of the Transforming Archives project, the NRO is again collaborating with the National Archives on a new Heritage Lottery Fund application. The new project, Bridging the Digital Gap, aims to develop a wide range of digital skills for archive assistants. Following a Stage One Heritage Lottery Fund pass, the National Archives requested applications from consortia of four partners. The NRO put forward a proposal in partnership with the University of Hull Archives, the Borthwick Institute at the University of York and the East Anglian Film Archives. This was successful and has been included in the Stage Two application. The application was submitted in September and a decision from Heritage Lottery Fund is due in January 2018.

Professional Training

- 1.15 The trainee archivist at King's Lynn has now successfully completed the first of five modules on the Dundee University Archive Administration distance-learning course and has attended a one-week residential introductory course.

2. Developing New Audiences and New Uses for the Collection

Volunteer Programme

- 2.1 Volunteers have contributed 1,314 hours to the NRO during this period. This includes / In addition, volunteers at the King's Lynn Borough Archives have contributed 185 hours.
- 2.2 Three volunteers gained places on archive training courses, one on the Glasgow course and two on the Aberystwyth distance-learning course.

- 2.3 The index of the Norwich Archdeaconry marriage licence bonds, 1712-1915, is now complete and has been added to the online catalogue. About 20 volunteers have been involved in indexing some 20,250 licence bonds, recording names and parishes of brides and grooms, parishes of intended marriage and date. Work continues to index the Norfolk Archdeaconry marriage licence bonds.
- 2.4 Whilst one team of volunteers continue with indexing Norfolk marriage licence bonds, another has started work on Norwich building control plans, 1895-1945. These architectural plans relate to thousands of the city's buildings, including houses, shops, factories and schools. Once added to the online catalogue people will be able to search for plans by street name, applicant or architect, improving access to this currently under-used collection.
- 2.5 The two projects above provide good examples of how volunteers can help the Record Office develop transactional level metadata to aid discovery whilst engaging with interesting archives.

Change Minds

- 2.6 The Change Minds project has now completed its second year with participants in cohorts one and two coming together to prepare an exhibition which will be launched at the Forum, Norwich on 20 November.
- 2.7 The University of East Anglia with the support of the Norfolk and Suffolk Foundation Trust has completed an evaluation report. This report concluded that:
- I. Group members had an enjoyable experience forming friendships and groups that were supportive
 - II. Engaged with the heritage in an interesting way, developed strongly increase appetites to know more about history and were inspired by being at the Norfolk Record Office
 - III. Developed and practiced new research and creative skills
 - IV. Developed confidence in carrying out research, creativity, using public transport, interacting with others and being in groups
 - V. There were concerns about what happens when the project finishes
 - VI. Overall SWEMWBS (Shorter Edinburgh-Warwick Mental Wellbeing Scale) shows an overall increase in levels of wellbeing. In addition, there is a decrease in use of counselling, therapy, hospital services, A&E and psychiatric nurses amongst group members.

3. Providing Public Access Service

Searchroom Service

1st April 2017 – 30th September 2017

3.1

Norfolk Record Office:	Searchroom Visits	Written Enquiries	Telephone Enquiries	Documents Produced
The Archive Centre	2,170 (2,137)	3,823 (3,812)	4,865 (5,566)	15,688 (15,854)

(Note: Numbers in brackets show figures for 1 April to 30 September 2016)

Remote Services

3.2

	Visits	Pages Viewed
NRO Website	27,714 (30,487)	85,170 (88,706)
NROCAT	17,699 (18,495)	397,181 (370,879)
	Followers	
Twitter	3,025 (2,796)	

(Note: Note: Numbers in brackets show figures for 1 April to 30 September 2016)

4. Managing and Developing the NRO Collection

Accessions

4.1 During this period 89 accessions have been received. Of particular note are:

- I. Tithe maps and apportionments for Ingoldisthorpe and Bunwell, 1839 and [1839]
- II. Norfolk Federation of Workers' Educational Association, 2003-2015
- III. Catenian Association: Norwich and District Circle, 1925-2012 (for Roman Catholic men)
- IV. Old Dyssean Society, 2001-2017 (former pupils and staff of Diss Grammar School), and
- V. Reffley Society Records, 19th century-20th century (a secret society in King's Lynn which was created after the execution of King Charles I)

A full list of accessions is provided in Appendix 1.

Cataloguing

4.2 Fewer accessions have been received in this quarter; however this has enabled archivist time to be allocated to additional cataloguing work. This has included

completion of outstanding work on the Harbord of Gunton Family and Estate Papers (GTN), E. Lacon and Co. Ltd of Great Yarmouth, brewers, 1617-1978 (BR 378), plus additional records of Allens Cadge and Gilbert, solicitors, and predecessors, 18th century-20th century (MC 3212). Work has also been complete on a number of smaller collections. Priority has been given to collections that were purchased by the NRO prior to 1997. Appendix 2 contains a list of these collections.

Digital Preservation and Cataloguing Software

- 4.3 As reported to previous committees, the Record Office has been working on a collaborative digital preservation pilot project with four other archives in the region. This centred on testing a digital preservation tool, Archivematica, within a shared environment. This pilot has now been completed and a report drafted which concludes that the digital preservation tool delivers the functionality required but that there were issues to consider about confidential data, adding descriptive metadata to catalogues and data storage. Partners are now considering how they wish to proceed, whilst the NRO is exploring hosting and storage options.

Further to this, the NRO has been working with NCC IMT (Information Management Technology) to explore ways in which Archivematica and its associated cataloguing /collection management software, Atom, might be hosted locally. Two servers capable of hosting this Linux based software are due to be set up this autumn. This will enable the NRO to evaluate Atom as an alternative to CALM (its current cataloguing and collection management system) and assess the implications of data migration. It will also enable the NRO to determine if it can effectively be used to support community and other archives.

Sound Archives

- 4.4 The British Library application to the Heritage Lottery Fund for the Unlocking Our Sound Heritage project was approved in April. This means that the NRO will act as the East of England hub for the project aiming to digitized over 5000 items (approximately 15,000 recordings) over three years. Once the recordings have been digitized, catalogued and their rights cleared, many will be made available on line. The project will also work with volunteers to enhance descriptions, spread sound archive skills and interpret the digitized records. The funding will pay for equipment and staffing, the latter including a project manager, digitization engineer, cataloguer for three years as well as part time engagement and rights management staff. Recruitment for these posts will start in the New Year.
- 4.5 In order to incorporate the staff, the upstairs meeting room at the NRO will be divided into two thereby providing space for the project whilst maintaining a multifunctional meeting room. This work will take place in November.
- 4.6 During the period April to September 2017 the Norfolk Record Office has supported several Norfolk based oral history projects. Projects supported include the Wells

Maltings Spoken History project, the Orchards East project, Change Minds and the Marriott's Way Heritage Trail project. In addition, as a key partner of the HLF funded Akenfield Now project, the NRO has delivered oral history training to the project's volunteers. Akenfield Now is working with trainee teachers and lower sixth form pupils to look at the role of oral history and film making in the classroom, using as inspiration Ronald Blythe's Akenfield: portrait of an English village (1969) and the subsequent 1974 film directed by Sir Peter Hall.

God's House Unlocked

- 4.7 This project has now been completed. As well as the cataloguing a new exhibition on pop up stands has been produced which has been displayed in the Record Office and which will be displayed in various venues around the county including the Great Hospital

Paston Footprints

- 4.8 The NRO has also been involved in an application made by the University of East Anglia and the Paston Heritage Society to the Heritage Lottery Fund for the Paston Footprints project. The NRO's role in this will be to host a project archivist for six months who will provide training for local groups and catalogue records, digitize sets of records and mount an exhibition in the Long Gallery towards the end of the project

5. Caring for the Collection

- 5.1 Resources for conservation work during this quarter have been reduced due to the Collection Care teams heavy involvement in preparation of the Drawing in the Archive exhibition.
- 5.2 The Collection Care team has also been carrying out work preparing materials for the recent Nelson exhibition at Norwich Castle Museum.
- 5.3 Interventive conservation work was carried out on:
- i. DN/TA 684 Bressingham tithe map, 1841
 - ii. Y/C 4/97 Yarmouth court rolls, 1385-1386
 - iii. MS2854 Royal Letters Patent. Grant by Henry VIII to Thomas Paston, gentleman of the King's household, 1541
 - iv. DN/TA 190 Southrepps map 1839
 - v. NCC wills No.155 Jefferye Estie, 1593
 - vi. ANW wills No.32 Frary, 1601
 - vii. N/EN 12/1/798 Plans for pub on Bedford Street, Norwich, 1884

viii. OLL 183/1-6, 318X3 Items from Locker-Lampson Collection 1906-1920

ix. PD 703/106 Mattishall Overseers' bills and vouchers 1830

6. Norfolk Archives and Heritage Development Foundation (NORAH)

6.1 Peter Williams CBE has been appointed as the new Chair of NORAH and Peter Shields as treasurer,

6.2 NORAH has made two grants to the Norfolk Record Office:

- I. £2600 for the conservation and engagement activities surrounding the first Great Yarmouth parish register
- II. £260 towards the costs of providing artists and transport for schools sending pupils to a drawing event tied in with the Drawing in the Archive churches exhibition.

6.3 A series of lectures is being launched which will enable the profile of the charity to be raised whilst also asking for donations.

6.4 Matters raised by the previous Norfolk Records Committee were fed back to the Trustees. This included the need to ensure that any ask for donations to NORAH from those depositing or giving records to the NRO needs to be clearly voluntary and avoid any perception that acceptance is dependent on a donation.

7. National Vision for Archives

7.1 Previous reports have presented information to Committee on Archive Unlocked, the National Archives vision document for the sector. NRO have been involved in series of events relating to this.

- i. Network Event, The Nation Archives: The County Archivist spoke about the collaborative digital preservation project
- ii. Vision Event York: The County Archivist spoke about Change Minds under Impact strand of the Vision
- iii. Vision Event Bath. The County Archivist spoke about Income Generation and Fundraising under resilience strand of the Vision

8. Financial Implications

8.1 The implications for finance are set out in the section above and in the Finance Report presented to this committee.

9. Issues, risks and innovation

9.1 Officers have considered all the implications of which members should be aware. Apart from those listed in the report (above), there are no other implications to take into

account.

10. Background

10.1 This report refers to the Norfolk Record Office Service Plan which was approved by the Norfolk Records Committee in April 2016.

Officer Contact

If you have any questions about matters contained in this paper or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

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If you need this report in large print, audio, Braille, alternative format or in a different language please contact the County Archivist on 0344 800 8020 or 0344 800 8011 (textphone) and we will do our best to help.

Appendix 1

Accessions 1 October 2016 – 28 February 2017

ACC 2017/1	'The Saga of a Reluctant Copilot-A Remembrance of World War Two' by Philip G.Day	nd [c 1977]
ACC 2017/2	2nd Air Division (USAAF): Photographs of the temporary Memorial Library in the Old Glasswells Building, Ber Street, Norwich	Nov 1998
ACC 2017/3	King's Lynn Angling Association	20th century
ACC 2017/4	Recorded interview of various members of Jarrold family regarding the family business of Jarrold and Sons Ltd	2017
ACC 2017/5	Deeds relating to a property on Park Lane, Norwich	1861-1878
ACC 2017/6	Sales particulars for Norfolk Halls	1937-1997
ACC 2017/7	Notes on the history of Seething, made by Revd Chandler	1927
ACC 2017/8	Ingoldisthorpe Tithe Map and Apportionment	1839, 1909
ACC 2017/9	Title deeds to a property on Earlham Road in Norwich	20th century
ACC 2017/10	Paston School Foundation Deed	1606
ACC 2017/11	Little Dunham parish records additional	1837-1999
ACC 2017/12	Deeds relating to the old Artichoke public house, Broome	1697-1844
ACC 2017/13	Keswick Hall College additional	1964, 1966
ACC 2017/14	Additional records of North Elmham Parish Council	2000
ACC 2017/15	Thetford Methodist Circuit and Norwich Methodist Circuit, Park Lane Methodist Church, additional	1897-2010
ACC 2017/16	Norfolk Nursing Federation additional	1910-1917
ACC 2017/17	Recipe and remedy book of Hannah Neal (nee Burton) and John Neal of Hickling	c 1795
ACC 2017/18	Aylsham Town Council additional	1674-1842
ACC 2017/19	Copyhold and family papers for Mason/Page/Stamp families of Brinton and related documents.	1768-1823
ACC 2017/20	St Luke's with St Augustine's, New Catton, PCC additional	2000-2015
ACC 2017/21	Tivetshall Inclosure Award and map, with other Norfolk legal papers	1800-1938
ACC 2017/22	Photographic souvenir of Sandringham	1920s
ACC 2017/23	Rackheath County Primary School records	1867-1994
ACC 2017/24	Records of Tasburgh United Charities	1778-1941
ACC 2017/25	Records of the Norfolk Gardens Trust (addl)	1999-2017
ACC 2017/26	BBC Radio Norfolk broadcasts	1986-2000
ACC 2017/27	Records of the Catenian Association: Norwich and District Circle	1925-2012
ACC 2017/28	The History Centre, Blakeney, additional records	nd [1960s]-2017
ACC 2017/29	Martham Parish Council additional	1953-2004

ACC 2017/30	Norfolk Registration Service: additional marriage registers and indexes	1837-2017
ACC 2017/31	North Norfolk Methodist Circuit additional	1945-2016
ACC 2017/32	North Norfolk District Council additional	1948-1974
ACC 2017/33	Additional records for King's Lynn Girls High School and Alderman Catleugh School	1886-1979
ACC 2017/34	Norwich and Norfolk Memorandum Book, 1820, containing list of deaths at Trunch, 1881-1897, compiled by parish clerk	1820-1897
ACC 2017/35	Lease for a year and related bill, Norwich	1721
ACC 2017/36	Additional records of Cadge and Gilbert solicitors of Loddon	1727, 1903
ACC 2017/37	Daily Weather Observations of John Henry Willis, Southwell Lodge, Ipswich Road, Norwich	1895-1960
ACC 2017/38	Title deeds, Kirby Cane charity lands	1647-1797
ACC 2017/39	Colin Shewring additional plans	20th century
ACC 2017/40	Records of parishes within Reepham PCC	1734-? 2017
ACC 2017/41	Parish records of Trowse St Andrew, Norwich, addl	1912-2016
ACC 2017/42	Various parish records	19th century-21st century
ACC 2017/43	Photographs taken by Mr J.C.D. Smith	mid-late 20th century
ACC 2017/44	Claxton Family Letters	1857-1925
ACC 2017/45	Norfolk Registration Service addl registers	20th century
ACC 2017/46	North Elmham ecclesiastical parish addl records	20th century-21st century
ACC 2017/47	North Norfolk Methodist Circuit addl records	20th century
ACC 2017/48	The Old Dyssean Society	2001-2017
ACC 2017/49	Additional records of Eaton St Andrew	1949-2016
ACC 2017/50	Letters and papers of Revd John Alexander of Princes Street Congregational chapel Norwich	1807-1902
ACC 2017/51	Winterton parish council records	2003-2015
ACC 2017/52	Stokesby with Herringby parish council	2000-2014
ACC 2017/53	Deed packet R4170 (which includes contents of former deed packets R1164, R3986)	1765-1967
ACC 2017/54	Kimberly Church of England parish records additional	1813-2013
ACC 2017/55	Title deeds to Binham property and Brian Everitt's research papers and correspondence re Barrow Common, Brancaster	c 1823-2009
ACC 2017/56	Additional parish records from Saxlingham Nethergate	1903-2014
ACC 2017/57	Letters to Mrs Cavell (Edith Cavell's mother), including one from Edith.	1914-1915
ACC 2017/58	Reffley Society Records	19th century-20th century
ACC 2017/59	Records of Bert Hazell (addl)	1960s-1970s
ACC 2017/60	Records of the North Norfolk Constituency Labour Party	20th century

ACC 2017/61	Records of Geldeston, Stockton, and Ellingham Ecclesiastical Parishes	1840-2017
ACC 2017/62	Costessey ecclesiastical parish addl	1964-2016
ACC 2017/63	Ormesby St Margaret ecclesiastical parish addl	2012-2017
ACC 2017/64	Royal Norfolk Agricultural Association records additional	1896-1992
ACC 2017/65*	Manorial records, Gissing Kemps and Dallings	1669-1813
ACC 2017/66	Eye-witness description and photographs, Holt air crash	1968
ACC 2017/67	Digital images of documents relating to Blakeney and Cley next the Sea	1859-1919
ACC 2017/68	Parish magazines for Hingham, High Oak, and Great Ellingham	2014-2017
ACC 2017/69	St James Building Fund account book	1876-1891
ACC 2017/70	Records of Edgefield and Corpusty Parish Councils	1894-2008
ACC 2017/71	Additional records of New Buckenham ecclesiastical parish	13th century-20th century
ACC 2017/72	Metton parish additional	1998-2017
ACC 2017/73	Photos and negatives of BCKLWN planning department	20th century-21st century
ACC 2017/74	Papers of Mr H. Manning of Sporle relating to his employment with The East Anglian Real Property Co. Ltd	1958-1986
ACC 2017/75	North Norfolk Methodist Circuit additional	1944-2016
ACC 2017/76	Letters	1840
ACC 2017/77	Records of Norfolk Federation of Workers' Educational Association	2003-2015
ACC 2017/78	Bunwell tithe map	nd [1839]
ACC 2017/79	Papers of Dr Michael Beverley of Norwich	c 1841-c 1930
ACC 2017/80	Records of the Pipe Club of Norfolk	1973-2017
ACC 2017/81	Theatre Royal programme	1980
ACC 2017/82	Probate of the will and codicil of James Shephard Taylor, of Dilham	1807-1809
ACC 2017/83	Minutes of Northwold Parish Council	1969-1972
ACC 2017/84	Records of the Friends of the Norwich Museums	2010-2016
ACC 2017/85	Papers of Dr Michael Bridge of Fakenham	1915-1990s
ACC 2017/86	Return of Fines and Fees for South Erpingham Petty Sessions	1896
ACC 2017/87	Various Norfolk Title Deeds	19th century
ACC 2017/88	Record of Furnishings of All Saints, Shelfanger, by The Arts Society, Diss	2017
ACC 2017/89	Articles of Agreement between Anne Newman of Surlingham and her son	1705

Appendix 2

Small Accessions Purchased by NRO before 1997 and Catalogued during this report period

Southburgh deed and unidentified notarial instrument, 1317-1363	MC 3339
Burkitt Memorial Homes, King's Lynn, 1909-1950	MC 3341
Map of Hindolveston, nd [1804]	MC 3342
List of trustees of Foxley Primitive Methodist Chapel, 1890s	MC 3343
Vouchers for repairs and supplies by various tradesmen at Wymondham, 1836-1845	MC 3344
Smyth family and other papers relating to East Dereham and elsewhere, 1778-1910	MC 3349
Translation of the charters of Great Yarmouth, 18th century	MC 3352
Collected papers relating to Norfolk (Armiger, Knyvett, etc.), 16th century-20th century	MC 3313, 1067X4
Petition to the Court of Wards and Liveries relating to the estate of the late Sir Robert Southwell of Wood Rising, nd [1603-1604]	MC 3316, 1067X4
Additional (stray) papers of Mitchell and Clarke of Wymondham, solicitors, 1789-1849	MC 3317, 1067X4
Papers relating to ownership of shares in Aylsham Navigation stock, 1833-1892	MC 3318, 1067X4
Five letters from James Stark, painter of the Norwich School, 1824-1834	MC 3319, 1067X4
Collection of stray Norfolk records, 1684-1901	MC 3321, 1067X4
Collection of papers relating to several Norfolk families, including the related Hammont and L'Oste families Collection of papers relating to several Norfolk families, including the related Hammont and L'Oste families, 1812-c 1926	MC 3324
Stow Bardolph deed, 1840	MC 3325
Marriage bond between Robert Spurling and Elizabeth Browning of	MC 3326

Ditchingham, 1721	
Documents relating to Evans-Lombe estates in Bylaugh, Swanton Morley and Bawdeswell, 1813-1911	MC 3327
Deeds and leases, 1683, onwards showing title to water grounds etc. in South Walsham, 1683-1827	MC 3328
Mortgages, releases etc. relating to property in Reedham and neighbouring parishes, 1722-1875	MC 3329
Property papers relating to West Walton, Walpole St Andrew, Walpole St. Peter, Walsoken, Terrington in Norfolk, 1740-1878	MC 3330
Papers concerning Revd William Papillon's education charity, Wymondham Papers concerning Revd William Papillon's education charity, Wymondham, 1834-1952	MC 3340
National Union of Railwaymen, Great Yarmouth Branch National Union of Railwaymen, Great Yarmouth Branch, 1935-1955	SO 366/1