

Adults, Health, and Wellbeing Directorate

Doncaster Archives

***Collections Development
Policy***



DONCASTER ARCHIVES
COLLECTIONS DEVELOPMENT POLICY
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Doncaster Archives Collections Development Policy

is to be read in conjunction with the Heritage Doncaster Mission Statement, Doncaster Heritage Strategy 2015-2019, the Doncaster Archives Collections Care Policy, Brian Barber *A guide to Doncaster Archives* (Doncaster, 2006), 'The state of the borough' (Doncaster Council report, 2017), Doncaster Council's Customer Service Charter, 2012, and Data Retention Policy 2013 (the last-named undergoing revision).]

Section 1

The legislative context

Doncaster Archives has hitherto collected and will continue to collect archival material in accordance with the provisions of:

- Local Government (Records) Act, 1962
- Local Government Act, 1972 (s.224)
- Local Government Act (Access to Information) Act, 1985
- Public Records Acts, 1958 & 1967
- Data Protection Acts, 1998 & 2018
- Freedom of Information Act, 2000
- Representation of the People Act, 2002
- Environmental Information Regulations, 2004
- Church of England Parochial Registers and Records Measure, 1978, amended 1998
- Law of Property Acts, 1922 & 1924, and consequent Manorial Documents Rules, namely SI 1959/1399, SI 1963/976, and SI 1967/963
- Tithe Act, 1936, and consequent Tithe Documents Rules, namely SI 1960/2440, as amended by SI 1963/977.

Doncaster Archives will also respond to guidance issued by The National Archives, and disclosure decisions made in due course by the Information Commissioner, if they affect access to records.

Section 2

The importance of collections development to Doncaster Archives

2.1 There is only one Doncaster Archives

There is no other professionally run, formally constituted, and publicly accessible archives service functioning within the bounds of the metropolitan borough of Doncaster. There is therefore a very considerable responsibility on the part of this service to ensure that its approach to collections development is one that meets the requirements of its stakeholders and users.

2.2 The initial collecting remit

Doncaster Archives has formal collecting responsibilities that date from the years immediately following its inception – particularly in relation to its role as archives repository for the local authority that set it up, as a place of deposit for public

records, and as the diocesan record office for the Established Church's archdeaconry of Doncaster.

2.3 Subsequent collections development

It has, over the years, developed less formal collecting responsibilities in much the same way as local authority record offices throughout the country have done. Encouraged by enabling legislation¹, and in order to document the life of the borough in general, rather than limit its collecting to the records of governmental or official bodies, Doncaster Archives has gathered in records created by local estate owners, by the major industries and other businesses that defined the character of the town and its hinterland in the 19th and 20th centuries, by all types of clubs, societies and voluntary organizations, and by individuals, whether public figures or private citizens.

2.3 Success to date

Over a period of almost forty years Doncaster Archive collections development policy has allowed the service to gain wider relevance, engage a larger audience, become archivist to a great range of corporate bodies and individuals

Section 3

The importance of a collections development policy

3.1 Reviewing current collecting

Few would suggest that the record types outlined above should be reappraised or that consideration be given to stopping their accrual or even deaccessioning them. Nevertheless, there is no escaping the fact that virtually everything in the strongrooms of Doncaster Archives is summarized in paragraphs 2.2 and 2.3 above. A collection development policy cannot ignore the possibility that a change to what we collect might be necessary. It should, in fact, enjoin us to keep our approach to collecting under review.

3.2 Paternalism

The existing approach to collecting could be seen as the product of a particular era – one in which the nature of archives and their function went more or less unquestioned for eighty and more years after the Great War. One can perhaps detect a paternalistic side to the selection of records for permanent preservation: these are records chosen by and for the academically inclined; these are records that are good for you and you need no others.

3.3 The medium is the message

The records held at Doncaster Archives also overwhelmingly use traditional media: they are on paper and parchment. This is not a result of policy, it should be said, but (until recently) a matter of a lack of communication between the Archives and its parent body, and the fact that with digital records the imperative to transfer them to an archives service is lacking – just because that they take up almost no space. Moreover, the archives profession in general is only just recognizing that the truth of Marshall McLuhan's famous dictum has never been clearer than in the digital age. Remote use of archives through digitization of records is becoming the norm.

¹ Particularly the Local Government (Records) Act, 1962, Local Government Act, 1972 (s.224.), and Local Government (Access to Information) Act 1985

Declining numbers of visitors-in-person show that the demand for access to original archival material is in steep decline; the time may not be far distant when the maintenance of large stores of documentation on traditional media will be called into question.

3.4 Out of step with the times

The records held at Doncaster Archives almost certainly reflect the priorities of an era that exhibited less diversity than we see today. Doncaster may not be the most ethnically diverse borough in Yorkshire and the Humber, but there are religious, cultural and national minorities to be found in the authority – especially in the town of Doncaster, which is to say roughly the old county borough. The industries that provided mass employment in the mid-1970s have gone, leaving disparities of prosperity, educational attainment, and aspiration across the borough. Social attitudes have changed in a variety of ways. The analysis of Doncaster provided in ‘The state of the borough’ (Doncaster Council report, 2017) shows something rather different from Doncaster Archives’ readership, which is characteristically over 60, rarely from disadvantaged circumstances, and white British (as demonstrated in repeated PSQG/CIPFA archives visitor surveys since 2006).

3.5 Loss of readers

None of this might matter were it not for the fact that we continue to need justify our existence and therefore also our *modus operandi*. Doncaster Archives boomed mainly because of the boom in family history. In terms of visitors to the Archives the service is no longer booming, having lost two thousand out of three thousand readers in little more than fifteen years. Family history has largely moved online. We will not change this state of affairs simply by developing our collecting, but it is certainly an aspect of our operation that is worth looking at if we hope to remain relevant.

3.6 Heritage Doncaster

There is also a significant change on the horizon for Doncaster Archives. Precise details remain to be worked out, but by 2022 the department will be operating from the same site as the Local Studies Library and in close proximity to Doncaster Museum & Art Gallery, the King’s Own Yorkshire Light Infantry Museum, and the Hall Cross School Railway Collection. There is a great opportunity here to position the department as part of a greater heritage whole. It will also be an opportune time to examine what we collect so that our holdings can be most effective when used in conjunction with the resources of the other sections of Heritage Doncaster.

3.7 Advocacy

This policy also, it need hardly be said, has a role as an advocacy document, demonstrating to parent body, professional bodies, and all other stakeholders what we do now and what we propose doing as an archive collecting body in order to realize the aims set out in our mission statement.

Section 4

The current state of affairs

4.1 General principles

The service acquires or considers for acquisition any written or graphic record material documenting the activities of humankind within or chiefly relating to the borough of Doncaster from the earliest times until the present day. Over the last forty years this has meant in practice the acquisition of material relating to all types of corporate bodies, organizations, communities, families and individuals within or principally concerned with the Metropolitan Borough. Material originating outside the Borough is normally restricted to certain church records as indicated below in paragraph 6.2.1 below

4.2 The record creators represented at Doncaster Archives

The holdings of Doncaster Archives are made up almost entirely of records created or acquired by:

- Doncaster Council and its predecessors, which include the county borough of Doncaster², two rural district councils and eight urban districts
- Civil parish councils
- Doncaster Borough Police
- Local authority schools and local divisional executive boards of the West Riding Education Department
- HM Government: Area Health Authorities and their successors
- HM Government: local law courts
- HM Government: Mines & Quarries inspectorate, Inland Revenue, and others
- The archdeaconry of Doncaster and its parish churches
- The churches of the Methodist circuit of Doncaster
- Other non-conformist Protestant churches
- Water and drainage boards
- The Great Northern Railway and its successors
- Other businesses, both manufacturing/engineering and service
- Firms of solicitors, estate agents
- Families and estates
- Societies, trades unions, clubs, pressure groups, voluntary groups
- Charities
- Public figures
- Private individuals
- Antiquarians

4.3 Continued collection from these sources

It is the policy of Doncaster Archives to continue collecting archival material from the sources listed above, in section 4.2.

4.4 The means of collection

² It is amongst these records – and especially those created or accumulated by the council's race committee - that the documentation of horseracing on the Town Moor is to be found

Passive acquisition will continue be the principal means by which the archival holdings of Doncaster are augmented. Active collection will play a lesser, though significant role.

4.4.1 Passive collection i: through established channels

Where channels of communication between record creator and archives are active, records will accrue in a regular and orderly manner. This is normally the case with records generated by the churches of the archdeaconry of Doncaster, most civil parishes, the courts, and the National Health Service.

Regular contact will be maintained with the diocesan office, the record officers of the Magistrates Court and the Coroner's Court and with the record officers of Rotherham, Doncaster and South Humber NHS Foundation Trust and Doncaster and Bassetlaw Hospitals NHS Foundation Trust. Regular contact with around forty parish clerks poses a different problem.

4.4.2: Passive collection ii: through re-established channels

Channels of communication between council departments and Doncaster Archives have, with certain exceptions, not been particularly active during the past decade. It is the Archives policy to seek to remedy this state of affairs [see sections 5.1, 5.11 below]

4.4.3: Passive collection iii: *ad hoc*

The acceptance, providing that they conform with the provisions of the Collections Policy, of new accessions offered by the casual, chance, or *ad hoc* donor/depositor.

4.4.4 Active collection

For the time being, active acquisition will normally remain restricted to two areas. Bidding to purchase archival material at auction – generally following notification of the sale by TNA – will continue. Whether a grant would be sought from an external funding body would depend on the expected price of the material concerned. Less actively, perhaps, Doncaster Archives will continue to respond to information concerning records reported to be at risk. Within the last few years examples have been the plans left at Council offices at Nether Hall, and papers at the abandoned International Harvester site.

4.6 The basis for accepting

Doncaster Archives will take in material deemed worthy of permanent preservation in one of four ways: transfer, deposit, gift, and purchase.

4.6.1 Transfer

Transfer here is used exclusively to refer to internal transfer within Doncaster Council, the parent organization. It applies to all material accepted from other council departments, whether systematically placed at the Archives, selected from time-served records in the council's records management system, identified by a council officer as of interest and worthy of preservation, or discovered on Doncaster Council premises

4.6.2 Gift

This is the donation of archival material to the Archives, whereby ownership of the material is given up by the donor and transferred to Doncaster Council. The gift will be accepted only if there is no reasonable doubt that the prospective donor is the owner of the material offered. The donor normally retains no rights over the donated records, although Archives staff will ask whether the donor holds copyright in any of the material and, if so, whether he or she wishes to assign copyright to the Archives.

4.6.3 Deposit

Deposited archives remain the property of the depositor. A deposit is therefore equivalent to a loan, and one that is normally of indefinite length. There are at present no items at Doncaster Archives held on a fixed term loan. Depositors of records on loan may withdraw records on giving reasonable notice and signing a receipt acknowledging the withdrawal for temporary or permanent purposes. Doncaster Metropolitan Borough Council will require reasonable reimbursement for any conservation work carried out on deposited records prior to their permanent withdrawal. Depositors may, with the agreement of the archivist, impose reasonable restrictions on access beyond those required by law. Whether or not they are the copyright holders, owners of deposited material may, with the agreement of the archivist, impose reasonable restrictions upon copying of their archives.

4.6.4 Purchase

Archival material offered or made available for purchase by may be bought by Doncaster Archives providing 1) it conforms with the requirements of the collections policy; 2) the suggested purchase price is considered to be fair; 3) the vendor is the undoubted owner of the archival item(s) concerned or is acting on behalf of and with the approval of the undoubted owner. Doncaster Archives will try to establish whether copyright applies to purchased items and, if so, to whom it belongs. This would, however, not normally influence the decision as to whether to purchase the material concerned.

Section 5

Gaps in the holdings

This is not an exhaustive list, but it does serve to indicate some areas upon which Doncaster Archives might focus greater attention in the future

5.1 Doncaster Council

Since 2016 Doncaster Council has been transferring its semi-current records to Storetec, a company that the council has engaged to handle its records management. At present there is no formal arrangement for allowing the archivist to review time-served records prior to destruction. There are various policy documents in place relating to records management but none that makes provision for permanent preservation. The borough archivist is currently [July 2018] in discussion with the council's Information Governance Team on the subject of selecting archival material; it is expected that this will result in the creation of a policy to ensure the continued preservation of the documentation of Doncaster Council's actions.

5.2 National Coal Board

The post-Nationalization records of Doncaster's collieries are public records that remain in the custody of The National Archives. If TNA should decide to place coal-

mining records with appropriate local archives repositories, it will be the policy of Doncaster Archives to accept archival material from the borough's collieries if offered or to request that such material be placed in its care – notwithstanding the fact that the pre-Nationalization records inherited by the National Coal Board from the southern part of the Yorkshire coalfield were all placed with Sheffield Archives.

5.3 Artists and artistes

Documentation generated by creative groups and individuals or by organizations responsible for staging artistic events of any sort is barely represented. It is particularly notable that the archives of CAST and its predecessors the Civic Theatre and the Arts Centre are entirely absent. Cinemas and other performance venues have not generally been owned by locally-based companies [*also 5.7 below*]

5.4 Non-Christian religions

No non-Christian religious organization has ever placed records in the care of Doncaster Archives or even been in contact with a view to depositing archival material.

5.5 Minority groups in general

Minority national or ethnic community groups, any locally-based bodies or branches of national organizations representing the interests of the LGBT section of Doncaster's population, or of disabled people within the borough go unrepresented at Doncaster Archives.

5.6 Academies

Schools that are no longer under the aegis of the local education authority represent a particular problem, in that it is no longer possible for Doncaster Archives to assert that their non-current records are the property of the local education authority and should therefore be lodged with the archives service.

5.7 External owners

Much that is absent stems from the fact that so many of Doncaster's businesses have been owned, run or acquired by parent companies or organizations based outside the borough. (The converse can be true, too, as with the records of Bridon-Bekaert, which include the archives of many rope and cable manufacturers taken over by the company.) This not simply a matter of banks and chain stores; historically important employers such as International Harvester, Ford Motors, ICI, and Crompton Parkinson have left little trace in the Archives. Much the same can be said of the original Doncaster Airport and the operational side of the railway industry (as opposed to locomotive and rolling-stock engineering and maintenance).

5.8 Politicians and other prominent people

Only one local MP has placed archival material – consisting entirely of constituency correspondence – in the care of Doncaster Archives. No local politicians have deposited their personal papers, nor have any other public figures whose origins or upbringing link them to the borough.

5.9 Some other business and professional records

The retail and leisure sectors are in general poorly-represented. Completely absent is any evidence of certain types of professional partnership, such as architects and

accountants. Do any GP surgeries maintain records that might reasonably be placed with a local authority record office without breaching data protection legislation? The local NHS authorities have certainly never mentioned the possibility of placing such material in our care.

5.10 Closed businesses

One of the biggest gaps is surely represented by businesses – and perhaps other organizations – that flourished and died before Doncaster Archives was created in 1973. Only a little smaller is the gap represented by closures since 1973: losses have continued, with Doncaster Archives only rarely able to intervene and secure some basic documentation of businesses prior to removal or destruction of the records [see *paragraph 8.6 below*].

5.11 Born digital

Digital records in general are not being transferred to the archives in the same volume as tangible records have been in the past. Pressure on space is likely at one time to have prompted the creating body to deposit materials. Digital records do not create that problem. This is most noticeable in connexion with the minutes and agenda papers of the parent body, Doncaster Council, and its committees, along with the operational and administrative records of the full range of council departments. [see *paragraph 6.1.4 below*]

Section 6

Identifying limitations on collecting

6.1 Media

6.1.1 Accepted media

The archival material acquired may be on parchment or paper, and in digital or photographic form. Photographs as glass or celluloid negatives, or as transparencies, or printed or digitally-stored positives are accepted.

6.1.2 Microform

Microfilm and microfiche continue in use as substitutes for documents such as parish and cemetery registers which would otherwise suffer through heavy use. They will also be accepted if they represent the only surviving version of a given record series or set of papers. This is true, for example, of most planning applications, of some building control applications, of a particular antiquarian collection [DZ/SYK] and of some copies of estate papers now thought to be lost.

6.1.3 Excluded media

Documentation is not systematically excluded on the basis of format, but audio-visual materials using tape, cassette tape, vinyl discs, cine film, and DVD have not normally been accepted by Doncaster Archives owing to a lack of the equipment necessary for playing or showing them. Because of this, potential donors or depositors of audio-visual materials have historically been directed to Doncaster Local Studies Library. Anyone offering cine film in recent decades has generally

been referred to the Yorkshire Film Archive (established 1988) [see *paragraph 8.7, below*].

6.1.4 Digital records management

Doncaster Council's digital records pose a significant challenge. An electronic records management policy has been in existence for a number of years, but it has so far failed to yield up any digital council records for permanent preservation at the Archives. Steps will be taken during the lifetime of this policy to address this and work with other departments within the Council to ensure that relevant records are deposited and preserved for posterity.

6.1.5 Space

At the present site storage space, particularly within the strongrooms, places a current limit on collecting. By 2021/22 the Archives will have moved to new premises, in which there will be sufficient strongroom accommodation both for the existing archival holdings and for 25 years' worth of growth in the volume of material held, based on the rate of accrual during the ten years 2007-2017.

6.2 The wider collecting picture

6.2.1 Boundaries

All parts of the metropolitan borough of Doncaster are covered. All parts of the archdeaconry of Doncaster are covered in respect of the records of the parishes of the Established Church. This means that Doncaster Archives holds church records from some parishes now located for local governmental purposes in the East Riding of Yorkshire, North Yorkshire, and the metropolitan boroughs of Barnsley and Rotherham. Two parish churches (Bawtry and Austerfield) are within the borough of Doncaster but not within the archdeaconry of Doncaster; their parish records are held by Nottinghamshire Archives. The Methodist Circuit of Doncaster currently extends to Harworth, Nottinghamshire, and the records of the Methodist Church there are held by Doncaster Archives

6.2.2 - Relationship with adjacent local authorities

Estate and business papers

Many collections – in particular those made up of the records of estates and businesses – can be of interest to more than one local authority archives service by reason of the tendency of such organizations to have interests in two or more local authorities. These collections are normally best kept intact for the benefit of researchers and on the archival principle that they were created as whole and would lose meaning if pieces were arbitrarily removed from them. The decision as to which repository a body of material is placed with rests initially with the depositor/donor.

Ecclesiastical papers

Doncaster Archives is the diocesan record office for the archdeaconry of Doncaster. This means that it is authorized to receive and make available the records of a number of parish churches that lie outside the borough of Doncaster's boundaries. This has not proved to be a source of friction with neighbouring local authorities and

there are no grounds for expecting this to change in the future [see *paragraph 6.2.1 above*]

Health Authority Papers

The two NHS Foundation Trusts operating in Doncaster both extend to a considerable extent into neighbouring local authorities. Only records relating specifically to Doncaster have so far been placed in the care of Doncaster Archives. Indivisible record series of interest to more than one local authority archives service will eventually need to be accommodated. The subject has already been aired amongst the archivists of South Yorkshire. It is essential that a discussion begin with archivists further afield.

The South Yorkshire County Record Office

The holdings of the former SYCRO (1974-1986) are, by an agreement concluded between the metropolitan boroughs of Barnsley, Doncaster, Rotherham, and Sheffield in 1988, held by Sheffield City Archives and are maintained at the expense of the four authorities in proportion to their respective populations. Any former SYCRO collections which were identified as specific to one of the four authorities have been transferred to the relevant record office. The remaining records are indivisible (South Yorkshire Police, South Yorkshire Fire Service, for example) and will remain at Sheffield Archives unless a change to the 1988 document is agreed.

6.2.3 Relationship with other parts of Heritage Doncaster

Archival material has historically been offered to five different service points within what is now Heritage Doncaster – comprising Archives, LSL, the Museum & Art Gallery, the KOYLI Museum, and Cusworth Hall. Beginning in this current year the borough archivist has been [2018] invited to join the Heritage Doncaster Accessions and Disposals panel. This should help to define more clearly the areas of interest of the different service points.

6.3 Space

Doncaster Archives has effectively filled its available strongroom accommodation. There is no formal intention to turn potential accessions away at this stage, since there has been ample non-strongroom accommodation available since the modern (semi-current) record stores began to be emptied by Storetec in 2016. This has thus far been considered an acceptable interim measure by Doncaster Archives and by depositors and donors (who are consulted on the matter at the time of accession) on the understanding that the Archives will be moving to a BS4971-compliant home in or before 2022. This does not eliminate the possibility that potential depositors or donors might refuse to place important archival materials with Doncaster Archives because of insufficient space in the existing strongrooms.

Section 7

Accessioning and deaccessioning

7.1 The mechanics of accessioning

An accessions register is maintained by Doncaster Archives in which the contact details of all the donors, depositors, transferors, and vendors of archival material are

recorded along with the date of accession and a summary of the records being accessioned. Each accession is given a unique identifying serial number.

All accessions require the completion of a deposit receipt in which ownership, copyright, restrictions on access and use, disposal of unwanted items are set out and agreed by the depositor/donor. A copy of the receipt is retained by Doncaster Archives.

7.2 The mechanics of deaccessioning

Deaccessioning is carried out following notification of the depositor or former owner of the material concerned. Material will be returned if this is something that was requested at the time of deposit. Material may be offered to another organization and, if accepted by the latter, will be transferred with full documentation. Deaccessioned material which remains unwanted will be destroyed – in the confidential waste if appropriate. The entry in the accessions register will be stricken out, in whole or in part, as appropriate.

7.3 The principles of accessioning

[Paragraph 4.1 above sets out the essentials of Doncaster Archives' approach to collecting]

Aside from topographical and administrative restrictions, the Archives does not as a general rule accept:

Published works (including Bibles and other liturgical works) unless they have been given sufficient added interest by virtue of manuscript annotations;

Copies of records, except in those cases where the original is lost or otherwise unavailable to Doncaster Archives;

Newspapers, periodicals and other ephemera, since these form part of the collecting remit of the LSL;

Objects and artefacts, since these form part of the collecting remit of the Museum & Art Gallery, and of Cusworth Hall;

Documentation which would fall within the collecting remit of the KOYLI;

Post-1900 accounting and financial material except for year-end accounts;

Records on excluded media described in paragraph 6.1.3, above;

Material that is in such poor condition that its informational value is considered insufficient to justify the expense of the conservation needed to make it usable;

Artificial assemblages of material divorced from any organizational or administrative context, excepting collections which represent an attempt at a scholarly interpretation of the past and fall into the category of antiquarian papers.

7.4 The principles of deaccessioning

Items which are not deemed worthy of permanent preservation or which otherwise do not conform with Doncaster Archives collecting policy may be extracted from a previously-accessioned body of material and returned to the donor/depositor, destroyed, or transferred to another service in accordance with the terms of deposit or, in the absence of specific information or guidance, by the judgement of the archivist.

7.5 The limitations of limitations

It is accepted in this policy document that different archivists have taken different views as to what is worth preserving and what is not. There is generally a

presumption that, taking the etymological origins of the word *archives* as a guide, it is the official record of publicly constituted bodies that makes up the essential stock of any publicly authorized record office. Beyond this lies a slightly murky world of prejudice and preference. The author of this document is not aware of any carefully worked-out attempt to define what an archivist should or should not accept.

7.6 Looking again at established principles

It is also accepted in this policy document that the principles outlined in paragraph 7.3 above, may need to be reviewed if Doncaster Archives is to become better known and better understood.

Section 8

Dissemination and review

This policy will be made publically available and a copies will be sent to the National Archives, to Sheffield City Archives as holder of the South Yorkshire county records, and to the archives services of the metropolitan boroughs of Barnsley and Rotherham, the East Riding of Yorkshire, North Yorkshire, and Nottinghamshire in relation to the church records referred to in section 2.5, above. The statement will be reviewed as necessary to take into account any changed circumstances and will be reviewed entirely by August 2023.

Appendix: the historical background

Doncaster Archives was formally set up in November 1973 in advance of Local Government re-organization by the appointment of a professional archivist, who was given responsibility for creating a record office to serve that part of the West Riding which was to become the Doncaster Metropolitan District (later Borough). The principal initial function of the archivist and of the service he ran was to select and gather in the records of the Local Authorities which were to be abolished in April 1974.

The Archives service has gone on to collect documentary evidence of all aspects of life within the boundaries of the borough. As a more recent creation, when compared with most other local authority record offices, it has had to make up for lost time. Until 1973 the historical muniments of Doncaster Corporation (though not its more modern records) had been preserved and made available for viewing by appointment through the agency of a series of honorary borough archivists. Their remit had, however, stopped at the town boundary. Beyond lay the second tier district councils of the West Riding, for which no comprehensive county record office had ever been established.

Before 1973 some important collections of estate papers from Doncaster's hinterland were deposited with archives in Sheffield and Leeds, simply because neither Doncaster nor the West Riding could offer them a home. Several such collections have been transferred, with the consent of their owners, from Sheffield City Archives

to Doncaster Archives since 2009. The Yorkshire Archaeological Society in Leeds has for many years owned a number of the Conisbrough manor court rolls

The remaining indivisible holdings of the former South Yorkshire County Record Office (abolished along with the Metropolitan County of South Yorkshire in 1986) are looked after by Sheffield City Archives on behalf of the four archive services of South Yorkshire in accordance with an agreement originally approved in 1988.