

GLAMORGAN RECORD OFFICE/ARCHIFDY MORGANNWG

Reference code: GB 0214 RDC

Title: CARDIFF RURAL DISTRICT COUNCIL

Dates : 1862 – 1974

Level of description: Fonds

Extent and medium: c. 10 cubic meters

Name of creator(s): CARDIFF RURAL DISTRICT COUNCIL

SOME OF THE RECORDS ARE STORED IN AN OUTSIDE REPOSITORY. THESE RECORDS SHOULD BE ORDERED AT LEAST A WEEK IN ADVANCE OF AN INTENDED VISIT SO THAT THEY CAN BE BROUGHT INTO THE RECORD OFFICE FOR CONSULTATION IN THE SEARCH ROOM.

Administrative/biographical history

Rural District Councils were established in 1895, under the terms of the Local Government Act 1894. The act created new Urban District Councils to replace Local Boards of Health and Urban Sanitary Authorities, previously administered by the Poor Law Union, became Rural District Councils. The powers and boundaries of these districts remained largely unchanged, and in many cases the members and officers of the authorities also remained the same. Elections were held for the new Urban and Rural District Councils in 1894.

Cardiff Rural District Council was established with the merger of the Cardiff Rural Sanitary Authority, the Llandaff Highway Board and the Dinas Powys Highway Board. Initially it was known as the Dinas Powys Rural District Council, and its first meeting was held on December 29th 1894. In 1922, sections of Cardiff Borough were transferred to the Rural District Council, and its name was changed to Cardiff Rural District Council in order to reflect this.

The Council was at first responsible for sanitation; public health and housing. With industrial development, parts of the Rural District became urban in character, and as a result the powers of an urban district council were conferred on it by the Local Government Board. These included the authority to make bye-laws regarding the construction of new streets and buildings; naming of streets and numbering of houses; provisions of urinals, and planting of streets and highways. The Council also became a Water Supply Authority with the aim of supplying piped water to all the populated parts of the district. These powers were held until 1967. The Rural District Council also gained responsibility for highways and buildings, although road maintenance was transferred to Glamorgan County Council in 1928. From 1899, the Council had the authority to pass bye-laws regarding the regulation of hackney cabs and omnibuses. Maternity and child welfare powers were introduced in 1913, and town planning was included from 1917. The council was also responsible for electric lighting from 1900 until the nationalisation of the service in 1948. It also had limited welfare responsibilities. During both World Wars the Council oversaw food and fuel control, and air raid precautions. The post-war years saw the Council's authority extended to cover leisure facilities; camping site inspections and road safety Cardiff Rural District Council ceased to exist in 1974, under the terms of the Local Government Act 1972. Its authority passed to the newly established Cardiff City Council, and Vale of Glamorgan Borough Council.

Archival history

Immediate source of acquisition

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Scope and content

The records of Cardiff Rural District Council include minutes; committee minutes; correspondence; accounts; bye-laws; standing orders; papers of the Medical Officer of Health; election papers; news cuttings; photographs; commemorative papers and illuminated addresses, along with records relating to Llandaff District Highway Board; Cardiff Local Board of Health and Cardiff Borough.

Appraisal, destruction and scheduling information

All records which meet the collection policy of the Glamorgan Record Office have been retained.

Accruals

Accruals are not expected.

System of arrangement**Conditions governing access**

Items containing information on named individuals may be restricted in accordance with the Data Protection Act and Record Office policy.

Conditions governing reproduction

Normal Glamorgan Record Office conditions apply.

Language/scripts of material

English

Physical characteristics and technical requirements

Fair condition

Finding aids

Detailed list available.

Existence and location of originals

Not applicable

Existence and location of copies

Not applicable

Related units of description

Cardiff Poor Law Union (UC)
Cardiff Borough (BC)
Glamorgan County Council (GC)
Cardiff City Council (DCC)

Publication note

Not applicable

Note

RDC/C/1/1-118 were formerly listed as RD/C 1-118 as running numbers which included both committee records and Clerk's Department records. These numbers have been continued for later accessions but minor amendments may have to be made.

Archivist's note

Compiled by the Glamorgan Record Office.

Rules or conventions

This description follows Glamorgan Record Office guidelines based on ISAD(G) compatible cataloguing guidelines for fonds level descriptions used by the Archives Network Wales.

Date of description

[November 2002, amended June 2006, and October 2007

CLERK'S DEPARTMENT**Meetings of Council and committees**

From 1936, committee minutes are filed separately for the Council minutes. All minutes are signed unless stated otherwise. Early accessions of minutes and other clerk's department records (RDC/C/1-) were arranged by date and running number without regard to committee or function; this has been continued but may be amended. Running numbers have reached RDC/C/1/142 (Oct 2007)

Llandaff and Dinas Powis Rural District Council

RDC/C/1/1	Minutes book (indexed)	Dec 1894-Sep 1896
RDC/C/1/2	Minutes book [2 vols; manuscript]	Sep 1896-March 1897
RDC/C/1/3	Minutes book	May 1897-Nov 1899
RDC/C/1/4	Minutes book	Jan 1900-Oct 1901
RDC/C/1/5	Minutes book	Dec 1901 – Nov 1903
RDC/C/1/6	Minutes book	Dec 1903 – Dec 1906
RDC/C/1/7	Minutes book	Jan 1907 – Dec 1909
RDC/C/1/8	Minutes book	Jan 1910 – Dec 1912
RDC/C/1/9	Minutes book	Jan 1913 – Dec 1916
RDC/C/1/10	Minutes book	Jan 1917 – Apr 1920
RDC/C/1/11	Minutes book [9 vols.; printed with manuscript additions]	Apr 1920 – Oct 1922

Cardiff Rural District Council

RDC/C/1/12	Minutes book	Dec 1922 – Apr 1925
RDC/C/1/13	Minutes book	Apr 1925 – Apr 1927
RDC/C/1/14	Minutes book [3 vols.; printed with manuscript additions]	Apr 1927 – Apr 1929

CARDIFF RURAL DISTRICT COUNCIL**RDC**

RDC/C/1/15	Minutes book	May 1929 – Apr 1931
RDC/C/1/16	Minutes book [2 vols]	Apr 1931 – Dec 1925
RDC/C/1/17	Minutes (signed)	Jan 1936-Mar 1940
RDC/C/1/18	Minutes (signed)	Mar 1940-Dec 1944
RDC/C/1/19	Minutes (signed)	Jan 1945-May 1950
RDC/C/1/20	Minutes (signed)	May 1950-Feb 1955
RDC/C/1/21	Minutes (signed)	Mar 1955-Nov 1959
RDC/C/1/22	Minutes (signed)	Dec 1959-Dec 1964
RDC/C/1/23	Minutes (signed) [7 guard files]	Jan 1965-May 1968
RDC/C/1/120	Minutes (signed)	Jun 1968-Jul 1971
RDC/C/1/121	Minutes (signed) [2 vols]	Sep 1971-Mar 1974
RDC/C/1/140	Minutes (signed) [1 bdle]	Jan 1969-Dec 1971

Llandaff and Dinas Powis Rural District Council

RDC/C/1/24	Draft minutes book [1 vol.; manuscript]	1895-1898
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Cardiff Rural District Council

RDC/C/1/25	Council and committees. Minutes book (annotated; not signed) [1 vol]	1952-1955
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Committee minutes**Air Raid Precautions Committee**

RDC/C/1/41	Minutes	Dec 1936-Sep 1939
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Appeals Tribunal

RDC/C/1/42	Minutes [1 guard file; duplicated]	Feb 1951-May 1958
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CARDIFF RURAL DISTRICT COUNCIL**RDC**Camping Sites Committee

RDC/C/1/43 Minutes
[1 guard file; duplicated] Sep 1960 –Feb
1965

Civil Defence Committee

RDC/C/1/44 Minutes May 1952 –
April 1964
RDC/C/1/45 Minutes Jun 1964-Dec
[2 guard files; duplicated] 1967

Electric Lighting Committee

Electric Committee from Sep 1932

RDC/C/1/26 Minutes book Oct 1900-Oct
[1 vol.; manuscript and printed] 1922
RDC/C/1/46 Minutes Nov 1922-Apr
1929
RDC/C/1/47 Minutes May 1929-Feb
1937
RDC/C/1/48 Minutes Mar 1937-Jun
1945
RDC/C/1/49 Minutes Jul 1945-May
[4 guard files; duplicated] 1948

Finance CommitteeFinancing and Establishment Committee from Feb
1947 and Finance, Rating and Establishment
Committee from Jun 1967

RDC/C/1/27 Minutes Jun 1896-Jul
1905
RDC/C/1/28 Minutes Aug 1905-Oct
[2 vols.; manuscript and printed] 1922
RDC/C/1/51 Minutes Dec 1922-Apr
1929
RDC/C/1/52 Minutes May 1929-Jun
1936
RDC/C/1/53 Minutes Jul 1936-Jun
1940
RDC/C/1/54 Minutes Jul 1940-Nov
1943
RDC/C/1/55 Minutes Dec 1943-Feb
1947
RDC/C/1/56 Minutes Feb 1947-Feb
1953

CARDIFF RURAL DISTRICT COUNCIL**RDC**

RDC/C/1/57	Minutes	March 1953-Jan 1958
RDC/C/1/58	Minutes	Feb 1958-July 1961
RDC/C/1/59	Minutes	Aug 1961-Apr 1965
RDC/C/1/60	Minutes	May 1965-Apr 1968
RDC/C/1/61	Minutes	May 1968-Aug 1970
RDC/C/1/62	Minutes [12 guard files; duplicated]	Sep 1970-May 1972
RDC/C/1/122	Minutes (signed)	May 1972-Jul 1973
RDC/C/1/123	Minutes (signed) [2 vols.]	Aug 1973-March 1974
RDC/C/1/124	Clerk's record of orders of payments (signed by Clerk) [1 vol].	Oct 1969-Mar 1974
	<u>Fire Brigades Committee</u>	
RDC/C/1/63	Minutes [1 guard file; duplicated]	Nov 1938-May 1945
	<u>Government Evacuation Scheme Committee</u>	
RDC/C/1/64	Minutes [1 guard file; duplicated] MISSING 2006	Apr 1939-1946
	<u>Hackney Carriage and Omnibus Committee</u>	
RDC/C/1/29	Minutes [1 vol; manuscript and printed]	Apr 1899-Oct 1922
RDC/C/1/65	Minutes [1 guard file; duplicated]	Dec 1922-Oct 1930
	<u>Health Committee</u> Sanitary Committee to April 1923	
RDC/C/1/66	Minutes	Nov 1922-Oct 1930
RDC/C/1/67	Minutes	Nov 1930-Dec 1938

CARDIFF RURAL DISTRICT COUNCIL**RDC**

RDC/C/1/68	Minutes Minutes MISSING	Jan 1939-May 1943 (Jun 1943-Jun 1948)
RDC/C/1/69	Minutes	Jul 1948-Jul 1956
RDC/C/1/70	Minutes	Sep 1956-Sep 1963
RDC/C/1/71	Minutes [6 guard files; duplicated]	Oct 1963-May 1970
RDC/C/1/125	Minutes (signed) [1 vol.] <u>Highways and Buildings Committee</u> Plans Committee 1901-1902; Buildings Committee 1902-1910; Byelaws Revision Committee 1910-1914; Highways and Buildings Committee 1910-1922; see Public Works Committee for minutes Nov 1922-Apr 1923	Jul 1970-March 1974
RDC/C/1/130	Minutes book [1 vol; printed and duplicated] <u>Highways Sub-Committee</u>	Oct 1901-Oct 1922
RDC/C/1/99	Minutes [1 guard file; printed and duplicated] <u>Home Safety Committee</u>	Jun 1922-May 1930
RDC/C/1/126	Minutes (signed) <u>House Purchase Loans Committee</u>	Jul 1964-March 1974
RDC/C/1/72	Minutes [1 guard file; duplicated] <u>Housing Committee</u> Housing and Town Planning Committee Oct 1939-Feb 1947	Nov 1954-May 1958
RDC/C/1/31	Minutes [1 guard file; printed and duplicated]	Oct 1917-Mar 1922
RDC/C/1/73	Minutes	May 1923-Jul 1929
RDC/C/1/74	Minutes	Sep 1929-May 1934

CARDIFF RURAL DISTRICT COUNCIL**RDC**

RDC/C/1/75	Minutes	May 1934-Sep 1937
RDC/C/1/76	Minutes	Oct 1937-Mar 1941
RDC/C/1/77	Minutes	May 1941-Jul 1944
RDC/C/1/78	Minutes	Sep 1944-Jun 1946
RDC/C/1/79	Minutes	Jun 1946-Apr 1948
RDC/C/1/80	Minutes	May 1948-Jul 1953
RDC/C/1/81	Minutes	Sep 1953-Nov 1959
RDC/C/1/82	Minutes	Dec 1959-Dec 1964
RDC/C/1/83	Minutes [11 guard files; duplicated]	Jan 1965-Jul 1970
RDC/C/1/127	Minutes (signed) [1 vol.]	Sep 1970-Feb 1974
	<u>Housing Sub-Committee</u>	
RDC/C/1/84	Minutes	May 1923-Dec 1926
RDC/C/1/85	Minutes [2 guard files; duplicated]	Jan 1927-Mar 1928
	<u>Housing Management Committee</u>	
RDC/C/1/86	Minutes [1 guard file; duplicated]	Dec 1951-May 1956
	<u>Isolation Hospital Committee</u>	
RDC/C/1/32	Minutes book [1 vol.; manuscript and printed]	Jul 1898-Apr 1922
	<u>Llandaff Sewerage Works Committee</u>	
RDC/C/1/33	Minutes book [1 vol.; printed and duplicated]	Oct 1901-May 1920
	<u>Local Tribunal (under the Military Service Act, 1916)</u>	
RDC/C/1/34	Minutes book [1 vol; manuscript]	Jan 1916-Oct 1918

CARDIFF RURAL DISTRICT COUNCIL**RDC**Maternity and Child Welfare Committee

RDC/C/1/35	Minutes [1 guard file; duplicated]	May 1919-Oct 1922
RDC/C/1/87	Minutes	Dec 1922-Jul 1929
RDC/C/1/88	Minutes	Aug 1929-Dec 1938
RDC/C/1/89	Minutes	Jan 1939-Jun 1943
RDC/C/1/90	Minutes [4 guard files; duplicated]	Jul 1943-Jul 1948

Miscellaneous Committees

RDC/C/1/133	Minutes (signed) [1 vol.]
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Old Age Pensions Sub-Committee

RDC/C/142	Minutes [1 vol.; manuscript]	Jun 1941-Jul 1948
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Parliamentary Committee

RDC/C/1/36	Minutes book [1 vol.; manuscript and duplicated]	Jan 1901-Oct 1922
RDC/C/1/91	Minutes [1 guard file; duplicated]	Nov 1922-Sep 1961
RDC/C/1/128	Minutes (signed) [1 vol.]	Oct 1961-Nov 1973

Pentyrch Water Committee

RDC/C/1/37	Minutes book [1 vol.; printed and duplicated]	Jul 1908-Seo 1914
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Prime Cost Sub Committee

RDC/C/1/40	Minutes book [1 vol; printed]	Mar 1906-Oct 1907
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Public Works Committee

Highways and Buildings Committee to Apr 1923

RDC/C/1/92	Minutes	Nov 1922-Aug 1929
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CARDIFF RURAL DISTRICT COUNCIL**RDC**

RDC/C/1/93	Minutes	Sep 1929- Jun 1936
RDC/C/1/94	Minutes	Jul 1936-Nov 1940
RDC/C/1/95	Minutes	Dec 1940-Dec 1946
RDC/C/1/96	Minutes	Jan 1947-Mar 1952
RDC/C/1/97	Minutes	Apr 1952-Feb 1959
RDC/C/1/98	Minutes [7 guard files; duplicated]	Mar 1959-May 1965
RDC/C/1/129	Minutes (signed)	May 1965-Jun 1970
RDC/C/1/130	Minutes (signed) [2 vols.]	Sep 1970- Feb1974

CARDIFF RURAL DISTRICT COUNCIL**RDC**

RDC/C/6/12	Proposed extensions of Cardiff City. Map of highways in Cardiff RDC and area added to Cardiff Scale 1:63 360 [1 folding plan]	1925
RDC/C/7/1, 2	Cardiff City Extension plans in Parliament [2 unbound plans; fair condition]	1949-1950
RDC/C/7/3	Same Scale 1:63 360 [1 folding plan; fair condition]	1949-1950
RDC/C/7/4	Press cuttings regarding Cardiff extension [1 file]	1931- 1945

Councillors' declarations

RDC/C/8/1	Declarations by councillors on acceptance of office	1894-1907
RDC/C/8/2	Declarations by councillors on acceptance of office	1907-1925
RDC/C/8/3	Declarations by councillors on acceptance of office	1925-1946
RDC/C/8/4	Declarations by councillors on acceptance of office	1946-1958
RDC/C/8/5	Declarations by councillors on acceptance of office	1958-1969
RDC/C/8/6	Declarations by councillors on acceptance of office	1970-1971

[6 vols.]

Council motions

1903-1963

RDC/C/9	Notices of motions [1 vol.]
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RDC/C/20/10	Byelaws with respect to securing the observance of sanitary and cleanly conditions and practices in connection with the handling, wrapping and delivery of food sold or intended for sale for human consumption (etc.) by the Rural District of Cardiff [1 booklet; printed]	1950
	<u>Miscellaneous records</u>	
RDC/C/22	South Wales and Monmouthshire Rural Districts Association. Minutes [1 vol.]	1924-1935