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Records of the Aberystwyth and District Citizens Advice Bureau deposited by Mrs. C. E. Drake, Bureau Organiser, 16 Chalybeate Street, Aberystwyth.

4th September, 1979

1. "Confidential Nature of The Bureau Service" - The National C.A.B. Council, Administrative Circular 1/1964
8th January, 1964
2. Structure of C.A.B. Service
Undated
3. List of C.A.B. Training Lectures
1970 - 72
4. Letter and enclosures regarding persons invited to attend C.A.B. meeting and a list of signatures of those actually in attendance
9th February, 1970
5. Correspondence and notice of the registration of the C.A.B. as a charity in the Central Register of Charities
June - August, 1970
6. Notice of C.A.B. lectures to be held in Sept. and Oct. 1970
7. Income and Expenditure Account and future Estimates
1970 - 72
3. Programme of the Official Opening Ceremony of the C.A.B.
26th October, 1970
9. Draft Reports to the Management Committee
1971 - 72

10. Bureau Organisers Report to the C.A.B. Annual
General Meeting
6th April, 1971

11. Income and Expenditure Account
26th May, 1970 - 15th March, 1971

Income and Expenditure Account
26th May, 1970 - 6th April, 1971

12. Application and Correspondence re the registration
of the C.A.B. with the Committee of C.A.B. for
Wales
May - June, 1971

13. Form re the financial position and staffing of the
C.A.B. submitted to The Council of Social Service
for Wales and Mon.(Inc.), C.A.B. Department
8th February, 1972

14. Circular letter from the National C.A.B. Council re
"Future Constitution"
3rd January, 1972

15. "Insurance cover for C.A.B." - The National C.A.B.
Council, Administrative Circular 1/1972
5th April, 1972

16. Bureau Organiser's Report to the C.A.B. Annual
General Meeting
April, 1972

17. Income and Expenditure Account for the year ending
6th April, 1972

Acc. 315

Further deposit

9th July 1981.

18. Agendas of the meetings of the Committee of Management
Oct. 1970 - Oct. 1971
19. The Bureau Organiser's report to the Annual General Meeting of the Citizens Advice Bureau
1972 - 1973
20. Income and Expenditure accounts
1970 - 1973
21. Statistics including the numbers of enquiries per month to each Welsh Bureau related to population on number of sessions per week, analysis of the enquiries in Wales. Aberystwyth yearly statistical return 1973 - 1974
1971 - 1974
22. Correspondence about accommodation for the Citizens Advice Bureau including a copy of the lease of 16 Chalybeate Street.
1970 - 1972
23. Letters about the running of the Bureau
1971, 1973 (3)
24. North Wales Area Committee: Minutes July 1973, details of grants to Bureaux, 1970 - 1971 letters about the area administration 1972, 1973 (2)
1970 - 1973

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Further records of the Aberystwyth and District Citizens Advice Bureau deposited by Mrs. C. Drake, Bureau Organizer, 16 Chalybeate Street, Aberystwyth, per Mr. J. Carson.

9th August, 1983.

25. Correspondence and copy letters,
June 1971 - December 1975
26. Papers relating to the Training Conference held at
the Pantycelyn Hall
2nd July 1975
27. Bureau Organizers Reports, (2 items)
1st April 1974 - 31st March 1975
1st April 1975 - 31st March 1976
28. Organizers Training Day, North Wales Area,
15th January 1976: Notes for thought before
meeting
29. Notes from monthly meeting,
8th December 1975
30. Bureau expenses
1975 - 1976
31. National Association of Citizens Advice Bureaux
Statement of Income and Expenditure for year
ending 31st March 1976
32. Merioneth Citizens Advice Bureaux, Income and
Expenditure account
31st March 1976
33. Papers relating to account with National Westminster
Bank, 1974
34. Invoice for chairs etc. 10th February 1975

Further records of the Aberystwyth and District Citizens Advice Bureau deposited in the Cardiganshire Record Office.

5th September 1985.

35. Aberystwyth and District Citizens' Advice Bureau Information sheet
undated
36. Committee of Citizens' Advice Bureaux for Wales and Monmouthshire: constitution details and history
June 1972
37. Aberystwyth Citizens' Advice Bureau: Estimates of expenditure
1974/75 - 1978/79
38. Aberystwyth Citizens' Advice Bureau: Bureau Expenses
1975/76
39. Aberystwyth Citizens' Advice Bureau: Finance Questionnaires
1977, 1978
40. Aberystwyth Citizens' Advice Bureau: Income and Expenditure
1970/71 - 1977/78
41. Aberystwyth C.A.B. correspondence and copy letters
1973 - 1975
42. Aberystwyth C.A.B. correspondence and copy letters.
1976

43. Aberystwyth C.A.B. correspondence and copy letters. 1977
44. Aberystwyth C.A.B. correspondence and copy letters 1978
45. Aberystwyth C.A.B. misc. correspondence undated
46. Aberystwyth C.A.B. Management Committee papers 1973 - 1976
47. Aberystwyth C.A.B. Management Committee papers 1977
48. Aberystwyth C.A.B. Management Committee papers 1978
49. National Association C.A.B. Wales region: Analysis and enquiries 1973/74