

# Capel

CYMDEITHAS TREFTADAETH Y CAPELI  
*THE CHAPELS HERITAGE SOCIETY*

## INFORMATION SHEET NO. 2:

## CHAPEL RECORDS

When a chapel is threatened with closure, one simple action, costing next to nothing, can do much to preserve a record of the work of the chapel and what it stood for: to contact a county record office or the National Library of Wales and ensure that the records of the chapel pass into proper custody. Indeed, all chapels, even the most flourishing, are urged to take this action to preserve their older records.

The records of a chapel are likely to consist of some of the following: registers of baptisms (or births), marriages and burials; registers or lists of members; printed annual reports; accounts; trust deeds and trustees' minutes; Sunday School records; correspondence; records of associated societies ( e.g. literary societies, Band of Hope etc); programmes and brochures relating to chapel functions and activities; pictures and photographs. Manuscript and printed histories of chapels are also of interest and should be preserved.

Many chapels have deposited records in their local county record office or in the National Library. Record Offices and the National Library are always willing to receive chapel records, to call to collect them if need be, or to offer advice on suitable storage arrangements for such collections. The choice of a place of deposit is, of course, a matter for the authorities of the chapel. In general, the Welsh county archivists and the National Library see the county record offices as the most suitable place of deposit where the records can be preserved near to the buildings which formerly housed them. With regard, however, to the Presbyterian Church of Wales (the Calvinistic Methodists), it should be noted that the policy since 1934 has been to centralize the archives of the denomination in the National Library, whilst a standing order of the Methodist Conference in 1966 stated that minute books and other records of its churches should be deposited in the appropriate county record office. Collections of records of Baptist, Congregational and other denominations are held in local record offices and at the National Library.

In a record office or the National Library, the records will be listed and made available for research. Any necessary conservation work to repair damaged volumes or paper documents could be undertaken, and archive staff would be pleased to assist with local exhibitions of any chapel records deposited on loan in their custody. Information about holdings of chapel records is regularly exchanged between the record offices and the National Library.

## Whom to Contact

**Anglesey County Record Office**, Shire Hall, Glanhwfa Road, Llangefni LL77 7TW.

Tel: 01248 752080. e-mail: [archives@anglesey.gov.uk](mailto:archives@anglesey.gov.uk)

**Caernarfon Record Office**, Swyddfa'r Cyngor, Caernarfon LL55 1SH.

Tel: 01286 679095 Fax: 01286 679637 e-mail: [archives.caernarfon@gwynedd.gov.uk](mailto:archives.caernarfon@gwynedd.gov.uk)

**Carmarthenshire Archives Service**, Parc Myrddin, Richmond Terrace, Carmarthen SA31 1DS. Tel: 01267 228232, Fax: 01267 228237,

e-mail: [archives@carmarthenshire.gov.uk](mailto:archives@carmarthenshire.gov.uk)

**Ceredigion Archives**, County Offices, Marine Terrace, Aberystwyth SY23 2DE.

Tel: 01970 633697, Fax: 01970 633663, e-mail: [archives@ceredigion.gov.uk](mailto:archives@ceredigion.gov.uk)

**Conwy Archives Service**, Old Board School, Lloyd Street, Llandudno LL30 2YG.

Tel/Fax: 01492 860882, e-mail: [archifau.archives@conwy.gov.uk](mailto:archifau.archives@conwy.gov.uk)

**Denbighshire Record Office**, 46 Clwyd St., Ruthin LL15 1HP. Tel: 01824 708250,

Fax: 01824 708258, e-mail: [archives@denbighshire.gov.uk](mailto:archives@denbighshire.gov.uk)

**Flintshire Record Office**, The Old Rectory, Hawarden CH5 3NR.

Tel: 01244 532364, Fax: 01244 538344, e-mail: [archives@flintshire.gov.uk](mailto:archives@flintshire.gov.uk)

**Glamorgan Record Office**, [for Bridgend, part of Caerphilly, Cardiff, Merthyr Tydfil, Rhondda-Cynon-Taff, and Vale of Glamorgan] The Glamorgan Building, Cathays Park, Cardiff CF10 3NE. Tel: 029 2078 0282, Fax: 029 2078 0284, e-mail: [glamro@cardiff.ac.uk](mailto:glamro@cardiff.ac.uk)

**Gwent Record Office**, [for Blaenau Gwent, part of Caerphilly, Monmouthshire, Newport, and Torfaen] County Hall, Cwmbran, Torfaen NP44 2XH. Tel: 01633 644886,

Fax: 01633 648382, e-mail: [gwent.records@torfaen.gov.uk](mailto:gwent.records@torfaen.gov.uk)

**Merioneth Archives**, Ffordd y Bala, Dolgellau LL40 2YF. Tel: 01341 424682,

Fax: 01341 424683, e-mail: [archives.dolgellau@gwynedd.gov.uk](mailto:archives.dolgellau@gwynedd.gov.uk)

**Museum of Welsh Life**, St Fagans, Cardiff CF5 6XB. Tel: 029 2057 3500,

Fax: 029 2057 3490

**National Library of Wales**, Aberystwyth, Ceredigion SY23 3BU. Tel: 01970 632800,

Fax: 01970 632883, e-mail: [holi@llgc.org.uk](mailto:holi@llgc.org.uk),

**Pembrokeshire Record Office**, The Castle, Haverfordwest SA61 2EF.

Tel: 01437 763707, Fax: 01437 768539, e-mail: [Claire.Orr@Pembrokeshire.gov.uk](mailto:Claire.Orr@Pembrokeshire.gov.uk)

**Powys County Archives Office**, County Hall, Llandrindod Wells LD1 5LG.

Tel: 01597 826088, Fax: 01597 827162, e-mail: [archives@powys.gov.uk](mailto:archives@powys.gov.uk)

**Royal Commission on the Ancient and Historical Monuments of Wales**, Plas Crug, Aberystwyth SY23 1NS. Tel: 01970 621200, Fax: 01970 627701,

e-mail: [nmr.wales@rcahmw.org.uk](mailto:nmr.wales@rcahmw.org.uk)

**West Glamorgan Archive Service**, [for Swansea, Neath and Port Talbot] County Hall, Oystermouth Rd., Swansea SA1 3SN. Tel: 01792 636589, Fax: 01792 637130

e-mail: [westglam.archives@swansea.gov.uk](mailto:westglam.archives@swansea.gov.uk)

**Wrexham Archives and Local Studies Service**, A.N.Palmer Centre, County Buildings, Regent St. Wrexham LL11 1RB. Tel: 01978 317973, Fax: 01978 317982, e-mail: [archives@wrexham.gov.uk](mailto:archives@wrexham.gov.uk)