

***Cymru'n Cofio* Wales Remembers 1914-1918 Community Activities Working Group**

Minutes of the First World War Centenary Community Activities Working Group

**Friday 24 January 2014, 10:00 – 12:00 Video Conference between the
Welsh Government's offices in Aberystwyth, Cardiff and S4C in
Caernarfon**

Present:

Lesley-Anne Kerr (The Welsh Government) – **Chair**
[Welsh Government Official 1] (The Welsh Government) – **Minutes**
[Welsh Government Official 2] (The Welsh Government)
[RBL Official 1] (Royal British Legion)
[S4C Official 1] (S4C)
[Welsh Government Official 3] (Cadw)
[Welsh Museums Federation Official 1] (Federation of Museums and Art
Galleries Wales)
[WLGA Official 1] (Welsh Local Government Association)
[BALH Official 1] (British Association for Local History)
[Assoc FHS Wales / NLW Official 1] (Association of Family History Societies
of Wales & the National Library of Wales)
[WCVA Official 1] (Wales Council for Voluntary Action)
[FWW Cardiff Steering Group Official] (First World War Cardiff Steering
Group) – **New attendees**
[PCW Official 1] (People's Collection Wales) – **New attendee** (PCW Official
2] will attend future meetings)

Apologies:

[HLF Official 1] (Heritage Lottery Fund)
[National Eisteddfod Official 1] (The National Eisteddfod of Wales)
[AC-NMW Official 1] (Amgueddfa Cymru – National Museum Wales)
[BBC Official 1] (BBC Wales)
[SCL Official 1] (Society of Chief Librarians)
[ARCW Official 1] (Archives and Records Council Wales)
[Llanidloes CG Official 1] (Llanidloes Community Group)
[Swansea University Official 1] (Swansea University)
[OVW Official 1] (One Voice Wales)
[CWGC Official 1] (Commonwealth War Graves Commission) – **New joiners**

1. Welcome, previous minutes and introduction to new members:

- LAK welcomed the group, detailed the apologies and introduced the new attendees.
- The minutes from the previous meeting (08/11/2013) were accepted after one correction.

2. Update from CyMAL:

- LAK gave the group an update on recent CyMAL activity:
 - *Cymru'n Cofio* Wales Remembers 1914-1918 website is going well, content still needed. Social Media feeds are progressing well.
 - Programme Board and other Working Groups are progressing well. Work on the 2014 Programme is underway.

3. Update from members:

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- [PCW Official 1] provided an overview of the People's Collection Wales role in running the *Cymru'n Cofio* Wales Remembers 1914-1918 website after it was transferred to them in October 2013. Future development will look at improving the website, working with a website working group, who are meeting on the 27 January 2014.
 - [WCVA Official 1] informed the group that the WCVA had placed an article in their magazine and online newsletter on the *Cymru'n Cofio* Wales Remembers 1914-1918 launch, which asked members to provide information on FWW events to CyMAL.
 - [Assoc FHS Wales / NLW Official 1] detailed a Family and Local History Fair at The National Library of Wales, Aberystwyth with a talk by Dr Paul O'Leary on the 17th May 2014. [Assoc FHS Wales / NLW Official 1] continued to provide an update on the National Library of Wales (NLW) and two of their exhibitions: *Lloyd George: The Wizard, the Goat, the Man Who Won the War* and *the Great War and the Valleys digital exhibition*. The NLW will hold an exhibition on Mametz Woods in 2016. FWW will also be featured at the Royal Welsh Show and the National Eisteddfod in 2014 (**corrected on 14/08/2019**).
 - [BALH Official 1] detailed a list of UK wide British Association for Local History events and how their website is being re-developed.
 - [Welsh Government Official 2] described how the communications aspect has been very busy since the launch of the Framework Programme (October 2013) and there has been a series of project launches. [Welsh Government Official 2] noted that they are developing resources, branding and a communications toolkit. [Welsh Government Official 2] also provided an update on future events (4th August and the July National Eisteddfod) and the status of the Programme's Social Media
 - [Welsh Government Official 3] gave an update on the work of Cadw and a summary of the progress of the new war memorials grant scheme that is being launched at the end of March.
 - [RBL Official 1] gave an update on the Royal British Legion; their Poppy planting campaign with B&Q is going well. Collaboration with Welsh Government Education officials to develop education resources for schools is ongoing. All Welsh councils have signed up to the Armed Forces community covenant; projects across Wales have applied to the LIBOR grant fund.
 - [FWW Cardiff Steering Group Official] provided an overview of the First World War Cardiff Steering group and their current Heritage Lottery Fund bid. She described upcoming events in Cardiff.
 - [Welsh Museums Federation Official 1] stated that the Federation of Museums and Art Galleries Wales is encouraging members to share events with the *Cymru'n Cofio* Wales Remembers 1914-1918 website. She highlighted the fact that there is a small grants scheme (up to £5k) for museums available that can be used for the First World War projects. She provided a brief overview of current known projects.
 - [S4C Official 1] gave an update on the activities being planned by S4C, e.g. collaboration project with the BBC TV & radio due to be broadcasted in 2016. S4C is developing programming based around seasons and is wary of First World War fatigue.
- 4. First World War centenary Commemoration activity relevant to Wales:**
- LAK provided a briefing on the recent call for First World War Activity information organised by CyMAL, its purpose and process.

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- [Welsh Government Official 2] highlighted that her communications department will be collecting information on past events through feedback forms, which are being developed.

5. Collaborative working

- A discussion was had on collaborative working, highlighting issues of communication, education, learning and war memorials as key areas to be focused on.
- **ACTION:** [PCW Official 1] **(People's Collection Wales) is to explore setting up a Community activities section of Basecamp to enable collaboration.**
- **ACTION:** **Members who sit on other working groups, such as [Welsh Government Official 2] are to provide feedback reports to each of the different working groups.**
- **ACTION:** [Welsh Government Official 2] **is to share the Communications Major Events Planner information with [Welsh Government Official 1] (especially any Mametz information)**

6. Moving forward

- A discussion was had with members if they still found the group useful and valued.
- **ACTION:** **All members please supply any agenda items/discussion topics to [Welsh Government Official 1] before the next meeting.**
- LAK noted that she met with [WCIA Official 1] - Chief Executive from the Welsh Centre for International Affairs (WCIA) at the Temple of Peace, Cardiff. WCIA are developing a Heritage Lottery Fund bid for the Temple of Peace and the Welsh Book of Remembrance, LAK suggestion a presentation. **ACTION:** **CyMAL to look into arranging a 5 minute presentation by [WCIA Official 1] Welsh Centre for International Affairs (WCIA).**
- The group agreed that it is very useful to see what each organisation is doing and explore collaborative approaches.
- [PCW Official 1] highlighted to the group that the People's Collection Wales has staff and digitalisation resources available.
- [WLGA Official 1] described the role of the Welsh Local Government Association, for example sending out information and networking council contacts.
- There was discussion regarding the problems of establishing the right contact at local authorities. [RBL Official 1] suggested using the Armed Forces Champions as contacts for local authorities. **ACTION:** [RBL Official 1] **to send Armed Forces Champions as contacts list to [Welsh Government Official 1]. COMPLETED ON 24/01/2014**

7. Any other business

- [Welsh Government Official 2] suggested to [WCVA Official 1] that a Wales Council for Voluntary Action (WCVA) communications representative attends the next First World War Communications Working group meeting. **ACTION:** [Welsh Government Official 2] **to invite WCVA communications representative to the next meeting. COMPLETED ON 11/02/2014**
- LAK advised the group that the Terms of Reference (TOR) document was now finalised since being cleared by the group at the last meeting, the TOR will be updated with new members when required.
- [FWW Cardiff Steering Group Official] agreed that she will also provide feedback from a Regimental Steering group that she has been invited to.

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8. Date of next meeting

- The next working group meeting will follow the next Programme Board (21/03/2014). The group will be contacted to provide their availability in the first two weeks of April. **ACTION for CyMAL to contact members for their availability.**