

BRANCH LIAISON SECRETARY

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Officers' Newsletter 154

The RCTS Archive at Leatherhead Stationmaster's House

Good News! Following on from the information in Newsletter 150, I am pleased to inform you all that the Early Access Letter has been signed and I have taken possession of the keys to the Stationmaster's House at Leatherhead Station.

Now the hard work starts!

The immediate steps to be taken are:

- Get a final quotation from LG Library Furniture and place an order for the furniture (shelving, desk and chairs).
- Once the furniture is installed, move the Uxbridge Library, the photographic collection, manuscripts, plus many other items currently in store at Stockport, Stevenage and Northampton and other locations, to Leatherhead.
- Move the Working Timetable collections to Leatherhead.

Other actions to be undertaken are:

- Convene the Archive sub-committee.
- Collate and Itemise the vast collection for easy reference in the future.
- Advertise in the commercial press that the Archive/Library is open for business as part of our remit as a Charitable Incorporated Organisation.
- Organise an opening ceremony later this year!

I have some volunteers, from my previous request for assistance, but additional help will always be appreciated, please contact me if you can assist.

I expect to give a further update at the Society AGM (you will appreciate that the report which will be published in the AGM Supplement has now been overtaken by events).

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