

**THE MUNICIPAL RECORDS OF THE
BOROUGH OF
SHAFTESBURY: A CONTRIBUTION
TO SHASTONIAN HISTORY**

Published @ 2017 Trieste Publishing Pty Ltd

ISBN 9780649437856

The Municipal Records of the Borough of Shaftesbury: A Contribution to Shastonian History by
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CHARLES HERBERT MAYO

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for transparency and accountability, particularly in the context of public administration and government operations. The text notes that without reliable records, it becomes difficult to track the flow of funds, assess the performance of various departments, and identify areas where resources may be misallocated or wasted.

2. The second part of the document addresses the challenges associated with implementing effective record-keeping systems. It highlights that many organizations face significant difficulties in ensuring that all relevant information is captured and stored in a secure and accessible manner. These challenges often stem from outdated technologies, lack of standardized procedures, and insufficient training for staff members responsible for data management. The text suggests that overcoming these obstacles requires a combination of technological investment, clear policy development, and ongoing education for employees.

3. The third part of the document explores the benefits of a well-implemented record-keeping system. It argues that such a system can significantly enhance the efficiency and effectiveness of an organization's operations. By providing a comprehensive and up-to-date view of all activities, it enables decision-makers to identify trends, anticipate potential issues, and make more informed choices. Additionally, a robust record-keeping system can help in the event of audits or legal proceedings, ensuring that all necessary documentation is readily available and accurate.

4. The fourth part of the document discusses the role of record-keeping in promoting transparency and public trust. It notes that in the current era of digital communication and social media, the public has a heightened demand for transparency from government entities and other organizations. A well-maintained record-keeping system can facilitate the release of information in a timely and accurate manner, thereby fostering greater confidence and trust among the public. The text also mentions that such systems can help in identifying and addressing public concerns more effectively.

5. The fifth part of the document concludes by emphasizing the need for a proactive approach to record-keeping. It suggests that organizations should not wait until a crisis or audit occurs to address their record-keeping practices. Instead, they should focus on building a strong foundation of accurate and accessible records from the very beginning. This proactive approach can help in preventing potential issues and ensuring that the organization is always prepared to meet its obligations and provide the highest level of service to its stakeholders.

Bind

Rev. Dr. Cunningham

Trin. Coll. Camb.

SHASTONIAN RECORDS



MAYO



THE
MUNICIPAL RECORDS

OF THE
BOROUGH OF SHAFTESBURY

A Contribution to Shastonian History

BY
CHARLES HERBERT MAYO, M.A.,

*Vicar of Long Burton with Holnest, Dorset, and Rural Dean
of the Stalbridge Portion of the Shaftesbury Deanery,
Author of "Bibliotheca Dorsetiensis."*

SHERBORNE :
J. C. SAWTELL, THE PARADE,
1889.

PREFACE.

IN the month of July, 1887, the opportunity was afforded me, through the courtesy of the Mayor and Council of the town of Shaftesbury, of inspecting the Municipal Records of that ancient Borough. These documents, upwards of three hundred in number, were lying in an Oak Chest, in the Guild Hall, without any form of arrangement, and in a condition which practically rendered it impossible to consult them with any advantage. As the Council, at a meeting held on the 3rd of August in that year, accepted my offer to Calendar the contents of this Chest, I proceeded, in the course of several visits to the town,* in that and in the succeeding month, to classify these documents under several heads, which I have styled A., B., C., D, E., leaving one other division, F., for such miscellaneous papers as could not readily be reduced under any of the former sections. To each document I affixed a small label, bearing the letter of the Class to which it belonged, together with the distinguishing number, thus, A.2, B.7, C.18, and so on, as the case might be, referring to the Calendar since offered for the acceptance of the Borough. The numbers under each letter are as follows :

*Through the kindness of the Corporation, I have also been enabled to examine the greater number of the documents at leisure at my own home.

iv.

A. Royal Grants and Charters to the Borough, and other papers or copies of Documents, bearing upon the Privileges of the Town	17
B. Court Rolls	10
C. Rolls of Accounts	19
D. Charters of Feoffment and other Instruments, ranging from 1331 to 1641	100
E. Papers relating to Suits at Law and Equity, from 32 Eliz., to 15 Car. I.	162
F. Miscellaneous Documents	12
Total	320

For better preservation in the future, I placed the older and smaller documentments in three wooden boxes, each separately labelled, which now repose in the Chest, and their contents are thus secured from falling again into their former state of chaos.

Box No. I. contains Class A., 1 to 13 inclusive, (omitting A. 14, 15, 16 and 17) and class F., 1 to 10 inclusive, (omitting F. 4, 11 and 12.

Box No. II. contains the whole of Class B., and Class C., 1 to 18 inclusive (omitting C. 10, 14, 16 and 19).

Box No. III. contains the whole of Class D.

In the open space of the Chest lie the Legal papers comprised in Class E., tied in bundles (each bundle referring to a distinct suit, and bearing a large label on which I have written the name of the Action), together with those documents, belonging to the other sections, which were too large to be placed in the three boxes above mentioned. It will thus be a matter of comparative ease to consult these records on future occasions, as the reader of the Calendar will ascertain at a glance, where to

look for the Class of documents of which he is in search, and will find a label affixed to each parchment or paper, bearing a number corresponding to that in the list before him. This Calendar gives a description of each document sufficient to render its identification certain, and in most cases is full and complete enough to impart to the reader a fair idea of the contents and value of the records described. Especial attention has been paid to the Charters of Feoffment, and other documents contained in Class D., and by giving a summary of their contents, with the names of the Grantors, Grantees, and Witnesses, I have fendered it as a rule unnecessary for subsequent enquirers to incur the labour of a personal examination.

In the Report which accompanied the Calendar, and which is now printed with considerable additions, I have called attention to the salient points of interest contained in the six several sections under which I have classified the records, and I have endeavoured to show how the documents in question illustrate the History of the Borough, and exhibit in fuller detail some matters which are but briefly treated in Hutchins's History of Dorset. I need hardly say that the preparation of this Calendar* and Report has been a work of no little labour, but I shall feel amply rewarded for the task if I have thus contributed to the promotion of a just estimate of the value of the documents, and to the growth of a loving spirit of solicitude for their preservation: and I have much pleasure in dedicating the present volume

MAJORI ET BURGENSIS
BURGI SHASTON ALIAS SHAFESBURY.

*This Calendar remains in MS., in the hands of the Corporation, to which it was presented at a Council Meeting, 6th February, 1889. The present Report, however, together with the Appendix, will be found to account for all the documents. The loan of any ancient documents in private hands, relating to the history of Shaftesbury, will be gladly welcomed by the writer.