

Royal Burgh of Wick

RECORDS' IDENTITY STATEMENT

Reference number: BW
Alternative reference number: NRS Reference: B73
Title: The Royal Burgh of Wick
Dates of creation: 1589-1975
Level of description: Fonds
Extent:
Format: paper

RECORDS' CONTEXT

Name of creators: The Royal Burgh of Wick
Administrative history:
Custodial history: Items BW/3/5-8 formerly held by the National Archives of Scotland (under the reference B73), now held by Caithness Archives Centre under Charge & Superintendence

RECORDS' CONTENT

Description:
Appraisal:
Accruals:

RECORDS' CONDITION OF ACCESS AND USE

Access:
Closed until:
Access conditions: Subject to standard access conditions.
Copying:
Finding aids:

ALLIED MATERIALS

Related material:

Publication:

Notes:

Separate list of building plans available.

Date of catalogue:

26 April 2012

| Ref. | Description | Dates |
|-------------|---|------------------|
| BW/1 | Minute Books | 1660-1975 |
| BW/1/1 | Town Council and Burgh Court Minute Book [1 volume] [Transcription by M. Pottinger available: see P671/3/7] | 1660-1711 |
| BW/1/2 | Town Council and Burgh Court minute book [1 volume] [Transcription by M. Pottinger available: see P671/3/8] | 1739-1772 |
| BW/1/3 | Town Council minute book including copy of Carta Erectionis Burgi de Weik in Liberum Burgum Regali, 1589, with note of the Sett of the Burgh being recorded in the books of the General Convention of Royal Burghs of Scotland on 17 July 1716 and recorded in the records of the Burgh on 29 September 1819 [1 volume] | 1755-1794 |
| BW/1/4 | Town Council minute book [1 volume] | 1794-1819 |
| BW/1/5 | Town Council Minute Book including copy of <i>Carta Erectionis Burgi de Weik in Liberum Burgum Regali</i> , 1589, with a copy of the Sett of the Burgh: "a settled rule for the elections in all time coming" [1 volume] | 1819-1836 |
| BW/1/6 | Town Council minute book [1 volume] | 1836-1855 |
| BW/1/7 | Town Council minute book [1 volume] | 1855-1885 |
| BW/1/8 | Town Council minute book [1 volume] | 1885-1891 |
| BW/1/9 | Town Council minute book [1 volume] | 1891-1902 |
| BW/1/10 | Town Council minute book [1 volume] | 1902-1906 |
| BW/1/11 | Town Council minute book [1 volume] | 1906-1917 |
| BW/1/12 | Town Council minute book [1 volume] | 1917-1924 |
| BW/1/13 | Town Council minute book [1 volume] | 1924-1929 |

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| BW/1/14 | Town Council minute book [1 volume] | 1929-1931 |
| BW/1/15 | Town Council minute book [1 volume] | 1931 |
| BW/1/16 | Town Council minute book: Town Clerk's copy minutes [1 volume] | 1931 |
| BW/1/17 | Town Council minute book [1 volume] | 1932 |
| BW/1/18 | Town Council minute book [1 volume] | 1933 |
| BW/1/19 | Town Council minute book [1 volume] | 1934 |
| BW/1/20 | Town Council minute book [1 volume] | 1935 |
| BW/1/21 | Town Council minute book [1 volume] | 1936 |
| BW/1/22 | Town Council minute book [1 volume] | 1937 |
| BW/1/23 | Town Council minute book [1 volume] | 1938 |
| BW/1/24 | Town Council minute book [1 volume] | 1939 |
| BW/1/25 | Town Council minute book [1 volume] | 1940 |
| BW/1/26 | Town Council minute book [1 volume] | 1941 |
| BW/1/27 | Town Council minute book [1 volume] | 1942 |
| BW/1/28 | Town Council minute book [1 volume] | 1943 |
| BW/1/29 | Town Council minute book [1 volume] | 1944 |
| BW/1/30 | Town Council minute book [1 volume] | 1945 |
| BW/1/31 | Town Council minute book [1 volume] | 1946 |
| BW/1/32 | Town Council minute book [1 volume] | 1947 |
| BW/1/33 | Town Council minute book [1 volume] | 1948 |
| BW/1/34 | Town Council minute book [1 volume] | 1949 |
| BW/1/35 | Town Council minute book [1 volume] | 1950 |
| BW/1/36 | Town Council minute book: index [1 volume] | 1950 |
| BW/1/37 | Town Council minute book [1 volume] | 1951 |
| BW/1/38 | Town Council minute book [1 volume] | 1952 |
| BW/1/39 | Town Council minute book [1 volume] | 1953 |
| BW/1/40 | Town Council minute book [1 volume] | Jan 1954-Apr |

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| | | 1955 |
| BW/1/41 | Town Council minute book [1 volume] | May 1955-May 1956 |
| BW/1/42 | Town Council minute book [1 volume] | May 1960-Apr 1961 |
| BW/1/43 | Town Council minute book [1 volume] | May 1961-Apr 1962 |
| BW/1/44 | Town Council minute book [1 volume] | May 1962-Apr 1963 |
| BW/1/45 | Town Council minute book [1 volume] | May 1963-Apr 1964 |
| BW/1/46 | Town Council minute book [1 volume] | Apr 1964-Apr 1965 |
| BW/1/47 | Town Council minute book [1 volume] | May 1965-Apr 1966 |
| BW/1/48 | Town Council minute book [1 volume] | May 1966-Apr 1967 |
| BW/1/49 | Town Council minute book [1 volume] | May 1967-Apr 1968 |
| BW/1/50 | Town Council minute book [1 volume] | Mar 1968-Apr 1969 |
| BW/1/51 | Town Council minute book [1 volume] | May 1969-Apr 1970 |
| BW/1/52 | Town Council minute book [1 volume] | May 1970-Apr 1971 |
| BW/1/53 | Town Council minute book [1 volume] | May 1971-Apr 1972 |
| BW/1/54 | Town Council minute book [1 volume] | May 1972-Apr 1973 |
| BW/1/55 | Town Council minute book [1 volume] | May 1973-Apr 1974 |
| BW/1/56 | Town Council minute book [1 volume] | May 1974-Apr 1975 |
| BW/2 | Financial Records | 1820-1975 |
| BW/2/1 | Wick Burgh Treasurer's account book [1 volume] | 1820-1838 |

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| BW/2/2 | Royal Burgh of Wick loans fund – capital accounts [1 volume] | 1966-1975 |
| BW/2/3 | Burgh of Wick, abstracts of accounts Burgh of Pulteneytown, abstract of accounts [1 box of printed abstracts] | 1900-1930 1901-1902 |
| BW/2/4 | Cash book, journal [1 volume] | 1967-1975 |
| BW/2/5 | Mortgage loans [1 bundle] | 1969-1975 |
| BW/3 | Legal Records | 1589-1962 |
| BW3/1 | Wick Burgh Chartulary [1 volume] | 1829-1883, 1951 |
| BW3/2 | Wick Burgh, discharged mortgage bonds and papers [1 box] | c.1907-c.1961 |
| BW3/3 | Registered bonds granted by Commissioners of Burgh of Wick [1 volume] | 1893-1962 |
| BW3/4 | Wick Burgh contract book [1 volume] | 1903-1934 |
| BW3/5 | Crown precept of sasine on erection of Wick into a royal burgh. Fragment of seal on tongue. [Very fragile. Can only be produced in exceptional circumstances. See separate private deposit P486 for a translation of this document.] [1 document] | 25 Sep 1589 |
| BW3/6 | Miscellaneous legal and financial papers relating to burgh affairs [18 documents] Including: 1. 1667 Oct 1 Roll of persons to be charged in the Michaelmas court at Wick, listing offences. 2. 1689 Jan 15 Copy or draft minute of the Uphalimes head court, listing the barons of Caithness who are to appear, with other incomplete entries. 6. 1716 Sept 29 Extract decree of bailies of Wick against persons who failed to compear to mount guard at the tolbooth for the burgh election; endorsed with a list of 14 men summoned to mount guard. | 1677-1799 |

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| | <p>7. c.1718 List of feu duties and rests of Wick.</p> <p>8. 1739 Oct 6 Petition by magistrates and town council of Wick to George Sinclair of Ulbster, their provost, seeking his interest in their process against Sir William Dunbar for enclosing the commonty of Wick.</p> <p>9-10. 1746 Sept 29 Notarial instrument of protest by John Anderson, merchant burgess of Wick for himself and others against the election of George Sinclair of Ulbster and others to the council; with related copy minute of the burgh court (10).</p> <p>11. 1752 May 3 List of books on law, history, divinity and other subjects belonging to the deceased Mr John Russell.</p> <p>12-13. 1753 Nov 5-7 Petition by James Richardson, excise officer in Wick, and John Simpson, tidewaiter there, to the magistrates of Wick, for summoning witnesses to an alleged assault on the petitioners, who had seized rum, brandy, tobacco, hops and flax belonging to John Shand, master and merchant in Garmouth, from the storehouse at Staxigo, and the breaking open of the tollbooth at Wick to recover the same; with signed depositions by the witnesses, 5-7 November (13).</p> <p>18. n.d. [mid 18th cent] Draft minute of burgh court concerning sentence of banishment against Donald Sutherland for a criminal offence; endorsed with a list of tenants.</p> | |
| BW/3/7 | Services of heirs and related papers [1 bundle] | 1775-1800 |
| BW/3/8 | Electoral register of the burgh of Pulteneytown (printed) [1 document] | 11 Oct 1894 |
| BW/4 | Dean of Guild Court | 1933-1975 |
| BW/4/1 | Registers of Works | 1946-1975 |

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| | [N.B., there are two registers of major building works within the Burgh, covering the period 28 Aug 1944 to 14 Mar 1949, formerly part of the Wick Burgh records as BW/4/1-2, now apparently part of Caithness County Council] | |
| BW/4/1/3 | Register of Master of Works' Plans and Petitions including Minor and Major Applications (indexed) [1 volume] | 15 Aug 1946–19 Mar 1960 |
| BW/4/1/4 | Register of Master of Works' Plans and Petitions including Minor and Major Warrants (indexed) [1 volume] | 2 Apr 1960 – 26 May 1964 |
| BW/4/1/5 | Register of Applications for Building Warrants including Minor and Major Applications [1 volume] | 25 Jun 1964 – 14 Apr 1975 |
| BW/4/2 | Plans | 1933-1975 |
| | Major and minor building warrants and plans, sorted by year [listed on archives computer database – please ask searchroom staff if you would like a search to be made] [16 boxes] | 1933, 1934, 1937-1975 |
| BW/5 | Pulteneytown Improvement Commissioners | 1882-1895 |
| BW/5/1 | Minute book [1 volume] | 1882-1893 |
| BW/5/2 | Minute book [1 volume] | 1893-1895 |
| BW/6 | Other Records | |
| BW/6/1 | Wick Burgh Honorary Burgess Roll including a list of Honorary Free Burgesses, 1720 – 1929, and the admittance of Queen Elizabeth, the Queen Mother, with her signature, 1956 [1 volume] | 1932 - 1956 |
| BW/6/2 | Roads Trustees for County of Caithness and Burgh of Wick [1 volume] | 1860-1886 |
| BW/6/3 | Lieutenancy Book [1 volume] [Transcription by Anne Dunnet available P634/1/10] | 1831 |
| BW/6/4 | Wick Burgh Community Council minute book [1 volume] | 1948 |
| BW/7 | Wick Burgh Valuation Rolls – post 1961 the valuation rolls for Wick Burgh can be found in the Caithness County Valuation Rolls with the other parishes and Thurso Burgh. References CC/4/2/39 – CC/4/2/43 | 1855-1961 |
| BW/7/1 | Valuation roll [1 microfilm] | 1855-1860 |

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| BW/7/2 | Valuation roll [1 microfilm] | 1860-1863 1872-1878 |
| BW/7/3 | Valuation roll [1 microfilm] | 1863-1867 |
| BW/7/4 | Valuation roll [1 microfilm] | 1867-1872 |
| BW/7/5 | Valuation roll [1 microfilm] | 1878-1884 |
| BW/7/6 | Valuation roll [1 microfilm] | 1884-1892 |
| BW/7/7 | Valuation roll [1 volume] | 1883-1900 (1884-1888, 1892-1893 MISSING) |
| BW/7/8 | Valuation roll [1 volume] | 1900-1910 (1902-1903 MISSING) |
| BW/7/9 | Valuation roll [1 volume] | 1910-1917 |
| BW/7/10 | Valuation roll [1 volume] | 1917-1925 |
| BW/7/11 | Valuation roll [1 volume] | 1925-1933 (1925-1926 MISSING) |
| BW/7/12 | Valuation roll [1 volume] | 1933-1940 |
| BW/7/13 | Valuation roll [1 volume] | 1940-1947 |
| BW/7/14 | Valuation roll [1 volume] | 1947-1954 |
| BW/7/15 | Valuation roll [1 volume] | 1954-1961 |