

P764: Thurso in Bloom
RECORDS' IDENTITY STATEMENT

Reference number: P764
Alternative reference number:
Title: Thurso in Bloom
Dates of creation: 2000-2009
Level of description: Fonds
Extent: 8 Boxes
Format: Paper and photographs

RECORDS' CONTEXT

Name of creators: Thurso In Bloom
Administrative history: Thurso In Bloom was founded in February 2000 with the objective "to promote the benefit of those who live or visit the town of Thurso by promoting and encouraging the provision of floral displays, hanging baskets and horticultural exhibits and assisting in raising the standards and public interest therein".

The group organises various fundraising events throughout the year. The money raised is used to provide floral displays etc. in and around Thurso. It co-ordinates the town's entry in the Beautiful Scotland In Bloom competition.

Custodial history:

RECORDS' CONTENT

Description: Minutes and Financial Records etc.
2001-2006
Press Cuttings, 2000-2009
Photographs, 2000-2009

Appraisal:

Accruals: Acc.933, Acc.1017

RECORDS' CONDITION OF ACCESS AND USE

Access: Minutes open; otherwise Data Protection Act applies

Closed until:

Access conditions: Available within the Archive searchroom

Copying: Copying permitted within standard Copyright Act parameters

Finding aids: Available in Archive searchroom

ALLIED MATERIALS

Related material:

Publication:

Notes:

Date of catalogue: 14 June 2011; 31 May 2013

Ref.	Description	Dates
P764/1	Minutes, Financial Records & Membership	2001-2006
P764/1/1	Constitution, Minutes of AGM and ordinary meetings, etc. [1 file]	2001-2006
P764/1/2	List of members, money collected, assets, financial statement etc. [1 bundle]	2003-2006
P764/1/3	List of members, financial statement, funding application, correspondence etc. [1 file]	2004
P764/1/4	Financial statements [1 bundle]	2000-2009
P764/1/5	Financial statements, bank statements, correspondence, annual reports [1 bundle]	2009
P764/1/6	Minutes, financial statements, bank statements, correspondence, annual reports [1 bundle]	2010
P764/1/7	Minutes, financial statements, bank statements, correspondence, annual reports [1 bundle]	2011
P764/1/8	Highland Council and Bear Scotland correspondence relating to "Improving the Look of Thurso" and hanging baskets [28 sheets]	23 Mar 2000 - 02 Mar 2005

P764/1/9	Thurso In Bloom Liability Insurance [7 sheets]	29 Mar 2001 - 01 April 2005
P764/1/10	Thurso in Bloom and Inland Revenue Charity recognition correspondence [6 sheets]	4 Apr 2001- 30 June 2005
P764/1/11	Thurso In Bloom letters requesting monetary donations towards hanging baskets [14 sheets]	21 Feb 2000 – 3 Mar 2005
P764/1/12	“Thank you” for your donation letters [1 large bundle]	5 March 2000 - 12 Oct 2005
P764/1/13	Committee resignation letters, unused stationary, labels, envelopes, posters, receipts [1 File]	25 Jan 2002 – 12 Oct 2005
P764/1/14	Committee meetings, minutes of, and financial statements. [1 large bundle]	21 Feb 2000 – 30 Jan 2006
P764/1/15	Letters relating to Services/Assistance provided to Thurso in Bloom . Colouring competition “A Bright and Colourful Thurso” Thurso Precinct Project Rotary Club membership card [1 bundle]	24 Aug 2001 -12 Oct 2005
P764/1/16	Committee Appreciation information, Judges marking sheets, minutes of committee meetings, [1 File]	18 Jun 2001– 17 Jun 2003
P764/1/17	Publicity and Insurance documents including Budding Young Gardeners [1 File]	2000 – 29 Jun 2009
P764/1/18	Miscellaneous information and correspondence with Highland Council , includes information on the Stone signs for the town[1 bundle]	13 Dec 2000 – 14 Nov 2005
P764/1/19	Neglected Areas, Sponsored Baskets, and miscellaneous [1 small bundle]	7 May 2001 – 10 May 2005

P764/1/20	Copies of thank you letters relating to donations received , pledge letters, and gift aid information [1 large bundle]	2001-2004
P764/1/21	Copies of 2004 Thank you letters relating to donations received. , 2005 Public Liability insurance Acknowledgement of Financial Support, Beautiful Scotland In Bloom 2002 booklet [1 file]	2002-2005
P764/1/22	Correspondence regarding Trees for the UK and Africa, recycling and bulbs. Statements of Finance (2006-2007) and budget application forms Donations refused (2000-2005) Miscellaneous letters, list of members?, Town Hall Development, Charity recognition,[1 File]	2000-2007
P764/1/23	Public Liability Insurance Awards information [1 bundle]	21 Mar 2003 – 30 Jul 2004
P764/1/24	Fund Raising notices [1 large bundle]	2002-2005
P764/1/25	Agendas and minutes of meetings [1 Bundle]	8 Feb 2000 – 28 Nov 2005
P764/2/1	Thurso In Bloom press cuttings [1 file]	2000-2001
P764/2/2	Thurso In Bloom, Volume 1 press cuttings etc. [1 file]	2001-2002
P764/2/3	Thurso In Bloom, Volume 2 press cuttings etc. [1 file]	2001-2002
P764/2/4	Thurso In Bloom, Volume 3 press cuttings etc. [1 file]	2001-2002
P764/2/5	Thurso In Bloom, Volume 4 press cuttings etc. [1 file]	2001-2002
P764/2/6	Thurso In Bloom, Volume 1 press cuttings etc. [1 file]	2002-2003
P764/2/7	Thurso In Bloom, Volume 2 press cuttings etc. [1 file]	2002-2003

P764/2/8	Thurso In Bloom, Volume 3 containing press cuttings etc. [1 file]	2002-2003
P764/2/9	Thurso In Bloom press cuttings etc. [1 file]	Jul 2003 - Sep 2003
P764/2/10	Thurso In Bloom press cuttings etc. [1 file]	Oct 2003-Jan 2004
P764/2/11	Thurso In Bloom press cuttings etc. [1 file]	Feb 2004
P764/2/12	Thurso In Bloom press cuttings etc. [1 file]	Mar 2004-Jun 2004
P764/2/13	Thurso In Bloom press cuttings etc. [1 file]	Jul 2004-Sep 2004
P764/2/14	Thurso In Bloom press cuttings etc. [1 file]	Oct 2004-Dec 2004
P764/2/15	Thurso In Bloom press cuttings etc. [1 file]	Jan 2005-Mar 2005
P764/2/16	Thurso In Bloom press cuttings etc. [1 file]	Apr 2005-Jun 2005
P764/2/17	Thurso In Bloom press cuttings etc. [1 file]	Jul 2005-Sep 2005
P764/2/18	Thurso In Bloom press cuttings etc. [1 file]	Oct 2005-Dec 2005
P764/2/19	Thurso In Bloom press cuttings etc. [1 file]	Jan 2006-Mar 2006
P764/2/20	Thurso In Bloom press cuttings etc. [1 file]	Apr 2006-Jun 2006
P764/2/21	Thurso In Bloom press cuttings etc. [1 file]	Jul 2006-Sep 2006
P764/2/22	Thurso In Bloom press cuttings etc. [1 file]	Oct 2006-Dec 2006
P764/2/23	Thurso In Bloom press cuttings etc. [1 file]	Jan 2007-Jun 2007
P764/2/24	Caithness In Full Bloom press cuttings etc. [1 file]	Jul 2007-Dec 2007
P764/2/25	Caithness In Full Bloom press cuttings etc. [1 file]	Jan 2008-Jun 2008

P764/2/26	Caithness In Full Bloom press cuttings etc. [1 file]	Jul 2008-Dec 2008
P764/2/27	Thurso In Bloom press cuttings etc. [1 file]	Jan 2009-Jun 2009
P764/2/28	Thurso In Bloom press cuttings etc. [1 file]	Jul 2009-Dec 2009
P764/3	Photographs	2000 - 2009
P764/3/1	Thurso In Bloom colour photographs and press cuttings [1 Album]	c.2000
P764/3/2	Thurso In Bloom colour photographs [1 album]	c.2002-2004
P764/3/3	Thurso In Bloom colour photographs [1 album]	c.2002-2004
P764/3/4	Thurso In Bloom [1 album]	c.2002-2004
P764/3/5	Thurso floral displays colour photographs [1 file]	n.d.
P764/3/6	Thurso In Bloom colour photographs [1 volume]	c.2009
P764/4	Other Material	2001-2006
P764/4/1	Thurso town sign plans, Beautiful Scotland In Bloom Judging Notes etc. [1 file]	2001-2006
P764/4/2	Thurso In Bloom - Beautiful Scotland [1 Booklet]	2002
P764/4/3	Collecting can seals and labels, fundraising certificates etc. [1 file]	2003
P764/5	Sutherland and Caithness Recycling Partnership	
P764/5/1	Renewal of Commercial Combined Insurance policy [1 bundle]	16 May 2007 - 10 June 2008
P764/5/2	Waste Action Scotland : Highland [1 book]	2003
P764/5/3	Sutherland & Caithness Recycling Action Partnership [1 cheque book and 1 Bank Giro Credit slip book]	2005-2008
P764/5/4	Community Recycling Network for Scotland and SCRAP Committee meeting notes regarding the winding up and dissolution of the charity, [21 sheets]	12 Mar 2008 - 29 Sep 2009

P764/5/5	Press cuttings including the charity [4]	05 May 2006 – 23 Feb 2007
P764/5/6	Minutes of SCRAP meetings [one bundle]	12 Mar 2001 – 7 Jul 2008
P764/5/7	SCRAP accounts and handwritten notes of expenses [one bundle]	31 Aug 2001 - 31 Dec 2007
P764/5/8	SCRAP Annual Charity returns along with handwritten notes[18 items]	2001-2003
P764/5/9	SCRAP\ Petty Cash book [1 book]	16 Jun 01 – 31 Dec 2003
P764/5/10	SCRAP Accounts book	June 2001 – Jan 2008
P764/5/11	Miscellaneous correspondence, accounts sheets, invoices [1 bundle]	24 Oct 2001 – 16 Nov 2006
P764/6	Thurso Horticulture Society	1998-2004
P764/6/1	Thurso Horticulture Society , list of categories and awards [1 bundle]	1998-2010
P764/6/2	Thurso Horticulture Society , list of categories and awards [1 bundle]	11 May 1998 - 31 Dec 2010
P764/6/3	THS Handwritten diary of events, minutes of meetings and loose leaf contents[1 book]	11 May 1998 - 31 Dec 2009
P764/6/4	THS Various receipts, invoices, bank statements, cheque book [1 envelope]	2000 - 2001
P764/7	FINANCE	16 Mar 2000 - 22 Aug 2012
P764/7/1	THS Invoices and correspondence with The Thurso Club and Pentland Housing Association [1 bundle]	16 Mar 2000 - 12 Feb 2001
P764/7/2	THS Bank statement and receipts [1 envelope]	5 Jan 2001 – 4 Jan 2002
P764/7/3	THS Dobies invoices and miscellaneous documents [1 bundle]	Jan 2001 – 6 Dec 2001

P764/7/4	THS Bank Statements, invoices and receipts [1 envelope]	5 Feb 2002 – 3 Jan 2003
P764/7/5	THS Bank Statements [12 sheets]	3 Mar 2006 – 05 Jan 2007
P764/7/6	THS September meeting information sheets on RHS, including list of named plant varieties. [3 sheets]	C. 2000
P764/7/7	RHS affiliation renewal [4 sheets]	2005 - 2006
P764/7/8	Assorted receipts, Accounts sheet and cheque book [1 envelope]	27 Feb 2006 – 7 April 2006
P764/7/9	Copies of Dobies invoices with covering letter [12 sheets]	2006
P764/7/10	Dobies correspondence and invoices and 2006 account sheet.[9 items]	05 Feb 2007 – 09 Dec 2011
P764/7/11	THS Bank statements [1 folder]	08 Jan 2007 – 14 Nov 2011
P764/7/12	Samuel Dobie and Son invoices and receipts ,T.H.S Income and expenditure sheets, cheque books, bank giro credit book ,Caithness Voluntary Group affiliation letters ,Miscellaneous Invoices and receipts envelope [1 file]	13 Nov 2006 - 14 Nov 2011
P764/7/13	Various surplus itineraries for THS and events including newspaper cuttings ,THS statement of account	31 Jan 1994 – 31 Dec 1998
P764/7/14	Minutes of various meetings, miscellaneous leaflets, handwritten notes,assorted correspondence and finance statements. [1 File]	27 Jan 2003 - 30 Jun 2008
P764/7/15	Minutes of various meetings, miscellaneous correspondence, finance statements, leaflets [large bundle]	19 Feb 2000 - 22 Aug 2012
P764/7/16	Cheque book, miscellaneous bank statements, invoices, receipts, [1 file]	2 Feb 1997 – 21 Sep 1999