



Build your community archive!

You are looking to convert this space into a community archive so your community group can access over 100 years of local history.

Some documents in your collection contain personal information but the majority of your collection comprises of minute books and publicity material.

You only have a small budget of £700 which includes labour and all materials needed for the conversion.

You can keep the lockable metal cabinet that is already in the space, but everything else will need to be added.

- What are the risks to archives if they were stored here without any conversion work?
- How would you convert this space into a usable storage space for your archive?
- What risks will you need to accept?