

Charters Towers Municipality Archive

As a consequence of a petition drawn up by local residents, the Municipality of Charters Towers was constituted on 21 June 1877 under the Municipal Institutions Act 1864. Under this act, municipalities were responsible for maintaining good rule and governance and providing a broad range of public services and amenities.

With the Local Authorities Act 1902, which saw all Municipal Councils become Town Councils, the Charters Towers Town Council came into being on 31 March 1903.

Reference:

Queensland State Archives Agency ID11207, Charters Towers Municipal Council.

This archive includes minutes of various meetings of the Charters Towers Municipal Council and some of its committees, various financial records relating to the Council, and records of some meetings of the Charters Towers Fire Brigade. They date from the 1880s to 1900.

Archive Location: 47R-48R

Series Listing

- Box 1: GM 1 - 11 General Meetings of the Council (Minutes and Business Papers)
- Box 2: GM 12-16 General Meetings of the Council (Minutes and Business Papers)
- Box 3: MM 1 - 10 Monthly Meetings of the Council (Minutes and Business Papers)
- Box 4: MM 11-20 Monthly Meetings of the Council (Minutes and Business Papers)
- Box 5: Miscellaneous
- Box 6: C.T.F.B.B. Charters Towers Fire Brigades Board Meetings (Minutes and Business Papers)

Detailed Listing

Box 1: GM1 - 11 General Meetings of the Council (Minutes and Business Papers)

1. 8 June 1886
2. 3 March 1896
3. 7 April 1896
4. 2 June 1896
5. 1 September 1896
6. 6 October 1896

7. 3 November 1896
8. 1 December 1896
9. 5 January 1897
10. 2 March 1897
11. 4 May 1897

Box 2: GM 12-16 General Meetings of the Council (Minutes and Business Papers)

12. 5 July 1898
13. 2. August 1898
14. 4 April 1899
15. 2 May 1899
16. 6 June 1899

Box 3: MM 1 - 10 Monthly Meetings of the Council (Minutes and Business Papers)

1. 7 January 1896
2. 4 February 1896
3. 5 May 1896
4. 7 July 1896
5. 4 August 1896
6. 6 April 1897
7. 1 June 1897
8. 6 September 1898
9. 4 october 1898
10. 1 November 1898

Box 4: MM 11-20 Monthly Meetings of the Council (Minutes and Business Papers)

11. 6 December 1898
12. 10 January 1899
13. 14 February 1899
14. 7 March 1899
15. 5 December 1899
16. 6 February 1900
17. 5 March 1900
18. 3 April 1900
19. 1 May 1900
20. 5 June 1900

Box 5: Miscellaneous

1. Miscellaneous Papers (*Attached [List A](#), see below)
2. Miscellaneous Financial Papers (*Attached [List B](#), see below)
3. Special Meetings of Council - Minutes and Business Papers, June 1896 - June 1900 (Incomplete)
4. Council Committees Minutes Sheets. (*Attached [List C](#), see below)
5. Council Elections - Miscellaneous Papers, 1896 - 1912 (Incomplete)
6. Valuation Appeals Court Documents, 1896 - 1900
7. Ballot Papers from Extraordinary Election, 8 June 1912

List A

Dalrymple Divisional Board Chairman's Report Sheet
(1) 28 February 1894

Dalrymple Divisional Board Statement Sheets
(1) Half-year to 30 June 1893
(2) Year to 31 December 1893
(3) Half-year to 30 June 1894

Annual Election of Councillors and Auditors Sheet
(1) 17 January 1893

Memos re. Valuations
(1) 1893

Rough estimates of accounts
(1) 1894

Annual Report of Works Foreman
(1) 1893 (18 January 1894)

Lissner Park financial statement sheets
(1) 1893

Ensurance Quotations sheet
(1) 19 September 1893

Person to whom Mayor's Report sent
(1) 1894

Valuation Appeals Count Sheets
(1) 21 July 1893 (dated on cover 1894)

Rough Specifications for Sanitary Contract
(1) August 1893

Specifications for Raising Water Board Office
(1) 9 July 1894

J. Woolcham: Memo re. signing of accounts
(1) 22 February 1893

Cochrane's Manifesto on Land Settlement

C.J. Titmus: Letter re. his prosecution by nuisance inspector - newspaper clipping
(1) *Charters Towers Daily Herald*, 31 January 1893

Sanitary work, Orange, N.S.W. - newspaper clipping
(1) *The Bathurst Times*, 19 January 1893

Prospectus of the Queensland Volcanic Aerated Company (1893)

Queensland Patriotic Fund - Form of assistance

List B

Trial Balance Ledger Sheets
(1) 31 December 1892
(2) 28 February 1893
(3) 31 March 1893
(4) 30 April 1893
(5) 31 May 1893
(6) 30 June 1893
(7) 12 July 1893
(8) 31 August 1893
(9) 30 September 1893
(10) 30 November 1893
(11) 31 December 1893

(12) 31 January 1894
(13) 31 March 1894
(14) 31 May 1894
(15) 30 June 1894
(16) 31 July 1894
(17) 31 August 1894
General Abstract of Accounts Sheets
(1) 30 June 1893
Printed General Abstract of Accounts Sheets
(1) 30 June 1894 (2 copies)
(2) 30 June 1894 (2 copies)
(3) 31 December 1898 (2 copies)
(4) 30 June 1899 (2 copies)
Printes General Account Sheet
(1) 30 June 1899 (2 copies)

List C

Works Committee Minutes Sheets
(1) 5 January 1893
(2) 16 January 1893
(3) 15 January 1893
(4) 3 July 1893
(5) 21 August 1893
(6) 30 August 1893
(7) 2 October 1893
Health and Works Committees Minutes Sheet
(1) 31 July 1893
Health Committee Minutes Sheets
(1) 2 May 1893
(2) 14 August 1893
Finance Committee Minutes Sheets
(1) 6 January 1893
(2) 6 March 1893
Rough Notes of Unofficial Meeting re. Harbour Board
(1) 17 July 1893
Memo re. Meeting of Justices
(1) 11 January 1893
Legislative Committee Minutes Sheets
(1) 24 August 1894
(2) 19 March 1897

Box 6: C.T.F.B.B. Charters Towers Fire Brigade's Board Meetings (Minutes and Business Papers)

1. 20 March 1899
2. 15 May 1899
3. 24 July 1899
4. 18 September 1899
5. 13 November 1899

6. 21 November 1899

7. Bundle containing Minutes and Business Papers during the period April 1898 - 15 May 1899. *In fragile condition*