



THE *ARCHIVO DE VILLA* (TOWN ARCHIVE) OF MADRID

The Archivo de Villa of Madrid contains, throughout its more than 18,500 running metres of shelves, documents created and received at the Madrid City Council since 1152.

This archive was first mentioned in a Royal Provision of Charles V -Charles I of the Spanish empire- (1525), although the so-called 'ark of the three keys', a medieval deposit for the parchments of Madrid, is repeatedly mentioned in the books of resolutions since the 15th century. The Archive was finally set up in the 18th century. In 1748, the first professional archivist was appointed. The first regulations and operation instructions for the archive were approved in 1753 and it became a "Public Office" with the right to issue official certificates by virtue of a Royal Decree in 1781. This Institution was opened for research in 1844. It has changed its headquarters several times: Tower of the San Salvador church and Monastery of Santo Domingo (15th to 17th century), First Town Hall of Madrid (17th century-1868), Second Town Hall "*Casa Panadería*" in Plaza Mayor (1868-1987), Conde Duque barracks (1987-), but the custody of the materials it contains was never interrupted, not even during the Peninsular War (1808-1814), or during the Spanish Civil War (1936-1939).

COLLECTIONS

Except for two small acquisitions of private archives, the collections come from the Madrid City Council itself and from the City Councils that were annexed to Madrid during the fifties, in the past century.

Collection of the Madrid City Council

The books of resolutions, comprising 1,359 volumes (15th to 20th century), are without a doubt the most representative documents of this collection and of the whole Archive. Those pages contain everything that occurred during the meetings of the local government, what was agreed, the preliminary discussions and all approved and rejected proposals. There we can find anything from complete texts of royal charters, bylaws, regulations and budgets, to resolutions on awards of urban development licences, distribution of fountains, festivity schedules, all kinds of contracts, etc.

Royal documents constitute another important documentary set on file at the Archivo de Villa. The kings and queens of the Crown of Castile submitted to Madrid, since 1152, all

types of royal privileges, provisions, documents, decrees, orders, letters, rulings... establishing the rules governing the Council, granting exemptions to citizens, determining the boundaries and even the use of land, informing of news from the court (deaths, births, wars), appointing public magistrates, etc. These collections were the first to be catalogued and transcribed in the 18th century when the Archive publications started. They were also the first to be published in print. Along with the codex of the *Fuero* of Madrid (1202), these are also the oldest documents kept in the archive.

The range of activities organised by the City Council gave rise in turn to many files and books on various topics, -particularly considering that since the 15th century, in order to achieve greater control on local politics, nearly everything was set in writing- over 53,113 dossiers and 85,000 books related to administrative matters.

Among them, we could highlight the series on works, since the City Council designed and monitored the construction of streets, squares, fountains, water conducts, bridges, city walls and drains, public buildings, corn exchange facilities, butcher's shops, barns, hospitals, town halls, bullrings, theatres and markets. The construction of private buildings had to be previously authorised and the City Council, when it came to granting construction permits, had to check that the works were safe and harmless for the surrounding area, as well as in line with the urban development plans of the city. The correct maintenance of buildings was supervised and actions were taken against citizens who owned properties in ruins that jeopardised the safety of the rest of citizens. Thus, since the 16th century, it is possible to follow in detail, through documents, the process of formation of the city.

Other aspects of the life of Madrid with a prominent place among the documents of the Archive are those related to festivities and theatre. Needless to say, the city where Lope de Vega, Cervantes, Quevedo, Calderón de la Barca or Moratín lived was a city that loved theatre and our City Council was and still is the owner of the oldest theatre in town, the Teatro Español. Thus, documents regarding the administration of theatres, containing their accounts, as well as all kinds of public festivities since the 15th century are available for consultation at the municipal archive.

The attention given to the basic needs of citizens is perfectly evidenced by the series related to Charity and Public Health, Public Order, Education and Supplies, particularly as regards fighting poverty, preventing epidemics and trading and monitoring of food.

And equally important was the population control performed through registration mechanisms that gave rise to population censuses contained in about 48,000 volumes since 1823 to 2007. Yearly and five-yearly population censuses since 1890 comprising detailed information on every house, every household, containing the full name of the household head and family members living at the house, the place and date of birth, occupation, income and studies of all the members of the family unit.

Residences (*Vecindades*) and Nobilities (*Hidalguías*) complement the above documents with the applications of persons interested in becoming a citizen of the town of Madrid. These applications were filed along with legal documents proving such right, in some cases as a result of being a resident of the town and Court, and in some other cases as a result of the noble status of the applicant in another city or of being a member of military orders, holder of nobility titles, etc.

Related to the census but having a specific personality, the Archive also has a series on call-ups and military service, based on the continued contribution of our city to the creation and continuation of armies. In the past, local authorities were responsible -acting as intermediaries between the government and citizens- for conducting and executing the necessary actions to gather soldiers, feed them, fulfil their transport and lodging needs and, later on during the 19th century, for complementing the national defence forces with a local defence force that eventually came to have its own army corps. That is the reason why thousands of documents are kept, particularly call-up files, which tell us about the people involved in that process, their names, training and problems.

The economic series related to revenue and expenditure takes a significant amount of metres at the Archivo de Villa. Firstly we find the accounts dating back to the Middle Ages and containing thorough data on revenue from taxes, administration of goods and properties, penalties and fines, as well as personnel expenses, payrolls, works, services, maintenance, cleaning and festivities.

From the 19th century on, the Archive started keeping annual budgets along with detailed reports of municipal financial states, expenditure plan policies with the relevant budget implementation files, amendments, payment orders and deposits with their relevant invoices and receipts.

In addition to accounting books, the general ledger, expenditure and income journals, etc. are also kept at the Archive.

The section devoted to municipal finances includes documents related to leasing files, operation of own and communal properties, imposition of municipal taxes, drafting of fiscal

registrations and censuses. The municipal Treasury section, thanks to its cash books and cash count certificates, makes it possible to know which was the actual liquidity status at each time.

Collection of Annexed Villages

Back in 1931, several initiatives were launched to join small villages of the surroundings of Madrid to the capital city for the purpose of improving the administration system. The effective annexation occurred in 1947, lasted four years until 1951, and involved three municipalities. Their archives were transferred to the Archivo de Villa throughout the following ten years. In all three cases, the Archive keeps their books of minutes (806) since the 19th century, books of accounts and censuses of the 20th century. In the case of some other bigger villages such as Fuencarral, Carabanchel Bajo, Canillas, Canillejas or Villaverde we find works files, licences of commercial establishments, fiscal censuses and personnel files. Among these, the Archive of Vallecas deserves a special mention for being one of the most complete ones that keeps series of documents dating back to the 16th century.

Private Archives

The Luján family is one of the oldest ancient lineages in Madrid. Its members were part of the local government of Madrid, as council members, since the 15th century and were present in the political life of Madrid until the 18th century. They also held high-rank offices as civil servants, magistrates, governors, gentlemen of the bedchamber, and their religious foundations, chaplaincies, religious memoirs and works were particularly important for the San Andrés parish of Madrid. Furthermore, they held nobility titles such as the Marquises of La Elipa. Their family archive was purchased in 1948. In this archive, we found proprietary documents (of urban and rural properties), family documents (certificates of marriage, baptism, death, family trees), employment contracts, public office appointments, religious and secular foundations, dating from the 16th to the 19th century.

Mr Manuel de Toledo y Lesparre (1805-1886), Duke of Pastrana, born on 28 October 1805 in Guadalajara, natural son of Mr Pedro Alcántara de Toledo y Salm Salm, 13th Duke of the Infantado (1768 - 1841), after the death of his father, inherited part of his properties. Mr Manuel married Ms Dionisia Vives y Cires and they contributed to the transfer and setting up in Chamartín de la Rosa of the nuns of the Sagrado Corazón, a relationship that favoured the filing of family documents at the convent, since they had no children. Said archive contains

papers related to the administration of former manors inherited by Mr Manuel Toledo when his father died (Alberique, Alija, Almenara, Ariequilla, Barcience, Castrillo, Cea, Cenete, Guardo, Lerma, Santillana, Tordehumos, Torrelavega, Uleilas, Villada) and private documents of the house.

ORGANISATION

The documents of the Archivo de Villa are organised under three large groups, subdivided in turn into collections and sections. Only the collection of the Madrid City Council (Secretariat Section) is still ongoing and growing.

1. Collection of the Madrid City Council

Secretariat: 31,000 dossiers and 85,000 books (12th cent. - 21st cent.)

City Council (16th cent. - 19th cent.) 632 dossiers

Accounting (16th cent. - 20th cent.) 4,898 dossiers

Charity (16th cent. - 20th cent.) 952 dossiers

Statistics (1840 - 1985) 2,806 dossiers and 45,400 books

Military Service (1822 -1856) 327 dossiers

Public Granary and Corn Exchange (1613 - 1824) 539 dossiers

Call-ups (1813 - 1879) 509 dossiers

Reposo or food control authority (1579 - 1845) 48 dossiers

2. Annexed Villages

Aravaca (1939 - 1951)

Barajas (1751 - 1950)

Canillas (1857 - 1950)

Canillejas (1824 - 1950)

Carabanchel Alto (1881 - 1948)

Carabanchel Bajo (1840 - 1948)

Chamartín (1879 - 1948)

El Pardo (1845 - 1951)

Fuencarral (1900 - 1951)

Hortaleza (1786 - 1950)



Vallecas (1547 - 1950)
Vicálvaro (1864 - 1951)
Villaverde (1925 - 1954)

3. Private Archives

Archive of the Dukes de Pastrana (1221 - 1854) 10 dossiers
Archive of the Luján family (1530 - 1898) 17 dossiers

ANCILLARY LIBRARY

The collection of the ancillary library has over 5,036 monographs and 1,638 brochures. It is devoted to the History of Madrid, Archiving and Social Sciences.

GUIDES, INVENTORIES AND CATALOGUES

In order to access these collections, the Archive offers the following tools:

- Guide of the Archivo de Villa 2001 (printed)
- General Inventories, 131 volumes
- Catalogues and Historical Inventories
- Ancillary Indexes: (indexes of plans; indexes of Annexed Villages; geographical, onomastic and subject indexes; dictionary catalogue of the Ancillary Library)

SERVICES

Reports, copies and certified copies of administrative documents.
Consultation of collections for research purposes.
Digitalisation of historical documents.
Guided tours.

USEFUL INFORMATION

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Archivo de Villa



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DEPARTAMENTO DE PATRIMONIO BIBLIOGRÁFICO Y DOCUMENTAL
ARCHIVO DE VILLA

C/ Conde Duque 9 y 11 (Northern yard)

28015 • Madrid

915885712/ 915885761

www.madrid.es/archivodevilla

archivovilla@madrid.es

Opening Hours

From Monday to Friday, 9.00 a.m. - 2.30 p.m.

Transport

Underground: San Bernardo (Lines 2 & 4), Ventura Rodríguez (Line 3), Plaza de España (Lines 3 & 10), Argüelles (Lines 3, 4 & 6)

Bus: 1, 2, 21, 44, 74, 133, 138, 147, M2 and Circular