

LEAVESDEN ASYLUM

STEWARD'S

REPORT BOOK

M^cCORQUODALE & C^o L^{TD}

→ Account Book Manufacturers, ←

∴ PRINTERS & STATIONERS ∴

CARDINGTON STREET, EUSTON STATION,

— LONDON, N.W. —

Ref. N^o 84704

1.
31st July 1895.

To the Committee of Managers.

Gentlemen,

G. Chalk, Laundryman, has been absent from duty since the 9th instant.

D^r. Davies, of Abbots Langley, certifies him to be suffering from an attack of rheumatism. Reported on to the last Gen^l.

G. Seagrave, Assistant upholsterer, has been off duty since the 24th instant. He, too, has been suffering from rheumatism.

I beg to submit a letter from J. Morling, the Gasman, resigning his appointment in consequence of ill-health. Morling has been in the service of the Committee since ^{Dec^r 1886} and has been paid 32/- per week and allowed a residence with coals and gas. His commencing salary was 30/- per week.

The Bull when out in the dry-yard with a cow last Tuesday week, knocked down and badly injured being the pigman, who was taking charge of the Cows in the absence, through illness, of Coleman, the Cowman.

Norman, the young farm labourer, who was assisting, beat the bull off and being able to get away.

R^d. Coleman, the Cowman, has been

2.

absent since the 20th instant from an
attack of Influenza.

The bull has been sold in accord-
ance with the order of the last Committee.
Mr. Fisher was the purchaser, and
the price £14.5.0.

Under the recent Rule, laid down by
the Managers, King will receive half pay
unless the Committee otherwise direct, after
the first week of his illness. His ^{collar} ~~shoulder~~
bone has been fractured.

The Hotchkiss boiler cleaner

With regard to this reference from the
Committee I have made enquiries through
the working engineer (Shaw) & find that
the ~~Hotchkiss~~ ^{Hotchkiss} boiler cleaner is an advan-
tage where hard water can only be
obtained. Fortunately the large rain
water tank of the Asylum is capable of
holding 150,000 gallons, and if invariably
keeping us well supplied with soft water.

The cost of the cleaner is £30 per
boiler.

The manufacture of Aerated waters.

About 2808. dozen of Lemonade @ $7\frac{1}{2}$ and
372. dozen of Soda water @ $7\frac{1}{4}$ is
the present average ^{yearly} ~~weekly~~ consumption
in this Asylum. The cost £94

The wages of a boiler, say 20/
a week, would therefore ^{at least} equal half

the weekly consumption.

The cost of the Plant, judging from the particulars furnished me by the Steward, (Mr. Taylor), ^{of Dumfries, Scotland} would amount to £140.

The only place available for the work here is the Beer cellar, where the bottles would be working under ground and beyond supervision.

Ventilating fan for the main washhouse.

With regard to this reference from the Committee, we should find but little difficulty in fixing a Fan in the main washhouse. I beg to submit an estimate from the Blackman Fan Ventilating Company for a fan, ~~and~~ together with the necessary brackets, pulleys and shafting. Total £30.

Both the Ovens in the Bake-house are much in need of repair.

Messrs. Smith & Son of Lambeth, who constructed the ovens, and who have repaired them on former occasions, have sent down their foreman to inspect them. Their estimate now submitted, amounts to £36.8.0.

By the desire of the Chairman I have been enquiring into the working of the new method of drying clothing by driving heated air through ~~the~~ drying chambers by means of a revolving fan similar to the one in the Argyle laundry.

Mr. Wardle of the Blackman fan Ventilating Company directed me to the Hampstead Model Laundry (Mr. Stoudley - Manager) where the new system was at work, and, according to the Manager (Mr. Stoudley), very satisfactory, the total quantity of drying having been doubled. ~~under~~

Mr. Wardle has supplied me with a drawing and an estimate of the cost of converting the room in the Orythum laundry - where there are two old sets of horses and a hot room above - into ~~the~~ drying chambers.
Total cost £165. 10. 0.

The Foreman of Works, Mr. Wear has prepared an estimate of the joinery and bricklaying work
Total cost £200.

The clothing store is much in need of better ventilation.

A Stowarth's Archimedian screw ventilator would, I think, be found effective.

The general stores are, also, defective in ventilation.

Goods returned during the past month.

1895.
July 19. Mr. Percival. 3 Half-cases of eggs of 720 each case. averaged. 9 instead of 8 to the 4
See following report on Flour.

5. Petty cash received by the Steward

1895.				9.9.0.
July	30	For M. Myers. Rays. Tea lead & Soap		<u>9.9.0.</u>
		Paid to the Treasurer		<u>9.9.0.</u>

Flour.

The 100 sacks of flour supplied a week ago has proved to be very unsatisfactory. The colour is bad and taste and smell unpleasant when the flour has been made up into bread. I have requested Mr. Mumford, the Contractor, to immediately remove the flour complained of and to supply good flour in its place otherwise we shall should purchase against him.

For 31/7/95

H. Chapman



6.
9th October 1895.

To the Committee of Managers.

Gentlemen,

G. Chalk, who has been absent from duty since the 9th of July last is now recovering and asks to be again employed.

Dr. Davies of Abbot Langley certified him to be suffering from an attack of rheumatism.

Chalk is subject to rheumatism; he was formerly employed as window cleaner for a short time. The Committee on the 21. November last issued the following instruction, viz:-

"The wages of George Chalk, temporary laundryman, are to be increased to 20/- (from 14/- now - 18/10 p week), but he is to be retained as a temporary and not as a permanent member of the Staff."

King, the pig man, who was injured by the bull on the 24th of July last, resumed his duties on the 1st of September.

Rick, Colman, the cow man, who left work on the 20th of July, returned on the 1st of August. He had been suffering from an attack of influenza.

George Seagrave, assist. upholsterer was absent from duty from the 24th of July to the 3rd of August through an attack of rheumatism.

7.

Mr King, the upholsterer, was off duty on the 13th & 14th ultimo in consequence of illness.

The horse Bob, aged 22 years, is now quite past work. Will the Committee allow him to be slaughtered on the premises and the carcass sold?

The grey horse, aged 11 years, is also much the worse for wear.

Since the last meeting of the Committee we have lost a heifer and two pigs. The heifer died on the 12th of August from inflammation of the lung.

The pigs died during the very hot weather, apparently from the excessive heat only.

The boiler under No. 17 Block, having been found by the working engineer to be leaky and worn out has been replaced by a new one from stock. The boiler has been in use 17 years.

Will the Committee be pleased to approve my action in issuing the usual extra fare, etc. (1 pint of beer, 2 lb meat & 1 oz tobacco each) to the male working patients (about 360 in number) on the occasion of their Harvest home on Saturday fortnight?

I beg to submit two tenders for the supply of Ostend rabbits, and beg to ask the Committee to allow them to be supplied to the subordinate officers once a week for dinner during the present rabbit season.

Tenders for the supply of all grains for the cows during the ensuing twelve months have been received and submitted to the Chairman. That of Messrs J. & A. Martin & Co. of Endwell Road, Brockley, Surrey, was the lowest, viz: 14^d per bushel for 300 bushels per week, carriage paid.

Will the Committee be pleased to approve my action in selling six calves since their last meeting?

I beg to submit an application for an increase of wages from J. Owen the night gas man, also from E. Norman, Furrier Labourer & W. J. Housden, Junior Clerk, ^{Pastry Cook, a Labourer} ^{being the upholsterer & seagrave upholsterer & furrier the} Goods returned since the last meeting of the Committee, viz:-

1895.

August 10 th	Mr P. Mumford.	60 sacks of Flour	Not satisfactory
" "	" Fisher.	2 £ Carcasses of Mutton	Like mutton
" 13 th	" Percival.	3 half cases of Eggs	9 instead of 8
Sept 6 th	" do	24 lbs Fresh butter	Limited to the 4 th
" 11 th	Messrs Atkinson	5 doz Nurses belts	Inferior to sample.
" 17 th	Mr Percival	4 Officers cheeses	Rank W
" 23 th	Messrs G. & C. Juff.	10 Tusses of Hay	Musty.
October 5 th	Mr P. Mumford	24 Sacks of Flour	Not satisfactory

9. Petty sums received by the Steward, viz:-

1890				
Aug:	1 st	G. O. Peters.	Gas tax. 3 barrels @ 3/4	10. 0
	2 nd	do	do " "	10. 0
	3 rd	do	do 1 " "	3. 14
		F. Fisher	a Bull	14. 5. 0
	10 th	G. Coz	old pump	10. 0
	11 th	S. Breed	a calf	1. 5. 0
		C. Golden	Old Carpet	4. 0
	17 th	W. King	do	5. 0
		S. Seagrave	do	4. 0
	26 th	J. Pearce	^{3/4} Donkey + Old iron ^{1/2} + 60	1. 16. 9
Sept	6 th	G. Coz	Gas tax	7. 8
	15 th	J. Bailey	3 Calves	2. 14. 0
	25 th	Amel Hempstead	Gas Works Gas liquor 49 barrels	2. 0. 0
	30 th	Wm. Shephard.	Rent of Cottage	2. 16. 0
Oct.	3 rd	S. & M. Myers.	^{1/4} Rags, ^{1/2} Tealead, + ^{2/3} Old brass	14. 6. 10
		S. Breed	2 Calves	2. 10. 0
		G. Rule	Gas tax	4. 0. 0
	14 th	W. Pepper	do	2. 17. 6

Paid to Treasurer ----- £ 50. 15. 1

H. Chapman
Steward

The milk from the Farm, being barely sufficient for the present requirements of the Asylum, will the Committee allow another young Cow to be purchased?

I beg to submit a letter from Mr. Harston as to attending the Committee meeting to-day respecting the eaves guttering.

H. Chapman
Steward

23rd October 1895.

10

To the Committee of Managers,

Gentlemen,

— Aerated waters. —

In accordance with your instructions I beg to submit estimates of the cost of the plant and materials required viz from

Mess^{rs} Barnett & Foster

Niagara Works, Eagle Wharf R.^d N
and from

M^{rs} G. Hopkins, of 152-154, of John St
Berkenwell.

I have visited the works mentioned, and I have also seen the Mineral waters machinery now in use at the Kensington Infirmary. The apparatus was supplied by Mess^{rs} Barnett & Foster and is similar to that now quoted for. It is worked ~~thor~~ by two of the stores porters and has given complete satisfaction.

In compliance with the directions of the last Committee I have placed on the ~~Agenda~~ Estimate book an order for the square carpet recommended by the Sub-Committee for the Female Infirmary N^o 3.

Estimates: - viz:

Steam Coal Store. Cost of connecting it with the main drain (running only a few yards off) outside the male corridor.

£5. -

Bakery:

The cost of a cupboard and also for a slate slab for cleaning and greasing the baking tins on, is estimated at £5.10.0

Potato washing yard:-

The cost of paving the yard with granite cubes, as shown on the Plan, now submitted, is estimated at £87.18.2.

Culling Courts:-

The cost of tar-paving all the culling courts (6 male & 7 female) is estimated at £12.4.0 per court. Total £93.12.0.

The cost of keeping them in repair as now, with gravel is estimated at from £10. to £15. per annum.

I have not been successful in obtaining further estimates from tradesmen in the neighbourhood for the supply of Ockins rabbits, but, I have a quotation of $7\frac{1}{2}$ per lb, carriage forward, from Mr Terry of 350. Central Markets, London, and a promise of Wild rabbits from Mr Elwell, of Dorcas, Leighton Buzzard at 6³/₄ per lb, carriage paid.

I beg to submit an account of the Farm stock at Michaelmas last. The profit balance for the year amounted to £1104.

I have to report that about 114 yards of eaves-guttering fell down on the 18th inst. from the corridor roof of No 15. dining court.

Will the Committee be pleased to instruct me as to permitting my clerk W. Firth to receive his weekly allowance of rations at his house on the Asylum premises, instead of taking his meals within the Asylum?

Petty cash received by the Steward:-

1895.			
Oct. 18 th	Carcase of the old horse "Bob"	£ 1..2..6	
22 nd	Paid to the Treasurer.	£ 1..2..6	

St. Chapman
Steward

No. 12. Block.

The Food store and two additional W.C. ordered by the Committee, have been built and are now in use.

St. Chapman
23/10/95

St. Chapman
Steward

6th November 1895.

To the Committee of Managers.

Gentlemen,

W. Woodward, a pistant phormaker, was absent from duty 4 days last week. Dr. Davies, of Abbots Langley, certified him to be suffering from a cold and unable to follow his employment.

H. Flint, foundryman, was absent from work one week, 23rd to the 29th ultimo, from a similar cause as, also, certified by Dr. Davies.

G. Lunnov, the tailor, absent from the 1st inst.

Dr. Davies certifies him to be suffering from a cold and a cough and unable to follow his employment.

— Horse and Carriage account. —

In accordance with the Instructions of the last Committee I beg to submit a Return of the number of journeys made by the Croyling conveyances, during the year ended at Michaelmas last.

The average cost per single journey, amounts to 5/0¹/₂.

I beg to submit the resignation of Mr. J. Hall, jun^r. clerk, on his appointment to the office of Newards clerk at the F. Georges Union.

In accordance with the Instructions of the last Committee I beg to refer to my report of the 31st of July last on the new method of drying clothing by driving heated air through drying-chambers by means of a tubular heating apparatus and a revolving fan.

I beg to again submit the Plan and Estimate prepared by Mr. Wardle of the Blackman Fan Company.

Also the Estimate by Mr. Wear, the Asylum Foreman of Works, showing the cost, viz £300, of the joinery and bricklaying work in converting the main drying room in the Laundry into drying chambers.

I visited, in July last, the Hampstead Model Laundry, where the modern system has been adopted, and a few days ago I called there and, also, at the Mayfield Laundry, Finsbury Park.

The Managers informed me that the work of drying by the new method is very satisfactorily done: double the quantity being dried in the same time and space as compared with the ordinary drying horses.

H. Powell, ordinary labourer, has for about three months past, satisfactorily discharged the duties of Laundryman in place of G. Chalk, incapacitated by bad health. As a temporary hand Powell receives 4^d an hour, or 13/10, for the ordinary week of 56^h hours. The

15.

The wages of laundry man, as fixed by the Deale, are from 18⁵/₁₀ to 21⁵/₁₀ per week. Chalk was paid 20⁵/₁₀ per week, commencing salary.

Goods rejected during the past month:

1895.

Oct^r 29th

Messrs Cox & Coy 28 lbs Gelatine
since satisfactorily replaced.

Inferior to sample.
colour dark

Nov^r 1st

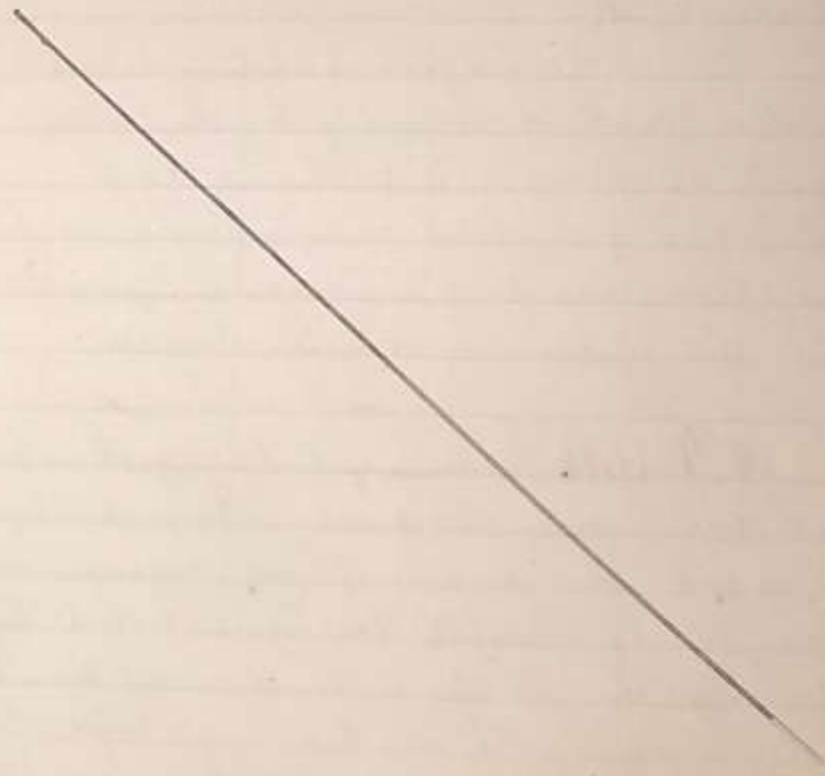
M^r J. Ripton 112 lbs Rice (Rangoon)

do
Broken

No petty cash received during the past fortnight.

7000
6/11/95

H. J. Mansel
Steward.



20th November 1895.

16.

To the Committee of Managers.

Gentlemen,

G. Lunnow, the tailor, returned to duty on Wednesday last, after an absence of two weeks.

Dr. Davies, of Abbots Langley, certified him to be suffering from a cold and a cough, and to be unable to follow his employment.

I beg to submit estimates for iron brackets for the eaves-guttering; also for granite cubes and Victoria pavement.

The Foreman of Works reports that the cost of fixing the cast iron brackets under the eaves-guttering in the way recommended by Messrs. Harstow, will, for labour, average about one shilling per bracket.

The number of Brackets that would be required, if placed three feet apart, would be, as follows, viz.:

for the Male Infirmary	190
Block N ^o . 4.	145
" 6.	145
" 8.	145
" 10.	145
" 12.	<u>145</u>

Ct. 898

		B. f. 898	
Block	N ^o 5.	145.	
"	7.	145.	
"	9.	145.	
"	11.	145.	
"	15.	122.	
N ^o 1. Female Inf 4		190.	
" 3. " "		145.	
		<u>1037</u>	
Front & sides of Centre,			1735.
administrative Block }			220.
	Total.		<u>2155.</u>

The Foreman of Works will prepare and submit to the Committee a form of Bracket suitable for the guttering of the Corridors; Laundry; Kitchen; - Bakehouse; general stores; Carpenter's shop; Laundrymaid's dormitories and the Night nurses' cubicles.

808 brackets would be required if fixed two yards apart.

The cost of fixing would average about 1/6, per bracket.

I beg to submit a Plan & Estimate from the Blackman Ventilating Coy for converting the two drying rooms near the Turkish bath into drying chambers of modern construction, as reported on to the last Committee.

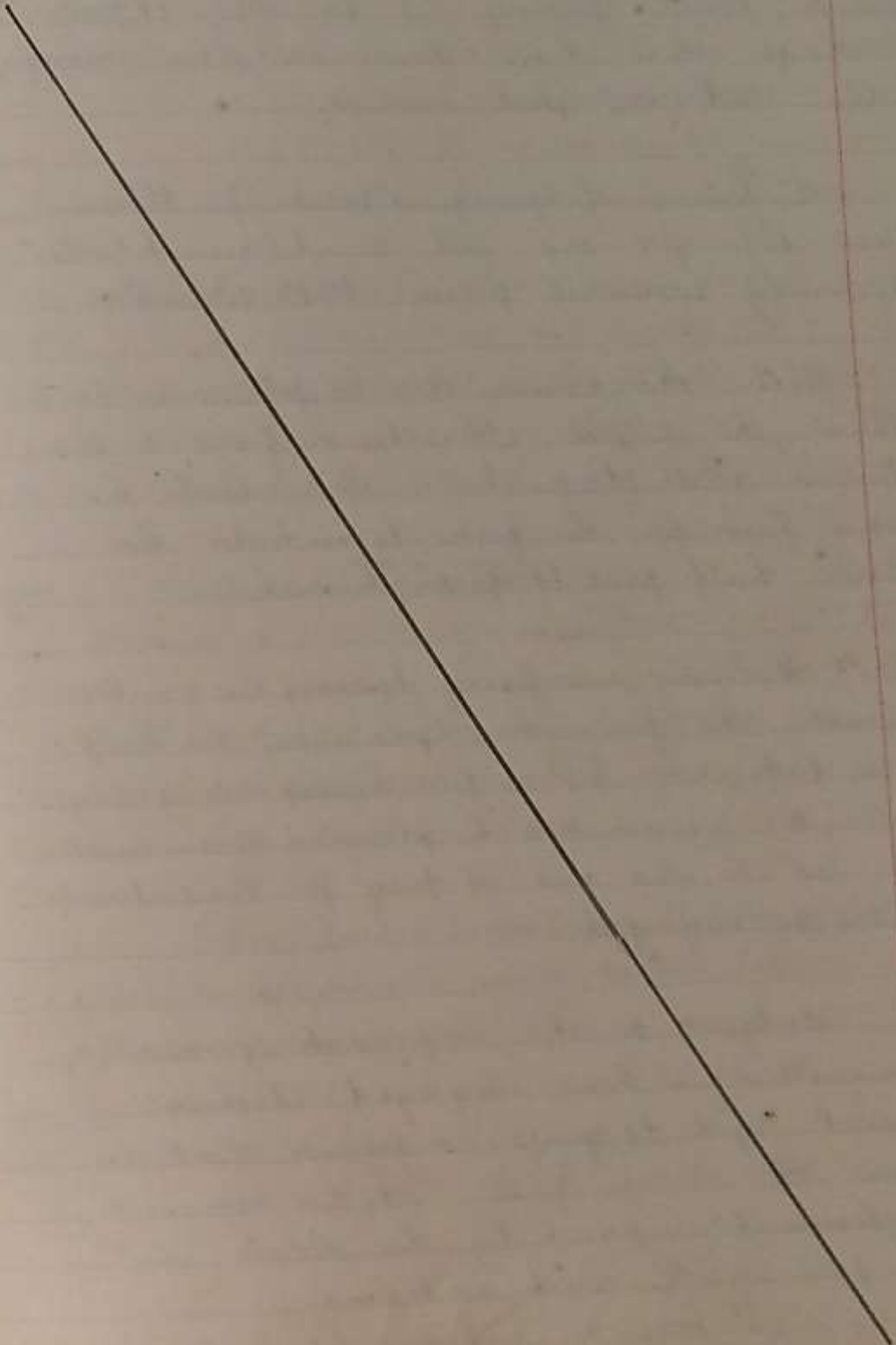
Petty cash received and paid in, viz:

1895.

Nov ^r 6.	S. Breed a Calf	1. 10. 0
19 th	Paid to Treasurer	<u>1. 10. 0</u>

John D
20/11/95

M. H. [Signature]
Treasurer



11th December 1895.

To the Committee of Managers.

Gentlemen,

I beg to submit a letter from Messrs
Kocock, Bro^{rs} offering 5/- for the 41 pairs
of cloze that have been in store many
years and are quite useless.

M^r Pearce of George Street, Fr. Albans,
offers 10/- for the old condemned boiler
recently removed from N^o. 12 Block.

Will the Committee be pleased to
allow the usual Christmas fare to the
Officers and Patients? If so, will the
extra fare for the patients include the
usual half pint of Porter^{or ale} to each?

25/6 Porter & Ale
25/- ale. =

It being necessary during the winter
months to give the Gas man the help
of a labourer for a few hours every day,
will the Committee be pleased to instruct
me as to the rate of pay for the labourer
when so engaged?

Subject to the approval of the
Committee I have engaged Arthur
Dewick, aged 17 years, as junior clock, in
place of A. J. Hall, at the wages &
emoluments fixed by the Scale, viz:-
12/- per week and rations.

I beg to submit his testimonials.

A pig at the Farm, weighing about 9 stone, died in a fit on the 20th ulto.

Goods rejected during the past month:

1895.			
Nov ^r 26.	Mess ^{rs} Lancaster & Son,	200 yards of Purity.	1 1/2 inch short of contract width.
	Satisfactorily replaced	30 1/2 in: instead of 32 in	
"	Mess ^{rs} Pocock, W ^{rs}	98 pairs of men's boots.	Not equal in stoutness to contract sample

Petty cash received by the Steward:-

1895.			
Nov ^r 28.	J. Atkins, 435 bushels @ 3 ^s per bushel		5 .. 8 .. 9.
"	S. Breed.	Calf	1 .. 5 .. 0
"	G. Bailey 6 hours Gas line @ 1/- per hour		6 .. 0
Dec ^r 3	Paid to Treasurer		<u>£ 6. 19. 9.</u>

The cow "Penny" aged 8 years, having become unprofitable, will the Committee allow her to be sold?

I beg to submit quotations for Apples, Oranges and nuts for Christmas extra fare.

J. H. S.
4/12/95

H. Chapman
Steward

18th December 1895.

To the Committee of Managers,

Gentlemen.

Joseph Atkins, upholsterer's labourer, has been absent from work since and including the 12th instant.

Dr. Davies, of Abbot Langley, has certified him to be suffering from an inflamed knee; and unable to follow his employment.

Mr. P. Elwell, of "Dorcas," Leighton Buzzard, whose offer to send wild rabbits at 6³/₄ per lb, carriage paid, was accepted by the Committee last October, has failed to continue the consignments.

A Mr. de Newington, on whose behalf it now appears Mr. Elwell acted, writes to say he must discontinue the supply.

For Optind rabbits.

Mr. Fisher, of Watford, in October last, quoted 7³/₄ per lb, carriage free.

and

Mr. Kerry of No. 380, Central Market, London, 7¹/₂ per lb; this carriage forward.

The young bull, purchased in August last, for £20, has proved a failure. Will the Committee allow another bull to be purchased in his place?

I beg to submit Estimates for easing-guttering.

Will the Committee be pleased to consider the advisability of warming the Gas engine house at the Fire pumping station with steam? The estimated cost is £10 - if done by the Asylum workmen.

A gas stove has been fixed, and also a five light gas pendant in the Engine house, but the Engineer does not consider them reliable in very severe weather.

Petty sums received by the Steward:-
1895.

Dec ^r 5	S. Breed.	2 Calves	3 .. 0 .. 0.
" 11	St. Pancras School	28 barrels of Gas tar	3 .. 10 .. 0.
"	Pocock, Bro ^r .	41 p ^r Old logs ^{at 1/6}	5 .. 0
" 17	Paid to Treasurer	- - - - -	£ 6 .. 15 .. 0

Will the Committee be pleased to allow me to fence off a part of the Beer cellar to protect the aerated water machinery, bottles & essences, etc.? The cost would be £6.

J. J. J.
10/12/95

H. Chapman
Steward

15th January 1896.

To the Committee of Managers,

Gentlemen,

The undermentioned workmen have been absent from duty in consequence of illness, viz:-

W. Holloway. Assistant baker, out week from the 2nd instant. Boil on his leg.
 O. Harris. Kitchen man, one week from the 6th instant. Bad cold.
 J. Stevens. Kitchen man, three days from the 9th instant. Severe cold.
 W. Woodward. Ap^l shoemaker, two days from the 10th instant. Bad cold.

A young bull has been sent by Mr. Breed in exchange for the one purchased of him last August, and ordered by the Committee at their last meeting to be disposed of as unsatisfactory.

Arthur Dewick, aged 17 years, - appointed as junior clerk in December last, is not suitable.

Will the Committee allow me to engage another youth in his place?

The aerated water machinery recently purchased of Messrs. Barnett & Foster, Eagle Wharf Road, City Road, has been fixed and is now in working order.

The unprofitable cow "Mignonette" has been sold, with the permission of the Chairman, for \$10.10.0.

A small pig at the Farm died on the 19th ultimo, in a fit, and another small one died on the 22nd ultimo, of, apparently, inflammation of the lungs, intestines.

The Medical Superintendent is desirous of being furnished with incandescent burners to the two-light gas pendant in his study.

The Chaplain wishes to have the two large Poplar trees, growing close to the N. W. side of his garden, cut down; as they shed the cotton which invests the seeds over his garden.

Goods rejected since the date of the last report on the 11th Decr '95.

1895.			
Decr 6 th	Messrs Atkinson.	214 yards Galated	Inferior to sample.
1896.			
Jan 4 11 th .	"	Roock Bros. 22 pr. Men's boots.	Pegged, not sewn no tips on heels. Lighter in make than sample.

Goods rejected during the past three months, viz:-

1895.			
Oct 5 th	M. P. Mumford.	214 packs of Flour	Not satisfactory as regards color
" 29.	Messrs Cox + Coy.	28 lb Gelatine	- do - do -
Nov. 1	"	117 " Rice	- do - do - also broken.

25. Goods rejected (continued.)

1895 Nov. 26.	Messrs Lancaster. 200 yds Dignity	30 1/2 inches instead of 32.
.	Roover R. Bros. 98 prs Mens boots	Not equal in stoutness to sample
Decr. 6 1896.	Atkinson 219 yds Galated.	Inferior to sample.
Jan 7 11	Roover R. Bros. 22 prs Mens boots.	Pegged, not worn no tips on heels light in make.

by Petty sums received by the Steward:-

1895.			
Oct. 19	W. S. Breed.	2 calves @ 25/-	2. 10. 0.
.	L. Bailey.	1 Road Gas line	1. 0.
.	21	The Gas Purification for 19 1/2 tons spent oxide of Iron @ 5/6.	5. 7. 3.
.	23	W. J. Pearce Old view @ 27/- ton. Burnt. @ 6/-	1. 15. 7
.	30.	W. Shepherd. Rent of Cottage 17 weeks cut	2. 8. 0
1896.			
Jan 2.	C. Morrish.	20 load of Breck @ 6/-	10. 0.
.	6.	F. Fisher. Low Gansy 15 Mignonette 10. 10. 0	25. 10. 0
.	7.	Messrs S. & M. Myers. Rags @ 6/- cwt. Ten lead @ 7/-	8. 18. 6
.	11.	W. S. Breed.	3 calves @ 25/- 3. 15. 0
January 4.	Paid to Treasurer	12. 11. 10	
1896 January 11.		58. 3. 6	<u>£ 50. 15. 4</u>

The undermentioned Attendants bed rooms require whitewashing and dis-tempering, viz:

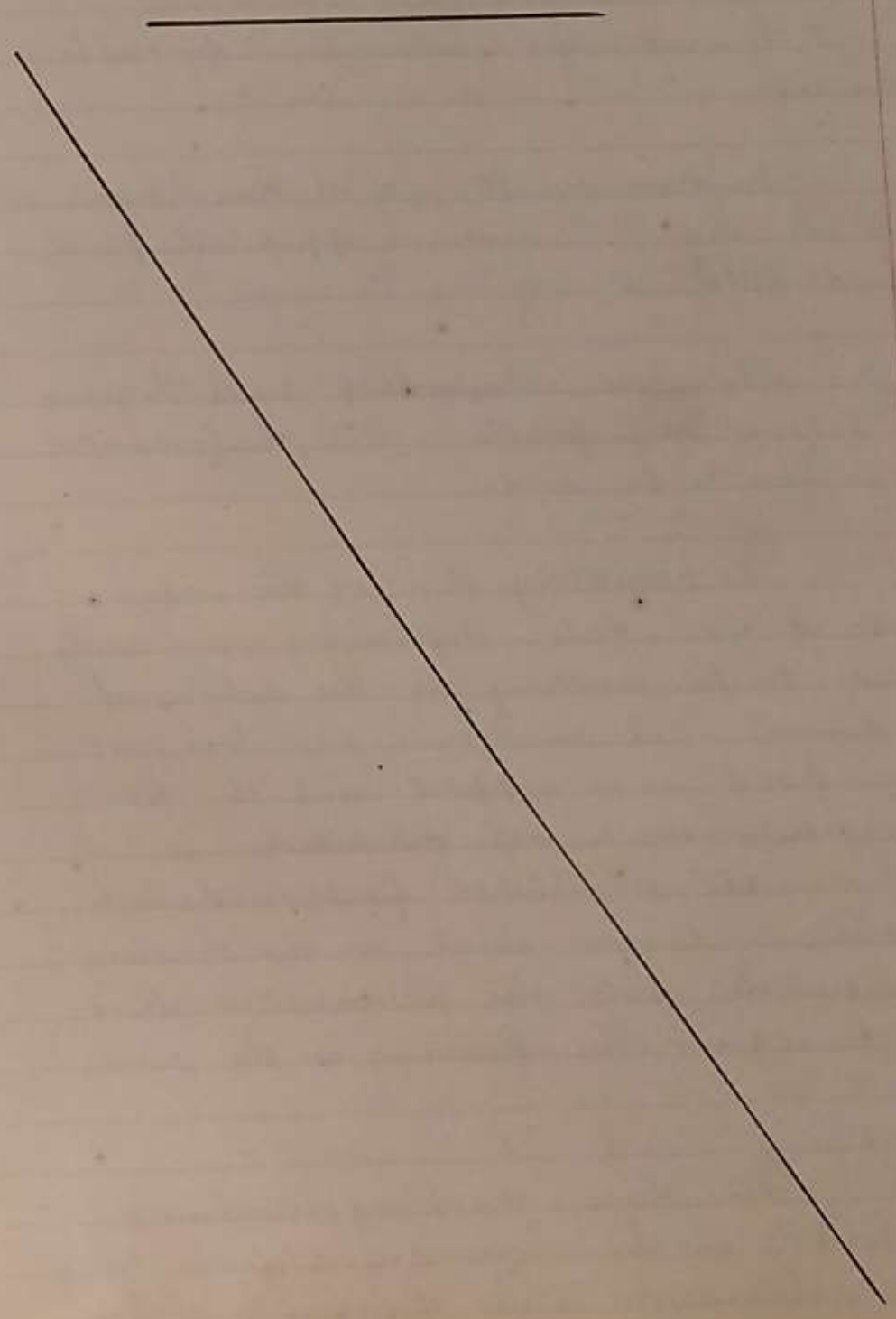
N. 4. Block	1. Room.
6. "	2. Rooms.
8. "	2. "
12. "	1. Room.
5. "	2. Rooms.
7. "	1. Room.
9. "	2. Rooms.

N ^o 11. Block	3 Rooms.
N ^o 1. Infirmary.	2. "
N ^o 1 ^a "	2. "
N ^o 1 ^b "	1 Room.

The single room floors of N^o 1 & N^o 1^a
 (4 on each floor) require re-painting.

J.H.S.
 15/1/96

A. Chapman
 Steward



29th January 1896.

To the Committee of Managers.

Gentlemen,

The undermentioned workmen have been absent from duty through illness.

viz: R. Pratt. Engine fitter. one week
H. Gerratt. Apr. Tailor, since Monday last inclusive.

Another small pig. at the Farm died on the 20th instant, apparently from a bad cold.

The cow "Snowdrop" aged 7 1/2 years, has become unprofitable. Will the Committee allow her to be sold?

The Scullery floor of the upper ward of the Male Infirmary was recently found to be sinking in the centre of the room. A small iron joist has just been fixed as a support and the flooring is now in a safe condition.

As a similar fault, although in a lesser degree, exists in the Scullery underneath, will the Committee allow me to repair the flooring in the same way?

The three washing machines (Bradford's) in the Laundry require to be re-galvanized, and the joints of the

ribs of the revolving compartments re-
poldered in a few places.

Rep^{rs} Bradford have been invited
to submit an Estimate to the Committee.

It is 10 years since any important
repairs were done to the washers.

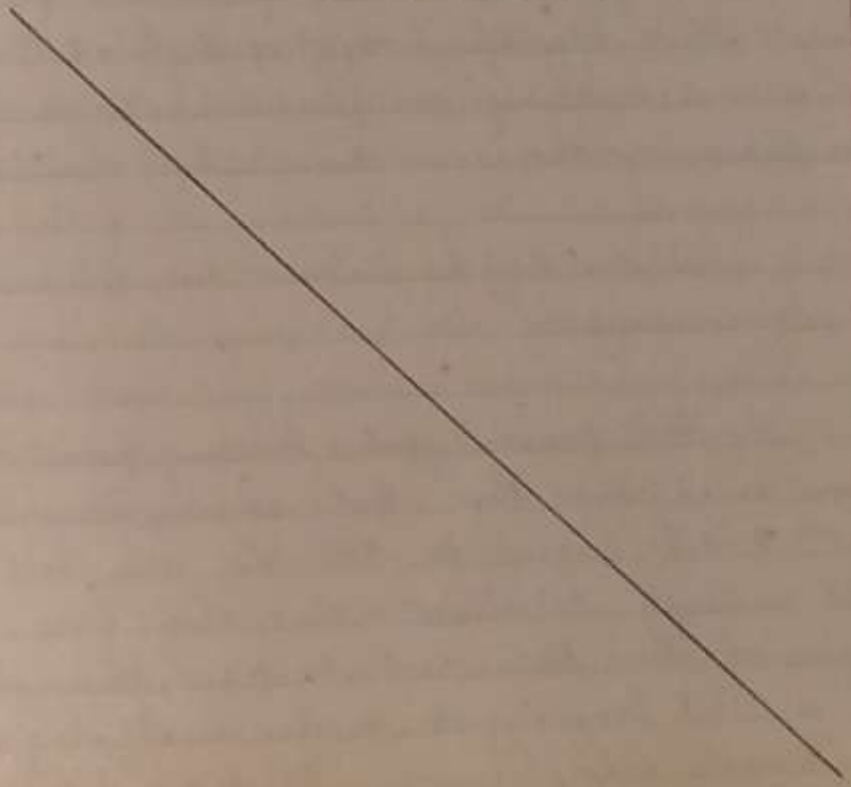
I beg to submit Estimates for
50. Horse hair mattresses.
White glazed tiles.
2 Ladders, and
Stone work.

Petty cash received by the Steward, viz:

1896			
Jan 4. 16	W. Pepper	51 gall. gas tax @ 2/6	1. 2. 6
.. .. 15	Paid to Treasurer	-----	<u>7. 2. 6</u>

J. H. D.
29/1/96

A. Chapman
Steward.



12th February 1896.

To the Committee of Managers.

Gentlemen,

The undermentioned workmen have been absent from duty through illness, viz:—
 A. Garrett, Assistant tailor, from the 27th January to the 8th instant (both dates inclusive)

L. Seagrave, Assistant upholsterer, from the 1st February to the 8th instant, inclusive.

J. Owen, Night gao man, from the 6th February, inclusive.

W. Woodward, Assistant shoemaker, left work yesterday morning, in consequence of illness, and

S. White, L^yman, absent since Monday

I beg to submit an Estimate from Messrs. Thos Bradford & Co^s of High Holborn, for a new washing compartment to each of the three machines in the Asylum laundry.

I also beg to submit two Estimates for Ironmongery.

The present gates leading from the main road into the Male airing courts of Nos. 4, 6, 8 and 10 Blocks are not wide enough to allow either the Tric-
 engine or the horse cart to pass through.

A larger gate is also necessary on the Female side, between Nos. 1 & 3 Blocks.

The cost of each gate and posts (C&R), if made in the Asylum, would be £2.-

Estimate:

The cost of paving part of N^o 2. dining Court (as recommended by the Sub-committee) with granolithic. 25 feet by 10 feet.

Concrete 4 inches. Granolithic 2 inches.
- would be £5. 10. 0.

Estimate:

With regard to the Instruction^{to me} from the last Committee to submit an estimate for ventilating the Male bath room, I beg to report the Foreman of Works - advises a Rantow light in the roof, with side lights to open, and 2 Howarth's ventilators, at 5/- each, in preference to lowere ventilation. The cost of the whole if carried out by the Asylum workmen, would be £30.

Contract Committee:

I submit a list of articles that are occasionally required, and beg to suggest that they be added to the Contract schedules. I also beg to submit for the consideration of the Committee ~~one~~ ~~few~~ ~~two~~ suggestions with regard to the description of ~~certain~~ articles. Oil-cake and Oats.

No goods have been rejected since the date of the last Report, on the 15th of January last.

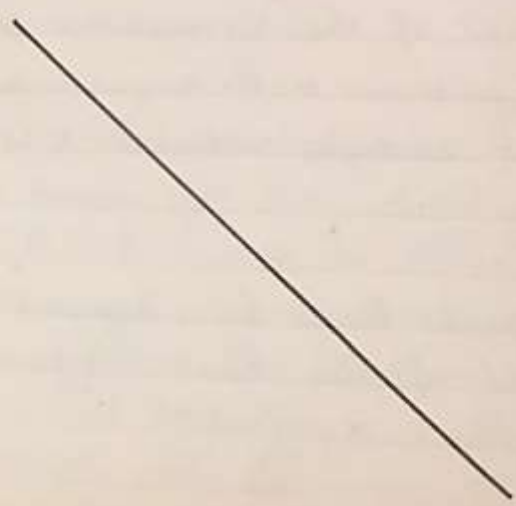
Will the Committee be pleased to consider
 as to the purchase of a spare 40 feet
 length of hose (1/2 inch) for the interior of
 the Blocks male and female.
 Canvas hose (dressed) 1/2 inch. is about
 1/2 per foot, and leather hose 2/6 per foot.
 13 lengths in all.
 Canvas about £26.
 Leather " £65.

Our present Fire alarm whistle is
 very easily put out of order.
 A siren would cost only £10,
 and would not be so easily mistaken
 for the whistle of a Railway locomotive.

Petty sums received by the Steward:-
 1896.

July 10 th	To Fisher Cow	£12. 15. 0.
" 11 th	Paid to Treasurer	£ 17. 15. 0.
		<hr/>

W. Chapman
 July 17th 1896
 W. Chapman
 Steward.



26th February 1896.

32

By the Committee of Managers.

Gentlemen,

The undermentioned workmen have been absent from duty through illness:

viz:

J. Owen, Night gasman	from the 6 th to the 16 th incl.
S. White, Laundryman	" " " 11 th " " 17 th " " "
W. Woodward, Ap ^l . Shoemaker	" " " 11 th " " 19 th " " "

All certified by C. Davies, of Abbots Langley.

Horace Cloake, aged 17 years, joined as junior clerk on the 27th January last, and has performed his duties satisfactorily. Wages (as fixed by the scale) 12/- per week and rations.

I beg to submit his testimonials.

The Pulsoneter Engineering Company and Eric Lund Iron Works, S.W., have, at my suggestion, sent one of their pyrometers on trial. The total cost, I find would be, including a dust box, £12..5..0.

— Fire messenger for night service. —
Will the Committee be pleased to allow junior clerk J. Housden to discharge those duties? An allowance of 20/- per annum was, by order of the Committee, (11th Nov^r 1891) paid to the former junior clerk, Chambers.

Yes

W. Luck, Window cleaner, was found asleep in a W.C. in the afternoon of last Committee day. He has discharged his duties satisfactorily on the whole. Joined 7 August 1893. was increased from 11⁰ to 14⁰ per hour in April 1895.

Will the Committee be pleased to allow a small shed to be built for the bedding material now stored in the upholsterers shop?

The Working engineer, Shaw, reports that the four pulleys in the Engine house used occasionally for driving the Laundry machinery, are too narrow for their work. The cost of 4 pulleys 8 in. instead of 6 in. £10.
Gas works.

The exterior wood and iron work and also the gasometers, scrubbers and condensers require repainting.

Estimated cost £140.

I beg to submit an estimate, viz. £244.13.10. of the cost of painting and cleaning and distemping of wards, lavatories, sculleries etc.

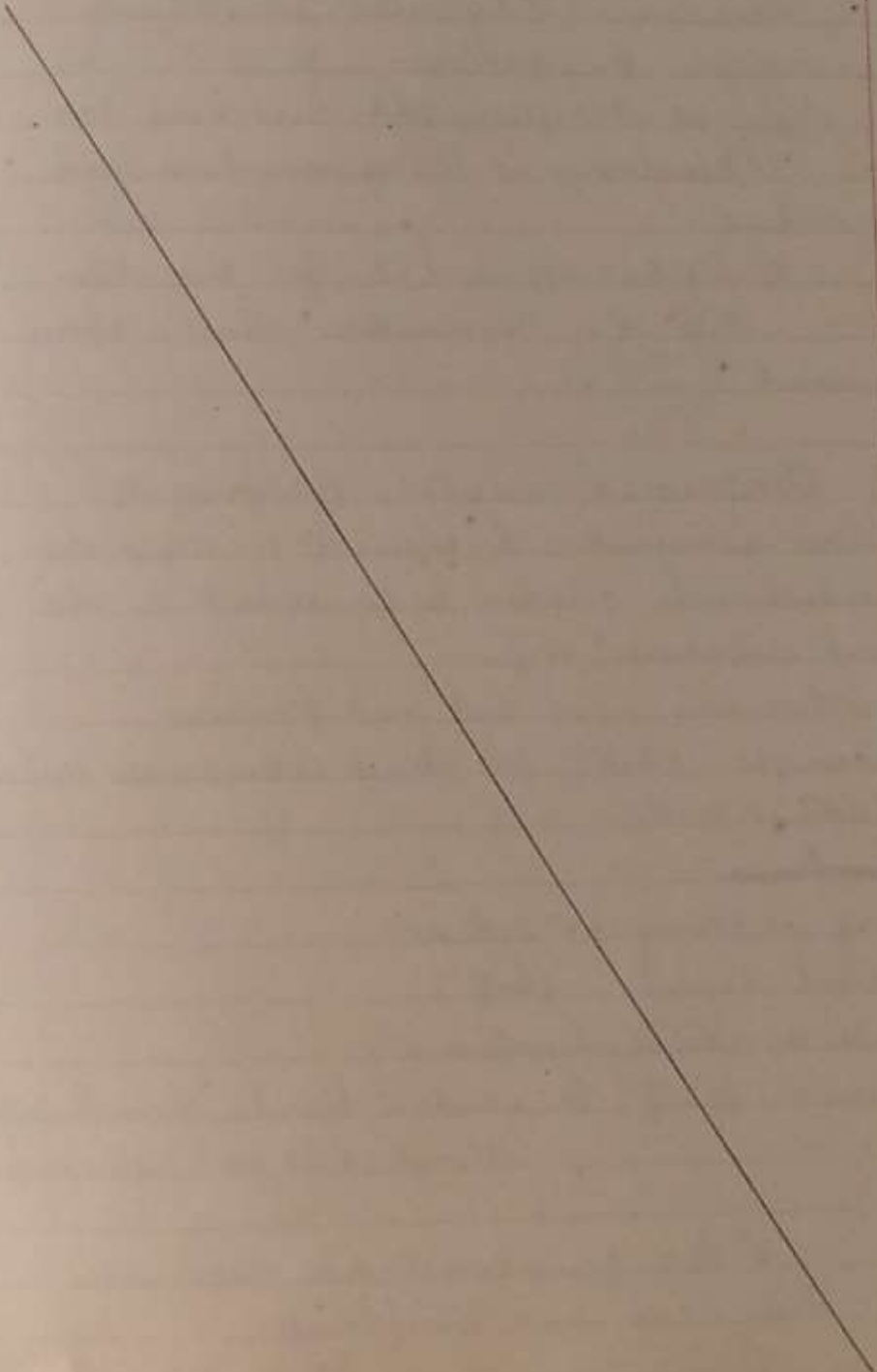
Petty cash received by the Steward, viz. 1896.

Feb 11 2 Bredoot @ 3⁰ per bushel Paid to Treasurer £1.15.0.

The Foreman of Works reports that the ceilings of his Scullery and Pantry need cleaning and whitening and the walls re-distemper and the kitchen walls re-painting and the ceiling cleaning and whitening. Cost £3-

Subscribed
26/9/96.

H. P. James.
Steward



10th March 1896.

To the Committee of Managers,

Gentlemen,

G. Lunnou, the tailor, left work on Monday last and returned this morning. He has been suffering from pneumonia.

The cows "Lily" and "Strawberry" are no longer profitable.

Lily is 4 $\frac{1}{2}$ years old; has had two calves. Strawberry is 6 $\frac{1}{2}$ years, has had three calves.

Mr Fisher offers £28. for the two cows. Will the Committee allow them to be sold?

Contract Schedules - Drapery, etc.
Will the Committee be pleased to allow the undermentioned articles to be added to the contract schedule? viz:-

Coachman's coat, vest and trousers.

Bonnets (chip) for Head Attendants & others

Matte's ticks.

~~Groundwork.~~

Grey webbing for petticoats

Blind tassels. (buff.)

Sateen. (various colours)

Elmow (buff) for window blinds. 36 inch only in contract
48 inch + 57 inch, also required.

I beg to submit two estimates for fire hose and couplings.

Goods rejected since the date of the last Report on the 12th February last: viz:-

1896.
March 11th Mr Goodyear. 2 loads of hay Inferior quality
(Contract stipulates for "prime pickled upland meadow hay".)

Petty cash received by the Steward.

1896.				
Feb 4 th	Mr C. Morrish.	20 loads of Sreese (unmixed)		10.0
March 10.	Mr J. W. Myers.	33 feet Rays @ 6/-	9.15.0	
		1.1.7 @ 7/-	9.2	10.7.2
				<hr/>
	Paid to Treasurer.		£	10.17.2
				<hr/>

200/11/3/96

H. J. [Signature]
Steward.

25th March 1896.

To the Committee of Managers.

Gentlemen,

R. Pratt, the engine-fitter was off duty on the 13th and 14th instant. He was certified by Dr. Paris to be suffering from a cold.

J. Atkins, upholsterer's labourer, has been absent since the 21st inst. inclusive.

Dr. Paris, of Abbot Langley, certified him to be suffering from cholera, and unable to follow his employment.

David Harris, junior titcherman, resigned and left the service on Saturday last. Subject to the approval of the Committee I have engaged William Brooks, aged 16 years, in his place.

Harris, who was 18 years old, received 3/- per-week and rations.

The Bull, at the Farm, has lately developed an uncertain temper, and the Bailiff considers him to be dangerous. Will the Committee allow him to be sold?

The Cowman (Coleman) and the Pigman (King) apply to be granted each a Sunday off duty once a month.

Approved
Bull sold in
any case for
£14.5.0

I beg to submit applications from the undermentioned workmen^{Volks} for increased pay; viz:-

1.	J. Shaw	Working engineer.
2.	G. Hill	Labourer & Driveman.
3.	H. Foyle	Engineer's labourer.
4.	C. Brandon.	Plumber's - do -
5.	E. Parkins.	Bricklayer's - do -
6.	F. Powell.	do - do -
7.	H. Brown.	Smith's striker.
8.	H. Collimore.	General labourer.
9.	G. Foster.	do - do -
10.	W. White.	Shoemaker.
11.	W. Woodward.	Appt ^d . Shoemaker
12.	H. Garrett.	do Tailor.
13.	C. Astin.	do do
14.	W. Hayward.	Under gardener.
15.	G. Cox.	Out-door Attend ^t .
16.	R. Coleman.	Cowman.
17.	W. King	Pigman.
18.	W. J. Housden.	Jun ^r . Clerk.

Water-tanks.

All the water-tanks in the Asylum including the two large ones in the Tower - have recently been cleaned out; and the Engineer suggests that they should all be given a coat of paint to preserve them from rust.

The tie-rods in the ^{two} large tanks especially require attention.

Will the Committee be pleased to allow this work to be done?

39.

The labourers engaged in fixing the iron brackets under the eaves-gutters apply for a special rate of pay whilst so engaged.

I beg to submit Estimates for
Smith's Belt Pulleys.
and for
Iron joists and Corrugated iron roofing.

petty sums received by the Neward. viz:-

1896.				28.0.0
March	17	M. Dishor.	2 fows @ 14/-	
	20	Breed	2 faxes @ 30/-	3.0.0
	24	Paid to the Treasurer.		<u>31.0.0</u>

W. Monturean
New 24

H. Chapman
Neward.

*Dr
W. Monturean*



110.
8th April 1896.

To the Committee of Managers.

Gentlemen,

J. Atkins, upholsterer's labourer, returned to work on the 30th ultimo, after an absence of 9 days. Dr. Davies of Abbots Langley certifies him to be suffering from cholera.

J. Goddard, the Gate porter has been off duty since the 30th ultimo, through a pealed foot.

N. Whittaker, the Plumber, has been absent from work since the 25th ultimo.

Dr. Davies certifies him to be suffering from gout and unable to follow his employment.

R. Coleman, the Cowman has been off duty 14 days, from the 30th ultimo to the 14th instant, both inclusive.

He has been suffering from a severe cold.

I beg to submit Estimates for
— Druses —
and

— Howorth Ventilators. —

Since the last meeting of the Committee the following applications for increase of wages, have been received.

vizi	H. Watkins.	Baker.
	A. Shepherd.	Stoker.
	J. Stevens.	Kitchenman.
	A. Halsey.	ap. Baker.
	W. Holloway.	do do

Goods rejected since the last meeting of the Committee. vizi:-

1896				
March 31.	M. Melhuish	140 lb	cod fish.	Stale, and unfit for food
April 1.	do	150 "	ling.	- do -
" 2.	do	100 "	Staddock.	- do -
" 7.	W. Fisher.	28 "	Suet	- 6 ^{lb} kidney suet.

Petty sums received by the Steward. vizi:-

1896.			
March 25.	W. Shephard.	Rent of Cottage @ 4/- per wk	2. 12. 0.
" 26.	C. Morris.	unsifted bread	10. 0.
" 27.	Paid to the Treasurer		<u>£ 3. 2. 0</u>

The cow " Polly", aged $9\frac{1}{2}$ years, being no longer profitable, will the Committee allow her to be sold?

About one-third only of the Iron brackets for the eaves-guttering have been received from Messrs Pyke & Palmer, (410 out of some 1200) and we have now none to go on with. No reply to my letters of the 1st and 6th instant.

Estimate accepted 20. Nov. 1896.

Handwritten initials and date:
J.P. 1/1/96

Signature:
H. Chapman
Steward.

42.
22nd April 1896.

To the Committee of Managers.

Gentlemen,

J. Godomark, the Gate porter, incapacitated from duty through a scalded foot since the 30th ultimo, returned to duty on Sunday last. Absent since the 30th ulto.

N. Whittaker, the Plumber, absent from work since the 25th ultimo, resumed his duties on the 14th inst, but left again yesterday & returned this morn'g. Dr. Davies certified him to be suffering from gout.

R. Coleman, the Cowman, who had been off duty from the 30th ulto to the 2nd instant, through influenza, left again on the 11th instant, and has not yet returned. He had been kicked by one of the cows.

David Harris, who resigned his post as junior Hitchman a month ago, applies for a testimonial.

I beg to submit his letter.

W. J. Housden, junior clerk has addressed a letter to the Committee, asking for an increase of salary.

I beg to submit his application.

44
6th May 1896.

To the Committee of Managers.

Gentlemen,

R. Coleman, the Cowman, off duty from the 30th March to the 2nd of April through an attack of influenza, and again absent from the 17th ultimo (incapacitated from a tick by one of the cows) returned to work on the 26th ulto.

Cocoa -

I beg to submit Dr. John Muter's report on the analysis of the cocoa recently supplied by M. Perceval, the Contractor, viz:

Cocoa	25 parts.
Sugar	33 "
Starch (chiefly sago)	47 "
	<u>100</u>

The contract stipulation is:

Good soluble cocoa (to contain not less than 45% of pure cocoa) free from husk

Price 41/ 4/ 6
116 lb, and 1/2 lb

Mangold wurzel. —

The Managers of St. Pancras Schools have 7 tons of mangold wurzel to sell at 15/- per ton. Will the Committee allow me to purchase them as our stock is exhausted?

"Wood's" wire mattresses. —

Will the Committee be pleased to instruct me as to the 27 wire mattresses required for the Male & Female Infirmarys?

115

I beg to submit estimates for ash and
Oak plank.

also for
six fire clay gas retorts.

Goods rejected since the last meeting

1896.
April 29th Messrs O & C. Tuff. 10 fut clover.
(Since satisfactorily replaced)

Very old &
musty

May 1st Messrs Pocock Bros. One gross of women's
Carpet slippers.

Much
inferior to
sample

I beg to submit letters from Messrs Tuff's agent,
and from Messrs Pocock Bros. in explanation.

Petty cash received by the Steward, viz:-

Xib.

The four gas purifiers are much in need
of repair. They have been patched up
several times by the Asylum engineer,
but they are now almost worn out.

I have invited Messrs Geo. Waller, of
Holland St. Southwark, Gas engineers to
submit an estimate to the Committee
and I have, also, inquired of Messrs Ashmore,
Benson, Pearce & Co (L^{td}). 15, Victoria Street,
S.W., and of Messrs Newton, Chambers
& Co (L^{td}) 19, Great George St. S.W.,
gas plant manufacturers,

6/5/96

H. Chapman
Steward

20th May 1896.

116.

To the Committee of Managers.

Gentlemen.

Robt Pratt, Engine fitter, was absent from duty on the 13th, 14th & 15th inst.
Dr. Davies, of Abbots Langley certifies him to be suffering from rheumatism.

Milk from the cow "Camellia"
9 4/10 lb. 5 (fat) 4 1/2 (solid) 20 parts in 100

I beg to submit Dr. John Muter's report on the analysis of a sample of the milk from the cow

viz:-

Milk fat	5.10 parts.
Milk sugar, Caseine, &c (solids, not fat)	8.98
Natural water.	85.92
Extraneous water.	None
	<u>100.00</u>

Observations.

No pathogenic organisms could be found under the microscope.

Estimates.

I beg to submit estimates for
pateen. (Decorations.)

Being in need of Welsh flannel and not having heard from Messrs Hopkins & Pegys in reply to my letter of the 14th inst. I have ordered a gross yards of Messrs Lancaster & Co, Portsea, for immediate use. (2000 yds eq. on order since the 10th ulto)

181 Goods rejected since the last meeting of the Committee. viz:-

1896.	May 15.	Messrs John Page & Coy.	52 1/2 yds (50 yds Old) Spotted net for Nurses caps. ^{12 1/2} 40 -	Inferior to Sample.
		do	24 yds Ironing blanket. ^{1/6} 40 -	- do -
		do	4 doz Huckaback towels ^{7/6} 20	22 in. instead of 23 in. wide. 41 in. instead of 44 in. long.
		Messrs Grove	96 pairs (36 doz on order) of Women's felt boots. ³⁴	Soles thinner than Sample. Made of Crop belly instead of Crop butt.

I beg to submit letters, in explanation, from Messrs J. Page & Coy. and from W. Co. Grove.

Petty cash received by the Steward. viz:-

1896.	May 6	M. W. Pepper	90 bands of Gas Tar @ 2/6.	11. 5. 0.
	7	J. Pearce.	14 1/4 feet Burnt iron @ 6/- ton.	4. 5
			15 3/4. Old iron @ 24/-.	18. 11
			14 1/4. Bones @ 1/3 feet	1. 12. 1
	19	Paid to Treasurer. - - - - -		2. 15. 5
				<u>14. 0. 5</u>

Total 20/5/96

H. Chapman
Steward

3rd June 1896.

118

To the Committee of Managers,

Gentlemen.

Henry Flint, Laundry attendant, was absent from duty all last week.

Dr. Davies, of Abbots Langley, certified him to be suffering from lumbago; and unable to follow his employment.

The Fireman George Clark, was absent from duty last Saturday night without leave.

Martha Bonner et al. deceased.

An Inquest was held on the 22nd ultimo on the body of the above-named patient, by the desire of the friends, who had removed the body for interment.

Admitted
from
Holborn
Union
23. July
1894.

I beg to submit the coroner's certificate.

Charles Ridgeway, the Coal carrier, was under the influence of drink, on Saturday last. Only a few weeks ago I had to caution him for a similar offence. He has been in the service ten years (20/- wages).

Will the Committee be pleased to grant me my usual annual holiday?

149. — Women's felt boots. —

The 96 pairs of women's felt boots returned to Messrs. Grove on the 15th ulto. have since been satisfactorily replaced.

— Omnibus. —

I beg to submit Estimates from M. A. Christmas of Watford, for repairs to the Manager's omnibus.

— Gas purifiers. —

I beg to submit estimates for putting new sides to all the four gas purifiers.

Goods rejected since the last meeting of the Committee.

1896.

May 21. Messrs. Hopkins & Peggo,
60, Shoreditch.

8 pieces of Ruby ribbon (yours is bonnet) to sample.
(5442)

Petty cash received by the Steward, viz:-
1896.

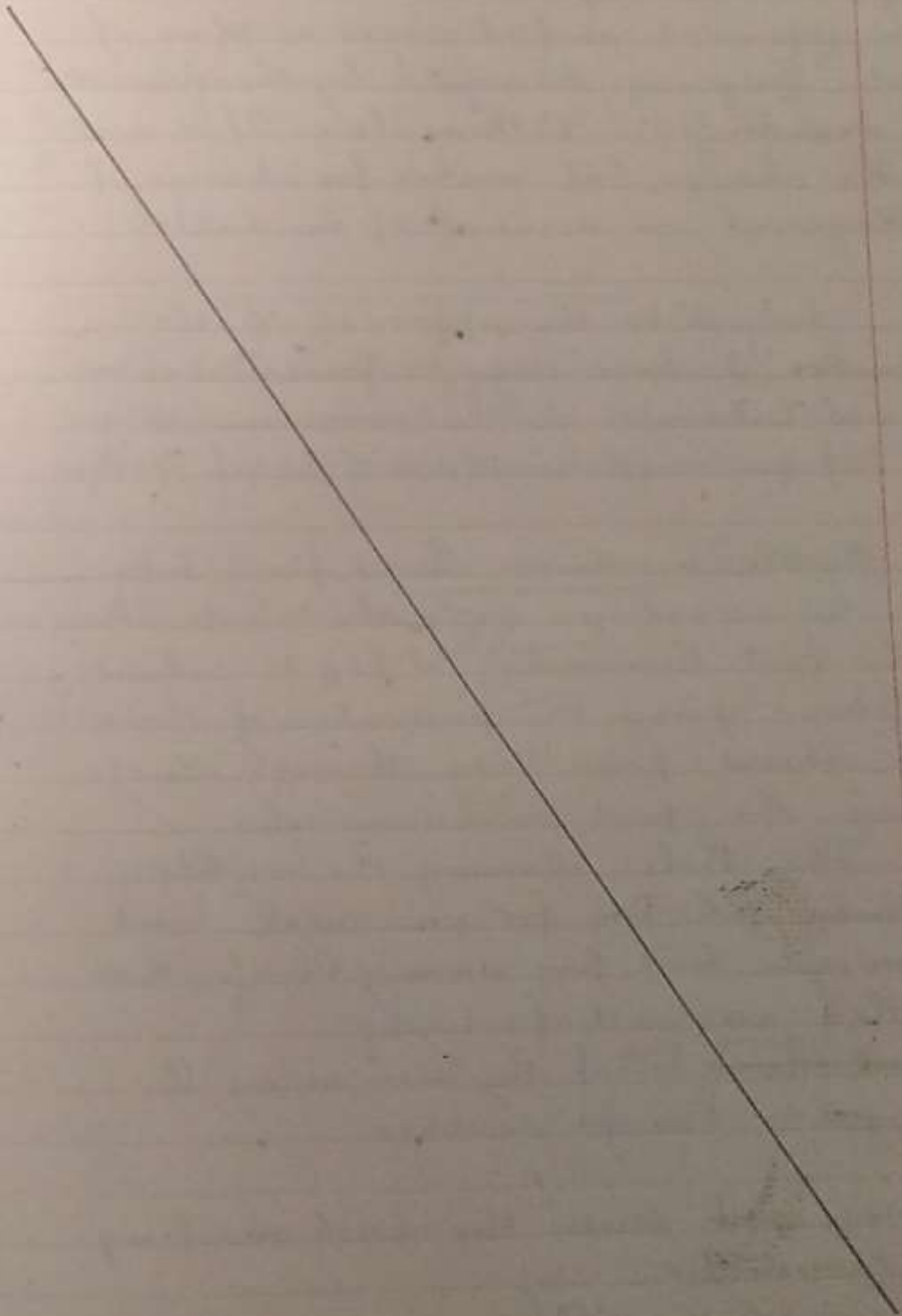
May 21 st	M ^r . Bailey	Bull calf	1. 5. 0
June 3 rd	Messrs. St. M. Myers	Rags. 20 ^{lb} @ 6/-	6. 1. 6
		Tea lead 1.2.21 ^{lb}	" 11. 10
		etc	
	Paid to Treasurer. - - -		<u>£ 7. 18. 4</u>

I beg to submit an application from the Fireman, G. S. Clark, asking to be allowed an extra suit of uniform.

— Resignation of Stewards per Vant —

Resignation submitted.

*St. James
Steward*



17th June 1896.

To the Committee of Managers.

Gentlemen,

With the sanction of the Chairman, Joseph Atkins, upholsterer's labourer, has been appointed as coal carrier in place of Charles Ridgway: dismissed by the Committee for drunkenness. Atkins loses 2/- a week by the change, but wished for change of employment on account of his health.

Subject to the approval of the Committee I have engaged James Freeman, general labourer at the minimum wages viz: 2/- per week, in place of Joseph Atkins.

— Weekly workmen absent from duty. —

In accordance with the Instructions of the last Committee I beg to submit a Return giving the particulars of those men absent from duty through illness, during the past twelve months.

The Rule, allowing the weekly workmen full pay for one week, and afterwards half pay during illness, has worked very satisfactorily.

~~Quite about~~ ^{about} 1/3 of the men away ill, belonged to Benefit societies.

Goods rejected since the last meeting of the Committee.

— Vrb. —

Petty cash received by the Steward

1896
 June 10th C. Merish unlifted breeze £ 10. 0
 do 16 Paid to the Treasurer £ 10. 0

Flooring in front of and under fire places in the Male & Female Infirmaryes.

No. 1 st	Infirmary	3	fire places	putt ^{about}	1 inch.
1 st	do	2	" "	"	do
2 nd	do	1	" "	"	1/2 do
3 rd	do	4	" "	"	1 do

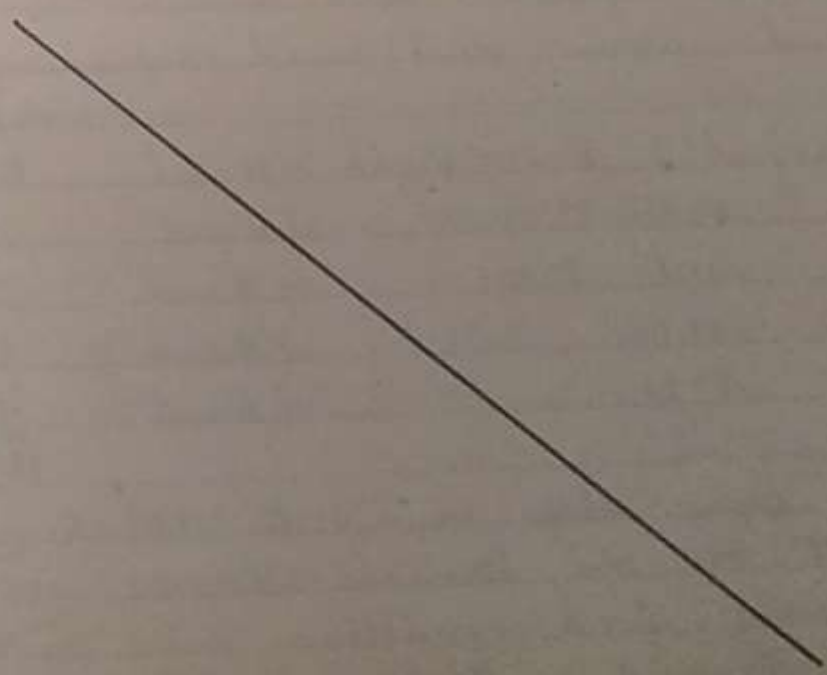
Water-ballast roller.

I have received three estimates, but am expecting another quotation not yet to hand.

Sarah Randall, joined as Stewards

Perwant
17/6/96

H. Randall



1st July 1896.

By the Committee of Managers.

Gentlemen,

W. Wright, Assistant gardener, was absent from duty on the 17th and 18th instant; he was suffering from a severe cold in his face.

M^r. Lund, the Surveyor to the Managers, visited the Cloylum yesterday, and examined the flooring under and near the fire-place in N^o. 3^d Infirmary, and he advised the Foreman of Works as to the necessary repairs.

In accordance with the Instructions from the last Committee I beg to submit particulars and cost of the Andrews-Hawtholej patent head for mending stone steps.

In company with the Foreman of Works I have examined all the stair-cases in the Cloylum Blocks; and find about 119 steps, in all; and 15 landings are much worn and need repairing;

viz^t: in

			Steps	Landings	
Infirmary N ^o . 2.	1 st + 2 nd flights of 12 each	24.	3.	4.6 + 11	
Block N ^o . 4.	1 st , 2 nd + 3 rd " of 11 each	29.	3.	5.6 + 11	
" N ^o . 6.	1 st + 2 nd " of 11 each	22.	3.	"	
" N ^o . 8.	" " of 11 each	22.	3.	"	
" N ^o . 10.	" " of 11 each	22.	3.	"	
		<u>119</u>	<u>15</u>		

The stone steps in N^o. 12 Block (Male) and all in the Female Blocks, are in a fairly good condition, save those in the 1st and 2nd flights of N^o. 7 Block.

Still, these we consider are not in need of immediate repair.

The two Beef-tea boilers in the kitchen are now almost worn out.

Will the Committee allow me to obtain prices for new ones? (Digest)

Will the Committee be pleased to lend the Cricket tent, as usual, to the Saint Pancras School on the occasion of the children's annual treat, tomorrow?

Will the Committee allow the ceilings of my three bedrooms to be whitewashed, the walls repapered and the woodwork cleaned and painted?
Estimate £5.

Goods rejected since the last meeting of the Committee, viz:
1896.

June 23.	McFroggove.	5 Yds	Velvet.	Inferior to sample.	(if 40)
" 25.	M. Fisher.	12 lb	Beef.	Fainted.	

Petty sums received by the Steward, viz:
1896.

June 26.	M. Fisher.	2 Calves @ 30/-	3.0.0
" 27.	Wm. Shepherd.	Rent of cottages	2.12.0
		Cottage @ 1/- per wk.	
" 30.	Paid to Treasurer.		<u>5.12.0</u>

The following costs are now

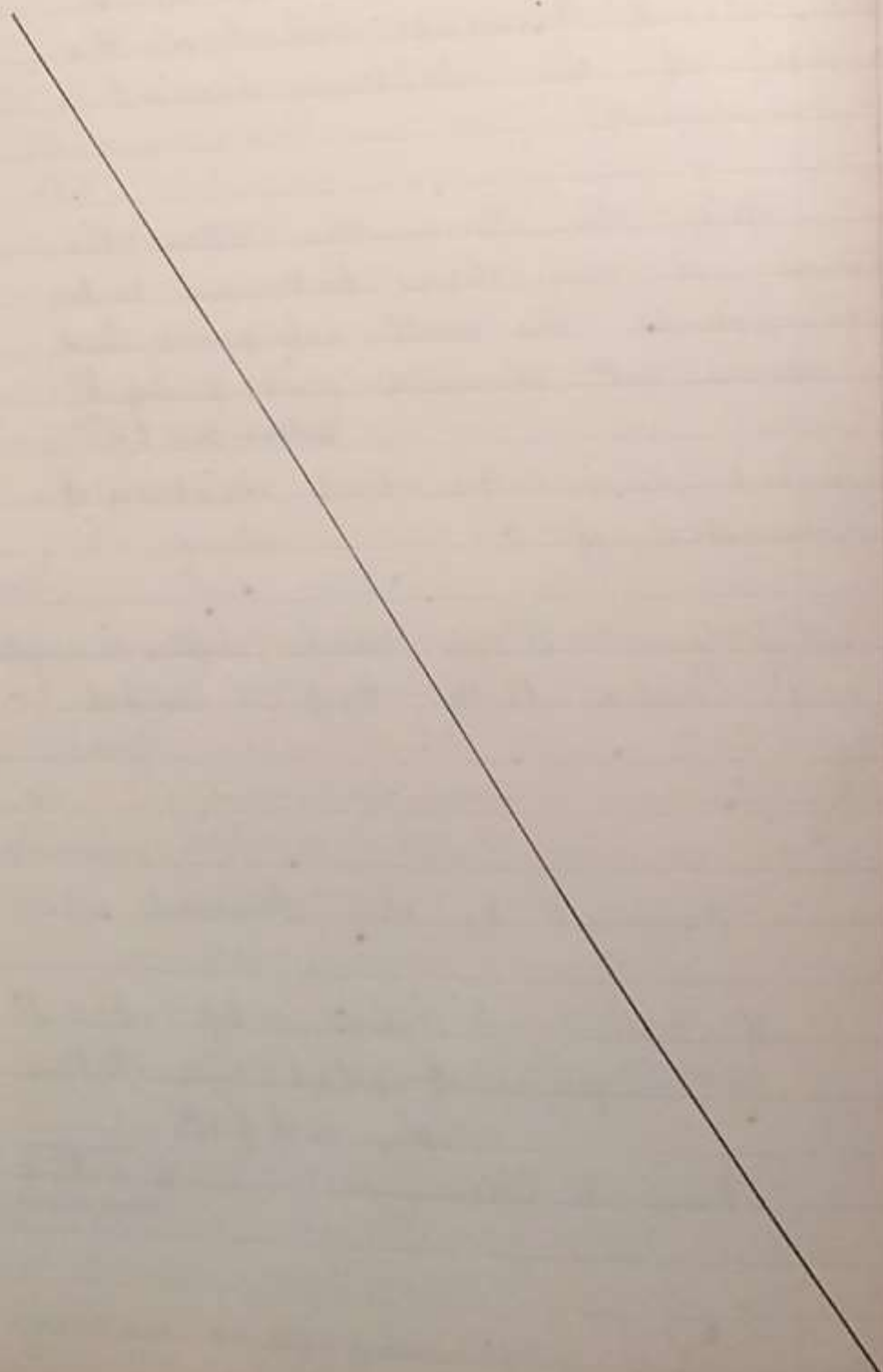
55.

no longer profitable, viz:-

Name	Age	Value	Condition	Milk	fat
Minnie	8 1/2 yrs	5.	Medium	8.	
Gooseberry	6 1/2 "	2.	Very fat.	10.	
Annie	5 1/2 "	3.	Fat.	12.	
Cowslip	11 "				

J.P.D.
1/7/96

H. Chapman
Sturton.



15th July 1896.

56.

To the Committee of Managers.

Gentlemen.

The cost of strengthening the joints around the fire-places in the wards, in the manner recommended by Mr. Lund, the Surveyor to the Managers, is estimated at £3.10.0. each fire-place.

Total cost for the 10 = £35.

— Gearing for Fan (Laundry drying room). —

I beg to submit a letter from Messrs Blackman Ventilating Company as to their liability for supplying the driving gearing for their fan in the Laundry.

I beg also to submit their Estimate.

— Reference from the Contract Committee. —

Supplies tested by analysis during the present year.

— Cocoa — Mr. Percival, Contractor.

Reported to Committee 6 May ulto.

Cocoa	25	parts.
Sugar	20	"
Starch (chiefly sago)	42	"
	<u>100</u>	

Contract stipulation - "good"

57.

"Good soluble cocoa (to contain
not less than 115 % of pure cocoa
free from husk.)"

The only other Report from Dr.
Muter (see 20th day ulto) was on the
quality of the milk from our cow
'Camellio.'

Beef-tea Infusers. —

I beg to submit Estimates
from Messrs. Benham & Sons.

2. Additional bakers ovens. —

I beg to submit an Estimate
from Messrs. Smith & Son, York Street,
Lambeth, for two additional ovens.

Pearsons' automatic fire indicators. —

I am informed by the Manager
of the Westminster Fire Insurance
Company that they have no official
knowledge of Pearsons' fire indicator
no offer had been made to
reduce their rate of premium
where the "indicator" was in
general use.

I think that the "indicator"
might with advantage be fixed
in several places in the Asylum
kitchen.

I beg to submit a letter from the Andrew Hawkley Patent Tread Company, addressed to the Committee.

I have recently visited the under-mentioned Public buildings where the above named Tread is in use.

Mr. Hunt, the Board's surveyor, accompanied me and examined the steps repaired by the above named system at the Broad St. Railway Station and also, at the Daily Telegraph offices.

— Estimate of Cost. —

about 119 steps & 15 landings

. 634 superficial feet @ 2/9 - 87. 3. 6

labour @ 6^d per foot 15. 17. 0

furnings @ 1^d - 2. 12. 10

Ref 10% £10. 6. 0

£ 105 13. 4

Public buildings visited, viz:

Army and Navy Stores, Westminster.

Civil Service Supply Association, Covent Garden

Charming Cross Hotel.

Daily Telegraph Offices.

Leicester Hall.

Broad Street Railway Station

Metropolitan Railway Stations. Gower Street.

I beg to submit a letter from Messrs John Page & Co. as to the price for our old pattern Stay. The present pattern stay is not approved by the Medical Superintendent.

59 Goods rejected since the last meeting
of the Committee. viz:-

1896. H. W. J. Jay 2 tons Potatoes.
July 13
" 13 J. Fisher. H. 8 lb Beef

Old, instead of
new potatoes.

Slightly
tainted.

— Sewage guttering for the Farm. —

We are in need of 100, six feet
lengths of galvanized iron guttering.
I beg to submit estimates.

W. H. J. Jay
15/7/96

H. Chapman
Steward

29th July 1896.

60.

To the Committee of Managers.

Gentlemen,

In accordance with the instructions of the last Committee I visited, on Friday week, the Managers' Asylum at Caterham and inspected the Bakery there. I found it almost identical with the one here at Leavesden.

The ovens are smaller, holding ten bushels only, as against eleven bushels each at this Asylum.

Yet, at Caterham, with the same number of bakers, often working two hours a day less than here, and with fewer patients to assist them, they turn out about half a batch of bread more per day, four days a week, (2½ instead of 2) and invariably manage to complete their weekly sale of bread by Saturday afternoon, or early evening.

Their Sunday work consists only of attending for an hour in the afternoon to mix the sponge for the following morning's bread.

I have furnished our Chief baker with the particulars of the daily routine of work at Caterham.

The quantity of bread required at each institution is nearly the same, viz: about 14,400 lbs per week.

I beg to add that it does not appear necessary to increase the number

6.

of our plans, or to add to the Bakery in any way.

— Laundry drying rooms. —

The alterations to the two drying rooms undertaken by the Blackman Ventilating Company for £219. have now been completed.

(Aylmer part of the work estimated at £140.) see Board Minutes. 7th Decr. 1895.
Sanction of h. G. Board.

— Reef-lead Infusors. —

I beg to submit estimates from the following firms, viz:—

Messrs J. F. Clarke & Sons.	Noorgate Street.
" R. & W. Wilson. & Sons.	Wardour Street.
" Deunham. & Sons.	Wigmore Street.
" Fraser & Fraser.	Dorsetly-by Bow.

— Repairing stone steps. —

I beg to submit estimates, by the Foreman of works, of the cost of repairing the steps ^{of landings} of the Block staircases, viz: by

Messrs Poulton's patent silestone heads	£199.14.9
" Masons non slipping "	£256.3.0.
Andrew-Hawthley's patent "	£139.12.6.
Blue Kentish stone	£173.0.0.
lime stone chippings & cement	£68.15.9

Godsmark, the Gate porter, applies for 114 days leave of absence.

He has had 10 days, sick leave, this year. granted by the Committee.

Goods rejected since the last meeting of the Committee, viz:-

1896

July 20 Messrs Grove. 5 yds Velvet superior to purple (if 5 per yd) sent in place of consignment rejected on the 13th ultimo.

Petty sums received by the Steward

1896

July 17	J. Pancras Schools.	factar allowing gratif	1.5.0 2.2.0	3.7.0
" 22	W. Pepper	factar	0.2.6	9.0.0
" 23	J. Pearce	6 1/2 ft Old iron	0 2d 30w 7.10	9.11
" 24	G. Hedges.	Breeze		10.0.
" 29	Paid to Treasurer. - - - - -			<u>£ 13.6.11.</u>

The cow "Minnie" slaughtered a fortnight ago, was found to be diseased.

She was condemned by the Medical Superintendent, as unfit for food, and the carcass was therefore at once buried

The two chimneys in the Laundry, that are connected with the ironing stoves, should be re-constructed so as to stand the great heat better than they do at present. Will the Committee be pleased to allow them to be altered if the present arrangement is to be continued?

63.

Will the Committee be pleased to allow
a crushing machine for bruising ginger for
our ginger beer to be purchased if one of
our present mills cannot be adapted?

W. H. 29/7/96

H. H. H.

9th September 1896.

611.

To the Committee of Managers.

Gentlemen,

~~The~~ Mr. Wright, under gardener, was absent from duty 17 days, from the 30th of July to the 15th of August (both inclusive). He was certified by Dr. Davis of Abbots Langley, to be suffering from an attack of rheumatism.

Charles Ashin, afoistant tailor, was absent from work 10 days, from the 3rd to the 12th of August (both inclusive).

Dr. Davis certified him to be suffering from gastric derangement and debility.

— Harvest home. —

Will the Committee be pleased to allow the usual extra fare to the male and female working patients?

Men: About 1/2 lb of cooked meat & a pint of ginger beer & one oz of tobacco.

Women: About 1/3 of a lb of cooked sausages with potatoes.

— H. H. P. Steam engine. —

Will the Committee be pleased to consider as to the purchase of a H. H. P. Steam engine to assist in working the Laundry machinery?

I beg to submit the under-mentioned estimates; viz:-

65

Messrs A. Oldham & Sons
Purkessfield, Cheshire. £37-

M. E. S. Hindley
Bourton, Corset
11. Queen ^{and} Victoria Street. £35.

The cost of fixing, steam tubing, pulleys
and belting is estimated at £114.7.0.

Cows, (unprofitable).

In accordance with the sanction of
the Committee the cows Gooseberry &
Annie have been slaughtered for Asylum
use (Minnie & Cowslip yet to be killed)

Gooseberry produced 734 lb @ 5¹/₂ 16.16.5

Sold. Hide, head & inside offal 15.0

£ 17.11.5

Annie produced 712 lb @ 5¹/₂ 17.0.1

Sold. Hide, head & inside offal 15.0

£ 17.15.1

Will the Committee allow the
Cows Martha & Dorothy, aged 8¹/₂ & 6³/₄ yrs,
respectively, to be slaughtered for the
Asylum use, as they have become
unprofitable?

Martha 5th Calf
Fat; not in calf.
Dorothy 3rd Calf
Fat; not in calf
" poor milked.

— Farm Carts. —

Two of the large farm carts
are in need of repairs.

— Cocoa —

The male patients generally complain of the cocoa at breakfast as being thin and poor." Arrowroot (substituted as against it for cocoa) would improve it in this respect; but there is no provision in the dietary scale for its addition.

— Contract committee. —
re Grocery.

I have been advised by the Clerk to the Managers that the Contract Committee hope, as a general rule, the lowest priced article will be ordered where tenders have been accepted for the goods of more than one maker of the same article.

Will the Committee be pleased to instruct me thereon?

Julia Ann Rose. (deceased).

I beg to submit a letter, dated the 20th Aug last, from the daughter of the above-named (who died on the 21st June), asking permission to place a dwarf stone on the grave in the Aeglin cemetery.

— Smithy coal. —

I beg to submit quotations for Smithy coal for 12 months.

— Oil & Dry Colours —

I beg to submit quotations for oil and dry colours.

67. Goods rejected since the last meeting of the Committee on the 29th July.

1896. Aug. 11.	Messrs. Milnes & Co. 100 Cord Vests	Badly made up much inferior to sample.
19.	The Britannia rubber Co. 17 Wine-proof sheets out of 200.	Damaged by being folded. (were directed to supply unfolded)
27.	Messrs. Perceval. one side of Bacon 144 lbs	Fainted. Not bearing the Contract brand.

Petty sums received and paid in.

1896. July 30.	S. & M. Myers.	27 Gt Rags @ 6/-	8. 7. 0	
		3. 21 lbs Tea lead @ 7/-	6. 7	
		3. 17. Copper @ 4 ⁰	1. 12. 5	10. 2. 0
Aug. 10.	J. F. Perceval.	36 doz Jam pots @ 5 ⁰		17. 3
		less 1/2 doz broken in transit		
17.	J. Pearce.	241 lbs old lead @ 9/-		10. 16. 0
22.	W. Shepherd.	8 weeks rent of Cottage		1. 12. 0
27.	C. J. Hewlett & Sons.	Quay empthies returned		14. 11. 11
Sept. 7.	F. Fisher	Low bids, head & inside of sub		15. 0
				<u>£ 28. 14. 5</u>

Aug. 15.	Paid to Treasurer	10. 19. 6	
29.	"	16. 19. 11	
Sept. 6.	"	15. 0	
			<u>£ 28. 14. 5</u>

H. J. Stewart

17th October 1896.

68.

To the Committee of Managers,

Gentlemen.

D. Hutchins, - wood chopper, - was absent from duty from the 15th to the 26th ultimo, inclusive.

Dr. Davies, of Abbots Langley, certified him to be suffering from an inflamed finger and leg.

J. Owen, night gasman, has been absent from work since Monday last.

Dr. Davies has certified him to be suffering from an injury to his arm.

H. Flint, laundryman, has been absent since Monday last. He was complaining of a cold. No certificate yet produced.

— Cow. Martha, condemned. —

The cow, Martha, found to be unprofitable, and slaughtered on the 1st instant, was buried in accordance with the advice of the Medical Superintendent. I beg to submit his certificate as to the diseased condition of the cow.

— Window sash frames. —

Will the Committee be pleased to consider as to the cleaning and re-painting of the window sash frames

69.

(now) throughout all the Blocks?
 The cost of the work is estimated
 at £131. 1712 pashes @ 1/6. Torbay paint.

Heating apparatus for Laundry
 — drying rooms. —

Will the Committee be pleased,
 also, to consider as to the advisability
 of covering in, with buck-work and
 slated roof, the heating apparatus
 recently fixed by Messrs Blackman & Co.
 outside the Laundry drying rooms,
 near the Turkish Bath?

The cost of the work is estimated
 at £47.17.5.

— Applications for increase of wages. —

	Wages	Last raised	Service
Chas. Ashwin. Apt. Tailor.	21/-	2 yrs ago	5 yrs
Henry Garrett. do do	23/-	do	11 1/2 yrs
E. Norman. Furn. Labourer.			3 1/2 yrs

— Boiler for Vegetable Kitchen. —

One of the large cast iron boilers,
 removed a year ago from the vegetable
 kitchen, would be found useful if
 again fixed there. It is in good
 condition and ^{there is} a convenient position
~~can be found~~ for it. Cost of fixing
 £6.-

Goods rejected since the last meeting
 of the Committee: viz:-

1896.

Sept 18.

Mr Perowal. 35 lbs Fresh butter. Slightly rancid.

Petty sums paid to the Steward.

1896

Sept ^r 10	C. Homish	Price. 20 head @ 6 ⁰	10.0
7	S. Reed	Calf	1.5.0
Oct ^r 2	H. Fisher	3 Hides etc @ 11.	2.5.0
11	Paid to Treasurer.		

£14.0.0.

Cows slaughtered. (unprofitable)

Cowship produced	756 lb @ 6 ¹ / ₂	11.6.6
Sold -	Hide, head & offal	15.0

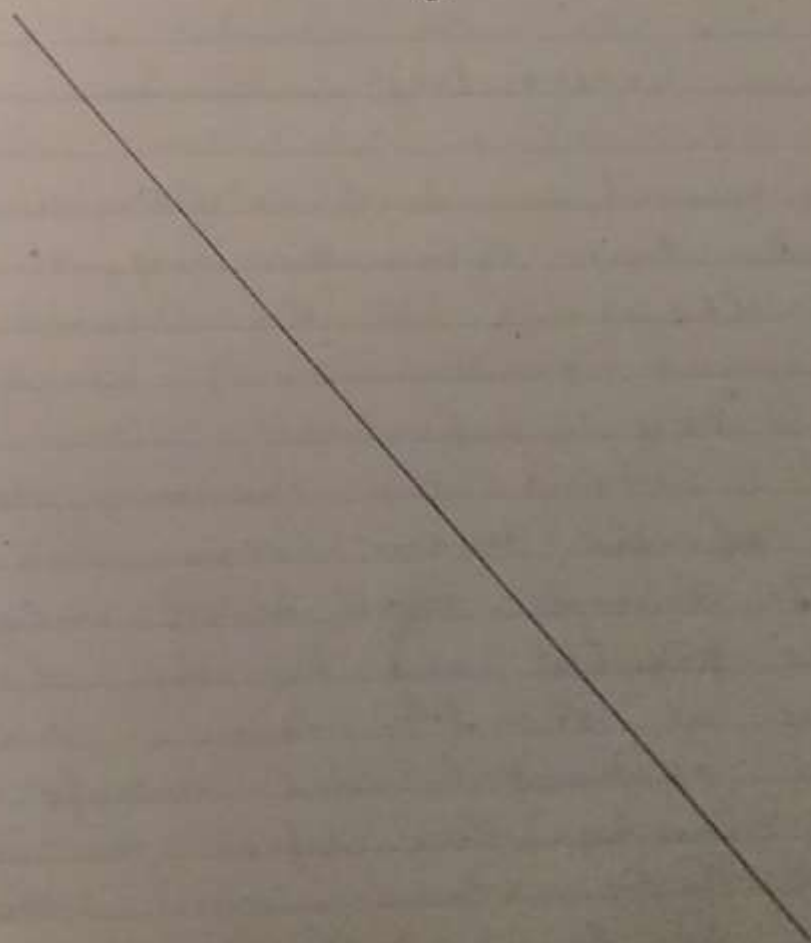
£18.1.6.

Charo thy produced	812 lb @ 5 ¹ / ₂	15.2.2
Sold -	Hide, head & offal	15.0

£19.7.2.

Total 7/10/96

H. Homish
Steward



21st October 1896.

to the Committee of Managers.

Gentlemen,

Thomas Owen, night gasman was absent from duty from the 6th to the 17th instant, inclusive.

Dr. Davies, of Abbots Langley, certified him to be suffering from an injured arm.

Henry Hint, laundryman, was off duty one week, from the 5th instant.

Dr. Davies certified him to be suffering from rheumatism.

I beg to submit my valuation of the Farm stock at Michaelmas last.

Laundry.

In accordance with instructions from the last Committee respecting certain alterations in the Laundry under recent consideration;

I beg to report

That the opening stone chimney of the main room has been built of 4th inch brick work, only; and, as pointed out by the Subcommittee of the 6th ultimo - soon becomes overheated and unsafe.

To remedy this defect the Foreman of Works advises that the chimney be faced all round with

72

additional 4th inch work (similar to the alterations carried out four years ago in the Male and Female mess-room sculleries). The cost is estimated at £10.

The chimney, also, in the Sorting and Ironing room - like the one in the Main laundry - is too slight in structure for its present use. The position of the ironing stove, too, is not without its element of danger, standing out - as it does - some feet from the wall and in a room invariably crowded with articles of clothing.

A small room, for the ironing stove, built out from the present room, in the way indicated by the Sub-Committee of the 16th ultimo, is considered by the Medical Superintendent as most desirable.

I beg to submit a plan for the consideration of the Committee. The cost has been calculated at £40.

The Sorting and Ironing room, just mentioned, is inconveniently small for its double purpose. The Dining Hall adjoining would be available for, and would make an excellent sorting room, if the female laundry patients - who now use it - took their meals in their own Ward (No. 15), adjacent to the laundry. I beg to add that this arrangement is recommended by Dr. Case.

Additional motive power:-

The Cylindrum Engineer considers that a 4, h.p. Steam engine is necessary to meet the increased work in driving our

13. three "Blackman" fans and a prospective
 callendering machine. The slackness in
 the speed of our mangles was noticed by
 the Sub. Committee in their Report of the
 14th ultimo. Cost of Engine £4. Fixing £11.
 Callendering machines and Collar
 and Cuff ironers

I have again visited the Hampstead
 Model Laundry and inspected all the
 machines in use there. The callenders
 and collar ironers are spoken well of by
 the managers. These machines, by
 various makers, have been working very
 satisfactorily for many months past in
 several of the Asylums Board institutions.

Our Station is decidedly in favour
 of a callender but considers there is
 scarcely sufficient work here for a
 collar and cuff ironer.

It is not expected that the adoption
 of a callendering machine would lead to
 any reduction in the Laundry Staff.

Goods rejected during the past fortnight.
 Nil

Petty cash received by the Steward.

1896			
Oct ^r 11	S. Bred	2 Galves @ 30/-	3.0.0
		1 " @ 35/-	1.15.0
20	Paid to the Treasurer.		<u>£4.15.0</u>

I beg to submit a Plan for the
 proposed enclosure of the "Blackmans"
 clothes drying apparatus.

J.P.D.
 21/10/96

H. Hopwood

11th November 1896.

74.

To the Committee of Managers.

Gentlemen.

In accordance with the instructions of the last Committee I beg to submit Estimates for a 4 h. p. vertical steam engine, from the undermentioned Firms: viz:-

Messrs A. Adham & Sons.

Purkensfield. Cheshire

£37. (with feed pump) on rails at Purkensfield.

Messrs Tangye. (L^{td})

Birmingham & 35. Queen Victoria St. E. C.

With feed pump £37.5.0.

Without feed pump £34.10.0.

Refs 2 1/2 % 17.0

Delivered free by rail to our nearest goods stⁿ

£33.12.9.

M^r E. S. Hindley

Burton. Dorset. & 11. Queen Victoria St. E. C.

With feed pump £35.

Without feed pump £33.0.0.

Refs 5 % 1.13.0

Delivered free by rail.

£31.7.0.

Subsequent quotation. 3/11/96. offering 12 1/2 % discount

£28.17.6.

Goods rejected since the last meeting of the Committee.

— N.B. —

75. Petty cash received by the Steward during the past fortnight, viz:-

1896					5.5	
Oct 27	J. Pearce	18	6	lump sum of	<u>15.7</u>	1.1.0.
		13		stap. "		
					7.5.6	7.18.8.
30	J. V. H. Myers	24 th		Rags	<u>13.7</u>	
		1.2.14	lb	Sea lead		
Nov 3	And to Treasurer					<u>£8.19.8.</u>

Total 4/11/96

J. H. Steward

18th November 1896.

76

To the Committee of Managers,

Gentlemen,

Charles Astlin, assistant tailor, has been absent from duty since the 12th instant. Dr. Davies, of Abbot Langley, certifies him to be suffering from rheumatism.

Ebenezer Temple, out door attendant, was off duty from the 5th to the 14th instant, inclusive. Dr. Davies certifies him to be suffering from neuralgia.

George Seagrave, assist. upholsterer, was absent from work from the 9th to the 16th inst. inclusive. Dr. Davies certifies him to be suffering from a cold.

11 h.p. Vertical steam engine.

I beg to submit a letter from Messrs. Langye. (L) recommending one of their "special lubricators" for the engine as it is required for continuous running.
Price £5.10.0.

— Leather from General Stores. —

Nine crop butts, weighing altogether 1.3.19 lbs, out of a consignment of 4.0.21 lbs. from the General Stores, on the 4th inst. are both thin and poor in quality. I have informed

77. the Superintendent of the General stores.

The contract stipulation is for
"Crop butt, stout, english, burll tanned."

Petty sums received by the Steward.

John 10/11/96 ——— lib. ———

H/le of the
Steward.

2nd December 1896.

78.

To the Committee of Managers.

Gentlemen,

Charles Aslin, assistant tailor, returned to duty on the 20th instant, after an absence of 8 days.

D^r. Davies, of Abbots Langley, certified him to be suffering from pneumonia.

Henry Hunt, laundry attendant, has been absent from duty since the 23rd inst.

D^r. Davies certifies him to be suffering from an inflamed arm.

— Cocker's strike —

I beg to submit a letter from Messrs G. J. Cox & Coy. as to the above and expected difficulty in effecting prompt deliveries of sugar.

Damage to the Managers' iron fence in front of the convalescent Home meadow.

A horse and cart, belonging to a neighbour, Mr. Seabrook, damaged the iron fence in the Asylum road 15 days ago. He has promised to have the fence properly repaired; but he has not yet done so. —

Messrs French & Co (Ld) have recently sent a consignment of flour which proved to be very dark in colour although not deficient in strength. The contractors have promised to remedy the fault complained of in their future supplies.

Water softening.

I have made enquiries in accordance with your instructions of the 4th instant, as to the expediency of softening the water at this Asylum, and I have seen the original and modern systems of water softening in operation at the undermentioned institutions, viz:-

The J. Paneras Schools, Rease Eden.

The Herbert Military Hospital, Blackheath, and the Folke Valley Water Works, Bushey.

I have also, visited the Brook Fever Hospital, near Blackheath, where an apparatus capable of softening 7,500 gallons of water, per hour, will - - presently be in operation.

Annexed hereto, I beg to submit a copy of the particulars recently furnished me by the Super^r of the J. Paneras Schools, ^{and also,} by the Steward of the Parents Asylum, and the Engineer of the Brook Hospital.

At the J. Paneras Schools a precipitating tank, holding sufficient for one day (36,000 gallons) has

been used, with great advantage, for several years past, in conjunction with the modern system of filtration.

But, at the Parcouth Cloghlinn, where there is no such help to the filters, the Steward reports -

"that a great difficulty is now experienced with the cold water pipes becoming choked up with a precipitation from the softened water."

At the Glue valley water works, where a large quantity of water is softened daily, the managers rely entirely on the method discovered some 50 years ago, by the late Dr. Clark of Aberdeen, and use precipitating tanks only.

And the same system has been likewise satisfactorily carried out at the Herbert military hospital water works, near Blackheath, where they have dealt with about 30,000 gallons daily, for the past 28 years.

Judging from the advantages gained and economies effected during more than ten years past at the Managers' Cloghlinn at Parcouth, as well as for twelve years, at the St. Pancras Schools, a great saving should result from reducing the present considerable hardness of our well water: not only in the expenditure on soap and soda, now about £600 per annum, but also, in the value of labour in

81.

replacing hot water pipes, circulating
boilers, taps, etc.

In connexion with arrange-
ments for water softening, I may
mention that a large "settling"
tank would have the additional
advantage of being a useful
auxiliary to our present water
storage, (never much over 30,000
gallons by the early hours in the
morning) should an outbreak of
fire ever occur in the night.

I beg to add that the
temporary hardness of the Ayrshire
water may be accounted for by
the fact that it is obtained from
a well sunk 225 feet deep in the
chalk.

Our average consumption of
water is from 70,000 to 75,000
gallons, daily.

Appendices.

of Panora Schools, Leamington.

21st November 1896.

Whose system:

Atkins, Clark.

The Continuous Filter Co^{ys}
65 Farringdon Road, E.C.

How long in use?

12 1/4 years.

N^o of gallons dealt
with, per day?

Capable of 14,000 gallons
continuous. We average
36,000 gallons, per day.

Cost of the Plant:

Apparatus and Steam pump £600.
Buildings £114.

Annual cost of working same, including cost of lime, etc.?

Rime 250 bushels @ 6 1/2 £16.5.0
Filter cloth £2.10.0

What saving in the cost of soap, soda, etc.?

About one half.

Any less difficulty now with the hot water pipes choking up, and boilers becoming encrusted?

No trouble now with the pipes or boilers. The Boiler Inspector stated that the improved water supply would add ten years to the life of our steam boilers.

Any difficulty now with cold water pipes?

None; neither with the taps.

Any other particulars you can give?

A reservoir holding about one day's supply & working in connection with the softening apparatus has been built & is a valuable auxiliary to it, no extra labour has been required. It takes about 30 minutes, per day, to clean and change with lime.

2

Parenth Asylum.
26th November 1896.

Whose system?

Atkins.

How long in use?

10 years.

1^o. of gallons dealt with, per day?

10,000 gallons.

Cost of the Plant?

about £3,300.

Annual cost of working same, including cost of lime, etc.?

£150.

What saving in the cost of soap, soda, etc.?

The saving in soap & soda is the difference between the relative hardness of water, previously being 18 degrees, now 6 degrees.

53.

Any less difficulty now with the hot water pipes chocking up and boilers becoming encrusted?

Any difficulty now with cold water pipes?

Any other particulars you can give?

Yes! much less difficulty with the hot water pipes and boilers.

A great difficulty is now experienced with the cold water pipes becoming choked up with a precipitation from the softened water.

The Herbert Hospital, Shooter's Hill, has one of the best systems of water softening that I have seen.

③.

Architects Office.
Brook Hospital.
Nov 21. 1896.

Brook Hospital.

Rough outline of system of water softening.

Apparatus.

This is a modification of the "Porter-Clarke" system, the principle difference being that the body of water is treated with a saturated mixture of lime and water in constant proportion to the water used and which can be varied as required. The main apparatus consists of a cylinder 3 feet in diameter & about 25 feet high, with an inner cylinder about 17" diameter. The lime is deposited in a hopper at the top mixed with the water in the inner cylinder, it is then pumped by the re-agent pump into the bottom of a larger cylinder 7' 0" diameter and 50 feet high; this is fitted

with a series of inverted conical diaphragms - in this it is mixed with the main body of water to be softened. The whole then rises by pressure through these divisions, the lime precipitated being deposited upon both sides of the divisions. The softened water then passes through charcoal filters, as a further precaution, into the main reservoir tank for use.

The surface in main cylinder amounts to about 1000 feet. A small quantity of lime has to be added daily. There are valves, etc. for running off the sludge - into a settling tank from which the effluent water is carried to sewer.

This apparatus is equal to 7,500 gallons per hour, and the cost about $\frac{3}{4}$ per 1000 gallons.

(Signed) Edmund J. Larkin
Clerk of the works.

The Continuous Filter Company, of Harringdon Road + Cannon Street, E. C. have forwarded, without invitation, an Estimate for a water softening apparatus.

They had been applied to, by me, for a copy of the illustrated description of their apparatus.

Petty sums received by the Steward.

1896. Nov. 4.	C. Morrish. musket breech 2 load	10.0.
5.	W. Pepper. 21 bands of Gas tar c 1/4	2.12.6
6.	S. Breed. 2 Calves	3.5.0
Dec. 1	P ^y to Treasurer.	6.7.6
		<u>12.7.6</u>

85.

Prizing horses recently removed from
the two rooms near the Turkish Bath —

The Engineer reports that the set of 12 horses,
supplied by Messrs Bradford 6 years ago,
will not fit any of our present closets.

Messrs Bradford's agent, when calling at
the Asylum a few weeks ago, suggested offering
a price for them.

The other set, removed, supplied by Mr. H. H.
Rogers can, so the Engineer reports, be utilized.

— Brewer's grains. —

We have not of late been receiving
a regular supply from the contractors,
Messrs Hamlyn & Co.

I beg to submit a letter from them.

The cow 'Chestnut' being no longer
profitable, will the Committee allow her
to be slaughtered for the Asylum use?

9 years old
S. Calver.

10/12

H. H. H.
Steward.

16th December 1896.

86.

To the Committee of Managers.

Gentlemen,

Henry Flint, laundry attendant, absent from duty since the 23rd ulto, returned on the 3rd instant.

He was certified to be suffering from an inflamed arm, and unfit for work.

Cow "Camellia" 9th 4th 5 calves.

This cow is gradually becoming weaker, and her breathing has much worse of late.

Her milk was analyzed by order of the Committee in May last.

"No pathogenic organisms could be found under the microscope."

Boiler No. 1. (The old small boiler)

I have employed Messrs Fraser & Fraser, of How, boiler engineers, to repair this boiler. Two small cracks were discovered in one of the plates a fortnight ago.

Gas works labourer.

The Committee, last December, ordered the labourer, who assists in the winter at the Gas works, to be paid at the rate of 25/- per week.

Will the Committee be pleased to renew this order?

87.

Christmas fare.

Will the Committee be pleased to allow the usual extra fare to the patients and officers?
 Would any extra ale & wine be included?

Cake issued to the patients twice a week.

Reference from the Committee:-

"The Local Government Board have written to the Managers to say that in their opinion 1 1/2 pds of flour is distinctly in excess of the amount required to produce the quantity of cake specified in the formula approved by the Managers on the 9th March last."

I beg to state that up to the present time the Baker has found the quantity allowed by the Scale rather less than sufficient to produce the required weight of cake.

Estimates:-

I beg to submit estimates for Christmas poultry and fruit.

Netty sums received by the Steward:-

- Nil -

Will the Committee allow two mineral oil lamps for the ap^{ts} Medical Officers, the purpose of gas being deficient late at night for the purpose of reading?

Meat, cooked
 2 sup extra.
 7 sup. women
 8 - men.
 Pudding
 about 2 sup
 each.
 2 apples
 1 orange
 Tobacco
 1/10 £
 Soap
 6/10 £
 2/10 £
 Office
 21 Inkings
 8 Ducks
 37 B. Savings

Reference from the Committee.

Goods in Stock not likely to be required in the future:-

- | | | | |
|------------------------|---|--------------------|---|
| In the general stores. | { | 2. | Sets Mahogany cornice poles, ends & crosses complete. |
| | | 3. | Iron wine carriers. |
| | | 33. | Cucumber plates |
| | | 26. | Old, tin, meat covers. |
| | | 12. | Coal scoops. |
| | | 52 p ^{cs} | Women's pattens. |
| | | 49. | Candle snuffers. |
| under No. 10 Block | { | 1. | Plate warmer. |
| | | 1. | 3 handled jug. |
| | | 4. | Cast iron pulleys. |
| under No. 2, Block | { | 1. | Vertical hot water boiler 24" x 15" |
| | | 3. | Mangle fly wheels. 41" diameter. |
| | | 2. | Sets of drying horses. |
| | | 1. | Gas cooking stove. |
| | | 1. | Carding machine (or Hair devil) |
| under No. 2, Block | { | 6. | "Gurneys" radiating stoves. |
| | | 1. | Vertical hot water boiler 41" high x 15" diameter |

Goods rejected:

1896.
Nov. 17. M. Percival. 2.. 2.. 2 lbs Sultanas. Inferior to standard
since satisfactorily replaced.

H. Chapman
Steward

30th December 1896.

To the Committee of Managers.

Gentlemen,

Charles Aslin, Assistant Tailor, has been away from work since the 28th instant, through burns on his arm; + Henry Collimore since the 26th instant, from a sprained ankle.

George Seagrave, Assistant Upholsterer, left the service on the 16th instant, without giving notice. He and his family have removed from the neighbourhood.

I beg to submit an application from James Paine, of Caterham, for the vacant post, and from Joseph Atkins, the present Coal Carrier, formerly asst upholsterer for "Camellicio".

The Cow Camellia ordered to be slaughtered, was, when killed on the 2nd instant, found to be diseased and was therefore condemned by the Medical Superintendent. The carcass was buried but the hide was sold.

Boiler N^o 1.

This old boiler has again started leaking and needs further repair.

I beg to submit a letter from Messrs Fraser + Fraser of Bromley-by-Bow, as to the probable cost. of

Messrs Bacon's heating apparatus
 Three months since Messrs Bacon,
 of 311, Upper Gloucester Place, Port Square,
 received an Order for repairing a furnace
 coil in No. 9. Block, but the work has
 not yet been done. Several letters that I
 have addressed to them on the matter have
 not been replied to.

A pig weighing about 9 stone
 died at the Farm on the 25th inst,
 apparently from a severe cold.

- Take for the patients -

The Baker still finds the
 quantity of flour as allowed by the
 Scale approved by the Managers to be
 slightly under rather than over the
 quantity required for making the proper
 weight of cake. (2 to 3 percent short, the fault
 for weight.)

680 lbs twice
 a week
 6000 lb now
 5 " same.

— Goods rejected. —

Kogb

Dec ^r 19.	3 gross glass tumblers. Messrs Shepherd	Much inferior to samples.
"	3 doz Blankets from The Stores Department	Darker in colour than our usual consignments. from the contractors.
"	a crate of Chambers Messrs Lyle & Tunney	Not according to sample the pins being thin & none noticed of stout and round.

Seen this day by the committee
 and ordered to be accepted. *W. J.*

I beg again to report on this question in accordance with your instructions issued as follows:

"To submit a further report on the question of water softening with special reference to the total probable cost of inaugurating a system, whether with precipitating tanks or not. Your report should also include something more definite in the way of the saving which would be effected in the use of soap, soda and the replacing of choked up pipes if the system of water softening were adopted."

The Continuous Filter Company of Farningham Road, London, in their estimate recently submitted to the Committee, quoted the sum of £1535 for supplying and fixing an apparatus capable of dealing with 10,000 gallons of water, per hour, exclusive of the cost of bringing the hard water to the apparatus or taking the softened water and waste away, or of any builders' and excavators' work.

But, afterwards on analyzing the chlorine water they came to the conclusion, as will be seen from their communication annexed hereto, that a large "settling" tank capable of holding a day's requirements would be necessary.

This re-arrangement would,

I understand, reduce their original estimate by about £600, & compensate for the cost to the Committee of constructing a tank, as recommended, equal to a capacity of 100,000 gallons.

It appears, also, that the machinery for forcing the water, when softened, up into the Storage tanks in the Water tower is likewise not provided for in the estimate.

For this part of the work, however, the present engine and pumps in the Ceylum gas-engine house are convenient and would be almost invariably available; their only duty hitherto being to increase the normal pressure on the hydrants in case of fire. But it would be advisable, according to the opinion of the Ceylum engineer, to replace the gas-engine with a steam engine of the same power; the latter he considers far more reliable and economical in working.

This exchange, as will be seen by the letter annexed hereto from Messrs. Jangye & Co. could be effected at a cost of £30; with an addition of £15 for removing and ~~replacing~~ refixing.

From the foregoing estimate of £1530, and from the information furnished by the Foreman of Works and by the working engineer, the entire cost of the a complete water softening plant may be

93. calculated at about £1800; viz:

Plans for dealing with 10,000 gallons of water, per hour, including cost of large settling tank.	1530
Brick & slate Filter house.	125
Exchanging present gas engine for a steam engine including removal and refitting.	145
Steam tubing, flange pipes & valves	86
Labour connecting up, etc.	140
	<hr/>
	£ 1826

In my former report it will be seen that the consumption of soap and soda at the St. Pancras Schools had fallen to about one half, since their use of softened water, some twelve years since. But, it is probable that this large reduction could not be obtained where imbecile patients assisted in the work of washing.

The average expenditure here on soap and soda during the past two years amounted to £573 per annum.

It is barely possible to arrive at an approximate estimate of what would be saved of this sum by using softened water, but taking one third only the more safe proportion of one third, only, instead of one half, the difference would not

fall much short of £190 per annum.

Added to this would be also a saving of quite £20. per annum, in the time now occupied in cleaning out our hot water pipes: circulating tanks, etc.

I beg to observe that in selecting a site for the apparatus, it would be desirable to obtain a good fall from the bottom of the settling tank to ~~the~~ our Farm land, for the sludge to drain away to.

To be near a Hydrant from which the settling tank could be flushed out; and to be as near as possible to the Water tower and as far away as possible from any sewerage main.

All these points were, with others, considered by the last sub-committee.

Estimated costs & savings.
per annum.

To 3½ per cent on £1800.	56 . .	By one third of the present	190 . .
Ruine	20 . .	consumption of Soap & soda -	
Renewing filter cloths	10 . .		
Labour attending to the apparatus.	26 . .	Saving in labour in cleaning	
Painting the plant	3 . .	out hot water pipes, circulating	20 . .
	115 . .	boilers, etc.	
Balance in favour	95 . .		
<u>£</u>	<u>210 . .</u>		<u>£</u> <u>210 . .</u>

I beg to add that the above balance of £95 does not represent the net gain, as it is subject to a deduction

95. for the deterioration of the plant.

— Extract from letter. —

The Continuous Filter Company. L^d.
65 Farringdon Road. E.C.
8. 12. 1896.

H. Chapman. Esq.

"I have carefully tested the sample of water I took away the other day, & enclose herewith particulars of results.

These results prove the soundness of your views with regard to having a large settling reservoir in conjunction with filters, because in the first place the tests show that the water is not softened down to the full extent for some hours; & in the second place, unless filters were used, the chalk particles formed by what may be termed the "after softening" being so light as to remain floating, or rather suspended, in the water, would pass into the service pipes & probably, eventually, become a source of trouble and expense."

(Signed) A. Smith.

— Letter from Messrs. Jangye (L^d) —
35. Queen Victoria Street.
9. Decr. 1896.

The Steward
Metropolitan Water Board.

"Horizontal Steam engine to develop a maximum of 19 Indicated H.P. with 50 lbs at cylinder."

"with continuous lubricator"

"We take back your 9 nom. H.P. Crofley Gas Engine as previously stated.

Present price

£30. nett.

Inquest.

96.

An Inquest was held at the Asylum yesterday on the death of a patient, named William Nottingham, admitted on the 2nd September 1879. from Fr. Manglebone.

The verdict has been forwarded to the Local Government Board, and to the Commissioners in Lunacy.

Petty sums received by the Steward.

1896.					
Dec ^r	17	S. Breed	1 calf		1.8.0
"	23	do	2 calves		2.18.0
"	30	Paid to the Treasurer. £			<u>4.6.0</u>

St. Chapman
Steward.

Cows condemned during the present year.

1896.				
July	15 th	Minnie		Tuberculosis.
Oct.	1 st	Martha		Cancer.
Dec ^r	21 st	Fannella		Tuberculosis.

St. Chapman.

The cow, Chestnut, slaughtered for Asylum use, on the 16th instant, produced £20.18.0. at contract prices. 868 lbs.

772
20/12/96

St. Chapman

13th January 1897.

To the Committee of Managers.

Gentlemen,

Charles Ashin, Assistant Tailor, absent since the 28th ultimo, was now a patient in the West Herts Infirmary for a few days with burns on his arm; he returned to work this morning, but was taken with a fit and is again very ill.

Henry Collimore, Gas labourer, was absent from the 28th to the 30th ultimo, both inclusive, from a sprained ankle.

The cow "Topsy" aged 7 years, is now no longer profitable. Will the Committee allow her to be slaughtered for the Asylum use? (V.D. has had four calves, is in good condition, gives 7 pints of milk daily.)

— Ostend rabbits. —

I beg to submit quotations for Ostend rabbits for the subordinate officers.
(V.D. officers' joints (chests) per lb 5³/₄ (6/10 stand)

— Cows at the Farm. —

I beg to submit a letter from the Veterinary surgeon Mr. Wingfield, stating that he can see nothing approaching illness or disease amongst the herd of cows.

I beg to submit a letter from
Messrs J. F. Clarke & Son of Moorgate St.
E. C. as to the condition of the
beef-tea infusers. (2 - 20 gall: £29.16.0)

Removing bodies to the mortuary.
Will the Committee be pleased
to consider as to the purchase of a
special vehicle for conveying the bodies
of deceased patients to the mortuary?

— Water softening. —

Messrs Thwaites, Bros. Engineers, of
17, Victoria Street, Westminster, S. W. have
sent (without invitation) a quotation for supplying
and fixing their apparatus. £930.
unskilled labour exclusive.

They had been applied to by
me for a copy of the illustrated
description of their apparatus.

Messrs Bacon's heating apparatus,
reported on last week:

Nothing has yet been seen or
heard of our heating coil belonging to
N. 9. Block.

Another furnace coil, the one in
N. 11. Block, has just proved defective.

Repairs for
in 6 years.

Padlocks.

In accordance with the instructions
of the Committee I beg to submit a
quotation for Padlocks for the Ward fire-
guards. The padlock opening with
a dogcart key can be easily tampered
with by the patients. (Discarded)

99. The supply of brewers' grains reported on the 2nd December, still comes in irregularly from Messrs Hamlyn the Contractors.

— Repairing stone steps. —
In October last we repaired, in accordance with the instructions of the Committee, a flight of six stone steps on the male side, in No. 6. Block.

Two steps with lime stone chippings and portland cement; and, four with granite chippings and portland cement.

Also, three, out-door steps; one, with a slab of Blue pennant stone; and two, with Victoria paving.

After more than three months wear, there seems no appreciable difference between the limestone, and ^{the} granite; save, that the former is just a shade lighter in colour.

They both stand wear very well, indeed.

The Blue pennant stone, and the Victoria pavement, have, also, worn most satisfactorily; but, they are, as compared with the concrete, rather expensive both in material and labour.

Extract from estimate prepared by the Foreman of Works.

28 July 1896.

Repairing stone steps in Blocks.

119 Steps of 15 Landings.

By		
	Coulton's patent silicon heads	
	Material + Labour	£199. 14. 9.
	Mason's patent heads	
	" "	£256. 3. 0
	Andrew Hawksley's heads	
	" "	£139. 13. 6
	Blue permanent stone	
	" "	£123. 0. 0
	Limestone chippings	
	" "	£68. 15. 9

v.B. granite chippings would be as cheap as limestone.

Goods rejected since the last meeting of the Committee.

1897.

Jan^y. 11 Mr. Perival. 7 cases of corks.

Inferior to sample.

Chambers:

The crate of chambers reported at the last meeting as being

"not according to sample. The rim being thin and unsafe instead of stout & round."

Mr. Dunne has called and explained states that they are strong and perfectly safe. Mr. Case prefers the shape according to our sample; but, as the contractor is not bound by the pattern I have accepted the consignment.

Petty sums received by the Steward;

1896	S. Breed.	Scot	4.15.9
Dec 31	W. Pepper.	Gas tax	12. 17.6
1897	S. Breed.	3 Calves	4. 10. 0
Jan 17	J. Fisher	forehead, bits & nails	<u>1. 5. 0</u>
5			
11			
12	Paid to Treasurer.		<u>23. 6. 3</u>

Total 12/1/97

H. Chapman
Steward

27th January 1897.

102.

To the Committee of Managers.

Gentlemen,

J. Pratt, engine fitter, has been absent from duty since the 18th inst. Dr. Davies, of Abbots Langley, certifies him to be suffering from influenza.

Hy. Flint, laundry attendant, was absent from work from the 13th to the 16th instant, inclusive.

Dr. Davies certifies him to be suffering from a cold.

The cow "Topsy", recently slaughtered for the by-linn use, produced £12.15.6. at contract prices.

515 lb @ 46.
2.25 17-6 1st
+ 12.00

C. Aslin, appt. tailor. (M)

Is it the pleasure of the Committee to allow C. Aslin, recently given six weeks' notice to leave the service, full pay or half pay?

Estimates:-

for

a. Hearse

- Malleable cast iron brackets for the corridor and other lower roofs.

- Horse hair mattresses for 10 nurses and 2 male attendants.

- The boiler No. 1, out of repair,

103.

has not yet been examined by
the Managers' Engineer.
Should another of our four
large boilers break down there
would not be sufficient steam power
available for our requirements.

Goods rejected since the last
meeting of the Committee.
— Vib. —

Petty cash received by the Stewards.

1897.
Jan'y. 16. Still Myers 25 fr Bags @ 6/- £ 7-10-0

" 26th Paid to the Treasurer.

Steward.

I beg to submit an application and
testimonials from John Cleaver who is
an applicant for the post of ass^r tailor.

Steward.

10th February 1897.

1011.

To the Committee of Managers,

Gentlemen,

J. Pratt, Engine fitter, who left duty on the 18th ultimo, through illness, returned to work on the 29th.

L. Lunnon, the Tailor, has been off duty since the 5th instant.

Dr. Davies of Abbots Langley certifies him to be suffering from influenza.

J. Atkins, the Coal carrier has been absent from work since the 3rd instant. He also is certified to be suffering from influenza.

- Well pump buckets.

The Engineer, Shaw, reports.

That the well pump buckets are very much worn having been in constant use for about 4 years.

He states that the present buckets have never worked satisfactorily, and recommends returning to the type originally in use here. Those we now have were approved by Mr. Davey, the Engineer.

(Wilburn, the Contractor)

I beg to submit estimates for
6 buckets from
Messrs Owens of Fleet Street, E.C.
" J. Simpson & Co Grosvenor Rd
" Publico.

I beg to submit the following particulars of the cost of travelling expenses during the half years ended Michaelmas 1895 and 1896.

Grants for Officers' Factors	Grants for Officers	Officers' travelling expenses, independent of Candidates	Travelling expenses of Officers of these attendants to give instruction	Officers' travelling expenses	General Expenses	Chief officers' Expenses for fuel and Board	Total
£ s d	£ s d	£ s d	£ s d	£ s d	£ s d	£ s d	£ s d
8 5	17 19 6	6 16	5 7	- - -	9 9	39 - -	117 11
9 15	20 19 6	- - -	- - -	- - -	9 9	- - -	- - -
18 - -	38 19	6 14	5 7	- - -	9 9	39 - -	117 11
8 5	18 16	9 4 5	11 8	11 9	19 7	40 7	137 18 8
9 15	20 4 6	9 4 5	11 8	11 9	19 7	40 7	137 18 8
18 - -	39 - -	9 4 5	11 8	11 9	19 7	40 7	137 18 8
- - -	16	2 8 5	6 1	11 9	9 18	1 7	20 7 8

Midsummer Quarters

Michaelmas

Details

Midsummer Quarters

Michaelmas

Excess in 1896.

Of this excess 3111 was caused by officers having to attend on duties in garden

Two entertainments in 1896. One only in 1895

13 particulars recorded in 1896 against 5 only in 1895

Note Receipts = 20.7.8

11.11
4.10.9
9.11.0

25.2.8

Excess = £ 20.7.8

Will the Committee be pleased to consider the undemonstrated work which appears to be necessary?

Male centre.

1st & 2nd floor passages & staircase. Estimated
Ceilings to be whitewashed and the
painted walls washed down. Cost: £1.11.8.

Male attendants mess room & scullery:-

Ceilings to be whitewashed and the
painted walls washed down. £3.1.11.

Kitchen men's mess room:-

Ceilings to be whitewashed and the
painted walls washed down. £1.11.6.

Laundry maids mess room:-

Ceilings to be whitewashed and the
painted walls washed down. £1.0.6.

Male and Female corridors and the
connecting corridors:-

The lower part (dado) to be cleaned
down and painted two coats. £11.10.0

Total £ 53.15.7

Goods rejected during the past fortnight.

— Nil. —

Petty sums received during the same period.

1897.

— Nil. —

H. G. S.
1897

Discharge
3rd July 1897

101.

211th February 1897.

To the Committee of Managers.

Gentlemen,

L. Rumon, the Tailor, suffering from an attack of influenza since the 5th instant, returned to work on the 13th instant. Absent 9 days.

J. Atkins, the Coal carrier, who had also been ill with influenza, returned to duty on the 13th instant, after an absence of 11 days.

W. Woodward, assistant shoemaker, has been absent from work since the 20th instant, inclusive.

Dr. Davies, of Abbots Langley, has certified him to be suffering from tonsillitis.

The cow "Creamy".

This cow is no longer profitable. Will the Committee allow her to be slaughtered for the Asylum use?

She is 8 $\frac{1}{2}$ years old; has had 6 calves and is in fair condition.

Goods rejected during the past fortnight.

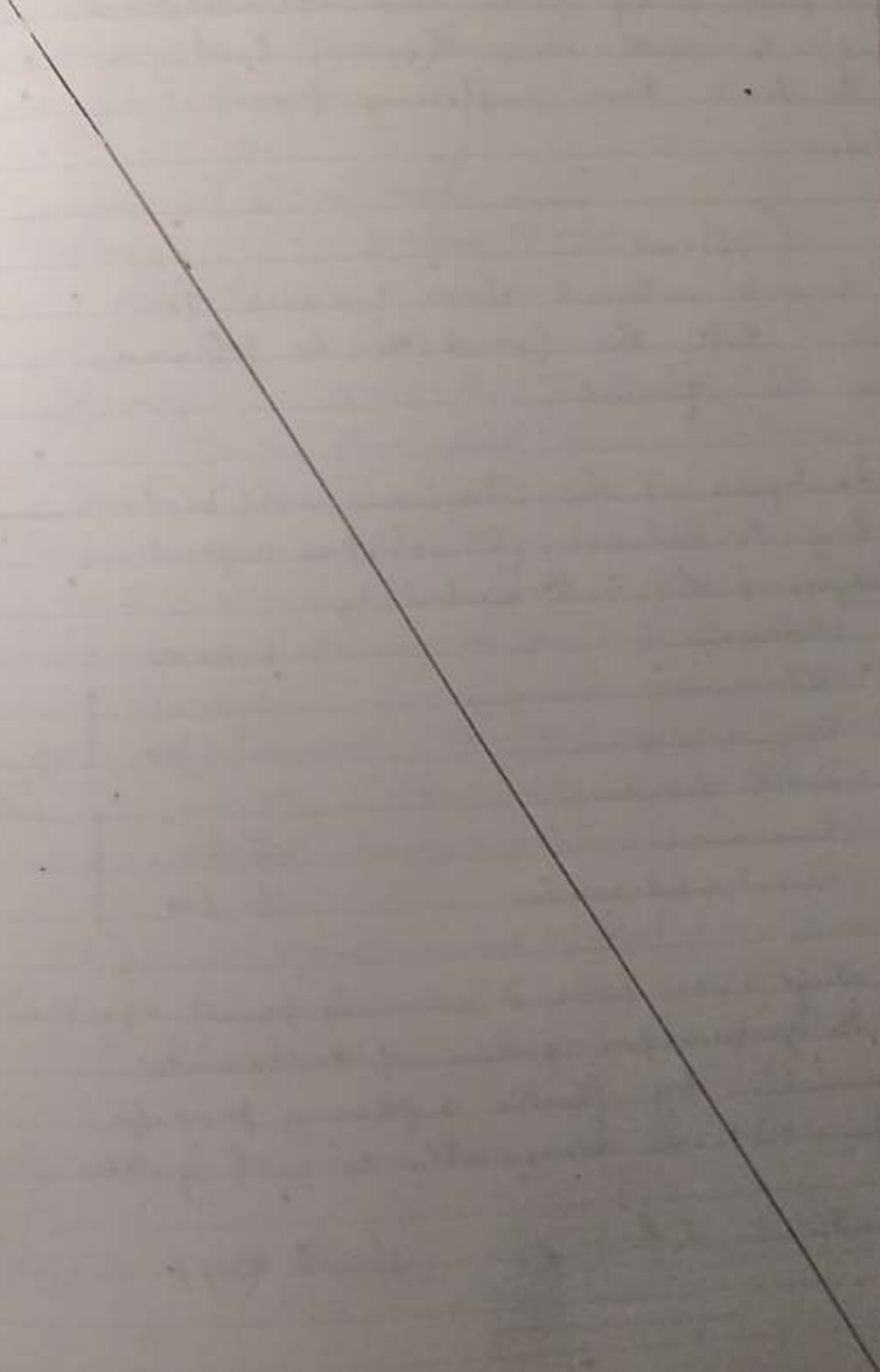
— Vib. —

Penny cash received by the Steward:

1897.
Feb. 10th C. Marsh. unsplit bag & parcel 10/-
" 22nd Paid to the Treasurer.

J. L. 24/4/97

A. Chapman
Steward



10th March 1897.

To the Committee of Managers.

Gentlemen,

W. Woodward, a shoemaker, assistant shoemaker, absent from duty since the 20th ultimo, returned to work on Monday last.

He had been suffering from tonsillitis.

Coffins:

I beg to submit three tenders for Coffins. Will the Committee be pleased to fix the period?

Analysis of the Asylum well water.

I beg to submit Dr. Muter's report on his analysis of the well water:—

Ammonia	0.0057	} Grams per gallon.
Albumenoid ammonia	0.0018	
Oxygen consumed,	0.0084	
Total hardness	23.00	
Permanent " "	5.00	
Total solid residue	26.60	

A first class water from a sanitary point of view. It contains 18 grains per gallon of carbonate of lime removable by Clark's softening process and 5 grains not so removable in each gallon.

375. Newington Road, S.E.

March 1897.

I beg to submit a letter. 3rd March int
from M^r. A. Underwood of 375 Queen
Street. Cheapside, offering the sum of £50.
for the 9 hp. Gopley gas engine, tanks
gas meter etc.

M^r. Jangye, of 35 Queen Victoria Street,
offered, 7. December last, to allow £40, on
supplying a Steam Engine in place of
our Gas Engine.

— cows ill, —
Betty. 8th yr had 4 calves
Milk fever. Much better to day.

Jenny. 9th yr had 5 calves.
Broken blood vessel in anus. Better to day.

The cow "Creamy" slaughtered for Asylum use 4th inst
655 lbs @ 4/- 15 s. 6. 1/2 into 15/- produced £16.0.6.

Goods rejected during the past fortnight.
1897.

March 14. M^r. Percival. 20 Dutch cheeses. 2.0.16 1/2
Too soft and new for present use.

Satisfactorily replaced.

A recent consignment of Potatoes from
M^r. Jay - somewhat discoloured.
The contractor was informed of this.

Petty cash received during the past fortnight:

1897.

Feb 27.
March 3.

R. Bred
5/- of Fishery
Paid to Treasurer.
2 Calves
2 Cowhides + 10/-

£3
1. 10. 0
£4. 10. 0

[Signature]
310.

111.

The cows Rose and Snowflake
are now barely profitable. Will the
committee allow them to be slaughtered
for the Aglun use?

Rose 7 1/2 yrs Had 5 calves. Condition moderate only,
Snowflake Fr. " H. " Condition good.

Alfred Halsey, the junr. assistant baker,
has resigned his post.

Will the committee allow me to
engage a youth in his place?

Halsey commenced with 8/- per week
3 1/2 years since. Now receiving 10/-

F. H. H.
10/3/97

H. Halsey
Assistant Baker

24th March, 1897.

112 5

To the Committee of Managers.

Gentlemen,

Hand ambulance for removing the bodies of deceased patients to the Mortuary:-

As the Farm cart will no longer be used for this purpose, the allowance of 16/- per quarter paid to the Grave digger for driving ~~it~~ when assisting in the carrying will not now be necessary, as the ~~body~~ removals can be done by the Male attendants only.

Fly hire, etc.

Committee Instruction, 10th instant.

viz: To report at the next meeting -
upon any plan you can suggest by
which the expense of providing -
conveyances may be reduced and the
existing vehicles and horses utilized
as much as possible & you are to
confer with the Accountant Clerk if
you think it necessary."

Should it be the intention of the Committee to continue the present arrangement with regard to the Officers and Nurses, I beg leave to submit the advisability of allowing the work of driving the Nurses home from Watford Railway Station every week-day evening to be done in future

by the Cloylum conveyance, instead of hiring us at present. This could be done if we had a young horse in place of the old worn out grey.

Although the value of the work done must appear on paper under Travelling expenses account yet a real saving would be effected of the 3/6 per journey, now paid to Mr. Pusey the job master.

Arrow Gelding -
bought 1893 -
£35.

Grey Purchased -
July 1897 - for
£445.

— Gas reports: —

I beg to submit two Estimates for Gas reports.

Cows slaughtered for Cloylum use:
Rose Pop. (Moderate condition) 585 lb @ 6/6 per lb.
£13.13.0

Hide, head & offal 15.0 £14.8.0

Snowflake (Good condition) 714 lb @ 6/6 per lb.
£16.11.6

Hide, head & offal 15.0 £17.6.6

Ketty sums received by the Stewards.

kg7.

Aug 10.	J. Pearce	19 fut. Burnt iron	@ 14 7/6	6.4
15	do	20 .. Bones	@ 1/9	1.15.0
16	G. Bailey	2 tons Gaslime	@ 1/-	2.0
"	do	1 .. Gas water	- 1/-	1.0
17	S. Breed	1 Mt Bush. Soot	@ 3 ^d	1.11.0
18	F. Fisher	2 Cowhides, heads & offal		1.10.0
"	Paid to Treasurer			<u>£ 5.5.14</u>

Goods rejected since the last meeting of
the Committee:-

114.

1897.

March 15.

F. Fisher

Buttrock & thick flannel (111 lbs)

Rejected.

I beg to submit a letter from
Samuel White, laundryman, asking
to be granted a superannuation
allowance. White joined the service
in 1871, as a labourer & was appointed as
2nd Laundryman in 1872.

H. Chapman
J. Stewart

In November last 96 dozen of white
basins for the Wards were ordered of
Messrs Finney, the Contractors; up to
the present time 12 dozen only have
been supplied. We are owing about
340 to the Blocks to replace breakages.

I beg to submit two letters from
Messrs Finney on the subject.

H. Chapman

In accordance with the Instructions of
the Committee I beg to submit a sample
pair of women's shoes made by the Contractor
Messrs. Pocock & Brothers.

24/3/97

H. Chapman

7th April 1897.

To the Committee of Managers,

Gentlemen,

I beg to report that Richard Coleman, the cowman, has been absent five days viz from the 28th ultimo to the 2nd instant.

Dr. Hayden, of Abbots Langley, certified him to be suffering from influenza.

Henry Hunt, the Laundry attend^{ant}, has been absent from work the last two days.

No Medical certificate has yet been submitted.

Cows now unprofitable:-

Daisy 6 th years	good condition.	3 calves
Sandy 7 th "	do do	5 do.

I beg to submit the list of those subordinate officers entitled to the allowance for good conduct during the past quarter.

The undermentioned workmen have applied for an increase of pay.

R. Coleman.	Cowman.
W. King.	Pigman.
E. Norman.	Farm labourer.
H. Watkins.	Barrel.
W. Holloway.	asp. do
A. Garrett.	" Tailor

also:
Geo. Prouse, Kitchenman
J. A. Cross, Stores porter.

W. J. Watson. - do.

G. Cox.

E. Shaw.

J. Stevens.

Out-door Attendant.

Painter.

Junior Kitcherman.

In accordance with the permission of the Committee I have engaged the services of a youth ^(E. Hayward) as junior assistant baker in place of Halsey, resigned. at $\text{\pounds}7$ per week and rations.

I beg to submit his testimonials.

Mr. Heritage, the Inspector, applies to have the ceilings whitewashed and walls and woodwork cleaned down of his bed room: kitchen, sitting room and passage and staircase.

The Foreman of Works estimates the cost of the work at $\text{\pounds}4.10.0$.

The 14 hp. horizontal steam engine, recently supplied by Messrs. Tangye, for assisting in driving the Laundry machinery, has been fixed in position, and is working very satisfactorily. Cost of engine $\text{\pounds}39.2.9$.

Goods rejected since the last meeting of the Committee; viz:-

1897.		Rejected	st. sh.	Supplied
March 29.	Mr. Fisher.	Goods	15.5	30.9
		Shells	2.11	20.10
		Buttercks	19.13	19.13.
			<u>38.1</u>	<u>71.4</u>

not in

The quality of the meat was very good, but it was heated and tainted; and unfit for food. I beg to

117 Submit a letter in explanation
from the contractor.

Petty Cash received and paid in
to the Treasurer:

1897.						
March	25.	W. Pepper	74 barrels of gas tar	0 2/6	9-5-0	
	26.	St. W. Myers	18 feet pags	0 6/-		
			2.2.26 lbs. Tin lead	0 7/-	6-7-1	
						£15.12.1
April	1.	G.D. Peters.	140 galls. Gas tar	0 7/-	3-4-	- not yet paid in.

Four small pigs at the Farm have
been examined and condemned by Dr.
Blair, the senior assistant Medical Officer,
this morning. They were found to have
diseased lungs.

Will the Committee be pleased
to consider as to the repainting of
the Laundry? viz:-

Officer's wash house

Main " "

Foul linen " "

do room.

It is eight years ago since they were last
done.

The estimated cost of the work is

£39.14.0

Total 7/4/97

H. Chapman.
Treasurer

To the Committee of Managers.

115.

5th May 1897

Gentlemen,

Laundry attendant Mr Flint has been absent from duty from the 3rd to the 12th ultimo through an attack of rheumatism. A certificate was received from Dr Hayden, of Abbot Langley.

The Coal carrier J. Atkins was absent from the 14th to the 20th ulto. Dr Hayden certified him to be suffering from an injured foot.

J. Swallow, the Carman + Coachman was absent from duty three days, viz: the 14th to the 16th ultimo, from a sprained knee.

Samuel White, Laundryman, recently resigned, left the service on Saturday the 21st ultimo.

Subject to the approval of the Committee I have engaged the services of Albert Biggerstaff, at 20/- per week.

White received the maximum allowed by the Wages Scale, viz 21/- per week.

Visits paid by the R.C.R. Instructor.

The total visits paid by the Rev. Thomas Regan from the 3rd July '95 to the 30th ultimo: Monthly mass services: 221 average
Short services and Funerals: 86 59 per Anni.

Coals.

I have tested the Riddings coal recently contracted for by the Managers, and find there is no appreciable difference between that coal and the alternative coal Newcastle at present in use here.

Riddings 16/2 per ton
Newstead 16/5

I beg therefore to recommend the lower priced coal,

G. S. Clark, the Fireman, resigned his appointment and left on the 21st ultimo.

The Committee granted him permission to become a candidate for the office of Fireman at J. Paneras Workhouse, and he was successful in his application.

I beg to submit a letter from Commander Wells, Chief Officer of the Metropolitan Fire Brigade, recommending F. G. Peacock, an ex-member of the Brigade, as a suitable candidate for the vacant post here.

The Wages scale allows 20/- per week with board, lodging washing and uniform.

It has been customary for the Fireman to take charge of the Gate when the Gate Porter is on leave of absence on Tuesdays and Thursdays from 6 to 10 pm, and every alternate Saturday and Sunday from 1 to 10 pm.

Since the last meeting of the Committee 8 pigs at the Farm have been condemned by Dr. Blair as unfit for food. They were all found to be attacked with tuberculosis.

Mr. Pusey, the Job master, is willing to sell a brown gelding, aged 6 years, for £45.

New boiler, and Well-pump buckets.

Our well pump buckets are still working unsatisfactorily. The question of other new ones has been referred by the Committee to Mr. Hind, Surveyor to the Board, and also as to a new boiler.

I beg to submit a letter from the Painters employed here asking for an advance in their present rate of pay, viz: 6 $\frac{1}{2}$ per hour. 50 $\frac{1}{2}$ for a week of 56 $\frac{1}{2}$ hours.

Their last increase from 6 to 6 $\frac{1}{2}$ was in May 1858. They work 50 $\frac{1}{2}$ hours a week during winter.

Waggonette.

One of the Asylum waggonettes is much in need of repair. I beg to submit an estimate from Mr. Christmas of Watford, for £23.7-0.

I beg to submit a letter from John Glenister, bricklayer applying to be taken on the weekly staff. He has been employed here almost continuously 26 years. Receives £1.15.0 for a full week of 56 $\frac{1}{2}$ hours @ 4 $\frac{1}{2}$ per hour. 50 $\frac{1}{2}$ hours during winter.

121. Goods rejected since the last meeting
of the Committee.

— N.B. —

Petty sums received by the Steward.

1897.
May 4. J. Shaw. Gas tax 12.0⁰⁰ Paid to Treasurer.

The Carpenters employed at the Asylum
have applied for an increase of wages. They
are at present receiving 7⁰ per hour. With 50⁰
hours
during
Winter.
A full week of 56⁰ hours £1.13.0.
They received an increase of 1⁰ per hour, in 1890,
and another 1⁰ per hour, in 1892. (now)

Will the Committee be pleased to
grant me my usual annual holiday?

Total 5/5/97

A. Chapman
Steward.

19th May 1897.

127.

To the Committee of Managers.

Gentlemen.

In accordance with the instructions of the last Committee I have made an offer of £40 to Mr. Pusey for his dark brown gelding.

He declines to accept less than the price he named of £45.

With regard to the old grey horse Mr. Pusey advises the Committee to dispose of it at "Aldredges" Janet Martin Lane, London.

Vehicle for conveying
deceased patients to the mortuary
Mess^{rs} Gadsdons, Coach
ironmongers, of Blushfield Street,
Bishopsgate, London, have submitted
prices for the wheels, springs, shafts,
lamps and necessary ironwork (exclusive
of axle) amounting in all to £7.8.7.
The fitting up and body of cart
could be done at the Asylum for
£5.

The Asylum carriage bay horse
fell slightly lame last Wednesday.
He is better now but not quite
fit for work.

I have hired another horse of
Mr. Pusey.

123.

Waggonette. —
I beg to submit a letter from Messrs Slatter & Son of Long Acre, London, in reply to my enquiry as to the cost of repairing the Asylum waggonette. The estimate submitted to the last Committee from Mr Christmas of Watford, amounted to £23.7.0.

Painters wages. —
Pending the report of the Subcommittee on this question I have delayed carrying out the Instructions of the last Committee to pay the Asylum painters an increase of $\frac{1}{4}$ per hour.

Carpenters wages. —
Will the Committee be pleased to instruct me as to the application received from the carpenters for an increase of pay?

The leading builders in Watford have all agreed to pay carpenters $3\frac{1}{2}$ per hour, and painters $7\frac{1}{2}$ per hour.

Male blocks, exterior wood and iron work. —

Will the Committee be pleased to consider as to painting the exterior wood & iron work of the male blocks? The cost is estimated at £93. It is now four years since the work was last done.

— Weigh-bridge house: —

Will the Committee allow the weigh-bridge house to be cleaned down and painted inside and outside, at an estimated cost of £4.?

— The cow "Chestnut": —

This cow is a poor milker and no longer profitable. She is in good condition. Will the Committee allow her to be slaughtered for the Asylum use?
Age 6¹/₂ years. Had 3 calves.

Goods rejected since the last meeting of the Committee.

— Lib. —

Petty sums received by the Steward

1897.

May 12.	Mr S. Breed	Bull calf	1-10-0
" 17	do	Cow "	1-15-0
" 19.	Paid to Treasurer		<u>£ 3-5-0.</u>

I beg to submit the resignation of Mr. W. J. Howden, one of the two junior clerks.

Will the Committee allow me to engage a clerk in his place?

W. Chapman
Steward.

The Gasman, B. J. Perkin, applies for ten days leave of absence

125.

Will the Committee be pleased to allow me to issue the usual quantity of tobacco (10 lb) + snuff (4 lb) cake and ginger beer or lemonade to the patients on Whit. Tuesday.

The Queen's diamond jubilee
to be held 22. June next.

Will the Committee be pleased to instruct me as to issuing any extra fare to the patients.

J.P. G.
19/5/97

H.K.G.

2nd June, 1897.

126.

To the Committee of Managers.

Gentlemen.

— Pathological room. —

In accordance with the instructions of the last Committee I beg to submit an estimate of the probable cost of constructing a pathological room with the necessary fittings. £275.

Steam boilers Nos 2 & 3; and
— Steam boiler at Gas works. —

I beg to submit the Reports of the Manchester Steam Users' Association on the condition of the above boilers, also my notes thereon.

— Bay gelding. —

The horse, recently received from Mr. Pusey, has been examined by Mr. E. Edwards, M.R.C.V.S., & J. Albans, and certified "to be sound." The horse is found to be seven years old, off.

I beg to report that an offer of £7.10.0. has been made for the old grey horse by Mr. Newbury, junr. Marine Store dealer, of 4, Charles Street, Watford.

— New boiler & well-pump buckets —
I again beg to draw the attention of the Committee to this subject.

127.

I beg to recommend that Thomas Stevens, junior kitchenman, who is a good penman, be appointed junior clerk in place of Mr. W. J. Howden, resigned.

Subject to the approval of the Committee I have engaged Edward Rogers aged 19 years, as junior kitchenman at 3/- per week and rations in place of Thomas Stevens, promoted.

The Queen's diamond jubilee.

Will the Committee instruct me as to the extra fare they have allowed for the patients on the 22nd instant?

"Extra fare suitable to season"

Committee instruction of last meeting.

Goods rejected since the last meeting of the Committee.

————— Nib. —————

to Petty sums received by Steward.

————— Nib. —————

The Convalescent Home stands in need of cleaning, whitewashing and painting.

I beg to submit an estimate of the work, amounting to £10.-

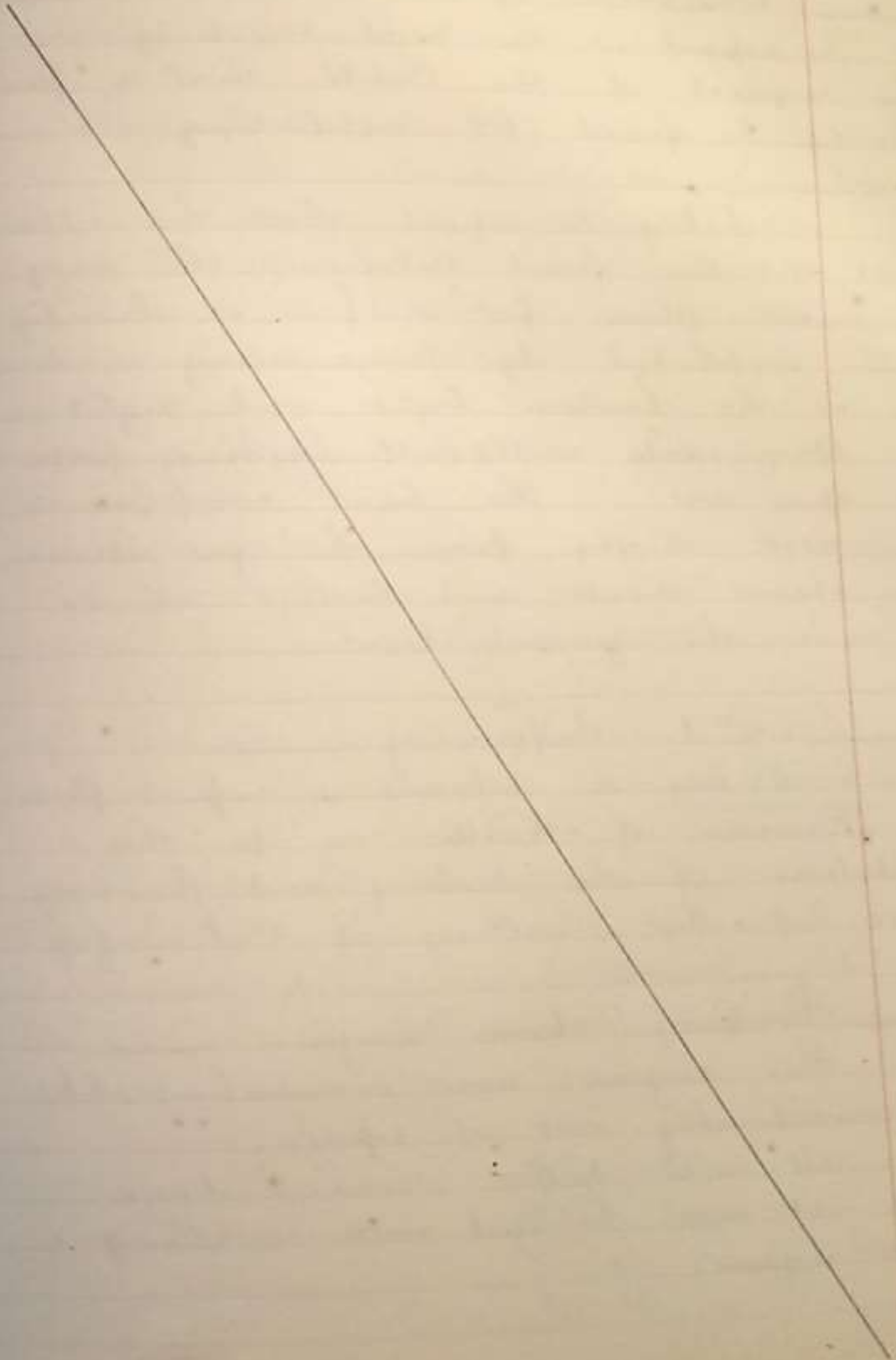
J. G. Peacocke, the Fireman, will have completed his month's probation on Saturday next. He has discharged his duties satisfactorily.

Laundry annex & Brick cover for
Blackman's heating apparatus.

This work still remains in abeyance.

L.L. 2/6/97

H.G.



179.

16th June, 1897.

To the Committee of Managers.

Gentlemen.

— "Ventilation of Front Kitchen. —

"To report at the next meeting on the request of the Cook that a fan should be fixed for ventilating the kitchen."

I beg to report that the upper part of the front kitchen - the only convenient place for a fan - is already well ventilated by large swinging windows, ten in the lantern light and eight in the lower side walls, all leading into the open air. The heat complained of arises chiefly from the gas stoves, the steam chests and boilers all on or near the ground level.

— N^o. 1. Infirmary. —

I beg to submit a report from the Foreman of Works as to the condition of the ceiling and flooring above of the Scullery of N^o. 1 Infy.

— Bakery steam engine. —

This engine - now somewhat old - is considerably out of repair.

It will take several days before it can be got into working order again.

Well pump buckets

Mr. Davey's assistant came down on Monday last and examined our defective pump buckets. His report to Mr. Davey will, I understand, be made in the course of a few days.

Nothing was done with regard to the discarded steam boiler.

Pianoforte for N. Ward.

I beg to submit a letter from Messrs Charles Styles & Co. of Southampton Row, W.C. offering a 'Bord' pianette for £21. It has been seen and approved by the Nation.

Goods rejected since the last meeting of the Committee:

Nil.

Petty sums received by the Steward.

1897.

June 3.	Mr. Newbury for old gray horse	£7.10.0
15.	Paid to Treasurer.	£7.10.0
		<u>£7.10.0</u>

Plants for wards.

Will the Committee be pleased to allow some plants to be purchased for the wards: £5 worth of palms were granted two years ago.

J.F.D. 16/6/97.

H. Chapman.

30th June 1897.

By the Committee of Managers.

Gentlemen.

The Bord-pianette recently purchased by the Committee for £21 was delivered by Messrs Stiles & Son last week and was placed in the Matrons' house.

I beg to submit a letter from Mr. J. Pincombe Esq. the Clerk to the Board of Managers, dated the 26th inst. respecting the wages assigned to the junior clerk here.

I beg also to submit a letter from Mr. J. Stevens, one of the junior clerks asking for a testimonial.

Fruit trees in the Con. Home meadow.

M^{rs}. Seabrook of the Asylum Road offers £3. for the fruit on the trees in the Convalescent home meadow.

The horse recently purchased of Mr. Pusey bolted with the waggone on Monday morning last.

The carriage was considerably damaged but the horse and coachman both escaped unhurt.

Swallow had no business at Bushey; but, having to call at Messrs Sedgwick's brewery, midway

between Watford and Bushey for yeast, drove three of our nurses at their request on to the Railway station there.

Annexe to the Laundry
viewing room.

No instructions for this work has yet come to hand from the Buildings Committee.

Goods rejected during the past fort-
-night.

1897.

June 28. Mr Fisher. 7 lbs Buttock
2 Stone 12. Chucks.
1 . 11 . Clods
1 . 1 . Legs & Shins.
Total 6 . 3

The whole was slightly tainted.
I beg to mention that meat
this very sultry weather is apt to
turn sour very quickly.

Will the Committee be pleased
to instruct me if their omnibus is
to be sent to Watford in the
evening whenever it is necessary to
use it for the nurses the same
morning?

Petty sums received by the Steward.

June 18.	W. Pepper.	gas tax 89 ⁶ 2/6	11. 2. 6
25.	S. Bredt	Calf	1. 10. 0
26.	S. V. M. Myers	Rags	6. 3. 0
29.	Paids to the Treasurer.....		<u>18. 15. 6</u>

133. Goods owing from the Stores department, and urgently needed.

Date of Order		Still owing
1896		24 dozen.
Oct. 7	60 doz: mens, wadded hose	
1897		25 "
March 21	25 " Stays	7 "
	60 " mens cotton hose	11 "
	60 " " wadded "	24 "
	24 " " boots	50 "
April 7	50 yds Waterproof sheeting	

W. H. Steward.

Steam boiler.

No instructions have yet come to hand as to the large steam boiler recently discarded. The loss of a fourth boiler causes inconvenience in our bathing arrangements.

J. H. L.
30/6/97

M. E.

114th July 1897

1314.

To the Committee of Managers.

Gentlemen,

— Waggonette recently damaged. —
I beg to submit an estimate
from Mr. Christmas, of Watford for
repairing the Asylum waggonette.
£32.15.0.

Also an estimate for building an
entirely new carriage to hold six
persons in the body. £48.0.0
Moveable head £18.0.0

Allowance for old waggonette £4-

Goods rejected during the past fortnight.

1897

July 6. 112 lb Ring from Mr. Melhuish.

" 7. 200 .. Food

Very stale &
unsuitable for food.
do do.

I beg to submit a letter from the
Contractor on the subject

Copy.

July 9. 1897.

Steward. Leazesden Asylum.

"Dear Sir, I am very much surprised about
"the fish being condemned. I kept
"some out of the same voyage and sent
"away the following day and yet have
"had no complaints since yours.

"Yours fty.

"R. Melhuish."

135. Petty sums received by the Steward.

1831			1.15.0
July 1 st	S. Breed.	Cow calf	3.0.0
" 10	C. Seabrook.	Fruit in Orchard	
" 13	Paid to Treasurer		<u>£ 4.15.0</u>

— Snowdrop —

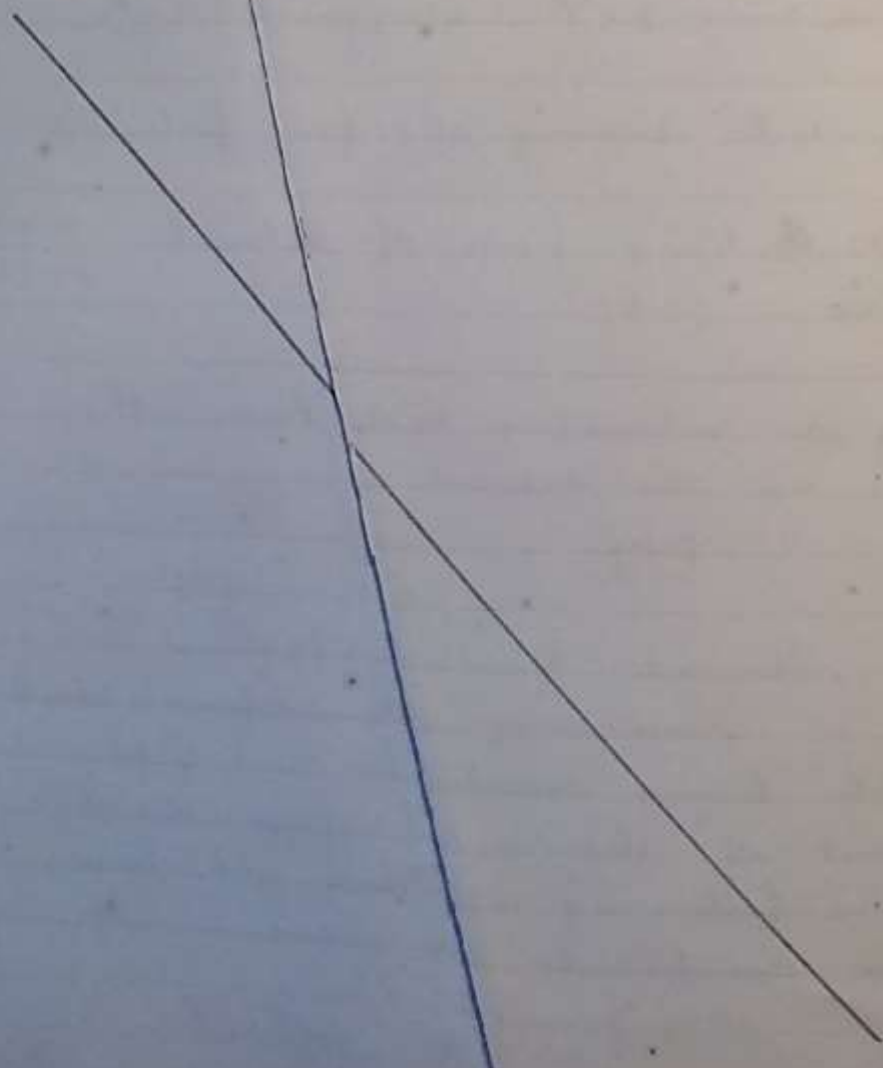
This cow is not now profitable.

Will the Committee allow her to be slaughtered for Asylum use? Her condition is good now but she was out of health during the winter.

3rd year giving milk not in calf

J.F.S.
14/7/97

A. Chapman.
Steward.



8th September 1897.

136.

To the Committee of Managers.

Gentlemen,

— Have not home. —

Will the Committee be pleased to allow the usual extra fare to the male and female working patients?

Men: about $\frac{1}{2}$ lb of cooked meat

1 pint of ginger beer

1 oz of tobacco.

Women: about $\frac{1}{3}$ of a lb of cooked passages with potatoes.

Mr Flint, Laundryman, was absent from duty one week, from the 2nd to the 7th ultimo. Dr Hayden, of Abbots Langley, certified him to be suffering from colic and diarrhoea.

Mr Brooks, junior Wicketman, was absent four days, from the 4th to the 7th ultimo, through a scalded foot, accidentally done in the Asylum kitchen.

The horse recently supplied by Mr Incey in place of the one that was returned as unsafe has been passed as sound by Mr H. Edwards, Veterinary Surgeon of St Albans. I beg to submit his certificate.

The waggonette that was damaged when our horse bolted with it can be satisfactorily repaired by the Asylum workman.

Thomas J. H. Stevens, junior clerk, has resigned his appointment: and applies for a testimonial.

Will the Committee allow me select his successor?

— Inquest: —

I have to report that an Inquest was held here, on the 10th ultimo, concerning the death of James Edgar Miller, aged 31 years, of the parish of Camberwell.

The jury found "that he died from syncope - exhaustion, due to accidental fall causing fracture of humerus contributing to the acute attack of mania".

— Brewers' grains —

I beg to submit two tenders for ale grains for twelve months from Michaelmas next.

— Old steam boiler. —

With the sanction of the Chairman I have broken up and am selling as old iron (26/- per ton) the large steam boiler recently condemned, as the expense of raising it from its bed and carriage to the nearest Railway

Station would have exceeded the price that could be obtained for it.

Goods rejected during the past two months:

 Vib.

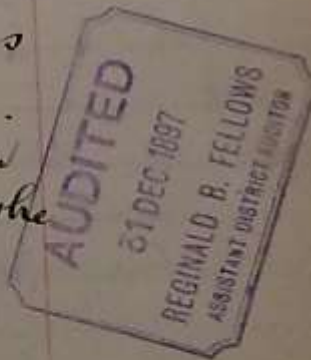
I have, however, to report that during the early part of last month a falling off was noticed in the quality of the Steam coal (Powell's Puffryn) The Contractors, Messrs. Cory & Son, L^o. 52. Mark Lane, were communicated with and their subsequent consignments have been quite satisfactory.

Petty cash received by the Steward.

1897.

July	F. Fisher, Cow hides (3) & heads etc	
" 27	Paid to Treasurer	<u>2.5.0</u>
Aug:	Messrs Myers, Rags 28 lbs @ 6/-	8.8.0
"	do Tealead 3.0.16 @ 4/-	1.2.8
" 21	Paid to Treasurer	<u>9.10.8</u>

Charles Botwright who joined as Batters' boy in October 1889 and promoted to be junior Kitchenman 1st October 1890, and resigned on the 28th March 1891, applies for a testimonial.



Handwritten initials and date: J.F.L. 8/9/97

Handwritten signature: H. Chapman

6th October 1897.

To the Committee of Managers.

Gentlemen.

Increase of wages:-

The undermentioned workmen are applying for an increase of pay; viz:-

S. Slaughter.	Smith.
W. White.	Shoemaker.
H. Woodward.	aftr. do
H. Watkins.	Baker.
R. Coleman.	Cowman.
W. Thurg.	Pigman.
J. Atkins.	Coal carrier.
A. Clarke.	Junr. Clerk.

G. Prowse, Kitchenman. H. J. Wabon, Stores Porter. J. W. Freeman Upholst. Labour
 W. Brooks, Jr. Kitchenman, A. J. Edges, Kitchenman, J. Cleaver aftr. Tailor.

— Cows now unprofitable: —

"Violet" 7½ yrs (Own) had 4 calves. 10½ lbs milk only.

"Polly" 8 yrs (Purchased 1893) " 4 " " " "

Both in good condition and healthy.

Will the Committee allow them to be slaughtered for the Asylum use?

Appointment of junior clerk in place of J. & H. Stevens, resigned.

I have engaged Mr. George Wood, at the commencing rate of wages, viz 12/- per week, and rations; and beg to submit his application and testimonial.

A third junior clerk is much needed. The clerical work being very heavy.

Steam coal (Powells Duffryn)

The Engineer is again complaining of the quality of the steam coal.

I wrote to the Contractors, Messrs Wm Corey & Co. (tho?) last week, and now beg to submit their letter in reply.

In the early part of August a falling off in the quality was noticed, the Contractors were written to and their subsequent consignments gave satisfactory results until a week ago.

Goods rejected during the past month:-

1897.

Sept. 28. Mr Percival. 1 ton of Oats. Superior in quality and slightly under weight. Satisfactorily replaced.

Petty sums received by the Steward, viz:-

1897.

Sept. 11.	M. S. Breed.	Bull calf	1. 10. 0
14.	J. Pearce	Burnt iron @ 6/- 2ow	31. 13. 0
		Scrap " @ 24-	
		Worms @ 1/9 @	
		Old lead @ 10/- "	
		Old boiler @ 26/- 2ow	
25.	F. Fishoo	Calve (premature)	10. 0
		Cowhide tuffal	15. 0
30.	W. Pepper	78 barrels of gas tax	9. 15. 0

8. 3. 2. 0 £ 10. 12. 6.

Paid to Treasurer 32. 18. 0
1. 10. 0
9. 15. 0
£ 44. 3. 0

J. D. 6/10/97

H. Duffryn
Steward

141.

20th October, 1897.

To the Committee of Managers.

Gentlemen,

— York Stone Sinks. —

I beg to submit Estimates for York Stone Sinks.

— Steam coal (Powells Duffryn) —

The quality of the recent consignments has been quite satisfactory.

Fireman Peacocke returned late from leave of absence on Monday (1.20 am Tuesday instead of 10. pm Monday)

— Junior Clerk. —

8/- B. L. Wash.

I beg to submit an application from Mr. Ashton Allen, aged 20 years, of whose appointment I beg to recommend.

Goods rejected during the past two weeks; viz:-

1897.
Oct. 15. Messrs Cox & Son. 36 lbs currants. Inferior to sample
Satisfactorily replaced.
19. Mr. R. Melhuish. 200 lbs food fish Very stale
and quite unfit for food

Petty sums received by the Steward

1897

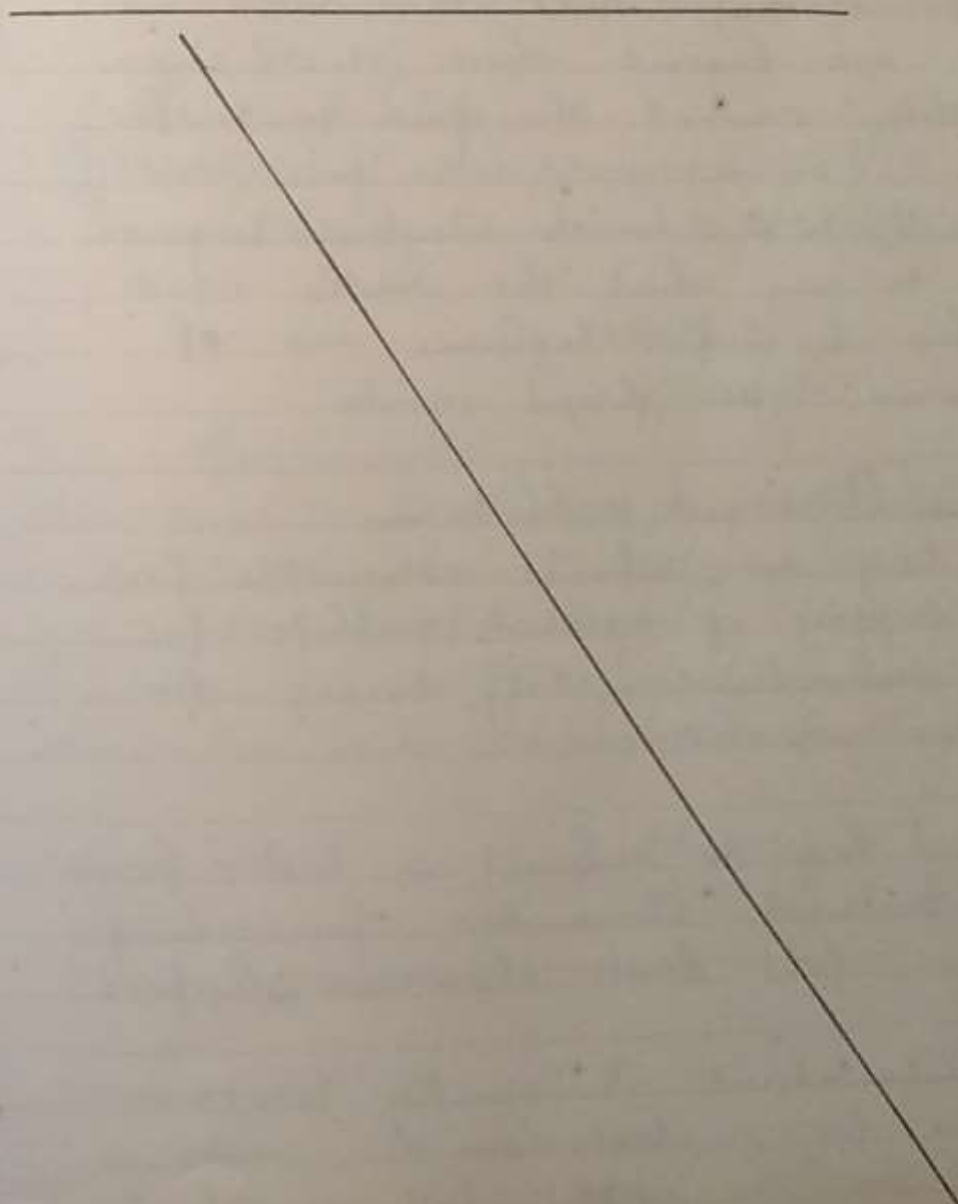
Oct 5.	H. J. Pearce	17.2.11 1/2 dd bar @ 10/-	6.2.0 & 1/2	9. 5. 9.
15.	S. Breed	6.2.0 - 20/-	2 1/2 in 2 1/2 in	1. 10. 0
20.	Paid to Treasurer			£ 10. 15. 9

I beg to submit the 'Farm balance sheet for the year ended at Michaelmas last.

£779.19.3

W. H. 20/10/97

H. Chapman
Steward



30th November, 1897.

To the Committee of Managers.

Gentlemen.

— Glazed earthenware sinks. —

I beg to submit, in accordance with your instructions, an estimate from Messrs J. Taylor & Sons, of 2, Newgate Street, E.C. & also one from Messrs Rufford.

I beg also to submit letters from Messrs Doulton & Coy and Messrs Rufford & Company stating that the sinks we require are beyond their stock sizes, and they cannot therefore quote for them. (See subsequent letter from Messrs Rufford)

Mr. W. C. C. Smith, Civil Engineer, writes to say that "the sinks used in the L. C. C. Asylums are of Doulton's type, glazed inside."

— Ostend rabbits —

I beg to submit estimates for the supply of Ostend rabbits for the subordinate staff during the winter months.

I beg to submit a letter from the Contract Committee forwarding sample felt boots & leather slippers.

Assistant Shoemaker Woodward applies for a testimonial and permission to apply for another

appointment. His conduct has been satisfactory and I beg to support his application.

— Jun^r. Clerk. —

M^r. a. Allen's testimonials have been submitted, and are satisfactory. He joined here on Monday last.

Goods rejected during the past two weeks.

— vib. —

Petty sums received by the Steward:

1897.

Oct. 29.	J. Breed. 2 Calves	3.5.0.
Nov. 7.	J. Paucrat Schach. Hire of mowing machine	<u>2.2.0.</u>
.. ..	Paid to Treasurer.	<u>£ 5.7.0</u>

H. Chapman
Steward

— Mignonette. —

This cow is becoming unprofitable. aged 7³/₄ yrs. Had 5 calves. now giving 10 pints of milk, only. Is in good condition. Will the Committee allow her to be slaughtered for Ashburn

use.
L. L. D.

3/11/97

H. Chapman

17th November. 1897.

To the Committee of Managers.

Gentlemen.

— Workmen absent through illness. —

G. Lynton, tailor, absent since the 8th inst. inclusive.

Certified to be suffering from bronchial catarrh.

J. Atkins, coal carrier, absent since the 13th inst. inclusive.

Certified to be suffering from muscular rheumatism.

G. Owen, night gasman, absent two nights.

Certified to be suffering from dyspepsia.

Brown, smith's striker, absent from 13. September to the 23rd October and again from the 1st Nov^r to the present time; 8 weeks in all.Brown has been regularly employed since September 1881; and is paid at the rate of 4^s 4 per hour.Not being a weekly servant he receive no part of his wages during illness.

The Steam boiler has not yet arrived. I beg to submit a

letter from Mr. Davey C.E. of the 5th inst.
stating that "the boiler will not be ready
for inspection till the end of the present
month."

1146.

Condensed steam from Engine room
to Soft water tank.

I beg to submit a Report from
the Foreman of works recommending that
the present drain (which is out of repair)
be diverted and carried outside the
adjacent buildings under which it now
runs.

A heifer, at the Farm, now nearly
4 years old, has proved infertile.

She has been to sire several
times, but without success.

Will the Committee allow her to
be slaughtered for Asylum use as she
is in excellent condition for beef?

Temporary workmen:

7 th ph.	J. Gomme.	Carpenter.	employed since	29. March.
7 th	A. Douse.	Painter.	"	27. April
4 th	E. Mullett.	Labourer.	"	4. Oct.
4 th	A. Norman.	do	"	22. March.

The services of the Carpenter &
the painter and one of the labourers
will presently be dispensed with; but
permission is asked for the retention
of the labourer, Norman, to take the
place of Field, a permanent hand, who
recently left the service of his own
accord.

117.

It has been the custom here to supply the undermentioned workmen and others with a suit of navy duck (white) overalls (jacket & trousers) twice a year; but no Committee Instruction appears to have been obtained sanctioning it.

Estimated cost per jacket - material	4 yds.	2.1 1/2	
	making	1.6	3.7 1/2
	for trousers - material	3 yds	1.7 1/2
	making	1.6	3.1 1/2
			<u>6.9</u>

viz: Engineer; Engine fitter; Fireman;
 4 Landrymen; 4 Kitchenmen;
 3 Butlers;
 Messman. 2 jackets, annually.

Some 11/6. Cost of.

The gasman is also furnished with two suits, annually; but for this the sanction of the Committee has been given.

The Fireman, Mendants are, according to the Asylum Fire Brigade rules, entitled to a "set of overalls"; & they have always received them, but only as they are worn out.

Goods rejected during the past fortnight.

viz:
1897.

Nov. 15. Mr. Fisher. 24 lbs thick flank.
Slightly tainted.

Petty sums received by Steward.

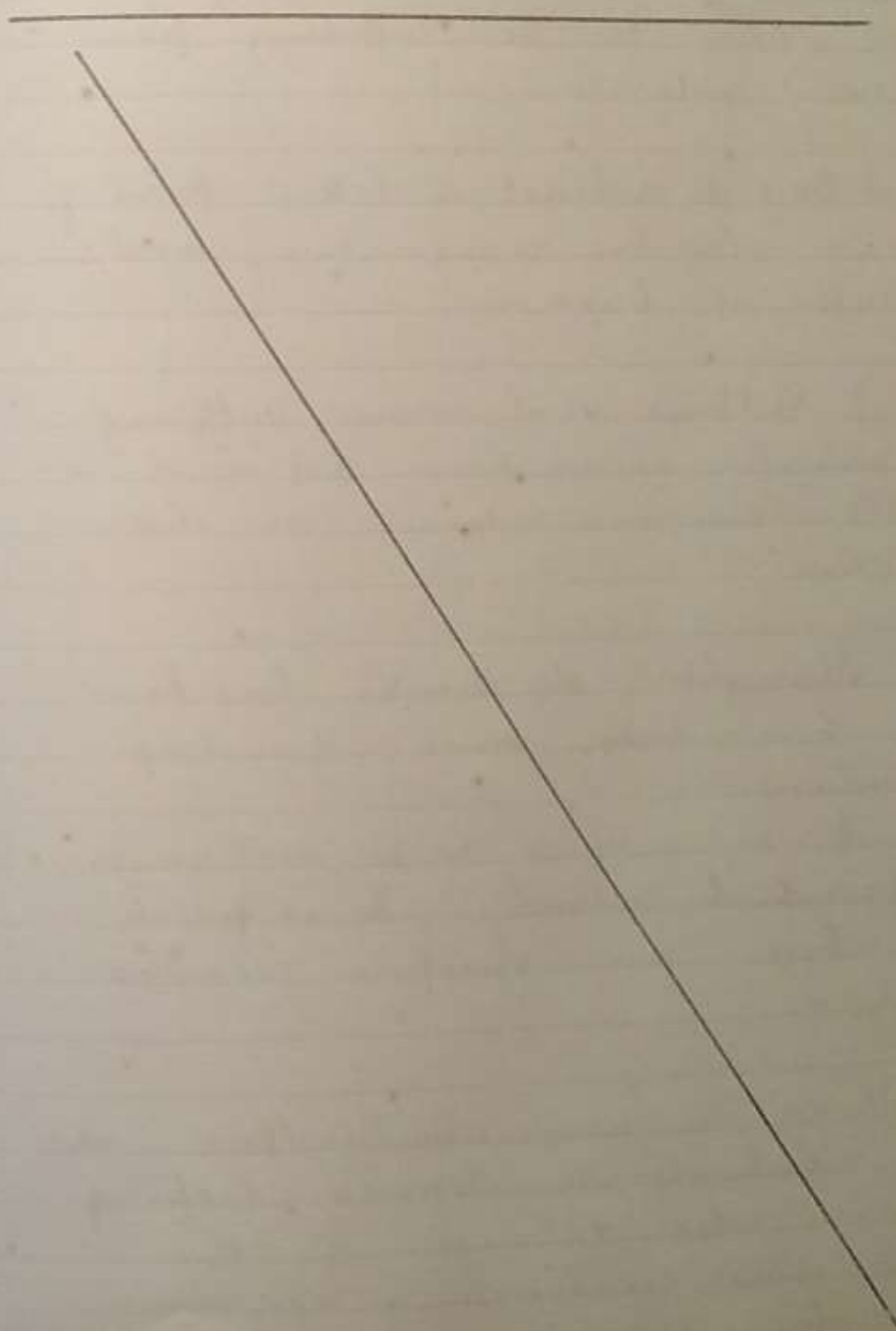
1/18.

— Nil. —

The Male attendants uniforms were received and issued yesterday.

F.F.D. 17/11/97

M. Chapman
Steward



1st December, 1897.

To the Committee of Managers.

Gentlemen,

George Lunnou, the tailor, who left work on the 3rd ultimo, resumed his duties on the 23rd ultimo.

Dr. Haydon, of Abbots Langley, certified him to be suffering from bronchial catarrh.

I beg to submit a letter from Lunnou; also his resignation; and Certificate of baptism.

J. Atkins, Coal carrier, suffering from muscular rheumatism, left work on the 13th ultimo, and returned on the 22nd ultimo.

Slaughter, the Smith, has been absent from duty since Monday last, inclusive.

He is certified to be suffering from bronchial catarrh. He is paid by the hour and therefore receives no wages.

There are now nearly 40 female Subordinate Officers sleeping in the Centre Block of the Asylum, and no bathing accommodation for them nearer than the

one bath in the general bath room near the Nurse's sitting room.

I have gone into the question of the cost of two baths and the necessary fittings and beg to submit an estimate prepared by the working engineer and the Foreman of Works. The total amount is £51.15.2.

A number of the Asgham chimney heads are much out of repair. This work will entail a considerable outlay for both labour and scaffolding.

An extension of the open shed in the Dry yard at the Farm is very desirable so that all the cows usually there before calving down may be better protected from the north and easterly winds.

The cost would not exceed £50.

Leakage from roof of the main laundry room.

I beg to submit a report from the Foreman of Works on this defect.

I have to report that on Sunday forenoon last I noticed, when visiting a part of the Farm, the ^{ap.} tailor, Henry Garrett, approach-
-ing the boundary wall on the

151. Female side and carrying a large parcel before him. I also presently saw one of the Male attendants (Baldwin) cross the meadow near No. 11. (Female) Block and receive the parcel over the fence.

Garnett states that the parcel contained nothing but three swede turnips and ~~the~~ were a present to Baldwin.

— Christmas extra fare —

Will the Committee be pleased to allow the customary extra fare to the patients and officers?

Last year the expenditure of £2 on fruit was granted for the female officers and also of a superior quality to ~~those~~^{officers} not on Beer money.

Goods rejected during the past fortnight.

1877.

Nov. 19. Mr. Percival. 1 load of Oats.

Not a clean sample.

having an undue proportion of tares, etc.

"Best feed"
oats contracted
for

I beg to submit a letter from the Contractor, Mr. Percival forwarding a note from the Shippers, Messrs Taylor & Sons declaring the consignment "to be the best value in the market for feeding"

I beg to submit a letter, received this morning from Henry Garrett, the senior assistant tailor, applying for the office of master tailor resigned by Mr. George Lunnou.

— Cocoa. —

Although the Cocoa has not been complained of in any way yet it looks somewhat thin when prepared. Will the Committee allow it to be analyzed?

J. G. ...
150 lb, ...

The horse, last purchased, started off this morning from the Farm and trotted up to the front door without the Coachman who had just put the horse to the waggonette. An old patient who was standing near the horse's head was knocked down, and one of the shafts of the carriage was broken.

Petty sums received by the Steward:

1897.

Nov 18.	S. + M. Myers.	30 lbs Rags Old	9.0.0
" "	S. Breed.	Calf	1.5.0
" 25.	F. Fisher	3 Cow hides	2.5.0
" 26.	Gas Purification Co	24. 17. 2 lbs spent Oxide etc	4.9.0
			<hr/> 19.19.0
" 25.	Paid to Treasurer		12.10.0
" 30.			7.9.0
			<hr/> 19.19.0

F. G. L.
1/12/97

H. G. ...
Steward

15th December, 1897.

By the Committee of Managers.

Gentlemen,

In compliance with the order of the last Committee Henry Garrett, the assistant tailor, has resigned his appointment.

I beg to submit his resignation.

Will the Committee be pleased to fix the commencing salaries of the successors to Rumnow the head tailor and Garrett the assistant?

Rumnow
20/- to 25/-

Garrett
20/- to 25/-

Will the Committee allow the vacancies to be advertised?

I beg to submit a Report from the Foreman of Works as to the cost of repairing the sky-light of the main room of the Laundry.

Also his Report on the cost of repairing the defective chimneyheads of the main blocks.

Will the Committee allow me to kill another heifer for the Aegland use? The one in question (3rd 1/2⁰ old) has been afflicted with warts on her udder and in the opinion of the Veterinary Surgeon they ^{would} always be a trouble to her when she is milked.

Christmas poultry sausages
and
Christmas fruit for the patients & staff

I beg to submit estimates for the above.

I beg to submit a letter from
Simon Slaughter, the Smith,
asking to be allowed his wages during
illness or to be placed on the weekly
Staff. (See report on his illness last
Committee). He receives $\frac{1}{2}$ hour or $\frac{35}{44}$ hour
of $\frac{1}{2}$ hour.

Goods rejected during the past fortnight.

_____ Nil. _____

to Petty sums received during the same
period

_____ Nil. _____

Charge attendant Hostler when leaving
the service recently was 6 linen shirts
and 9 flannel shirts short in his stock.
- Will the Committee authorize
me to issue the deficiency to the Block
(V. 8.)?

Analysis of the Cocoa

Supplied by Messrs John Collier & Coy.
New R. E. 3/6 per lb

- Cocoa. good soluble (to contain not less than 45 per cent. of pure Cocoa, free from husk.
- All deliveries of Cocoa shall be subject to the approval of the Board's Analyst, whose decision shall be final.

155.

I beg to submit Dr. Muter's report on his analysis of the Cocoa.

· Cocoa (so called)	45.
· Sago, sugar, etc.	55.
	100.

· The article really contains only about 25 per cent of entire pure cocoa, the remainder being cocoa deprived of its natural fat, cocoa husk etc. As, however, all these are included by manufacturers under the term "cocoa" I am afraid that we cannot insist on the use of absolute cocoa under the present specification.

· Dated 4th December 1894.

325. Remington Road. S. E.

F. D. 15/12/94

H. Chapman.
Steward.

Report written away by the Clerk to the firm. 11/10

29th December, 1897.

156.

To the Committee of Managers.

Gentlemen,

A small pig at the Farm has been condemned by the Medical Superintendent as unfit for food.

Its liver was found to be diseased.

The carcase was therefore buried.

Oats:

In accordance with Instructions recently received from the Contract Committee I have informed the Contractor, Mr. Percival, that the oats rejected by me will now be accepted.

The consignment on the 10th ulto was examined by myself and the Farm Bailiff immediately on its arrival. And a sample was subsequently sent to the Contractor.

In accordance with the instructions from the last Committee I beg to submit the names of the under-mentioned candidates for the office of Master tailor and of Assistant tailor: viz for

Master tailor:

R. Williams	aged 36 yrs
G. Burbidge	" 25 "
J. McDonald	" 25 "

157.

Asst. Tailor?	
A. J. Saunders	25 Years
A. J. Moore	26 Years.
A. P. Steff	"

- Steam boiler? -

The Steam boiler arrived last Thursday from Messrs. Trickers (Lind) & Hyde, W. Manchester.

Goods rejected during the past two weeks.

- Vib. -

Petty sums received during the same period.

- Vib. -

It has been the custom at this Asylum to pay the undermentioned workmen half time extra when they are required to work on a Sunday, but no Committee instruction can be found for this arrangement.

Bricklayers.

Bricklayers' labourers.

Assistant at Gas works.

Laundry:-

The Officer's ironing room and the Female Porting room require cleaning whitewashing and painting.

The work is estimated at £8.6.0.

J. J. J.
29/12/97

J. J. J.

12th January, 1898.

158.

To the Committee of Managers

Gentlemen,

George Runnow,
late Head Tailor

I beg to submit a letter from the late Head Tailor conveying his gratitude to the Committee for the testimonial granted him on retiring from the Service.

I beg to report that I have purchased and issued to the Female Subordinate Staff dessert fruit to the value of £2. This allowance was granted by the Committee at Christmas time a year ago, and given accordingly.

Will the Committee be pleased to confirm the expenditure for last Christmas?

Estimates for 2 new baths, fittings etc

I beg to submit two estimates for the above.

Petty sums received by the Steward

1897.			1.0.0
Dec. 29.	C. Norwich.	unsifted breeze @ 6 per load	3.4
1898.	J. Peters	40 galls Gas tar @ 1 ⁰ - galls	<u>1.3.4</u>
Jan. 10.		Paid to the Treasurer. - - - -	
"			

159.

Goods rejected during the past fortnight.

Nov. _____

Requiring the temporary services of another labourer I am employing Durgate in the Fitter's shop.

Will the Committee allow me to pay him the superior rate of wage: viz 4¹/₂ per hour instead of 4⁰ only, he being a smith by trade and an excellent workman?

Extra pay to workmen employed on night work and on Sundays.

The undermentioned workmen were employed the whole of last night in reconstructing the flues in the boiler house to suit the new boiler and in cleaning out the flues; viz:-

Engineers.

2 Bricklayers.

2 " " labourers.

4 Engineers do

Total about 10/-

It has been the custom to allow half nine extra for this kind of night work and 1/- each extra for flue cleaning.

Total
12/1/95

A. Thompson.
Steward.

26th January, 1898.

160.

To the Committee of Managers.

Gentlemen,

Henry Flint, Laundryman, left work on the 19th instant.

Dr. Hayden, of Abbots Langley has certified him to be suffering from a feverish cold and unable to follow his employment.

Goods rejected during the past fortnight.

— Lib. —

Petty sums received during the same period; viz:-

Jan ^y 12.	D. Breed.	194 bush: soot @ 3 ^d	2.8.6
" 21.	S. A. M. Myers	18 ³ / ₄ ft. Rays @ 6 ^d	5.12.6
" "	do	2.3.22 lb Tea lead @ 1 ³ / ₄	1.0.8
" 22.	D. Breed.	2 tubs @ 30 ^d	3.0.0
" 25	F. Fisher.	2 Cow heads + offal	1.10.0
			<hr/>
			£ 13.11.8.
" 22.	Paid to Treasurer		9.1.8
" 25.	do		<hr/>
			4.10.0
			<hr/>
			£ 13.11.8.

I beg to submit letters from Messrs J. Tylor & Sons, L^{td}, dated the 11th, 13th and 25th instant, as to the

1161.

seven glazed earthenware sinks ordered of them on the 5th Nov^r. 1897.

The four sinks, stated to be slightly damaged and offered at £6. instead of the original price of £11.8.0. have fire flaws in the corners ~~and~~ extending quite through.

I have examined them and think the cracks would extend still further during transit.

The Store room at the Farm is inconveniently small. 10' 7" x 10' 7".

There is a suitable place at the end of the Old cow house where a room could be built for a cost of less than £5.

H. Chapman
Steward

Male Attendant Frederick Hutchins, who left the service on the 26th ultimo, has not yet returned his overcoat to the Stores.

251

He handed in an overcoat on leaving, but it turned out to belong to another Attendant in the same Ward (N^o. 12).

I have not yet paid him his good conduct money, neither has he applied for it.

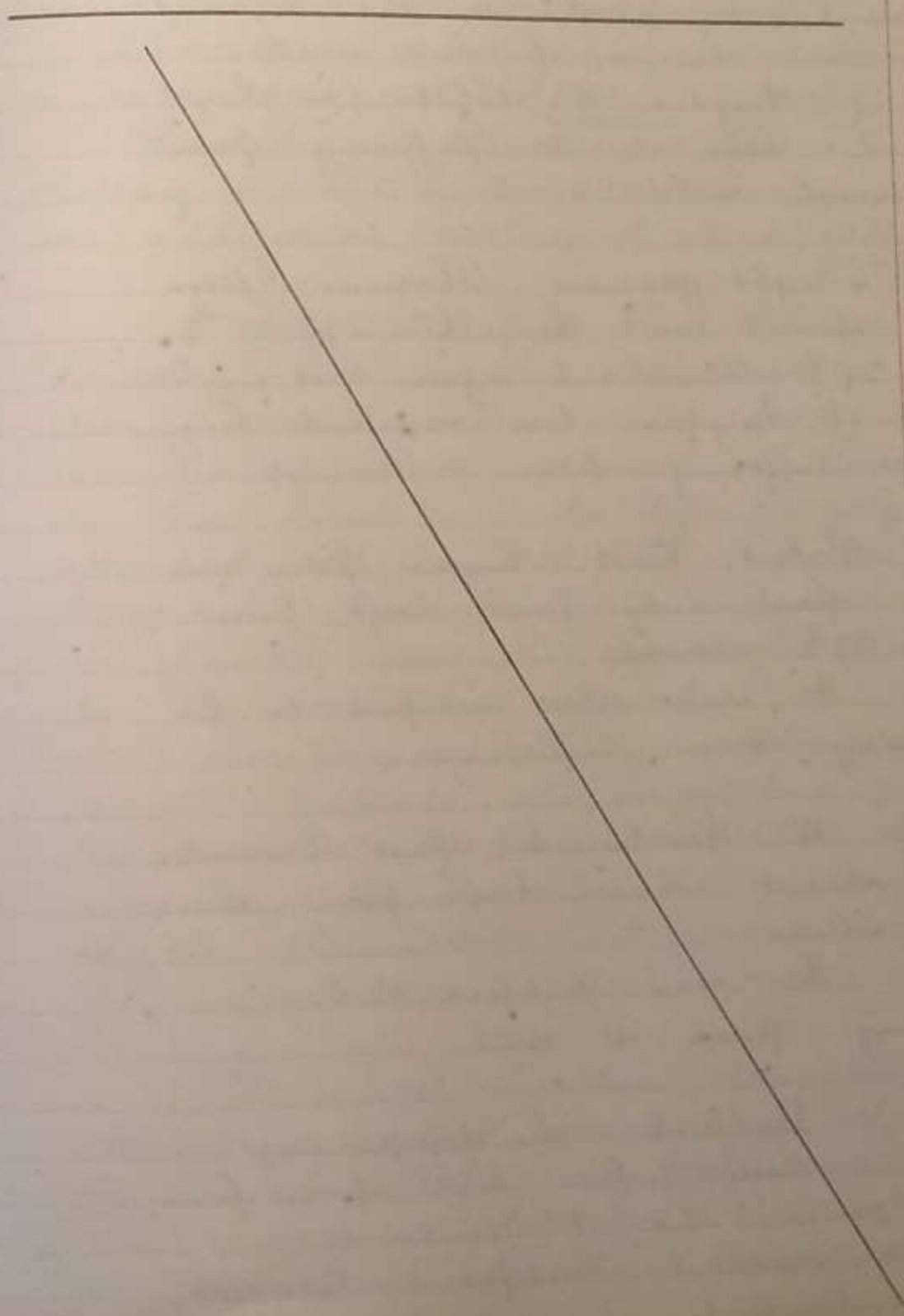
H. Chapman

Night gas man Thomas Owen has not been on duty since Sunday night.

Dr. Haydon, of Abbots Langley certifies him to be suffering from Influenza

Edw 26/1/95

Dr Haydon



9th February, 1898.

To the Committee of Managers,

Gentlemen,

Henry Flint, Laundryman,
returned to work on the 26th ~~ult.~~^{ult.}
after an absence of one week.

Dr. Haydon of Abbots Langley
certified him to be suffering from
a feverish cold.

Night gasman, Thomas Owen,
was absent on the 26th, 27th, 28th,
and 29th ult., and again last night.

Dr. Haydon has certified him
to be suffering from influenza.

Robert Pratt, Engine fitter, was
absent from duty four days from
the 27th ult.

He was also certified to be
suffering from influenza.

W^m Woodward, Foot Shoemaker,
was absent three days from the
27th ult.

He was certified to be
suffering from a cold.

Tulford, the temporary
assistant tailor, has been absent from
work since the 1st instant.

No medical certificate has yet
been submitted.

Laundry wash house.

164

In compliance with the Instructions of the last Committee I beg to submit a Plan and Estimate for enlarging the Officer's washhouse in accordance with the suggestions in the Nation's recent report on the Laundry.

The cost of the proposed extension is estimated at £120.

If, with a Blackman's shafting etc, and a small steam engine an additional outlay of about £121.

I beg to report that Ebenezer Temple, the Out-door Attendant, or diving court gardener, has for some months past complained of pains in his head. He has recently attended at one of the London hospitals but has not improved in health and his eye-sight seems to be somewhat affected.

As he is usually in charge of several patients who assist him in his work. I have considered it necessary to mention his condition to the Committee. He joined here in May 1871.

Frederick Hutchins, late an Attendant, has handed in the sum of 25/- in payment for the overcoat he failed to return to the Asylum when leaving the service.

Reference from last Committed.

I have, in conjunction with the
 Matron, carefully considered the
 question "as to the feasibility of
 excluding men altogether from the
 Female side, or, as to whether the
 hours when they must necessarily
 work there cannot be limited."

And regret to report that
 we are unable to suggest any
 arrangement that would present
 fewer disadvantages than in the
 present system.

I may mention that all the
 workmen have strict orders to
 remain no longer in or near any
 of the wards than is absolutely
 necessary. All the work of
 delivering coals and wood by the
 Coalman and his male patients,
 and in collecting ashes and pig
 wash is invariably finished on
 the Female side by 3 o'clock in
 the afternoon.

Medical Superintendent's house.

I beg to submit an estimate
 of the cost of cleaning, painting
 papering, and whitewashing the
 Medical Superintendent's house.

The work is estimated

at £65.12.10

I beg also to submit a
 specification.

Alternative estimates for converting the ~~part~~^{Semi} enclosure at the end of the old cow house into a store room.

To completing with 9 inch brickwork £12.

with matchboarding (do per last report) £5.

Cow Peony.

The cow Peony aged 7 years, is no longer profitable. She is in good condition. Will the Committee allow her to be slaughtered for the Asylum use?

The two heifers recently killed for the use of the Asylum produced (17 Decr.) 919 lbs. nett.

Contract value, including hide £23.14.6.

(12 Jan^{ry}) 855 lbs. nett.

Contract value, including hide £22.2.6.

Goods rejected during the past fortnight:

Vib.

Petty sums received and paid to Treasurer:-

Jan ^{ry} 28	W. Pepper.	6s bar.	Gas tax etc.	8.10.0
"	J. Pearce		Old iron	1.10.8
"	F. Antchins		for Overcoat not ret ^d	1.5.0
Feb ^{ry} 2	D. Bailey	6 load	Spent lime	6.0
"	S. Preece		Calf	1.10.0
	Paid to Treasurer.....			<u>£ 13.1.8</u>

[Signature]

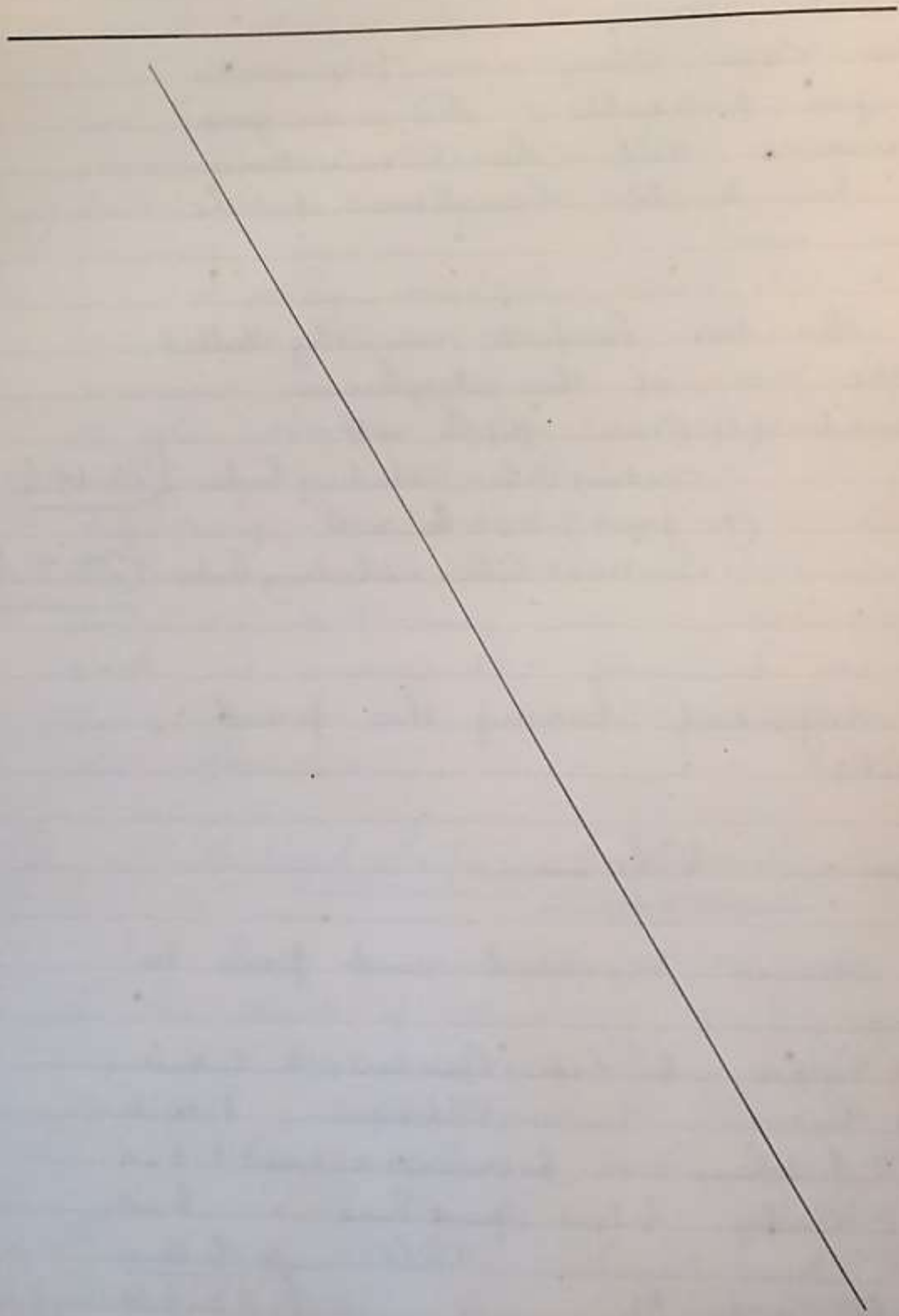
161. ——— Smithy coal. ———

I beg to submit two Estimates
for the supply of Smithy coal.

8 tons per day.

17th 9/2/95

H. P. Jones



23rd February, 1898.

168.

To the Committee of Managers.

Gentlemen.

Henry Flint, Laundryman, who returned to work on the 26th ultimo, after an absence of one week from a feverish cold, as certified by Dr. Haydon, has again been off duty for another week. Dr. Haydon has certified him to be suffering from rheumatism.

Thomas Owen, Night gasman, who left work on the 8th instant, is suffering from debility after influenza as certified by Dr. Haydon.

Ernest Hayward, Junior Baker, has been absent from duty one week, through an attack of influenza as certified by Dr. Haydon.

Will the Committee allow the temporary night gasman the same wages as paid to the permanent man? Owen now receives 27/- per week.

Yesterday morning week between 5 and 6 o'clock, the attention of the Frieman was called by one of the male night watches to a fire in the main coal cellar, and he found several bags of soot in the soot

bin there alight. The burning
soot was promptly extinguished.

— Potatoes: —

The potatoes have recently turned
out considerably discoloured after
cooking. I can, however, report
that the last consignment has
been satisfactory in this respect.

I beg to submit a letter from
the Contractor, M. Jay, in reply to
my complaint.

— Steam coal. —

The Powells Puffryn steam coal
supplied by Mess^{rs} Wm Cory & Son
(R) Mark Lane, has again been
faulty of late. We had reason
to complain in August & October
last. See folios 138 and 140.

The recent consignments are
producing more ash and clinker
than we expect to find.

I have drawn the attention
of the Contractors to this, and
now beg to hand in their reply.

— Goods owing from Mess^{rs} Finney —

I beg to report that the
undermentioned articles, ordered
last April, - have not yet been
supplied: viz 12 Poulton's butter dishes
and 12 Attendants Soap dishes; also,
ordered October last, 36 Wash hand
basins, 17 meat dishes, 24 doz tumblers,
and 3 dozen Commode pans, & 2 doz
soaps dishes.

I beg to submit alternative estimates for converting the semi-Andover in the Farm Cow house into a Store room.

- With 9 inch brick work £12.
- " match boarding £5.
- " corrugated iron £9.

— Medical Superintendent's house. —

Mr. Atkins is desirous of having the gas brackets for his Dining and Drawing rooms fitted with in-
-descent burners. Will the Committee be pleased to instruct me as to this expenditure?

Goods rejected.
Feb.

Petty sums received by the Steward.

1898.			
Feb 17.	Mr. S. Reed.	2 Calves	3.. 10.. 0.
" 22.	" O. Morrish.	20 load of Breaze	10.. 0
" "	Paid to Treasurer.		<u>£ 14.. 0.. 0.</u>

Estimates for seed potatoes. ^{H. Chapman}
 I beg to submit estimates from
 Mr. Jay. Covent Garden Market.
 Mr. Springis. J. Albans.
 Mr. A. Johnstone. Bushey.

The Matron's dining room suite of chairs need re-covering. She also asks for a new table cover.

Feb 23/2/98

H. Chapman

171.

9th March, 1898.

To the Committee of Managers.

Gentlemen,

Thomas Owen, Night gasman, who left work on the 8th ultimo, is still absent from duty.

He has been certified by Dr. Haydon to be suffering from debility after Influenza.

Robt. Pratt, Engine fitter, has been absent from duty the last two days.

He has just lost ^{one} ~~two~~ of his children from measles and pneumonia.

Resignations:-

I beg to submit the resignation of the Gate porter, Willm. Godomark.

I beg also to submit the resignation of the Fireman, James G. Peacocke.

21/10
Residence 21/10

21/10
Residence 21/10

21/10
Residence 21/10

I beg to report that a number of the Asylum workmen residing in and near Abbots Langley have some of their children suffering from Measles.

Cows becoming unprofitable:-

- Cherry aged 7 1/2 yrs. 4 Calves giving 10.pts milk daily
- Jenny aged 10 yrs. 5 Calves 11.pts..

Will the Committee allow them to be killed for the Asylum use?

The cow 'Peony' recently slaughtered
 produced 776 lb of meat: @ 6 19.8.0
 Hide & offal 15.0
 £ 20.3.0.

(6 3.67)

Goods rejected during the past fortnight.

— Nil. —

I beg to add that a recent consignment of Moist sugar from Messrs Geo J. Cox & Sons, (Ld) appears to be slightly inferior to our contract sample.

I beg to submit a letter from the Contractors promising to give the matter their attention.

(See also note to Glapf bundles)

Note: Sugar examined by Mr. Hutchinson & Mr. ... and pronounced to be quite equal to the contract sample. Contract sample.

Petty sums received
— Nil. —

Thos Owen, Night gasman, died last night.

Will the Committee allow me to engage a night gasman at the wages, viz 27/- per week, paid to Owen?

30/- at (atkinson)

R. Pratt, the engine fitter, came to the Asylum this morning, but he appeared to be unfit for duty through mental distress. I allowed him leave of absence

173.

for another day. May I pay
him for his full week?

H. Chapman.
Newark.

Two gross of Class numbers just
received from Messrs Luke & Finney & for
the Contractors are somewhat inferior
to our Contract sample. I wrote
on Monday last to Messrs. Finney
but no reply has yet come to hand.

1/2 day

H. C.

23rd March, 1898.

174.

To the Committee of Managers.

Gentlemen,

I beg to submit the resignation of Ebenezer Temple, Out door Attendant.

He wishes it to take place on the 2nd of May, approximo, when he will have completed 21 years of service.

I beg to submit a letter from Thomas Wright, garden labourer, asking to succeed Temple as Out-door Attendant.

Wright receives 20/- per week and Temple 21/- per week with uniform.

Wright originally rec^d 17/- per week
Temple's 20/- per week

I beg, also, to submit an application from A. Shortland, garden labourer, desiring to be promoted to Wright's senior position should it become vacant.

Shortland receives 18/- per hour

I beg to submit applications, 563 in number, for the post of Gate Porter, 6 of them being late applications.

Wages 21/- to 24/-
per week, residence
costs for uniform

I have also received 25 applications for the office of Fireman

wages 20/- per week
with uniform, house
allowance

I beg to submit a letter of thanks to the Committee from Mrs Owen

175.

and an account of the funeral expenses of her husband the late Thomas Owen. Night gasman.

Estimates for Fire clay gas retorts.

I beg to submit estimates from Messrs. Moberly & Perry & Messrs. Turner.

Earthenware.

I beg to report that the 2 gross of glass tumblers returned to Messrs. L. Finney by order of the Committee a fortnight ago, have not yet been replaced. They have been on order since October last, and are now much needed.

The undermentioned goods received from the above-named contractors

9 days ago, viz:-

3 doz:	Soup dishes.
2 "	Feeding cups.
3 "	Handbasins, and
1 "	Meat dishes

are not in accordance with the contract stipulations. The soup dishes are much inferior to sample in quality and are without strainers.

The feeding cups are, likewise, inferior to sample, and none of the handbasins and meat dishes are badged, and only half the ~~number of~~ ^{number of} feeding cups.

Notice has been given to Messrs. Finney, but nothing has yet been done ~~but~~ ^{save} to send 12 doz. tumblers this morning, but they ^{also} are not equal to sample.

Officers' houses.

The outside wood and iron work of the Chaplain's house.

Stewards clerk's house, and the house occupied by the Foreman of works and the Inspector need repairing

The total cost is estimated at £30-

Petty cash received by the Steward viz:

1898.

March 11.	J. Pearce.	7 1/2 feet Old iron @ 24/-	9.0
"	"	7 1/2. Bant. @ 4/-	2.0
" 21.	W. Morris.	40 loads miscromed @ 6/-	1.0.0
"	J. Pearce.	17 feet Bones @ 1/9	1.1.0
" 23.	W. Puffer.	71 Bant of gas tur @ 1/6	8.17.6
"	Paid to Treasurer.		<u>11.9.9</u>

Total 13/3/98

A. Chapman Steward.



177.

6th April, 1898.

To the Committee of Managers

Gentlemen,

Ebenezer Temple, Out-door attendant, who resigned a fortnight ago, has become much worse the last few days and quite unfit for duty. His service will terminate according to the notice he gave, on the 2nd appo.

Joseph Freeman, upholsterer's labourer, was absent from the 21st ultimo till Saturday last, inclusive.

He was certified to be suffering from catarrh of liver.

Night-gas man.

I have selected for the approval of the Committee Peter Hayward, aged 33 years. He is a married man and has been employed during the last seven years at the Fordingbridge Gas works Co. He has been accustomed to night work and can produce good testimonials. I have seen the man and he seems healthy and strong.

Glass muddlers, etc.

I beg to submit a letter from Messrs Frimley; and also a letter from the Superintendent of the Stores department, the substance of which I have communicated to the Contractors.

I beg to submit applications for increase of wages from the Cleghun workmen, 28 in all.

Inquests.

I beg to report that an Inquest was held here on Saturday last on the death of Frederick Bateman, aged 61 years of G. L. Shereditch.

Verdict: "The said Fred^r. Bateman died on the 30th of March of Pneumonia caused by fracture of two ribs - "accidentally received on March 19th."

An Inquest was, also, held yesterday concerning the death of Ann Mullins or Mullett, aged 81 years, of G. Manplebourn.

Verdict: ^{that on the 31st April} "The said Ann Mullett died of Bronchitis, accentuated by a fracture of the left collar bone accidentally caused by a fall from a chair on March 29th."

Will the Committee allow the Assistant Medical Officers an incandescent burner to the gas bracket in each of their sitting rooms?

Petty sums received by the Steward.
1898.

April 4.	S. Breed.	Soot	17.6
"	do	2 felves	3.0.0
"	5	Paid to Treasurer	<u>£13.17.6</u>

Goods returned to Contractors:-
N.B.

[Handwritten signatures]

20th, April, 1898.

To the Committee of Managers

Gentlemen,

Hydro-Extractors. 3 in number.

In accordance with your instructions I beg to report on the condition of the above:-

Two of them have, I believe, been in use since the opening of the Azglum 27 years ago, and the other one since November 1885.

They have all had occasional repairs done to them by the Azglum-workmen and the two oldest ones have once been thoroughly repaired by the makers, Messrs Manlove & Alliot, of Nottingham, one in ~~July~~ February 1890, and the other in November 1893, at a total cost of £35.

They are all in good working order, but the galvanizing of the baskets has worn very thin all over and in some places quite bare.

The Engineer has taken out and is cleaning one of the most worn, but I think with him that all three should be sent, as they can be spared, to the makers to be re-galvanized.

Washing machines.

I have, also, examined the three

washing machines (Messrs Bradford), two have been in use since the opening of the Asylum, and the other since 1885 when it was purchased at a cost of £150. The two oldestones were re-filled, 12 years ago, with entirely new washing compartments at a cost of £65. each. All three machines are still in good working order, but the galvanizing has now become very thin in the interior of the washing compartments, in some places quite worn away from the steel body.

The marks of iron-moulds on the articles coming from the Laundry may, I believe, be traced to this defect.

Letter, 19th inst. from Messrs Bradford, submitted.

Vegetable Kitchen.

I have examined the vegetable kitchen floor in accordance with your instructions, and beg to report that the whole of the York paving has now become more or less worn and defective, & the concrete floor in the centre, put down four years since by Messrs Benham of Wigmore Street, is in a still worse condition.

To make a thoroughly good job of it the whole of the kitchen should be re-paved; the centre - where it is so often wet from the boilers - with hard red and buff tiles, such as we now have in use in the Asylum, and the other part of the kitchen with hard York stone.

181.

The total cost of the work would amount to £13. 10. 0.

I beg to submit an estimate prepared by the Foreman of Works

Gate Porter's lodge.

The interior of the Gate Porter's lodge requires cleaning, painting, and papering.

The cost of the work is estimated at £9. 6. 0.

The outside wood and iron work requires repainting and repairing.

The estimated cost is £6. -

Deck chairs.

I have, in accordance with the last instructions from the Committee, applied to the Superintendent of the Managers' Stores for the loan of his sample chair. I beg to submit his letter stating that they have no sample "deck chair" at the stores.

Welch Steam coal strike.

The Contractors Messrs. Winiford & Son. (Ld) are keeping us supplied with steam coal. The present consignments are said to come from the Sheepbridge Collieries, and as far as can be judged it will prove a satisfactory coal.

I beg to submit letters -

from the Contractors and also, a letter from Messrs Herbert Clarke & Co, on the question of coal supply during the winter, and one from W. Goodyear.

Bestow the funds to Charles for the fund for the

182.

Cows 'Creamy and Betsy' aged 5 and 9 1/2 years, respectively, are now becoming unprofitable.

Creamy giving 12 1/2 pts and Betsy 16 1/2 pts. They are both in good condition.

Will the Committee allow them to be slaughtered for Chylum use?

Goods rejected.

— Nil. —

A small leakage has been found in the small steam boiler supplied by Messrs H. Rogers about 10 years ago.

Petty cash received by the Steward:

viz:

April 16.	Mr. F. Breed	Calf	1. 10. 0.
	Mr. Bailey	2 loads ^{gas} _{oil}	2. 0.
20.	Paid to the Treasurer		<u>1. 12. 0.</u>

The Matron is desirous of being supplied with incandescent gas burners for her dining and sitting rooms.

The total cost of the 6 burners, complete with globes, would be £3.

The Matron asks to have her Pantry & Scullery painted & whitewashed

153.

and distempere d.

The estimated cost is £2..9..0.

A. Sheppard

Female Blocks.

The painting of the outside wood
and iron work was done four years
ago. Will the committee allow
this work to be again carried out?

Estimated cost £98.-

F. H. D.
20/4/95

A. Sheppard

4th May, 1898.

1874.

To the Committee of Managers.

Gentlemen,

The undermentioned workmen are asking to have their wages re-considered.

viz:-

J. W. Freeman.	Upholsterer's labourer.	22/-
H. Flint.	Ramdry man.	21/-
A. Diggerstaff	do	20/-
H. Powell.	do	20/-
J. Woodward.	do.	20/-
A. Atkins	Coal Carrier.	20/-
A. Shortland.	Garden labourer.	20/-
D. Hutchins.	Wood chopper.	18/-
J. Hutchins.	Grave digger.	19/-
R. Atkins.	Sewerage man (Farm labourer)	20/-
J. Botwright.	Temporary labourer	14 ² per hour.

I beg to submit a list of Asylum books that may now be disposed of in accordance with the Managers order of 3 July 1886.

Goods rejected
— Nil. —

Petty sums received; viz:-

1898			
April 14.	G. Dailey.	2 loads of spent gas lime	2.0
" 16.	S. Breed.	Calf	1.10.0
" 26.	do	do	1.10.0
May 3.	F. Fisher	Cows hide & Offal	2.5.0
" "	Paid to Treasurer		<u>£ 5.7.0.</u>

[Handwritten signature]

185.

I beg to submit for the inspection
of the Committee a sample Peck Chair,
as supplied by Messrs Atkinson & Coy.
of Westminster Bridge Rd. to the
Banstead Asylum. Price 3/6.

H. Chapman

Form ordered
6 chairs to be
purchased for
each floor of
Infirmary

1st June, 1898.

186

To the Committee of Managers.

Gentlemen,

Jas. Pain, assistant upholsterer, was absent 5 days from the 10th ultimo. He was certified to be suffering from a facial abscess.

Thos. Paling, garden labourer, who joined on the 2nd ultimo, at 20/- per week, has proved to be satisfactory. He appeared before the Committee on the 27th April.

In accordance with the instructions of the Committee I beg to submit a fresh estimate for Peck chairs. The price now quoted by Messrs. Atkinson is 31/- each, by the dozen.

— Whitsuntide sports. —

It has been usual to entertain the patients, who attend the sports in the cricket meadow, with cake, gingerbeer or aerated waters, and with tobacco and snuff.

Will the Committee be pleased to extend the ^{of cake & gingerbeer} indulgence, to those patients who ~~who~~ remain in-doors?

I beg to report that certain orders for goods entered in the Requirement book and marked thus *

have been issued during the adjournment of the Committee.

About 200 fresh pot plants are required for the Wards.

1100 palms and other pot plants were purchased last August for £20 for the male and female wards.

Horace Coakle, junior clerk, has resigned on his appointment as Steward's clerk at the Managers' Northern Hospital.

— Chimney heads: —

On the 1st of last December I reported that "a number of the Asylum chimney heads were out of repair".

The Committee ordered that those requiring immediate repair should be attended to at a cost of £7^{each} as estimated. Five have been done out the six very bad ones, and there are 7 more in addition to the 6 that need attention.

I beg to submit an Estimate of the cost, viz. £35.

— Hot water for cleaning purposes: —

The Medical Superintendent considers that it would be convenient to have hot water over each of the small sinks on each floor of the Female Infirmary No. 1.

I beg to submit an Estimate of the cost, viz. £5.10.0.

— Managers' Cottages: —

The children of 3 out of the 4 attendants who occupy the Managers' cottages have recently been suffering from measles. and the undermentioned rooms there have, at the request of the Inspector of nuisances, been cleaned and whitewashed, viz

- 2 bed rooms occupied by Filby;
- front parlour + 1 bed room Parr;
- and do do do do Smith.

— Large steam boilers: —

In accordance with instructions from the Clerk to the Managers I beg to submit the Argynn Engineer's replies to the observations of the Inspector of the Boiler Insurance Company on his examination of the boiler at the Gas works and the large boilers Nos 2 + 3.

— The cart horse "Bell": —

The bay mare purchased in January 1892, (£45), + now 10 years old, has developed a bad temper.

She is apt to kick in the stable and frequently when in double harness.

She is, apart from her vice, a very useful and powerful cart horse.

Goods rejected during the past month:—

— Vib. —

It will, however, be necessary to

18 189.

return several sacks of potatoes recently supplied. The Contractor, Mr. Jay, has been duly advised.

Flour:—

I have had occasion to complain of the recent supply of flour not being quite satisfactory as regards colour. I beg to submit the Contractor's letter in reply.

Gas coal:—

The gas coal for a week or two showed a decline in the quantity of gas produced. It is now quite satisfactory again.

I beg to submit a letter from the Contractor Messrs Herbert Clarke.

Petty cash received and paid to the Treasurer; viz:

May 11	S. Breed	1 cow calf	1. 10. 0
-	do	75 bush. Soot @ 3 ^d	18. 9
7	Paid to Treasurer		<u>£ 2. 8. 9</u>

H. Chapman.

Managers' Cottages

The outside wood and ironwork require repainting; the interior also of the houses should be repainted, the ceilings whitewashed, some of the rooms repaired and painted and the feet distempered. Estimated cost

Exterior	£ 20.
Interior	£ 40.

AMS

H. Chapman

15th June, 1898.

190.

To the Committee of Managers.

Gentlemen,

— Boiler N^o. 4: —

I beg to submit a letter from Mr. Mann, the Clerk to the Managers, forwarding a Report from the Insurance Company on the condition of the large Steam boiler N^o. 4.

There is nothing in the report that calls for attention beyond the fact that

"a little grease was met within the boiler, but grease should be strictly excluded from steam boilers."

The Inspector again advises the use of a "feed water heater."

This question was under the consideration of the last Interim Sub-Committee.

— Laundry Scullery: —

The old open range in the Laundry scullery is now quite worn out. We have a large gas stove in stock, that was removed from No. 3, Block, a few years ago, when some alterations were made there, and the Laundry Superintendent thinks it would be preferable to an open range. This would also save purchasing one.

19¹.

Entrance hall ceiling + walls.

— also —

Ceiling and walls of adjoining corridors:—

These are much stained + discoloured
I beg to submit an estimate of
the necessary whitewashing + cleaning

Total £17.8.0.

— Fire messenger: —

Will the Committee be pleased to
allow the junior clerk Wood, who is
in the place of junior clerk Hoake,
transferred to the Northern Hospital,
the usual allowance of 20^s. per annum?

M^{rs} Seabrook, of the Asylum Rd,
offers £3.10.0 for the fruit on the
trees in the Asylum Convalescent
Home orchard.

*£3.10.0 to her for £3.
last year*

— Palms and Ferns for the wards: —

The sum of £10. was allowed
by the last Committee for the purchase
of palms and ferns for the wards, and
the delivery is to be inspected by the
Committee before the plants are
distributed.

I beg to submit specimen plants
from M^r Spriggs of J. Albans at 1^s
each for palms, + 8^d for ferns, and from
M^r Lane of Berkhamstead at from 9^d to 2^s 6^d.

— Junior clerk. —

In accordance with instructions
I have invited 3 candidates to appear
before the Committee to-day.

*allow
10^s to 15^s
+ 10^s each.*

Propagating and preserving plants for the wards:

As, compared with palms and other similar pot plants, common and hardy ferns cost very little; perhaps it would be advisable to form a nursery for them in some shady spot in or near the kitchen garden.

We have at present:

One green house & vineery, with heating apparatus, 60 feet long by 12 feet wide in the kitchen garden;

One 19½ feet long by 9 feet wide, and another 18 feet long by 12 feet wide on the female side. Also:

Three pits with heating apparatus; one 13 feet by 8 feet in the kitchen garden; and two on the female side 20 feet by 8 feet and 19½ feet by 8 feet, respectively.

The work of keeping these in order is divided between the gardeners and the diving-court attendant, and quite employs all their spare time.

Additional houses would entail the employment of an additional man.

The vines in the green house in the kitchen garden have deteriorated of late years, and, as the heat required for them does not always suit the pot plants there, it might be advisable to do away with them altogether.

193. Goods rejected during the past fortnight: Nil.

At the last meeting I reported "It will be necessary to return several sacks of potatoes recently supplied". I now beg to add that ~~on~~ afterwards, ~~on~~ washing them, they were - although somewhat soft - all found to be usable save about 40 lbs.

Petty cash received by the Steward: Nil.

[Signature]
June 15/96

[Signature]
Steward

29th June, 1898.

194.

To the Committee of Managers.

Gentlemen,

Henry Flint, Laundryman, has
✓ been absent from work 5 days
He has been certified to be
suffering from muscular rheumatism.

Pot plants for the wards:-

The Committee ordered at their
last meeting Palms, Ferns, etc. to
be purchased to the value of £6.
of Mr. Spriggins, of St. Albans, and
to the value of £4 from Mess^{rs}.
Lane of St. Peter's Hospital.

✓ The Asylum gardener visited
at my request Mess^{rs} Lane's nursery
and was only shown the specimen
plants submitted to the Committee

As this was so unsatisfactory
I reported it to the Interim Sub-
Committee and with their approval
ordered the whole of the plants of
Mr. Spriggins. They have been
supplied; and, are in every way quite
equal to those submitted at the
last meeting.

Steam coal:-

for the 4 months ending 29th Oct.
Prices have been accepted for
Hucknall, Harb. main, (Yorkshire) @ 18⁵/₁₁ per ton

195.

Linby. hard. main. @ 18/11 per ton.
Powells Duffryn. @ 20/4 " "

Failing Powells Duffryn. I beg to recommend Linby. hard. main. in preference to "Hucknell".

Junior Clerk:-

12/- to 15/- per week, with 1 Board, only
I beg to submit applications for the above appointment, from

J. W. Coates. aged 18. yrs.
F. A. Davies. aged 19. -
W. J. Freeman aged 21 -
E. J. Tasker. aged 22 ..

Mem.
Inventories
to be checked
every 6 months
as per account
order form
of 1/1/15

Mr. A. Allen, aged 20 yrs, who joined here in October last, has not improved in his work and is not equal to the duties required of him.

Will the Committee be pleased to appoint a young man in his place?

In accordance with the Instructions of the last Committee I beg to submit Illustrated & priced lists of washing machines, from

Messrs Bradford & Coy. High Holborn.
Messrs W. Summerscales & Sons. Keighley, Yorkshire.
C & J. Tullis. 52. Queen Victoria St.
Thomas & Taylor. Fonthill Rd. Finsbury Park.
Messrs. Jeakes. 4 Russell Street. Bloomsbury

Goods rejected since the last meeting:-

— Nil. —

Petty cash received by the Steward

196.

— Nit. —

MS

A. Chapman
Steward

(A large diagonal line is drawn across the page, likely indicating that the page is blank or unused.)

197.

13th July 1898.

To the Committee of Managers.

Gentlemen,

R. Pratt, Engine fitter, has been absent from work since Friday morning last. He has been certified to be suffering from diarrhoea.

— Washing machines: —

I beg again to submit illustrated and priced lists from

Messrs Bradford & Coy.

" W. Summerscales & Sons.

" W. J. Tullis

" Thomas & Taylor.

" Clements, Jeakes

also from Mackintosh & Meikle.

I beg to submit a letter from the Gate porter asking to be allowed a visitor. No rule has, I believe, yet been made regulating visits by friends to the Gate porter; the Farm bailiff, Gas man and the Lignite digger; all of whom have separate residences within the asylum gates.

— Gas coal. "Eckington": —

I beg to submit a letter from Messrs Herbert Clarke, the present contractors for Gas coal.

The Bull at the Farm is getting too heavy for his business.

Will the Committee allow him to be slaughtered for Arglum use, and a younger one purchased?

He is nearly 4 years old. Was purchased in April 1896 for £20.

— Male attendants' uniforms: —

These were ordered 25th March last but one suit (for Mr. Mason) is still owing.

The Superintendent of the Stores department wired me yesterday

"Uniforms delay entirely with Hebbert. one coming to night."

Received this morning
1/6

Several garments returned as mis-fitting and some moths eaten, on the 8th ultimo. were promised by Messrs Hebbert on Friday last, but have not yet arrived; viz 4 Coats and 5 pr. Trousers.

— Cows becoming unprofitable. —

Chestnut 7 yrs. had 3 calves, is now giving 10½ pts milk B. per day. Has been 7 times to Bull but not in calf. Is in good condition.

Betsy 10 yrs. had 5 calves, is now giving 13 pts. Not in calf. Has been a good milker. Not fat.

Bluebell 10 yrs. had 5 calves, is now giving 12 pts. Has been a good milker. Was weak in head after last time calving.

199. Cowslip. 5 yrs. Had 2 calves, is now
giving 9 lbs. Not in calf Has slipped
calf twice. Last time in April.

Goods rejected Nil. —

Petty cash received Nil. —

M.S.

H. Chapman
Sturges

27th July, 1898.

200.

To the Committee of Managers,
Gentlemen,

Robt. Pratt, engine fitter, left duty on the morning of the 8th instant, he came to work again on the 18th and 19th but not since up to the present.

He has received his full pay for one week and the rest half pay.

Dr. Davies, of Abbots Langley has certified him to be suffering from debility.

Ernest Hayward, junior butler, was absent on the 15th and 16th instant through an injury to his foot.
Certified by Dr. Davies.

Fred^d. Crook, stores porter, has been absent from duty since Friday morning last, through an injury to his hand. He has been under the care of the Army Medical Officers.

Method of washing blankets & flannels.

In accordance with the instructions of the last Committee I beg to submit from Dr. Caiger, of the S. W. Fever Hospital, the particulars of his method of cleaning blankets and flannels. I have supplied our station with a copy.

201.

Surplus stock at the Eastern Hospital.

I beg to submit a letter from the Steward of the Hospital. Also a list of the surplus articles. The undermentioned, although not at present required, would be useful stock here,

viz: " 70 Commode pans and covers, if exact size.
" 1512 yds. Blue ribbon.
" 75 prs. Mens leather bluchers".

Passing out parcels:—

I beg to submit information supplied by the Stewards of the London County Asylums, viz: Felney Hatch, Banstead, Claybury; Cane Hill & Farnwell, as to their examination and passing out parcels

The particulars given indicate, generally, a system similar to the arrangements here, save that at the Cane Hill Asylum all parcels are sealed on examination.

Male attendants' serge uniforms:—

- from Messrs. Hebbot. -

The Tailor reports:-

"That the serge uniform is very inferior to other years, & that there is a general complaint among the attendants about it."

Worsted stockings. (mens).

The worsted stockings have of late worn very badly. They seem too thin for our hard use.

203.

Is it the wish of the Committee to include strips of carpet down the centre of the dormitories?

— Washing machines. —
(Consideration deferred.)

I beg to submit illustrated price lists. —

I beg to submit a letter from Messrs Bradford, in reply to my enquiry, recommending that the 3 washing machines have new washing compartments at a cost of £50, each (as per estimate) instead of re-galvanizing the old ones, as per prices quoted of £31, £33 & £34, respectively.

Committee instruction. 20 April '98.

"The three hydro extractors, and the three washing machines which are worn are to be sent, one at a time, to the makers for thorough repair".

Patients' bedding, male side.

As the work of re-pickering, cleaning and restuffing the mattresses is not keeping pace with the requirements I have put the three upholsterers on over-time, i.e. from 6 am to 8 p.m., instead of from 6 to 5.30.

I beg to submit a note from Dr. Gregor, temporary ass^t Medical officer, asking for his room to be furnished

204.

with some place to hang his clothes etc. The only closet in it is used as a store room for brooms etc, by the Hall porter.

— Stars. Ambulance pattern. —

I beg to submit pattern stars supplied by Mr. Edw. Grove, Outfitter, of Lambeth. In Worsted 4/6 per dozen.
In Silver thread 6/6 " "

Goods outstanding:
from Messrs. Hebbert.

1 pr. of Cloth trousers returned 8th ulto.
2 - Serge " " 1st inst

from Stores Department.

50 doz. Mens' pocket-handkerchiefs
(120 doz. out 13th March. 70 doz. supplied)

These are much needed.

50 yds. Waterproof sheeting for
laundry aprons, ordered 1. June ulto.
also India rubber mats for Bath
rooms, etc. Not yet to hand.

The Superintendent of the Stores Department writes that "the mats are promised for Tuesday next" (yesterday).

Gas works: —

It has been usual to allow 5/- a day, extra pay, to the men who clean out the gas scrubbers. The work has recently occupied two labourers, Parkins and Horler, six days each. It is about 3 years since when this work was last done.

205.

Mr. Allen, junior clerk, whose month's notice to leave the service will expire on Saturday next, is still engaged in checking the Inventories. Will the Committee allow him to finish the work, which ^{would} occupy him another month?

Goods rejected:

1898.

July 2^d. 25 lbs Beef - slightly tainted when cut open, ^{in the centre.}

The potatoes recently supplied by Mr. Jay, turn black when cooked.

I have informed the Contractor and will claim for the loss.

Hall porter: -

I beg to submit applications for this post. They are 124 in number.

6 Candidates have been invited to attend the Committee this day.

Petty cash received by the Steward:

1898.

July 14.	Mr. S. Breed	Calf	1. 10. 0
"	Mr. C. Seabrook	Fruit on trees	3. 10. 0
"	Paid to Treasurer		<u>£ 5. 0. 0.</u>

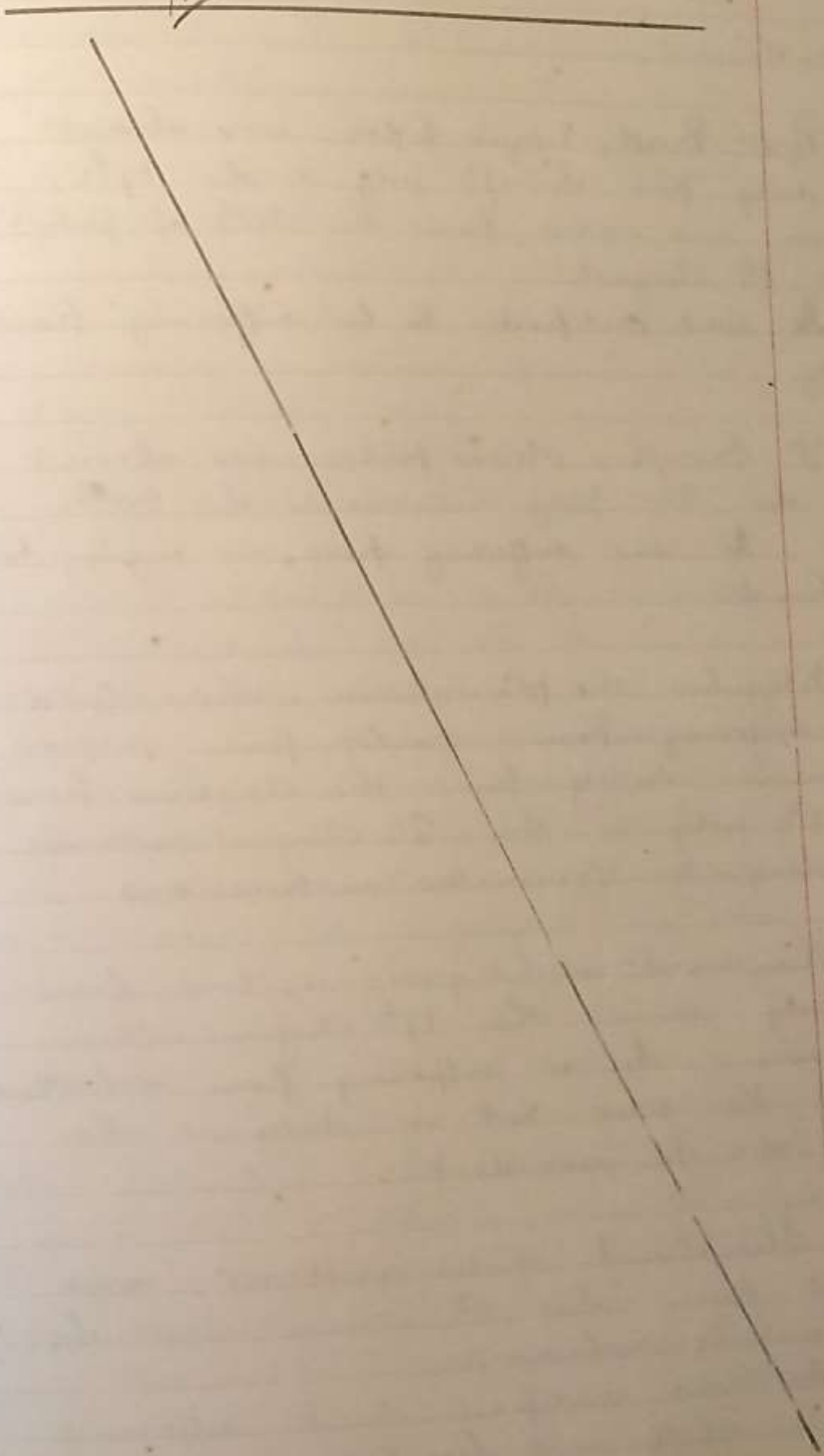
The Farm Bailiff reports that one of the children of the ploughman, Fitzjohn, was sent away from home last evening, suffering from scarlet fever. I have ordered him off duty for the present.

Steward
J. Steward

May I be allowed my usual annual holiday?

~~RRR~~

~~RRR~~



207.

7th September, 1898.

To the Committee of Managers,

Gentlemen,

Robt. Pratt, engine fitter, was absent from duty from the 9th July to the 17th, inclusive, and again from the 20th of July to the 1st August.

Wages.
38/-
Club 17/-

He was certified to be suffering from debility.

J. Crook, stores' porter, was absent from the 22nd July, inclusive, to the 30th July. He was suffering from an injury to his hand.

Wages
21/- + Ration
Club 17/-

J. Fitzjohn, the ploughman, whose child was suffering from scarlet fever, ordered to remain away from the Aeglin from the 27th July to the 2nd August inclusive, according to Committee instructions.

Wages
21/-

P. Hayward, night gasman, has been off duty since the 17th August, ultimo, inclusive. He is suffering from a broken leg. He was not on duty at the time of the accident.

Wages
21/-
Club 17/-

L. Shortland, under gardener, was absent from the 5th ultimo until the 3rd instant, inclusive.

Wages
20/-
Club 10/-

He was certified to be suffering from a Chills and lumbago.

Estimate for carpet No. 7. Ward:-

Committee instructions to submit an estimate of the cost of a new carpet (square) for No. 7. Ward.

40 yds, brussels, contract price 2/6's.
per yard: making up carpet 2^d per yard.
Total cost £4.18.0.

Quotations for a Calender:

In accordance with the instructions of the Committee I beg to submit prices for an ironing machine, from

Mess^{rs} Gullis & Joy
" Bradford & Joy
" Summerscales & Joy.

Proposed alterations to the Laundry:-

In accordance with the instructions of the Committee the Foreman of Works has prepared a sketch plan¹ showing how ~~the~~ the existing laundry accommodation can be extended, and (2) providing for the due separation of the sexes (patients) who are employed in the laundry.

Kitchen of No. 2. Ward:-

In accordance with the instructions of the Committee the Foreman of Works has prepared a sketch plan showing how more light can be provided in the kitchen of No. 2. Ward.

The cost is estimated at £3.

In accordance with the instructions of the Committee the Foreman of Works

209.

has prepared an estimate of the cost of fitting up and furnishing the ^{two} Reception rooms in the manner proposed by the Medical Superintendent

The total cost is calculated at
£128.13.5.

Committee instruction:-

"To obtain samples of carpet suitable for the bed-sides in the dormitories from the central stores."

I beg to submit a sample of the 'Dormitory' carpet 22" wide, the contract price is 1/7 per yard.

(Tapestry carpet 27", in contract, is at the same price & Brussels 27", in contract, is 2/3 1/2 per yard.)

I beg, also, to submit a contract "Bedside rug" @ 4/6 each. This rug is too wide for our purpose. 6 ft x 3 ft.

1325 bedside carpets would be required. It is not proposed to lay down any in the Infirmarys.

Cost 1325 strips @ 1/7 per yd² and 2 yds long - 1/4 each binding

In tapestry or dormitory carpet = £231.17.6.

In brussels

@ 2/3 1/2 per yd² or 5/- each carpet when made up

£331.5.0.

If 2 strips of carpet down the length of each dormitory, including the Infirmarys, 2059 yds, tapestry or dormitory £163.0.1
do do brussels £235.18.7.

(29 floors)
average 35 1/2 yds each.

reference to the
Committee

W. J. G. G. G.

A chair weighing machine, would be convenient on the male side, similar to the one in use for the female patients.

I beg to submit a quotation from Messrs M + J. Avery, Low Cross St London at £14.

and one from Messrs Pooley & Ford, 10 of Fleet Street, E.C.

a 2nd hand machine at £15.15.0 for £10.10.0

Committee Instruction:-

" The numbers and stripes worn by attendants are to be dispensed with.

I beg to submit pattern Ambulance Badges from M + E. Grove.

Price in gold 1/9, each.

Silver 1/6. "

Sill 1/-. "

Woods 9^d "

Also ^{similar} patterns from Messrs Hebbert & Coy. Their Ambulance ^{in silver} is 1/8, each.

Cross in twisted 6^d "

They enclose a sketch of the Ambulance Cross.

Harvest home:—

Will the committee be pleased to allow the usual extra fare to the male and female working patients?

Men, about 1/2 lb of cooked meat.

1 pt - ginger beer.

1 oz - tobacco.

Women, about 1/3 lb of cooked sausages with potatoes.

Resignation: —
I beg to submit the resignation
of Thomas Galing, garden labourer.

£ 11/6 p/10
or 20/ p/4?

Braces: —
By the desire of the Medical
Superintendent I beg to submit a
sample pair of braces in use at the
City and County Asylum, Bristol.
The cost is about 3/6 per dozen —
made at the Asylum.

I beg also to submit a sample
pair of our contract braces @ 3/5 p. doz
about 150 dozen pair used per annum
total cost £ 22 10 0.

Remains
Contractor.

Goods rejected: —

1898.

Sept. 5. A. Fisher. 12 lb Beef, slightly tainted.

The last consignments of eggs from
the contractor, Mr. Percival, have not
been so good as usual.

Petty cash received: —

1898.

July 25.	W. Pepper.	Gas tax	9.5.0.
" 29.	E. & M. Myers.	Rags tea lead	16-8-8.
Aug: 5.	J. Pancras Guardians.	Gas tax.	7.1.3.
" 6.	The British paper Coy.	Old books.	2.14.9.
" 15.	S. Breed.	Falt	1.10.0.
" 29.	J. Pearce.	Old iron	1.13.10.
Sept. 7.	S. Breed.	Falt	1.10.0.
" 6.	J. Pearce.	Bones	1.10.6
			<u>41.14.0</u>

Paid in to Treasurer £ 41. 14. 0

Cleaning flannels by new process.

I beg to submit a quotation for a 10 gallon copper steam pan with a copper jacket for use in the laundry.

Messrs Pontifex & Wood
New Bridge St. E.C. Price £5.10.0.

Messrs Pryke & Palmer
Upper Thames Street. Price £ not to hand.

I beg, also, to submit a quotation from Messrs Bradford for a wringing & mangling machine Price £3.14.0.

I beg to submit an application from W. Wharton, temporary labourer, for the post of garden labourer, resigned by Tho. Lalmig. Wages 4/4 per hour or 20/- per week of 56 1/2 hours.

Brewers' grains. ^{H. Hooper}
Steward.

It is the pleasure of the Committee that I should obtain quotations for the supply of brewers' grains for the year ending Michaelmas 1899. The present arrangement with Messrs Martin & Sons expires on the 1st October appro:
Price 4/2 per bushel.

H. Hooper
Steward



5th October, 1898.

To the Committee of Managers,

Gentlemen,

P. Hayward, night gasman, who broke his leg on the 17th August last, has not yet returned to work. He met with his accident when off duty and his wages have not been paid since the last meeting of the Committee. Will the Committee instruct me accordingly?

H. Flint, laundryman, was absent from duty on the 8th ultimo through a cold,

E. Norman, farm labourer, was absent three days from the 22nd ultimo. He was certified to be suffering from diarrhoea.

E. Glenister, bricklayer, has been absent from work since the 28th ulto. He is certified to be suffering from influenza.

— Brewers' grains. —

I beg to submit two estimates for brewers' grains for 12 months.

I beg to submit quotation for passages for the working female patients

I beg to submit quotations for a copper steam pan and a hand-wringer for the Laundry. See estimate for £19.4.0. for connecting pipes, etc.

-Wages:-

I beg to submit 19 applications from the Asylum workmen for increase of wages.

Mr. G. Wood, junior clerk, @ 15/- per week and rations, has been lodging in the Asylum as night fire messenger, but the authority of the Committee for this has not been obtained. He is allowed 2/- per annum for this duty.

Payment of wages:-

The new Regulations direct that the attendants wages shall be paid monthly. The male attendants have during the past four years received their pay weekly.

Resignation:-

William Brooks, junior kitchenman, has resigned his appointment. He has been paid. He joined 3½ years ago - at 6/- per week and rations and latterly received 4/- per week. Will his successor - commence at 15/- per week and rations in accordance with the new scale of pay to kitchenmen?

Mr. John W. Coates, junior clerk, aged 18 years, who joined on the 4th of July last at 12/- per week and rations, is not progressing satisfactorily with his work. He was formerly assisting at the Wells County Asylum.

215.

H. Collimore, general labourer, was sent on the 14th Aug^r. by the Foreman of works to be under the influence of drink. He was ordered to leave work, and he returned two days following still unfit for duty and was again sent away. He did not again return.

Alterations desirable to coal & wood cellars on the male and female sides.

I beg to submit an estimate of the cost, viz £20.-, and a specification of the alterations.

Reception rooms:-

Will the Committee allow two knee-hole desks with lock-up drawers, and two cupboards for the two reception rooms?
Cost £12.

No. 1. Infirmary:-

The nurses bed rooms adjoining the sculleries - (3 in all) are much hotter than the external air in consequence of the proximity of the scullery fires. Gas stoves in the sculleries in place of kitchen ranges would reduce the temperature.

Gas works:-

As extra help is always required during the winter months, and, for relieving the gas man on Sunday after-noon and during leave of absence or absence through illness, it would be convenient to engage a labourer able

and willing to assist at the gas works.

Would the Committee offer 2/-, the pay now given to the night gas man?

None of our ordinary labourers care for the work, even at the wages given to the night gas man, ^{as also} and ^{the} pay works out at less than their hourly pay of 5^d.

Entertainments:-

I beg to report that of the 3 proposals referred to me by the Committee I would recommend the "Socials Dramatic Company". Their farce "Confusion" last year was a great success and was much appreciated by our patients.

The Royal Arabian minstrels, with Dr. Dorin, have given us more than our excellent entertainment; and, has, also, Mr. Barclay and his company.

Is it the pleasure of the Committee that they should again be invited?

Petty sums received by the Steward, viz:
1898.
Sept. 30. G. J. Fox, Jampob + Picklejins £ 2.16.4

Paid to Treasurer same day.

Goods rejected during the past month:

Nil.

217.

Gas works:-
It is usual to repaint the exterior wood and iron work including the gas holders etc. every second year.
The cost is estimated at £55.-

Beer allowances:-

Funeral duty, (twice a week)
One pint of ale to each of the three male attendants who assist.

Disinfecting bedding & clothing duty:-
One pint of ale on each occasion to the male attendant who disinfects.

Turkish bath duty:-

Three pints to the ^{two} male attendants every Monday. (1/2 p. each.)

£3. per ann.
allowed for this duty.

Bandmen:

One pint of ale to each bandman attendant on ordinary patients' dance nights, and one half pints on the attendants' dance nights.

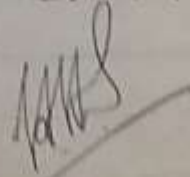
£2. per Ann.
allowed for this duty.

Is it the pleasure of the Committee that the above allowances should be continued?

Mr. Fisher, the contractor for meat, hearing that we intended to kill the old bull for the asylum use, offers to purchase it for £20.-

I beg to submit his letter.

H. Chapman
M.D.



19th October, 1898.

218.

To the Committee of Managers.

Gentlemen,

P. Hayward, night gasman, who broke his leg on the 17th August, last, has not yet returned to work.

E. Glenister, bricklayer, has been absent from duty since the 28th September last. He is certified to be suffering from influenza.

W. King, the upholsterer, has been absent from work since the 12th instant. He is certified to be suffering from pneumonia.

Committee instruction, 5th inst:
"A machine for weighing male patients is to be purchased".

I beg to submit quotations from
Messrs W & J. Avery, Low Pass St. London
£114.

Messrs H. J. Pooley, 89, Fleet Street, E. C.
New one £15.15.0.
2nd hand £10.10.0.

Committee instruction, 5th inst:
"Your suggestions regarding the coal and wood cellars on the male and female sides were referred back to you for further consideration."
I beg to submit a fresh

219.

estimate and specification.

8 cells @ 12/6. each

£5.-

Committee instruction. 27th July last.
 "The Recreation Hall is to be used as a visiting room for females as well as male patients."

2/4. The daily cost of warming it is £4. Is it the pleasure of the Committee that this should be done every day during the winter months; or, only on the visiting days. Mondays and Thursdays and on ball and other entertainment nights?

Petty cash received:-

1898.			
Oct. 11 th	S. Bred.	2 Calves	3.0.0.
13 th	F. Fisher	1 Bull	20.0.0.
15 th		Paid to Treasurer	<u>£23.0.0.</u>

Goods rejected:-

— Nil. —

The credit balance on the 'Farm' a/c, for the year ended at Michaelmas last, was £835.8.2.

For year ended Michaelmas 1897. £779.19.3
 " " " " 1896. £951.-

H. Chapman
 Secy.

2nd November, 1898.

220.

To the Committee of Managers.

Gentlemen.

P. Hayward, Night gasman, who broke his leg on the 17th of August last, resumed work on Monday, but his leg is not yet strong enough for work.

about 75 days.

E. Glenister, Bricklayer, absent from the 28th September, through an attack of influenza, returned to duty last Monday.

William King, Head upholsterer, who was taken ill with pneumonia on the 12th ultimo, died on Wednesday last the 27th. He received full pay for one week and the rest half pay viz 8 days—according to the rule regulating these payments.

Joined the service July 1888.
8 50/- per week.

The Committee grants funeral expenses (but according to the custom in the case of our night gasman, 2 or 3 weeks ago.

The assistant upholsterer Jas Paine has been in the service two years. He commenced at 26/- per week, and was raised to 27/-. King, the upholsterer, latterly received 31/- per week. The upholsterer's labourer.

9/- per week.

3/- per week.

James Freeman, receives 22/- per week. The C/Os show the present pay of the ordinary labourers.

Joined at 20/- per week 2 years ago.

Will the Committee be pleased to promote both men & allow me to engage a suitable man for the post of upholsterer's labourer at 23/6 or 24/- per week?

221.

One of the carriage horses has been lame the last three weeks. I am now hiring another horse of Mr. Pusey, the job master, at 20/- per week.

Cows no longer profitable:-

Cow slip 5 yrs. not in calf. giving $7\frac{1}{2}$ pts. daily
Has twice miscarried.

Jenny $4\frac{1}{2}$ yrs. not in calf. giving $3\frac{1}{2}$ pts. daily
Has proved unfruitful.

Will the Committee allow them to be slaughtered for the Arglum use?

Winter entertainments. —

The Committee have accepted the offer of three entertainments, viz: from the Socials dramatic company (40. Decr) Mr. Barclay & Company & Dr. Corin with the tubian minstrels. Will they also accept the offer of the Star dramatic company (4 guineas) and of the Olympian dramatic company (3 guineas)?

Ap^l Night gasman and general labourer: 27/- per week
I beg to submit an application from R. V. Taylor, aged 30 years, of No. 6 Mill Bank, Stafford, and one from Wm. Quick of 2, Stanbridge Rd. Leighton Buzzard.

— Kitchenman: wages 15/- + rations.

I beg to submit the name of Nathaniel Martindale, aged 27 years, of Bechnowd.

Committee instruction. 19th Oct.

"Colonel Webb's suggestion as to substituting gas fires for the large open grates in the three kitchens which adjoin attendants' bedrooms in N^o. 1. Infirmary was referred to you for information as to the cost of the present coal fires and the probable cost of gas fires."

I have considered this question and believe the cost of the coals used in the open grates is not less than 5/- or 6/- per week, each. The cost of gas used in a gas stove ought not to exceed 2/- each, per week.

Quotation for a gas stove similar to those in N^o. 3. from J. Wright 1101 Birmingham £8.3.6 delivered at Wm. Langley

— Pianos in the Recreation Hall:—

Committee instruction 19th Oct.:

"To submit a report in reference to the condition of the piano in the Recreation Hall." This piano has been damaged by the damp. The tuner who cleaned it a few weeks ago writes to say that "from what I remember of it it is in fair condition: the hammers may want re-covering and regulating."

last Edg. Nov. 1921 of Mr. John Colman at Custom Station.

I beg to submit his letter in which he reports at my request on the condition of the old piano in N^o. 5. Ward: not worth repairing.

He also mentions the renovating advisable for the excellent instrument in N^o. 15 Ward. He likewise speaks of a good piano for sale for £26.

229.

Committee instruction, 19th Oct.:

"To obtain an estimate for the supply and fixing of a 'Berryman' heater."

I beg to submit a quotation from Messrs Joseph Wright, of the Neptune Engineering works, Tipton, Staffordshire, for "a Brown's patent Berryman patent feed water heater" at £81. as per illustration and dimensions given, delivered free at the Academy.

I beg to submit a letter to me from the Engineer to the Managers, on this matter.

The cost of fixing the heater £57.

Farm bailiff's cottage: Drumstaple.

This requires cleaning, painting, distemping and the walls repaired.

The total cost is estimated at £7.1.0.

(Last time done 64th ago.)

Petty cash received by Steward:

1898.			
Oct. 27.	S Breed.	2 calves	3. 0. 0
Nov. 1.	Baird Bros.	Drugs & tobies ret.	1. 11. 0
	Paid to Treasurer.	29. Oct. & 1. Nov.	<u>£ 4. 12. 0</u>

Goods rejected:-

1898.		
Oct. 22.	M. J. Fisher	4 lb Beef slightly rancid

Wages increased by the New Scale
from Michaelmas last.

224: 1

Name.	Office.	Minimum wages as per New Scale.	Wages paid at Michaelmas last as per Old Scale.
Farmer. E.	Gate porter	25/- per week	21/- per week.
Freeman W.J.	Juni. Clerk	15/- " "	11/- " "
Coates. J.W.	do do	15/- " "	12/- " "
Rogers. E.	3 rd Kitchman	15/- " "	9/- " "
Atkins. J.	Coalman	22/- " "	20/- " "
Flint. H.	Laundryman	22/- " "	21/- " "
Woodward. J.	do	22/- " "	20/- " "
Powell. H.	do	22/- " "	20/- " "
Biggerstaff. d.	do	22/- " "	20/- " "
Bennett. J.G.	Head night attendant	£50. per ann.	£49. 10. 0 p Ann.
Chuter. Emma.	Charge attendant	£22. " "	£21. " "
How. Mary.	do do	£22. " "	£21. " "
Evans. Jeannie.	Housemaid.	£16. " "	£14. " "

Hours of employment:
increased.

Gate porter, I beg to submit applications
from the Hall porter.

the Stores porters,

.. Laundrymen,

.. Coalman,

and .. Trieman,

asking for their hours of employment
under the old regulations to be

Continued:

Office	New Regulations		Old Regulations	
	Hours of Employment	Leave of Absence	Hours of Employment	Leave of Absence
Hall Porter	6 am to 8 pm.	12 hours a week. Annual 12 days 14 " over two years service.	7 am to 8 pm.	32 days a month 4 days annual.

725.

Office	New Regulations		Old Regulations	
	Hours of Employment	Leave of Absence	Hours of Employment	Leave of Absence
Stores Porters	<u>7am</u> to <u>6:30pm</u>	10 hours a week. Annual 10 days	<u>8am</u> to <u>6pm</u>	$\frac{1}{2}$ day a week. $\frac{1}{2}$ day alternate Sundays. Annual 14 days
Laundrymen	6am to 5:30pm Saturdays <u>6am-4pm</u>	Annual 7 days	6am to 5:30pm Saturdays <u>6am-1pm</u>	6 days annual
Coalmen	6am to 5:30pm Saturdays <u>6am-4pm</u>	Annual 7 days	6am to 5:30pm Saturdays <u>6am-1pm</u>	7 or 8 days annually
Fireman	On duty except when on leave	12 hours a week Annual 12 days 14 over two years service	On duty except when on leave	14 hours a week $\frac{1}{2}$ day a week for gate duty

Notes * Laundrymen: Wages increased from 20/- + 21/- to 22/- a week.
* Coalman: Wages increased from 20/- to 22/- a week.

Meals not to exceed two hours.

New Regulations Part 2. page 29.

"Committee may vary hours."

[Signature]

*H. Stephenson
Stewards*

16th November, 1898.

226. 1

To the Committee of Managers,

Gentlemen,

P. Hayward, night gasman, who broke his leg on the 17th August last, is still unfit for work.

J. Glenister, bricklayer, has been absent from duty since the 10th inst. inclusive. Dr. Cross, of Kings Langley, certifies him to be suffering from Sciatica.

Extras supplied to Subordinate Officers:

I beg to submit particulars of the stimulants supplied during the past quarter.

— Night gasman: —

As the night gasman Hayward, is still unfit for work I have engaged the temporary services of another man (R. N. Taylor) at the wages - ~~has~~ paid to Hayward, viz. 27/- per week.

James's been
10. April last

— Upholsterer's work: —

The work has been somewhat heavy of late; and the additional help of a man able to work one of the sewing machines is needed for a month.

27/1.

I beg to submit a letter from junior clerk Geo. Wood asking to be appointed as the senior Steward's clerk.

New scale of wages.

apt. Steward.		£80	to	£100.	B. R. H. W. I. Comp. rise £5.
Steward's clerks:-					
Senior		£60	to	£80.	do do
Junior.	p.w.k.	15/-	to	30/-	13 ⁰ only Comp. rise 1/- p.w.k.
Office boy	"	12/-	to	15/-	do do

Committee Instruction 2nd Nov. inst.
 "An upholsterer's labourer is to be appointed vice Freeman @ 24/- p.w.k." Albert Atwood, who has been doing this work the past few weeks is quite satisfactory; and, I beg to recommend his appointment.

Brown-Berryman water heater:-

Committee Instruction 2nd Nov. inst.
 "The Engineer to the Board has been asked for his observations upon the Estimate of Messrs Joseph Wright, of Tipton, Staffordshire, for a Berryman's heater."

I beg to submit a letter from Mr. Hatch addressed to me with the following note thereon, 11th Nov.
 "The Heater suitable for 80 lbs pressure I consider - after examination of Boiler to be adapted for this job."
 (Signed) W. Hatch."

I beg again to submit the

quotation (last Committee) from Messrs Wright.

No. 5. Heater working prepared 150 lbs
5% Ref for one working at 80 lbs - price £ 81.

4. 1. 0
£ 76. 19. 0 nett.

Cost of fixing: -

As per estimate submitted at the last meeting of the Committee, is £17.-

This includes a concrete foundation and connecting up with Feed pumps

I beg to submit a letter, dated 9th inst, from Mr J. Quincey Agent the Clerk to the Managers, as to the New wages scale, and instructing me that "the ~~total~~ payment of 20/- per annum to the Fireman Attendants must cease unless the Committee should see fit to sanction it as a payment for overtime."

Committee Instruction 19th Oct. ult
" Messrs Harston's report on the Sanitary arrangements of the Asylum was referred to you.

" You are to report what work mentioned therein can be done under your supervision (with extra labour if necessary) and what the probable cost of such work would be."

I beg to submit a copy of Messrs Harston's report and some observations thereon by Mr. Wear, the Foreman of works and myself, And I also, beg to submit an

229.

estimate of the work that we
think the Oglethorpe Staff with extra
hands could carry out viz. the
ventilating and trapping of waste,
-stack pipes, concreting floorings of
w.c.s and slop sink rooms; viz:

Ventilating 39 sets of lavatory basins
and slop sinks @ 40/- each = £ 78.

Trapping 11 kitchen sinks @ 20/- 11.

Concrete floors for 26 sets, in all.

of 8 two W.C. + one slop sink @ £14.10. 377.

Total £ 440.

Petty cash received by the Steward:

1898

Nov. 8th 2 Cow hides & 1 goat
and 1 Cow hide

£ 1. 18. 0

" 12th Paid to Treasurer

1. 18. 0

Goods rejected:-

1898

Nov. 9. 1. Carcase of Mutton. Not a proper weather

" 11. 1 do do do do.

Cows becoming unprofitable:-

'Ada', aged 8½ years, had 5 calves, now
giving 10 pints, daily.

'Becky' aged 8 years, had 4 calves
now giving 13 pints, daily.

Will the Committee allow them
to be slaughtered for the Oglethorpe
use?

I beg to submit applications for increase of wages from

G. Burbidge . the tailor.	present pay	20/-
A. F. Moore . Mr. do.		25/-
J. Beaver . do do.		21/-

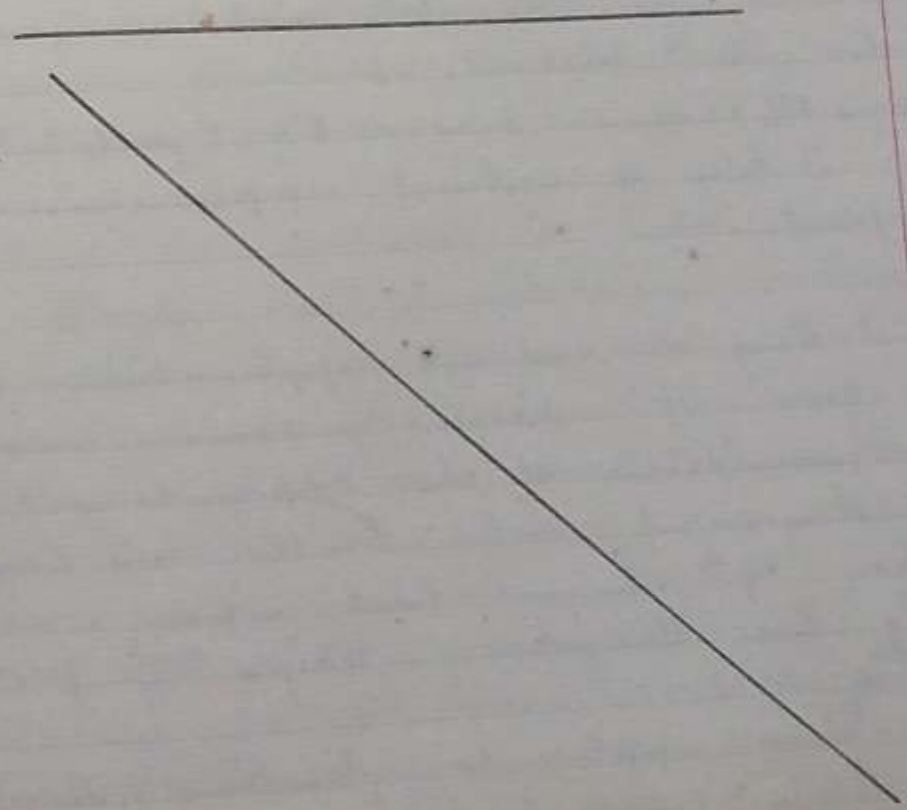
Coal contract up to 21st June next.

Steam coal two kinds	20
Amesley Hard, Main coal (Inland)	18/5 per ton
Cwmaman Navigation (Welsh)	21/8

I beg to report that Mr. Hatch, the Engineer to the Board, considers the Welsh coal would prove more economical although 3/3 per ton more in price.

[Signature]
[Signature]

Best contract 16/4. Cwmaman 18/5. Inland 21/8. Some coal 18/5. Gas 18/5.



30th November, 1898.

To the Committee of Managers.

Gentlemen,

J. Glenister, bricklayer, who left work on the 10th instant, returned on the 21st instant. He was certified to be suffering from sciatica.

John Wm Coates, junior clerk, joined 4. July. Resigned on the 19th instant.

Will the Committee allow me to engage the services of a youth as office boy in his place at the wages (as per scale) of 12/- per week & rations? (Annual increase 1/- per week yearly, up to 15/-)

Arthur Martindale, kitchenman, who joined on the 6th inst, resigned on the 25th instant.

(Wages 15/- & rations. Increase 1/- p.w. yearly to 20/-)

I beg to submit applications for the post.

I beg to submit applications for the office of Night gasman, vacated by termination of the appointment of Peter Hayward, who broke his leg on the 17th August last, when out riding his bicycle. Wages 27/- per week.

Two applicants, Hawkins & Tent have been invited to attend the Committee.

John Cleaver, 2nd Assistant Tailor, was seen by the Gate porter to be under the influence of drink when returning from dinner on Friday afternoon last. Cleaver was thereupon, also, seen and questioned by Dr. Blain and myself, and, as he was undoubtedly drunk he was ordered to leave work and appear before the Committee today.
(Cleaver is rec'd. 24th. joined Jan 97)

— The cart-mare "Bell". —

I have not yet succeeded in getting an offer for her.

She shows more temper than ever and kicks both in harness and when in the stable.

Committee instruction 1 June last
"To see whether you can get a reasonable offer for "Bell" and to report to the Committee."

She was purchased of Mr. Pusey in June 1891, for ~~£52.10.0.~~

£45. 11/6

I beg to submit a letter from Jimmie Clark Wm. J. Freeman, asking to be allowed to lodge in the Asylum with the regulation deduction of 4/- per week from his wages of 15/-

— Night commodes: —

I beg to submit two quotations for 16 chair commodes as per Committee instruction of the 16th inst.

233.

viz: "16 additional night commodes
are to be purchased."

Goods rejected:-
Nil

Petty sums received by the
Steward, viz:-

1898.

Nov. 17.	S. Breed	1 Calf	1.10.0.
" 25.	F. Fisher	Woolhides + 10 yds	<u>1.10.0</u>
" 29.	Paid to Treasurer		<u>3.0.0</u>

Painting the interior of the Asylum.

Committee instruction 2nd Nov. inst.

"The Interior Sub-Committee's ~~recommendation~~
that the interior of the Asylum should be
repainted in sections by the Asylum
workmen was generally agreed to. You
are to submit a list of the work required
together with an estimate of its probable
cost. The Foreman of Works is preparing
a list of the work, and submits an Estimate
of the work required to be done in
the two infirmary blocks Nos 1 and 2,
viz each floor £60. Staircases @ £15.

Christmas fare.

Will the Committee be pleased to
allow the usual extra fare to the
patients and officers?

No wine, spirits or superior
beer in accordance with the instructions
of the Committee of 1st December 1897.

But £2 have, of late, been allowed
for fruit and confectionery for the patients

officers. —
H. Chapman

H. Chapman

11th. December, 1898.

To the Committee of Managers,

Gentlemen,

A. Biggerstaff, Laundryman, was seen by D. Gregor and found to be unfit for work on Thursday and Friday last from a cold.

Cleaning and painting the interior
— of the Cylind. —

I beg to submit a complete estimate of all the interior cleaning and painting work required to be done. The total sum is £286/-

Christmas poultry and fruit

I beg to submit
— 2 quotations. —

Kaiser's patent engine counters.

I beg to submit a quotation for 2 engine counters as recommended by the Engineer to the Board

Price 50/- each less 5%	4.15.0
Cost of fixing	4.0.0
Total	<u>£8.15.0</u>

235.

The Socials Dramatic Company gave an entertainment to the patients here on Saturday last.

Will the Committee be pleased to sanction the fee paid, viz: £3.3.0. and also the refreshments provided and fly hire?

San Dramatic
21st Dec 1901
Olympian Dramatic
7th Jan 1902

— Night gas man. — 27/- p.w.B.
James Kent, appointed at the last meeting, has written declining the appointment.

I beg to submit an application from George Hawkins, of Auneaton, Warwickshire.

— Office boy. — 12/- p.w.B. stations. —
Committee instruction, 30. Nov. ulto.

- You were authorised to appoint, subject to the Committee's approval, an office boy vice Mr. Coates, resigned.

I beg to submit an application and testimonial from Herbert Lee, Queen's Road, Watford.

— The cart mare "Bell". —

Mr. Goss, Builder of 7th James Road, Watford, saw the mare yesterday and offered £8- for her.

I beg to submit a letter from the Messman asking to be allowed to return to his previous hours of duty and leave of absence.

Mr. Douglas Beaufort, of 1168th New Bond Street, asks to be

allowed to give an entertainment to the patients. Fee five guineas railway fare.

Goods rejected:-

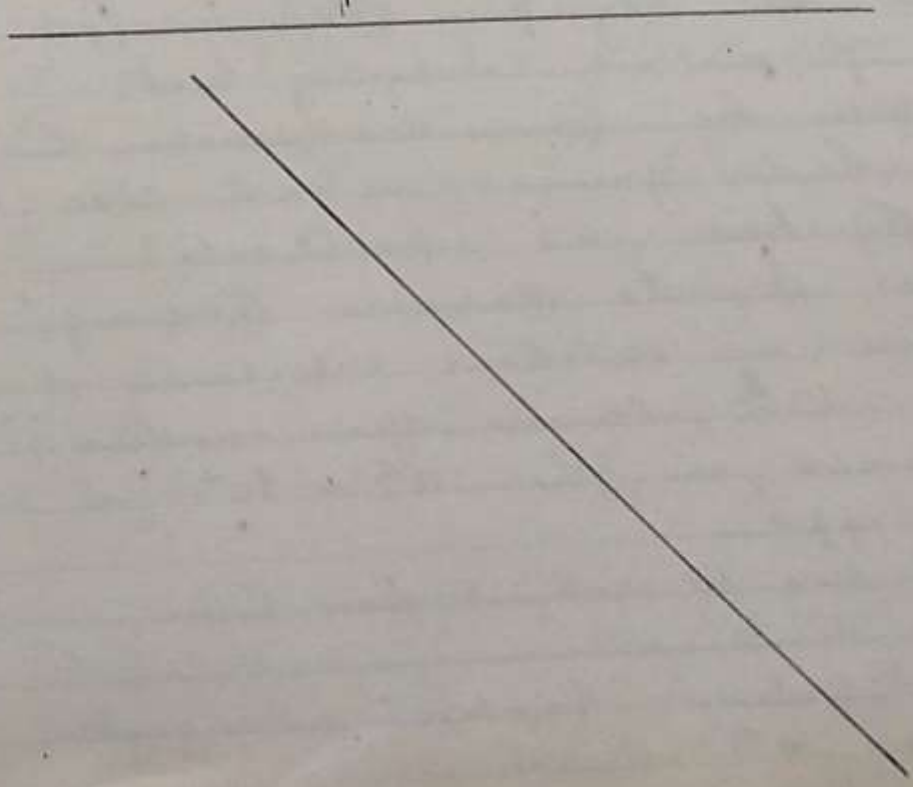
1896
Decr. 9. ^{lib.} Messrs Luke Timney. 2 doz. Feeding cups 2 inches in dia of 2 1/2 in. diameter.
Petty cash received by the Stewards.

1898.	Decr.	1.	Mr. Pearce	old view of 1/2 c sup	10.10	
				cupper 110 lb c 1/2	2.8	
					15.0	
				brass filings 70 1/2 25	11.4	3. 5. 1
					1. 7. 11	
		7.	Mr. Breet	1 Calf		1. 10. 0
		13.	Paid to the Treasurer.			<u>£ 4. 15. 1</u>

Ferns for the Wards.

I beg to submit a letter from Mr. Gill of the Fernery, Rynton, North Devon, offering to supply ferns at 6/6, per hundred as per specimen plants to hand.

~~Mr. Gill~~ H. G. [Signature]



11th. January, 1899.

To the Committee of Managers.

Gentlemen,

Coal carrier, Joseph Athnis, was reported by the Gate porter for being drunk when leaving work on the 22nd ultimo, and for not entering the Asylum through the Front gates. Athnis was therefore suspended from duty by order of the Medical Superintendent.

Athnis has been in the service 13 years and never before reported for drunkenness.

— Entertainments: —

The Star Dramatic Company gave their entertainment to the patients on Saturday, the 31st ultimo.

And the Olympian Dramatic Coy on the 7th instant, Saturday last.

Will the Committee sanction the fee of three guineas in each case with fly hire and refreshments?

The Socials Dramatic Company, who gave an excellent entertainment on the 10th ultimo, offer another performance on the 11th or 18th of March appo.

I beg to submit their letter.

The Nubian Minstrels are engaged for the 4th March.

The Cripplegate Choral Society have been invited to come during the present winter, subject to the pleasure of the Committee. No reply has been recd.

— Tuning Regulus pianos: —

I beg to submit a letter from Mrs Goodyear, the widow of the piano tuner, lately deceased, announcing her retirement from business.

And I submit quotations for tuning the 9 Regulus instruments, from —

Mess^{rs} Holdemose, New Oxford Street
and from

Mess^{rs} Wormun & Sons, Store Store
Bedford Square.

— The cart mare "Bell": —

I beg to submit a letter from Mess^{rs} J & J. Goss, Builders, of Saint James Road, Walford, respecting the cart mare Bell sold to them for £8, at the last meeting of the Committee.

She was purchased in January 1892 of Mr Pusey for £45, and had always been a very healthy animal, the Veterinary surgeon never having once been called in to her.

The brain mischief, complained of, was not suspected by any one here.

— Carriage horse: —

Will the Committee be pleased to allow a carriage horse to be purchased and the brown gelding

239.

purchased in June 1897 of Mr. Busby,
for £45, used as a Farm horse
as he is getting rather heavy
for working.

Mr. Fisher, Butcher, offers
a horse, rising 7 years, for 50 guineas.
I beg to submit his letter.

Upholsterer's work:—
The work of mattress making
is still in arrears and more
help is ~~still~~ needed for a few
weeks more. A temporary hand
has been employed two weeks.

2nd hand grand piano for
Mrs. Ward. —
the present one not being worth
repairing.
Committee Instruction 16th Nov.
"The sum of £15 was allowed for
the purchase of a 2nd hand grand
piano."

I beg to submit a letter from
Messrs. Hornum & Sons, Store Street,
Bedford Square, W.C. offering one
at £15; and another at £18;
both of which I have seen and
consider to be good instruments.

Hours of employment
of the Cook:—
I beg to submit a letter from
the Cook asking for her hours
of employment under the old

regulations to be continued.

240.

The Assistant Shoemaker, to St. Woodwards, ^{desires} ~~applies~~ for permission to apply for the post of Shoemaker at the Forest Gate School. And he also asks for a letter of recommendation.

— Manure at the Farm. —

Mr. Wallis, agent to Mr. Watney of High Elms, Leawooden, offers £10. for the stack of surplus manure in the Sow's yard at the Farm and to cart it away through the Back gates; or 11/- per two horse load through the Front gates.

— Overtime by Mr. Wood, junr. clerk. —

I beg to submit a letter from Mr. Wood asking to be paid for the 27 hours overtime worked by him in the office last week.

— Cow "Violet". —

This cow is now becoming unprofitable, aged 6 1/2 years. gives now 12 pints milk daily. She is very fat and in splendid condition but weak on her legs. Will the Committee allow her to be killed for the Arglum use?

241.

Discharge of the duties of the under-mentioned officers when on leave of absence. The following is the present arrangement: viz:

Officer.	By whom relieved.
Postman Attendant.	Male Attendant.
Mefman.	do.
Hall porter.	do.
Gate porter.	Frieman.

The recent appointment of a Night Watchman now makes five officers in all to be relieved for leave of absence ~~and~~ for which no provision has yet been made. This seems to necessitate a special appointment for the purpose, as each officer is entitled to one working day, viz. 12 hours, every week.

The services of this special officer would be absorbed as follows, in relieving the

Hall porter.	say, on Sunday.
Mefman.	" Monday.
Frieman.	" Tuesday.
Gate porter	" Wednesday.
Postman attend ^t .	" Thursday.
Night Watchman.	" Friday night.
Relief man's own day's leave	Saturday.

— Postman Attendant: —
 Hitherto the Postman Attendant, although chiefly employed in his postal work, has always

been included in the sanctioned number of male attendants. He is also employed in conveying the patients' food to the bungalows home, medicines to the wards, and in distributing to them the daily newspapers.

Goods rejected:
— Nil. —

Petty cash received.

1898.			
Dec. 14	Ref. 9 + 7 Gof.	Cutmore Deb	8.0.0
1899	Jan 3	M. S. Bisco	2 Calves 3.0.0
1899	Jan 7	Paid to the Treasurer	<u>£ 11.0.0</u>

A. Chapman;

Mr. Wm. H. Gattie, of Peckham House, Peckham, S.E. offers an entertainment to the patients at an inclusive fee of four or five guineas according to the programme chosen.

A. Chapman.

Committee Instruction, 30th November
'That sweaters be supplied on the order of the Medical Superintendent to those patients who strip off their clothes.'

I beg to submit a sample, grey coloured, sweater, supplied by Messrs. Grove at 4/3 each. 18 are required for present use for the male patients.

243

Committee Instruction :-
"That in-door caps of two
or three shades of colour be
supplied to patients who feel
cold in their heads."

I beg to submit a sample
in-door cap from Messrs Grove at
10/6 per dozen.

5 dozen are required.

I also submit a pattern cape
overcoat from Messrs Grove @ 8/6,
each. The Medical Superintendent
considers that about 450 are necessary.

As Messrs Grove have been at
some trouble in selecting the
above mentioned samples it may
be the pleasure of the Committee
to allow an order to be issued on
them for

1 Overcoat
16 Sweaters.
and 5 dozen Caps.

Will the Committee be pleased
to recommend the above as the
Contract patterns?

Stockings:

I beg to report that the
worsted stockings have of late
been supplied in a stouter quality
and wear better; but they would
be still stronger if the worsted were
a little coarser.

H Chapman

25th January, 1899.

2444.

To the Committee of Managers.

Gentlemen,

The Assistant upholsterer, Freeman, was absent from work on Monday last through a cold.

— Joseph Atkins. —
Coal carrier.

Committee instruction:-

"The case of Atkins is to stand over until the next ordinary meeting in order that he may be given another opportunity of seeing the Committee if he wishes to do so."

I have again invited Atkins to appear before the Committee as to his conduct in getting drunk.

Peter Hayward, night gasman from April to November last, when he was called on to resign in consequence of still suffering from the effects of a broken leg, has been discharging the duties of Coal man, since the suspension of Atkins on the 23rd ultimo, with the pay of a general labourer, viz: 4^s per hour or 18/10 per week. Wages scale allows 22/- per week to the Coalman, no emoluments, and no rise of wages.

M5.

Hayward is a trustworthy man and has discharged the duties of Coalman satisfactorily.

I beg to submit a certificate as to his health and the condition of his recently broken leg. Both being satisfactory.

— The old mare 'Bell'. —

Committee instruction 11th Jan^y inst.

"Further consideration of the letters from Messrs Goss, with reference to their recent purchase of the old mare 'Bell' was deferred until the next ordinary meeting."

I beg to report that I have seen Mr. Druin, the Veterinary Surgeon of Watford, who was called in by Messrs Goss to examine the horse. Mr. Druin states that he found her to be suffering from brain mischief and advised that she be slaughtered. He afterwards found inflammation of old standing of the brain lining and an old abscess there.

Committee instruction 11th Jan^y inst.

"The horse which Mr. Fisher offers to sell for 50 guineas is to be brought up for the Committee's inspection at the next ordinary meeting."

I beg again to submit his letter.

246.

I beg to submit a letter from George Burbidge the head tailor asking for a letter of recommendation in support of his application for the post of Tailor at the Brentford union workhouse.

Grand pianos offered by Messrs R. Wornum & Son at £15 and £18. respectively.

Committee Instruction, 11th inst - "The Assistant Steward is to be requested to examine and report on the two second hand pianos mentioned in your report."

I beg to submit a letter from Messrs Wornum intimating that the piano at £15 has now been sold.

I beg to submit Mr Firth's report on his visit to Messrs Wornum's.

The Laundry steam engine.
The attention of Mr Hatch, the Engineer to the Managers, was drawn, on his visit here a week ago, to the defective state of this engine. On examining the steam cylinder he found it to be in much need of repair. Mr Hatch advises that it be seen to at once. He also recommends a set of Indicating gear for this engine. Messrs Tangye, of Queen Victoria Street, E.C. quote £10. for the gear.

217.

I beg to submit a letter from Mr. Hatch on this subject.

There is no firm of engineers in this neighbourhood that could be recommended for repairing the engine in preference to Messrs. Langye, the makers; and they do not propose to submit an estimate before thoroughly examining the cylinder.

Repairing and preparing the Ward floors for polishing.

Committee instruction 27th July last.

"The polishing of the Ward floors is to be extended at the Medical Superintendent's discretion, and the necessary articles are to be obtained."

I beg to submit a Report and Estimate on this work, by Mr. Wear, the foreman of works.

Goods rejected:-

1899.
Jan 4 25.

Mr. Fisher. Feb.
One Carcase of mutton. not a proper weather. H/S

Petty cash received:-

1899.

Jan 4 18.	C. Watney.	Manner	15.0.0
" 20.	C. Mearns.	unsifted breeze	10.0
" "	S. Breed.	20 lbs 2 Calves	3.0.0
" 25 th	Paid to Treasurer.		<u>18.0.0</u>

The undermentioned articles have been owing from Messrs. Defuer, since October last, viz:-

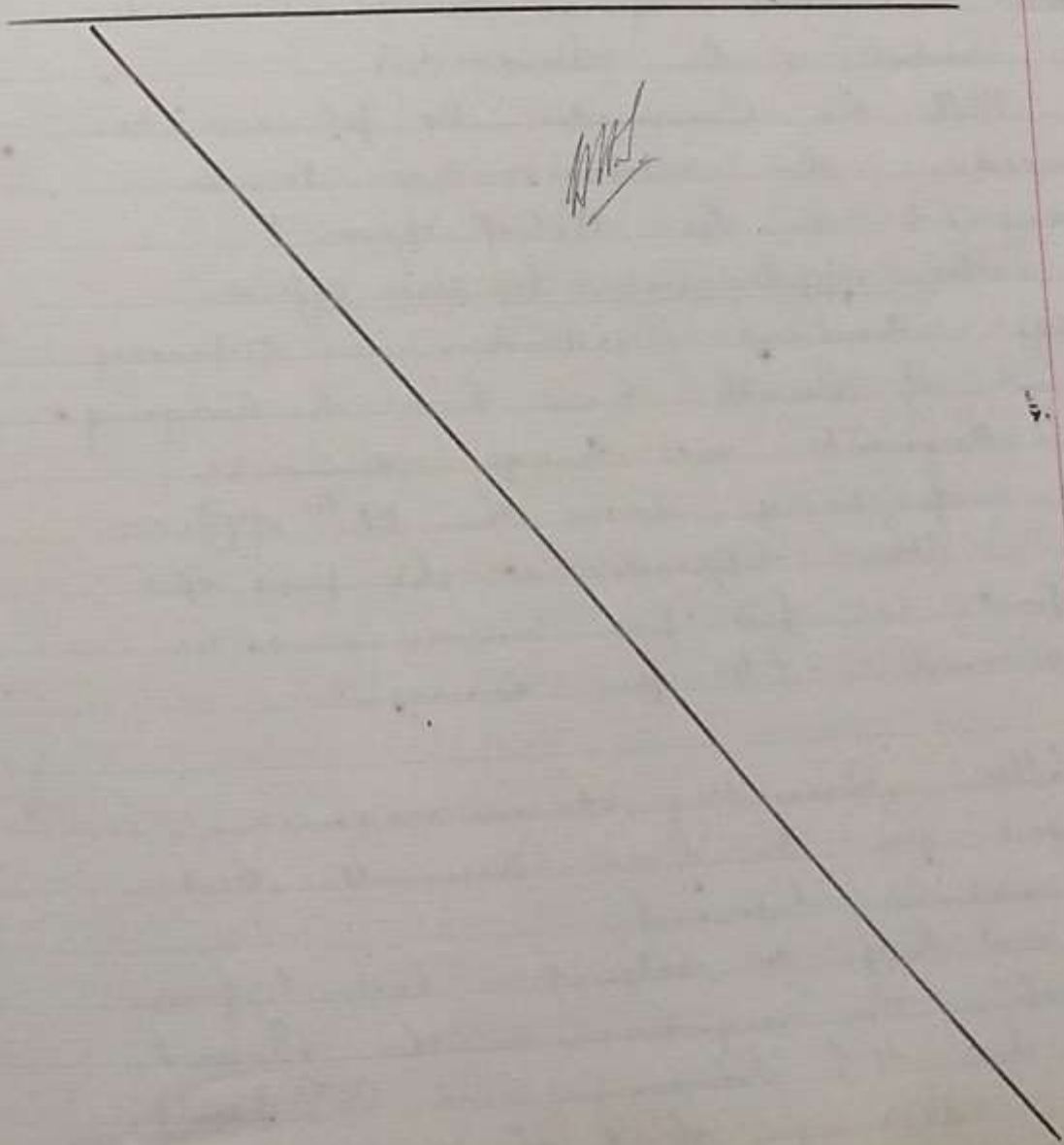
72 dozen patients dinner plates

and 32 dozen half pint mugs.
All of which are much needed.
Messrs Defries have promised them
directly and state that the delay
has been accidentally caused by
the break-down at the works.

H. Chapman

Mr. Heritage, Inspector, resigned, asks
to be allowed the use of the Farm
cart to remove his furniture to
Abbots Langley near here.

H. Chapman.



8th February, 1899.

To the Committee of Managers.

Gentlemen,

Committee Instruction 23rd Jan^y ulto
re Staff of the Coyerline.The two male coxswain attendants and
and the "postman" attendant are to be
no longer classed as attendantsAn additional officer is to be
appointed for Relief work, as suggested
by you."Is it the pleasure of the Committee
that the above officers be placed under
the control of the Steward?Will the Committee be pleased to
consider the remuneration to be
assigned to the Relief officer?Three applications for this officeCharge attendant Crutenden and ordinary
attendant J. Smith have been discharging
Head attendants and charge attendants
duties, respectively, since the 14th of Dec^r.
last. The difference in the pay of
the first is £20. per annum, and in
the second, £10. per annum.— The Laundry steam engine. —
Reported on to last Committee, but
consideration deferred.I beg to submit a letter from
Mr. Hatch, the engineer to the Board,
dated the 4th February inst 26th Jan^y
ultimo, advising that the engine? 15/- to 21/- with
attendants & uniforms
but not lodging & wash.

cylinder be sent to Messrs Jangye,
the makers.

Indicating gear:-

I beg to submit a quotation from
Messrs Jangye for the above at £10.-
less 2½% discount.

— The four large steam boilers. —

See Report of Engineer to the Board of
the 18th ulto, recommending that the
four large steam boilers be now
worked up to a pressure of 90 lbs
each, instead of, as heretofore, three
at 80 lbs and one at 60 lbs.

Committee Instruction, 25th ultimo.

"The several suggestions contained in
the recent report of the Board's
engineer were adopted and you are
to give effect to them."

I beg to submit a letter from
the Engineer to the Board advising
to have the work done by some
one conversant with high pressure
boiler usage.

I beg to submit quotations for:-
18 small cupboards for
storing milk, butter and eggs in the
wards; also 20 pair of painters step
ladders and 4 nestles.

I beg, also, to submit prices for
stout dress material in accordance
with the Committee instruction
that "a small quantity to be
obtained for the making of a

251.

few special dresses for patients."

Mr Pusey has promised to send a horse for the approval of the Committee.

Applications for increase of wages:

I beg again to submit the applications deferred from October last.

Goods rejected:

1899.
Feb 23. W. Percival.
4 Patients' cheeses 3, 11 lb.
Rank in flavour. Since satisfactorily replaced.

Petty sums received

— Nil. —

I beg to submit a letter from laundryman J. Woodward, asking to be paid for his attendance on Sunday morning to collect the soiled linen of the previous day from the Male infirmary.

H. Chapman.

The old Singer's sewing machine in the needle room is worn out. Will the Committee allow a new one to be purchased?

H. Chapman.

22nd February, 1899.

252

To the Committee of Managers.

Gentlemen,

Committee Instruction. 8th inst.

"Mr. Pusey is to be requested to state his price for the horse he sent for the Committee to see."

I beg to submit a letter from Mr. Pusey naming £115. The horse he finds has a cracked hoof.

Mr. Pusey offers the horse, seen by the Committee a month ago, for 110 guineas. It is at present on a job.

Also another horse at £115 as per letter of yesterday's date. This horse was sent us yesterday on trial.

Deferred from last Committee.

Letter from Laundryman Woodward asking to be paid for his work on Sunday mornings in collecting the soiled linen of the previous day from the Male infirmary.

The cow Walnut aged 6½ yrs.

This cow has a badly swollen knee. The Veterinary Surgeon advises that she be not calved down again. Has had three calves and giving little milk now. Will the Committee allow her to be killed for the Asylum use?

753.

Committed Instruction 8th inst
 "Prices are to be obtained for a new
 Sniger's machine."

Quotation for J.F.C.B. machine

List price	£10.2.6	
Less 25%	<u>2.10.6</u>	
Nett.		<u>£7.12.0</u>

The above machine has been sent
 by the Sniger manufacturing company
 on approval; and is considered to be
 satisfactory.

Goods rejected:-
 — Nil. —

Petty sums received by the Stewards:

1899.			
Feb 7 th	M. S. Breed	2 Calves	3.0.0.
" 20.	J. Pearce	14 ^{ft} ft burnt iron @ 6 ^{ft} ton	4.4
		14 ft old iron @ 24 ^{ft} ton	16.10
" "	Guardians of J. Panceras	morning	2.2.0
" 21.	Paid to the Treasurer.		<u>6.3.2</u>

Estimate:-

I beg to submit an estimate of
 the necessary cleaning, papering and
 painting of the rooms lately occupied
 by Inspector Heritage.

H. P. P. P.
 Steward.

8th March, 1899.

254.

To the Committee of Managers.

Gentlemen,

William Holloway, Appt. Baker, has been absent from work since Sunday week the 26th ultimo.

Dr. Haydon of Abbots Langley certified him to be suffering from a cold and unfit for employment.

— Horse from Mr. Pusey. —
Committee Instruction, 22nd ultimo.

"Mr. Pusey is to be informed that the Committee are willing to purchase the horse now at the Asylum, if after a fortnight's trial and veterinary examination it is still considered satisfactory, at £45, and to pay £1 a week for the hire of the horse if not purchased."

I beg to submit the veterinary surgeon's opinion that the horse is not sound.

— The four large Steam boilers: —
see page 250.

I have invited quotations for the work of adjusting the safety valves from Messrs. Trickers, Limited, and from Messrs. Hopkinson.

— Coffins: —
I beg to submit 3 quotations

for the supply of coffins for deceased patients for the 12 months from today day next.

Seed potatoes: _____

I beg to submit two quotations for the supply of seed potatoes.

Smithy coal: _____

I beg to submit two quotations for a supply of smithy coal.

The Cow Walnut: _____

This cow recently slaughtered for the Asylum use has been found to be unfit for human food.

I beg to submit the Medical Superintendent's certificate.

Goods rejected: _____

Nil.

Petty sums received by the Steward: _____

1899.	M ^r . Fisher	
March 7.	2 Cow hides. Head & tail of one.	1.10.0
" 3	M ^r . Breed 110 bushels of root @ 3 ^d	1.7.6
" 7	Paid to Treasurer.	<u>£2.17.6.</u>

The cow 'Spot' aged 8 1/2 years, had 5 calves. is now becoming unprofitable. Is giving only 10 1/2 pints of milk daily. Will the Committee allow her to be killed for the Asylum use?

M. Chapman

Two hand set of double harness for the omnibus.

This harness has been in use here for about 25 years, and is now too old to be used much longer with safety.

H. Chapman

The "Singer" sewing machine recently supplied at £7.12.0, has proved to be very satisfactory. Will the Committee allow another one to be purchased in place of the heavy one belonging to our needle room but now used by the upholsterers owing to preference of work?

Refers: Singers will allow 20/- for our two very old machines, one a "Singer" and the other a "Bradbury"; both quite worn out.

M.S.

H. Chapman

22nd March, 1899.

To the Committee of Managers,

Gentlemen,

William Holloway, assistant butler, returned to work on the 13th instant, after an absence of 17 days. He was certified to be suffering from a cold and to be unfit for employment.

A. Atwood, the upholsterer's labourer, was absent one day through a cold.

— Entertainment: —

The Arabian minstrels gave their entertainment to the patients on Saturday week. Will the Committee be pleased to sanction their expenses of £4.19.6 also their fly hire to and from the Asylum and refreshments there?

Carriage horse:—

Committee Instruction.

"The horse which was used in the Committee omnibus is to be taken on trial for a week, and in the event of the trial proving satisfactory it is to be purchased for forty guineas provided the Veterinary surgeon's opinion is favorable."

I beg to submit his certificate, an unfavorable one.

Committee Instruction:

Consideration of the recent application of laundryman Woodward was again deferred until the next meeting, in order that the Medical Superintendent might consult with you with a view to relieving Woodward from attendance on Sundays.

I beg to report that a general labourer whose duty it is to clean out the gullies, etc. is at work in the Aoylum every Sunday morning, and he could discharge the additional duty of collecting the soiled linen from the male wards. He is paid by the hour.

I have the approval of the Medical Superintendent and beg to recommend this arrangement as by the rules no laundryman is required here on Sundays.

The four large steam boilers.

see page 250.

I have now received quotations for the work of adjusting the safety valves from Messrs. Dunters & Messrs. Topkinson. and beg to submit them.

Mr. Hatch, the engineer to the Board, will, as he informed me last Monday, probably again report on these alterations.

An Inquest was held on Saturday afternoon last on the death of Caroline Ansell, aged 26 years, admi^d from Joint Pancreas on the 12th Oct. 1894. The enquiry was adjourned until the 10th April next.

Y. J. Broad, Esq.
Crownr.

259.

Goods rejected: -
 Vib. -

Petty sums received by the Steward:-

1899.				
March	16.	M ^r . W. Pepper.	140 barrels of gas tar	£17.10.0
.	20.	M ^{rs} . G. J. Cox & J ^r .	Jam pots & Jam bottles.	2.5.2
.	21.	W. F. Fisher	2 furs hides	<u>1.0.0</u>
.	17.	Paid Treasurer	£17.10.0	
.	21		<u>3.5.2</u>	
				<u>£20.15.2</u>

I beg to submit two quotations
 for cast iron pipes to special measure-
 -ments from

M^r. A. Rogers Engineer. Watford.

and

M^{rs}. Pugh & Palmer. London.



A. Chapman

5th April 1899.

260.

To the Committee of Managers.

Gentlemen,

Henry Flint, laundryman, was absent from work on the 27th & 28th instant. He did not submit a medical certificate and was therefore not paid his wages.

The head baker, Watkins, is absent from duty attending to the funeral arrangements of his mother and the care of his aged father, near Aylesbury. I have given Watkins leave of absence from Saturday last and he asks to be allowed to remain away until the end of the week and forfeit his wages. I have arranged for his work during his absence.

The assistant tailor, Geo: Beaver, left work on Monday ^{week} last and has not returned to duty. Will the Committee allow me to advertise for a man at a commencing wage of 25/- per week?

H ^d Baker	30/-
H ^d Tailor	25/-
2 ^d	20/-

Kitchenman, Edward Rhodes, was found when leaving the Asylum on Saturday night with a sack of ox kidney and several potatoes in his overcoat pockets. I took him at once to

261.

the Medical Superintendent & who suspended him until the meeting of the Committee to-day. Rhodes was ordered to attend and explain his conduct. (Joined the service as an Attendant 31 Oct. last and became Kitchenman a month after.)

Attendants C. J. Rogers and Edw. J. Harris are desirous of offering their services as Kitchenman. (Wages 15/- to 20/- and rations.)

Set of double harness for omnibus
I beg to submit quotations from
The Civil Service Supply Association
Queen Victoria Street

Mr F. Hughes.

17. Goswell Road.

Mr F. Lee.

65. Rong Gore.

Specimen sets have been promised by Mr Hughes and Mr Lee but are not yet to hand.

Carriage horse:-

Mr Summons of the Victoria Hotel has a horse that he is willing to send on trial at 20/- per week.

I have seen the horse and it looks to be worth a trial.

Committee instruction 22nd March 1899.

"To submit a report at the next meeting as to whether at any time the eggs supplied to the Chylens under the present contract have been bad at ~~any~~ ^{the}

19th April 1899.

To the Committee of Managers.

Gentlemen,

Worthmen absent from duty through
illness

— None. —

Inquest on the death of Caroline
Ansell, aged 26 years, of St. Pancras,
adjourned from the 18th ultimo to the
10th instant. J. J. Broad, Esq. Coroner.

The jury returned the following
verdict, viz:—

That the said Caroline Ansell died at
the Revesden Asylum in the parish of
Watford on the 14th March 1899, and
her death was caused by eating a piece
of cake on the 10th March 1899,
containing phosphorous poison, such cake
having been received by her through
the post on the 9th March 1899, and
having been sent to her by her sister
Mary Ann Ansell for the purpose of
obtaining the insurance money payable
under the Life Insurance Policy on
the life of Caroline Ansell, and so
the jurors, aforesaid, do further say
that the said Mary Ann Ansell, of
42, Great Cornhill Street, London, on
the fourteenth day of March A.D. 1899,
did feloniously, wilfully and of malice
aforethought, murder the said Caroline Ansell.

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A copy of the verdict was immediately forwarded by me to the Local Government Board and to the Commissioners in Lunacy.

The accused was taken before the Magistrates at Watford on Tuesday, Thursday and Saturday last, and now stands committed for trial at the next assizes for Hertford.

Kitchenerman Edward Rhodes:-
Ordered by the last Committee to be prosecuted for theft.

He was summoned and appeared before the Magistrates at Watford on Tuesday last, and was fined 40/- and costs or seven days imprisonment.

Double set of harness for omnibus:-
I beg to submit sample harness from Mr. F. Hughes of 17, Goswell Rd E.C. and from Mr. F. Kee of 65 Long Acre. - W.C.

also quotations from the above.

2 Knee-hole desks for Asst. Medical officers.

I beg to submit an estimate by the Foreman of Work's, and quotations.

Carriage horse:-
Committee Instruction.

The horse which Mr. Simmons of the Victoria Hotel, Watford, has offered to sell for £55 is to be taken on trial till

265.

the next meeting, at 20/- a week for its hire, if not purchased.

Mr. Simmons informed and replied we could have the horse on trial for one week, but, on sending for it on the following Monday morning we found the horse had been sent to another customer. _____

Mr. Yentle, Farmer near Bedmond has a horse to sell. He is asking 110 guineas for it. We tried it in double harness yesterday in the omnibus.

Assistant Tailor's wages commencing at 25/- per week.

I beg to submit applications for this appointment. I have invited 4 of the candidates to attend the Committee to-day; viz:-

J. Ryan.

W. Ross.

T. W. Smith

J. Mossey.

I again beg to submit the letter from the two junior clerks asking for extra pay for working overtime.

I beg to submit a letter from Durbridge, the master tailor applying for 8 days additional leave of absence on his approaching marriage.

Arrangements connected with the Mortuary, and the holding of post-

mortem examinations :-

A sketch plan will be submitted by the Medical Superintendent.

Goods rejected: _____

April 12. Mr Cox. 2.3.18 lbs Gyants.
2.2.5 " Sultanas.

Inferior to sample.

Promptly and satisfactorily replaced.

April. 17. Mr Fisher. A carcass of mutton.
Slightly tainted near the pelvis, but otherwise very satisfactory.

Messrs Herbert Clarke.

A few loads of gas coal, recently supplied, rather dusty and also wet from the late rains.

Mr Goodyear.

Two or three loads of house coal, somewhat small.

Contractors respectively informed.

Petty cash received: _____

1899.				
April 10.	Mr J. Preece.	1/2 bot. Burnt iron @ 6/1. 120		2.3.
		7/2 . Scrap iron @ 26/ .		9.9.
		15/4 . Bones @ 2/ 6/		1.16.6.
		5.0.13 lbs Tea lead @ 7/ .		1.15.10
		1.2.19 . Old traps @ 3/ 1/ 6		2.4.6
		5 . Old copper @ 11/ 6		5.8
			£	7.4.6
15.	Paid to Treasurer.			

I beg to submit a letter from the asst. tailor A. F. Moore asking for a few days leave of absence. He has been here since January 1898, and has had two days leave.

267.

I beg to submit quotations for
Fire clay retorts.

I beg to submit a letter from
J. Shaw, the working engineer,
asking for overalls or an increase of
pay in their place.

Overalls are not included in the
uniform scale for the engineer, and
they have therefore been discontinued.

Mr. Wood, the 1st junior clerk has
been appointed to a similar appoint-
ment at the London County Asylum
at Bexley; he received here 15/- a
week with board lodging & washing.

Will the Committee be pleased
to increase the present pay of
Mr. Freeman, the other junior clerk?

He receives 15/- a week and his
relations, but pays 4/- a week, for
lodging and washing in the Asylum.

He discharges his duties exceedingly
well.

H. Chapman

W. H. Woodward, assistant shoemaker,
applies for a letter of recommendation
in support of his application for the
office of shoemaker at the City of
London Asylum at Stour.

H. Chapman

Just before
last year
value 10/- to 14/-
wages 11/6.

Going as Fire Engineer
first position

3rd May 1899.

268.

To the Committee of Managers.

Gentlemen,

Workmen absent from duty through illness.

Laundryman Powell left work yesterday morning. He had been seen by the Dr. Stuart the junr. assistant medical officer, who certified him to be unfit for duty.

In consequence of having diphtheria in his house Carpenter A. Gomme has been directed to remain away from the Asylum at present.

I beg to submit a letter from Mr. Trewin, Veterinary surgeon, as to subjecting the Asylum cows to the tuberculin test.

Mr. Whatney of High Elms, Readeuden, is willing to give another £15 for a similar quantity of manure (now in our sows' yard) as sold to him in January last. The manure is not required for our farm.

Instruction from the last Committee:
"The question as to the necessity of requiring a junior clerk to stay every evening for the purpose of posting and registering letters was

269.

referred to yourself and the Medical Superintendent to consider and report whether some other arrangement cannot be made.

It is proposed to continue the foregoing system and to pay back to the junior clerks the time spent in the evening in their office by adding a proportionately to their weekly leave of absence.

Quotations referred to the Interim sub-committee.

Set of double carriage harness for Omnibus.

from Mr. F. Lee.

 " F. Hughes

 Mrs. White.

Also quotations for three-hole desks.

Quotations referred to the Finance Sub-committee.

 6 oval fire clay retorts.

 also

Question of increasing the salary of Mr. Freeman, junior clerk now receiving 15/- a week and rations less 4/- for lodging and washing.

Letter from Mr. Howgate, Superintendent of the Stores department, as to Windsor chairs obtained at the Grove Hospital for 3/- each. Sample chair submitted, also sample chair supplied to this Hospital by Mr. Parwell of Chesham Bucks. at 3/7 each.

48 Chairs required for general use.

Appointment of Junior Clerk at 15/- a week and patrons in the place of Mr. Wood, resigned.

The undermentioned candidates have been invited to attend the Committee; viz:-

- Mr Henry Hooker.
- W. C. Griffin.
- E. J. Goddard.
- W. Burgh.
- ~~E. J. Mitchell~~
S. F. Aylward.

and their third class railway fares have been promised.

The Outplegate Choral Society gave their entertainment to the patients on Saturday evening last. Will the Committee be pleased to sanction the light refreshments provided for them; also their trip twice from and to Watford?

Goods rejected:
— Nil —

Money cash received

1899.
 April 26. Mr. S. Breed 2 calves £ 20/-
 " 29 Paid to Treasurer. — £ 3.

Whitsuntide sports:-

It has been usual to entertain the patients who attend the sports in the Cricket meadow with cake, ginger beer and aerated waters tobacco and snuff. Will the Committee be pleased

211.

to extend the indulgence of cake
and ginger beer as was done last year
to those who remain indoors?

M.S.

*H. Chapman
Sturbridge*

Analysis

Tobacco	12 doz
Snuff "	12 "
Tobacco	12 doz
Snuff	12 "
Cake	500 -
Ginger beer	
Total	£10.

17th May, 1899.

272.

To the Committee of Managers.

Gentlemen,

Laundryman, A. Powell, who was reported at the last meeting as having left duty through illness on the 2nd instant, returned to work on the 6th instant.

He was certified to be suffering from gastric catarrh.

Carpenter, Abel Gamme, who had diphtheria in his house, and was consequently directed to remain away from the Asylum, was allowed to return on the 8th instant, under the certificate of Dr. Kaydon of Abbotshamley. Absent 12 days.

A. Atwood, upholsterer's labourer, left work on the 8th instant, without either leave or notice, and has not returned. Joined Nov. '98 @ 24/6⁰.

The undermentioned attendants are applying for the appointment; viz:-

G. Botwright. joined July 1891.

A. Puddifhat " July 1897.

J. Puddifhat " August 1896.

In accordance with the direction of the last Committee, Mr. Trewin the Veterinary surgeon, tested 20 of the Asylum cows last Friday & Saturday week, 14 out of the 20 failed to

273.

Stand the tuberculin test, viz:

Name:	Months in Calf.	Age years	Pure breeding or Purchased.	No of Calves.	Living with the calf.
Exolip.		5	P.	2	16½
Julip.	Not Calf.	7½	P	4	12½
Peony.	Not in Calf.	6	P	2	36.
Comely.	2.	5½	P	2	19.
Ruey.	Not Calf.	6½	Own	2	14
Hansy.	Not Calf.	6½	P	4	31
Martha.	1	6	P	3	26½
Cowslip.	5½	5½	P	2	18½
Taffy.	4	4½	P	1	18½
Dolly.	Not calf	5	P	2	41
Becky.	1	4½	P	2	13
Handsome.	Not Calf	9½	P	5	15½
Betsy.	4½	6½	P	3	19
Annie.	Not calf	6	P	3	20

The 6 cows that stood the test will be separated from the others, and the loose boxes are now being lime-washed, and it is proposed to do also both cow houses and sheds.

Coals supplied during the past 12 months: viz:

Steam coal:—

Cwmaman Navigation sm & Reefs 21/8 H. G. Co.
Average 1350 tons.

Gas coal:—

Pethington 17/8 H. G. Co.
Average 1250 tons.

House coal:—

(Inland) Riddings bright, Main coal. 16/7 G. G. Co.
Average 1300 tons

Remarks: Cwmaman. has proved a very satisfactory coal.
Pethington. is a fairly good gas coal but not equal to the Aldwark Main we used a few years ago.
Riddings, although a good coal, it is soft and soon crumbles into small coal and dust.

Petty cash received:—

— Nil. —

275.

Goods rejected:-

May 10. Mr J. F. Feneval. American cheese ^{for patients.}
2.2.6 lbs. (5/11) (1/11)
Poor in quality and disagreeable in flavour.
Satisfactorily replaced.

10. Mr G. J. Cox & Sons. D.
2.0.14. lb Currants. (16/11) (1/11)

Not equal to sample quality.

A ~~recent~~ consignment, received on Monday last in place of those returned, was, ^{likewise} found to be inferior to sample, and, therefore was returned. Mr Cox's representative called on me, yesterday, and promised a satisfactory supply.

Flour:

A consignment of flour from M. E. Mead, recently, was not of such satisfactory colour as usual. The Contractor was informed of it and the following supply was in every way satisfactory.

Will the Committee be pleased to grant me my usual annual leave of absence?

I beg to submit an estimate for converting the 2 present writing tables in the Assistant Medical Officer's rooms into pedestal tables. Also for making over complete.



31st May, 1899.

276.

To the Committee of Managers.

Gentlemen,

Workmen absent from duty through illness. Woodward. Laundryman since Monday.

Analysis of the Asylum well water.

I beg to submit Dr. Muter's report on his examination of the well water.

It was previously tested in March 1897.

Results of analysis:—

Colourless and clear.

Ammonia	None.	} grains per gallon.
Albuminoid ammonia	.0035.	
Oxygen consumed in 15 minutes	.0063.	
do do in 4 hours	.0137.	
Total solids	30.1.	
Temporary hardness	14.5.	
Permanent do	3.5.	

Observations.

Excellent drinking water.

325. Hemmington Road, S.E. 29. May 1899.

Mr. Hewin, veterinary surgeon, has continued his examination of the homed cattle at the Farm, and reports that the young bull (2½ yrs) and ten out of 23 cows tested, failed, and one cow was pronounced "doubtful". Twelve

cows stood the tuberculin test.

Cows that failed in the test:-

	Months in calf.	Age years.	Date Dieling or Purchased.	Number Calves.	Subsiding milk in pails
Meg	not	7 $\frac{1}{2}$	P	5	23
Corothy.	not	9 $\frac{1}{2}$	P	5	27
Ada.	6	8 $\frac{1}{2}$	P	2	23 $\frac{1}{2}$
Clara.	7	6 $\frac{1}{2}$	P	3	15 $\frac{1}{2}$
Lightfoot.	5	9 $\frac{1}{2}$	P	5	17 $\frac{1}{2}$
Sandy.	not	6 $\frac{1}{2}$	P	3	21 $\frac{1}{2}$
Rily.	not.	6 $\frac{1}{2}$	own	3	24
Minnie	not.	5 $\frac{1}{2}$	P	3	25
Deerfoot.	not.	11 $\frac{1}{2}$	own	6	16
Kitty.	Just Calf	7	own	3	
<u>— Doubtful —</u>					
Polly.	not	6	P	3	16

There are 4 dry In-calf Cows yet to be tested. 8 heifers + 3 calves.

Of the cows that have failed in the test 20 have been put

278
together in the old cow house and the four are in loose boxes.

The cow houses and loose boxes and open sheds have been disinfected with quick lime.

Mr. Frewin has advised that the milk from Tulip and Taffey be not used as they were both badly diseased.

Will the Committee be pleased to consider the advisability of slaughtering these cows?

Mr. Stird of Newhouse Park Farm, J. Albans, has a mare aged 6 years, 16 hands, price £45. He is willing to allow a trial of one week, at 20/- if she is not purchased.

Mess^{rs} W. Pope & Son, Veterinary Surgeons, Addison Road, North. W. write that they know of a horse 16 hands, 8 years, price £65.

— Whiskey: —

No contract has yet been taken for whiskey. We shall probably require 2 quarter casks (56 gall.) between now and Michaelmas next.

— Cape overcoats: —

No contract has been made for cape overcoats pattern was submitted to the Committee. We require 450 to complete our stock.

50 from the gown
c 2/6 each

279.

Goods rejected.

— None. —

I beg to submit
Estimates & drawings of the proposed
Mortuary, dead house & Laboratory
and Patients shoe room.

H. Chapman


Petty cash received.

May	26.	S. Breed.	Soot	1.15.9.
"	" 30	do	Call	1.10.0
"	30	Paid to Treasurer		£ <u>3.5.9</u>



H. Chapman

14th June. 1899.

280.

To the Committee of Managers.

Gentlemen,

Workmen absent through illness.

James Hutchins, Grade digger, since Wednesday last. Is under treatment in Isolation block No. 12.

Edward Rogers, Kitchener, since Sunday afternoon last. Certified by Dr. Haydon, of Abbot Langley, to be suffering from influenza.

John Woodward, Laundryman, left work on the 30th ultimo and died on the 8th instant. He joined the service on the 14th October 1893.

Richard Thorne, at present a tempo^r labourer and up to recently for 8¹/₂ years an attendant, applies for the vacant post. His character was certified to be "good" and his duties performed "satisfactorily".

Wages of Laundryman 22/- & Overalls.

no increase provided in scale.

The services of an assistant upholsterer is required for 3 or 4 months to make and repair extra mattresses. Wages paid the present assistant 26/- per week.

The upholsterers are at present working overtime.

The cows "Jaffey" and "Julip" ordered by the last Committee to be slaughtered and examined by Mr. Dravin,

Committee granted wages for the funeral expenses of Thorne, the upholsterer and 1/- to be in respect of funeral expenses of Thorne, night foreman March '98

the Veterinary Surgeon, were both killed last week and found to be diseased. Taffey with tubercle in her throat and lungs and Tulip with extensive tubercle in both lungs.

The carcasses were condemned by Mr. Trewin and accordingly buried.

A more efficient disinfectant than the one we now possess is needed.

I beg to submit a letter and illustration of a steam disinfectant from Messrs Manlove & Alliott (B) of 1057, Gracechurch Street, London & Nottingham "The Washington House".

The old disinfectant in use at this Asylum is heated by gas.

Size 6.4 long. 4.2 deep. 2.2 wide.

Sulphur is used in disinfecting.

I beg also to submit an illustration of a Milk Sterilizer, price £25, - from Messrs W. J. Fraser & Co. - Kings of St. Commercial Road East.

The Medical Superintendent considers that sufficient extra shirts should be issued to provide all the male patients with a night shirt.

900 patients - 2 shirts each (one in wear and one at laundry).

1800 @ 2/11 contract price £187.10.0.

The Medical Superintendent requires a bath to be fixed for the Fever Nurses in the room under the old

stage in No. 15. Block.

Messrs. Crapper of Marlborough Works, Chelsea, quotes £5.14.6 for a bath & fittings. I have entered therein the Requirement book for your approval.

Chestnut horse:-

Committee instruction:-

"The horse which was inspected by the Committee is to be taken on trial for a week, and if found satisfactory on examination by Mr. Kewin, the Veterinary Surgeon, is to be purchased at 45 guineas."

I beg to submit his certificate: the horse he found to have a splint and somewhat weak hocks.

I beg to submit a letter from Mr. Pusey, job master, that he has a horse that he thinks is likely to suit the Committee, but he cannot show it this day.

Petty cash received by the Steward:-

1899.

May 21. Mr. C. Watney. Stack of manure £15.-
June 3 Paid to the Treasurer.

Goods rejected:-

1899.

June 10. Mr. Fisher. 11 lb of Beef slightly tainted.

Comer... of Coats,
at 102, Field, Hill Lane
W. Northampton.

D.S.M.

A. Chapman
Steward