

# HOUSE OF LORDS RECORD OFFICE

## REPORT FOR 1998

1 April 1998 – 31 March 1999

### 1. REVIEW OF THE YEAR

A short postponement of work on the installation of new air-conditioning units in the Victoria Tower has allowed time for the office to prepare for other developments.

As soon as it became apparent that an increasing volume of records was being created as a result of changes to the internal administration of both Houses of Parliament, the Record Office initiated a survey of record-keeping practices. Recommendations derived from that survey are about to be issued. It is hoped that these will encourage better and more uniform filing throughout Parliament, as will become essential when more records are produced and kept in electronic form.

The office is also planning to extend its use of IT following the leads provided by the National Council on Archives and the Public Record Office. On the agenda – in common with most archivists – are the preparation of finding aids for on-line transmission (which will necessitate the conversion of existing catalogues to conform to internationally approved standards), the digitisation of selected documents, and the automation of all Record Office services. It will clearly be some years before all these developments come to fruition but the staff are busy climbing the steep learning curve offered by courses, seminars and demonstrations – including in America – and have been actively examining electronic document systems within Parliament. The recruitment of a records manager and (with effect from June 1999) a network specialist prove the office's determination to move with the times.

While the usual section on 'Computer Applications' has therefore disappeared from this *Report*, since the subject permeates most of the other sections, the routine business of the office continues unabated, marked by notable improvements to the conservation department and the reprographic facilities and by an 'excellent' rating for our Search Room services.

### 2. STAFF

CLERK OF THE RECORDS: D. J. Johnson, OBE, BA, FSA, FRHist.S

DEPUTY CLERK OF THE RECORDS: S. K. Ellison, BA, MSc

ASSISTANT CLERK OF THE RECORDS: D. L. Prior, BA, MPhil.

ARCHIVIST (Modern Collections): Ms K. V. Bligh, BA

ASSISTANT ARCHIVIST (Architectural Archives) (part-time): Lady Wedgwood, BA, FSA  
(to 30 September)

ASSISTANT ARCHIVIST (Records Management) (temporary): M. A. Pomeroy, BA (to 24  
June)

RECORDS MANAGER: J. Whiting, BA, MA (from 11 November)

ARCHIVES OFFICER: R. S. Harrison, BA

PERSONAL SECRETARY TO THE CLERK OF THE RECORDS: Miss A. M. Pinder

ASSISTANT ARCHIVES OFFICERS: J. A. Breslin; M. Gaskell (to 30 April); S. Gough  
(from 1 June)

CONSERVATION STAFF SECONDED BY THE BRITISH LIBRARY BINDERY:

Manager (part-time): B. Russell (to 26 June); P. Slapp (from 1 July)

Working on book binding and manuscript repairs: M. Combe; C. Charles; Miss E.  
Akers; Miss L. Heath

Working on plan repairs: B. Hopkins; R. G. Rackham; M. Naylor (to 31 July)

REPROGRAPHIC STAFF SECONDED BY HER MAJESTY'S STATIONERY OFFICE

S. Chamberlain; Miss C. Ager; D. J. Trowbridge

REPOSITORY HOUSEMAIDS

Mrs. G. Neenham (to 2 September); Mrs. M. Cross; Mrs. D. Johnson; Mrs. N. Parker  
(from 3 September)

Lady Alexandra Wedgwood, our architectural specialist, retired in September. She had been appointed in January 1980 on the initiative of Sir Robert Cooke who, as an MP and then as Specialist Adviser to the Secretary of State, had enthusiastically promoted the historically accurate restoration of the Palace of Westminster. Lady Wedgwood, already an expert on the drawings of A. W. N. Pugin, was the obvious person to start a collection of (copies of) drawings to serve as a source of reference for the architecture of the Palace. Subsequently, engravings, photographs, manuscripts and drawings of other buildings on the Parliamentary Estate were added as Lady Wedgwood proved adept at pursuing the most obscure references to the Palace – such as the watercolours of Barry's designs, now in Russia – and its accessories – such as the Speaker's Coach. We shall miss her enthusiasm for all aspects of the art and architecture of Parliament, her scholarship, and the modesty with which she expressed it.

On completion of his contract, Mark Pomeroy left to become archivist of the Royal Academy, having worked for two years, most productively, on the record-keeping survey. In view of the growing importance of this aspect of the office's work, a records manager's post has now been established and we welcome Jonathan Whiting, from Portsmouth Record Office, as its first holder.

The complete renovation of both 'the map room' (now the conservation studio) and the bindery

were carried out during the three years that Brian Russell was part-time manager and the overall design owes much to his imagination and persistence. The vacancy caused by the retirement of a conservator last year has not been filled so that their complement has fallen from seven to six.

We were also grateful for help from the following students on work placements: Colin Gale and Libby Gabbett (UCL), Jacqueline Rose (Newstead Wood school), Paul Jones (House of Lords Sandwich Student), Victoria Campion (Cambridge University).

Stephen Ellison spent November on attachment to the Center for Legislative Archives, which is part of the US National Archives and Records Administration. He was particularly interested to learn about the latest American thinking on technological applications to archives – as well as about the ‘politics’ of working for the two Houses of Congress.

Stephen Ellison, David Prior and Robert Harrison provided support for the British teams to the assemblies of the Council of Europe at Strasbourg, Western European Union at Paris, and the North Atlantic Assembly at Edinburgh respectively, and David Johnson attended the meeting of the Parliamentary and Political Parties Archives Section of the International Council on Archives at Stockholm. Stephen Ellison and David Prior serve on various IT project boards within the Houses of Parliament. David Prior is a committee member of the Greater London Archives Network and of the Specialist Repositories Group of the Society of Archivists, and David Johnson is on the latter’s Legislation Panel and its Data Protection Working Party.

Our archivists have been assiduous in attending seminars and conferences run by the Society of Archivists, the Public Record Office, and others concerned with current developments in the profession and they have benefited greatly from visiting other record offices, including the Guildhall Library, Railtrack and Essex.

### **3. ACCESSIONS**

There were 158 accessions during the period in question, an increase on the previous year. As usual a large quantity of material was received from the committees of both Houses: over 30 boxes of papers from the European Communities Committee and the Science and Technology Committee in the House of Lords and several large deposits from the House of Commons Public Accounts Committee. The Parliamentary Works Directorate deposited 22 boxes of records. The Records Survey of the Palace of Westminster continued to result in deposits being made by offices not previously represented on the Accessions Register; examples included deposits from the Accountant’s Office and the Computer Office, both in the House of Lords, and the Public Bill Office in the House of Commons. The latter deposit included Bill files dating from 1940 which were not previously known to the Record Office. A request for advice on record keeping matters was received from the office of the Parliamentary Commissioner for Standards and resulted in a deposit of records relating to the Commissioner’s recent enquiries. A more unusual accession was the two large rolls of constituency maps – each approximately 48 square feet - transferred from the House of Commons Fees Office, which were used by that office in the calculation of the mileage allowances for MPs.

Additions have been made to the office’s non-official records. In particular, several collections have been deposited by the House of Commons Library including a printed speech made by

Charles James Fox to the electors of Westminster in Westminster Hall in 1781. A collection of 700 slides of MPs, staff of the Palace and ceremonial occasions was received from the Parliamentary Education Unit and has greatly expanded the office's collection of images, all of which is recorded on a database. For a complete list of accessions, *see* Appendix II.

#### **4. RECORDS MANAGEMENT**

The survey of record-keeping in both Houses, which began in 1996, came to an end during the year. All of the offices in the Lords except the office of the Leader of the House and Chief Whip, which is staffed by the Cabinet Office, have been surveyed together with several large departments in the House of Commons. Most of the reports on the offices surveyed have been written and in general the response to the recommendations which have been made has been favourable. At the year's end a report on the project which included recommendations for future record keeping practices was nearing completion. The survey has been a valuable exercise which has raised awareness of the importance of good record keeping within both Houses of Parliament, enabled the Record Office to make recommendations to improve record keeping practices within offices in both Houses, and provided information which can be used to inform the development of policies to deal with the record keeping needs of both Houses in the future.

The office has continued to take a close interest in the issues affecting electronic records. The adoption of Microsoft Outlook e-mail by House of Lords staff was used as an opportunity to formulate an e-mail policy which was awaiting approval at the year's end. The project Board set up to test the case for the use of an electronic document management system in Black Rod's Office and on which the office was represented selected a system and this was piloted between December 1998 and March 1999. The office evaluated the system and concluded that additional software would be required if the needs of records management and archiving were to be met. In the meantime Black Rod's Office has been advised to continue to regard paper as the definitive record. The office has also been represented on a working group established by both Houses to address the issue of the adoption of document management, bearing in mind the need to avoid a proliferation of such systems. In considering all these problems much attention has been paid to work being undertaken elsewhere, particularly by the Public Record Office.

#### **5. LISTING AND INDEXING**

The office has paid close attention to the development of a National Archives Network and to the implications that this will have for the lists and catalogues which constitute the office's finding aids. The re-typing of some of these lists which began last year has been informed by visits to the Public Record Office and the British Library (Oriental and India Office Collections). It is clear that much work will be needed to automate existing catalogues and to achieve compliance with the International Council on Archives' General International Standard Archival Description (ISAD (G)) and International Standard Archival Authority Record for Corporate Bodies, Persons and Families (ISAAR (CPF)). The office was represented at a meeting convened to discuss the establishment of a National Name Authority File and members of staff have attended other meetings and visits on this issue.

During the year it has been possible to reduce the backlog of unlisted papers. Cataloguing, listing and indexing has included the following:

Chairman of Committees' office files  
Clerk of the Parliaments' office files  
Committee records (House of Lords and House of Commons)  
Computer Office files  
Main Papers 1995-96, 1996-97

Historical Collections (incl. Beaverbrook papers, Tilney papers)

Images Collection (slides deposited by the Parliamentary Education Unit)

The Accessions Register for the period 1992-99 has been converted to an ACCESS database which has greatly enhanced our ability to distill information relating to accessions.

## 6. THE CONSERVATION DEPARTMENT

A complete refurbishment of the bindery accommodation was completed in December providing a more functional conservation studio and improved conditions for the staff to deploy their traditional skills. The design brief, a collaborative effort involving the Bindery Manager, Mr Brian Russell, conservation staff and the Parliamentary Works Directorate, concentrated on creating a more open and airy working environment with improved access to work surfaces and storage. Amongst the improvements incorporated were: specially designed work benches providing storage underneath; an air cooling system; additional power points and improved lighting; a specially designed sink unit for washing, deacidification and sizing; drying racks; a new backing machine and roller laminator; and an automatic entry door which enables safe delivery and collection of conservation work.

Conservation work carried out in the year ended 31 March 1998 is summarised below.

**House of Lords deposited plans** : 1,017 sheets of Lords deposited plans and 5,966 sheets of ancillary deposits were cleaned, repaired, mounted, cased and boxed.

**Binding** : 69 volumes were bound, rebound and lettered.

**Miscellaneous work and treatments :** 190 documents including architectural drawings were mounted, repaired or encapsulated for exhibitions; 452 documents were laminated; 256 cases were made; 32 folders were made and 20 lettered; 1,497 books were refurbished and 3,760 sheets deacidified

The Conservation Department has also undertaken work for other offices including binding for the Library, Establishment Office, Private Bill Office and the Clerk of the Parliaments.

## **7. REPROGRAPHIC WORK**

The decision to focus on the repair of twentieth century Lords private bill deposited plans in order to facilitate their transfer to off-site storage in the Queen Elizabeth II Conference Centre has given impetus to their filming on 35mm aperture cards and to the roll filming of the accompanying books of reference. Good progress has been made with other preservation microfilm projects including filming of Lords private bill evidence and modern political collections, and surveying the physical condition of stock microfilm.

Whereas the demand from the Search Room for microfilm copying has diminished it has been more than compensated for by an increase in requests for quick photocopies made of original documents or from stock microfilm. The acquisition of a microfilm scanner system as replacement for an ageing large format electrostatic printer has improved the quality and range of copying services available to searchers. Images scanned from any microfilm source can be viewed on a linked PC, adjusted for brightness and contrast, zoomed and cropped, and indexed, filed and printed. The attachment of a LaserJet printer and a large format inkjet printer enables plain paper copying from any microfilm source at sizes from A4 to A0. In the long term the system offers the potential for circulation of digitised copies of records in a networked environment and writing files to a CD-R (CD recordable disk).

Reprographic work carried out in the year ended 31 March 1999 is summarised below.

### **Preservation microfilming:**

35mm Roll-filming: 118,411 frames, including 76,198 of evidence given before Lords private bill select committees, 22,170 of the Beaverbrook Papers, 7,973 of the Lloyd George Papers, 5,285 of books of reference annexed to private bill deposited plans and 6,785 of the Lords Main Papers.

35mm Aperture cards: 5,977 of deposited plans, including some for sale to the public.

Survey of microfilm stock: 1,085 films were checked and recorded on a database, re-filmed when necessary, boxed and labelled.

### **Reprographic copies for sale to the public:**

390 A1 and 1,858 A4 electrostatic prints enlarged from microfilm, and 54,975 sheets of photocopies.

The total number of customer orders was 807.

## **9. SEARCH ROOM**

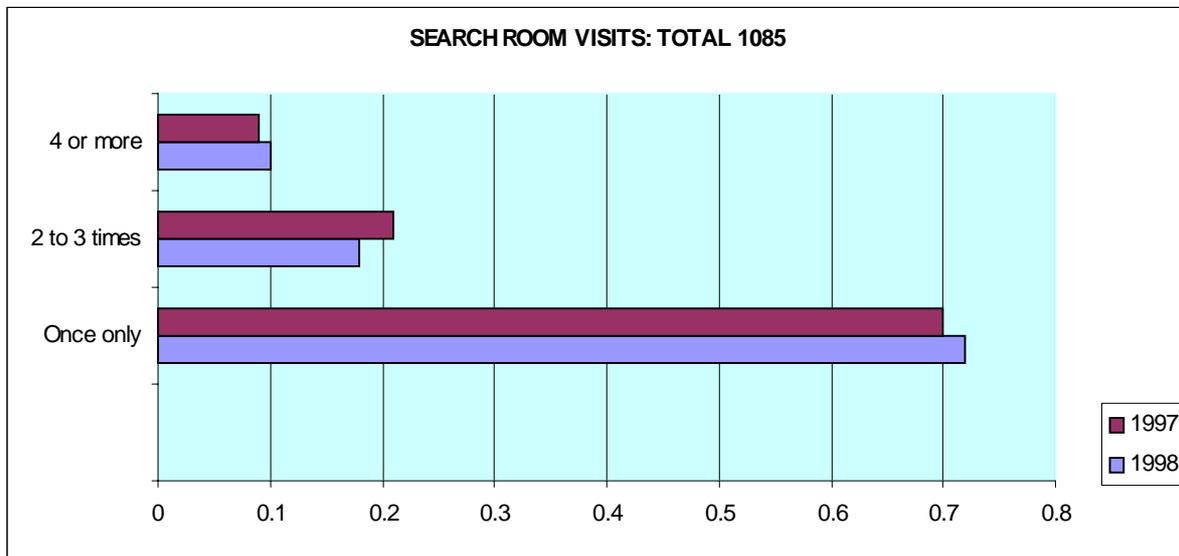
New display racks now contain the growing number of information leaflets and publications about the Record Office and its activities, including the Annual Report, information about copying charges, exhibitions, etc., and the first three of our *Readers' Guides* - on Photographic Sources, Historical Collections and the Main Finding Aids for the Official Records in the House of Lords Record Office. In addition, a second noticeboard has been placed in the corridor directly outside the Search Room.

As the accompanying graphs show, the profile of searchers and pattern of visits to the Search Room remain remarkably similar to previous years'. The number of visits actually dropped quite substantially by 235 from 1320 in 1997 to 1085 in 1998, but this was more than matched by the rise in enquiries by letter, fax and e-mail from 1407 to 1808 and by 3,542 telephone enquiries. The daily average number of visits was 4.7 throughout the year which varied from a low point of 3.4 in September to peaks of 6 in November and March 1999. Just under 7,000 items (boxes, files, volumes, plans or single documents) were produced for use in the Search Room – an average of 6.4 for each visit, which is exactly the same as in 1997/8.

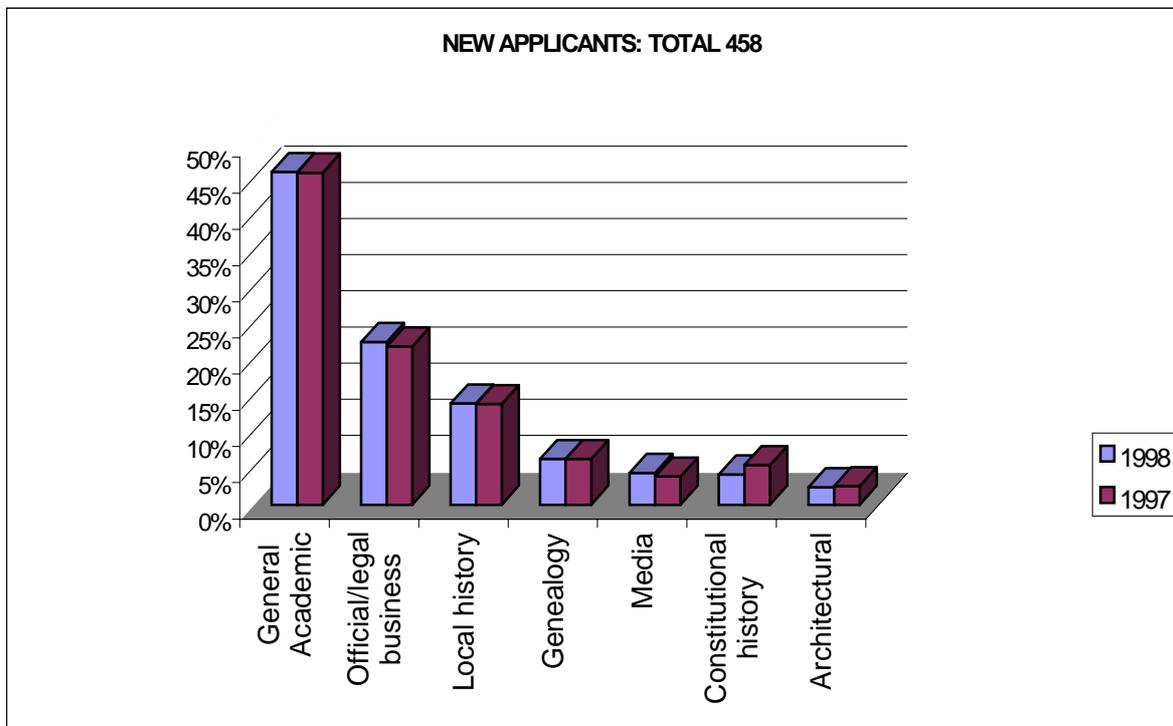
The majority of searchers who came for general academic, local historical or literary purposes continued to cover a most diverse range of subjects from a study of the 1581 Parliament to the most topical issue today – reform of the House of Lords - which no doubt prompted research into the abolition of the House of Lords in 1649. Other topics of the early modern period included Shakespeare's *Hamlet*, perfume, the history of distilling 1680-1830, native Americans, eighteenth century slavery and piracy in the Seychelles, clandestine marriages, and Coleridge and politics in the 1790s. For the nineteenth century searchers chose the Palace of Westminster and Parliamentary procedures, slavery in Jamaica, municipal government and Victorian redevelopment, the Craces and Pugin, museums and learned societies 1840-1880, the Fenian bombing of 1885 and the Speaker's silver, amongst many other topics.

As usual most (55%) concentrated on the twentieth century and contemporary issues, including public opinion and the Irish Parliamentary Party 1910-1917 and many other Irish topics, Welsh Members of Parliament 1914-1918, Lloyd George and the Manchester Liberals 1916-1918, Anglo-Spanish relations during the First World War, history of the *Observer* 1914-1948, the "Russian Question" in British/American relations, Beaverbrook and the abdication of Edward VIII, the Abortion Act of 1967, the 1975 referendum campaign for Europe, and racial harassment and child migrants - which attracted many people. Biographical studies included Admiral Sir John Harman, Sir John Soane, Joseph Pease MP, Brunel, H G Wells, Dr Margaret Jackson, Lord Dowding and Sir Harry Gowan MP. In addition to numerous railways and roads and also canals, such as the Bude and Shropshire canals, local studies included recusancy in Kent in the sixteenth and seventeenth centuries, Trinity Hall Cambridge, seventeenth century enclosure riots in

Hertfordshire, Rutland charities, the history of Luton, the London coal heavers' strike of 1768, women and politics in the West Riding from 1830-1860, Crystal Palace and the North Cornwall by-election of 1932.



In June the Record Office participated in a National Survey of Visitors to British Archives. The survey was conducted by the Public Quality Services Group, an informal network of archivists interested in issues of public services and their quality. Staff participated in a working group led by the Public Record Office which formulated a questionnaire and organised the survey aimed at identifying the types of users, the reason for their visit and what they felt about the archive services they experienced. The results revealed both great differences and similarities between the Record Office and other archive centres, national and local. The key difference proved to be the profile of the searchers. Whereas virtually every other archive centre was filled with family historians and had very few academics or legal and business people, the House of Lords Record Office had exactly the opposite. This affects the number of visits each searcher makes – hence the high number of once only visitors. The main similarity between the Record Office and other archive centres was that users were very pleased with the service they received and in particular rated archive staff very highly. Nobody recorded a verdict of ‘Poor’ or ‘Fair’ and no less than 75% of Record Office users thought the service ‘Excellent’ while the rest said it was ‘Good’; the average figure nationally for excellence was 69%.



## 10. ARCHITECTURAL ARCHIVE

With the retirement of Lady Wedgwood (see above p.3) the Architectural Archive must be regarded as having come of age. This collection of plans and drawings, for the most part copied from originals in the Public Record Office, Victoria and Albert Museum, and elsewhere, aims to document the structure and design of Parliamentary buildings and their changing use. A detailed index to the Architectural Archive, including its engravings, photographs, and manuscripts, is freely available on a database in the Search Room.

It is nevertheless hoped that the Archive will continue to grow as relevant items become available. These will be added to our annual lists of new accessions. This year we have purchased a portfolio of 11 lithographs of the 'Prize Cartoons' – designs by artists such as Edward Armitage, C W Cope and G F Watts for frescoes in the new Houses of Parliament. Although they were never executed, these designs illustrate the type of decoration in vogue soon after 1843.

Dr. Clive Wainwright of the Victoria and Albert Museum has been appointed as a consultant to in-House committees concerned with the fabric of the building. This will fill part of the gap left by Lady Wedgwood's retirement; staff of the Parliamentary Works Directorate and the Record Office will try to fill the remainder.

## 11. PUBLICATIONS

The *Report for 1997* (HLRO Memorandum No. 87) was our only publication of 1998 but the office contributed to several of the following projects.

*The Chronological Table of Personal and Private Acts* published by the Law Commission and the Scottish Law Commission (The Stationery Office 1999), £75, lists the 11,000 private and personal acts passed at Westminster between 1539 and 1997, together with any specific repeals of or amendments to them. With the *Chronological Table of Local Legislation, 1797-1994*,

published in 1996, there is thus, for the first time, an official listing of all ‘private’ (as opposed to ‘public’) Acts of Parliament and the extent to which such legislation is in force. (‘Public’ Acts in force have been recorded since 1870 in the annual volumes of the *Chronological Table of Statutes*.) It should be noted that the texts of ‘private’ acts – which were not generally printed until 1798 and not always even after that date – are available as Original Acts in the House of Lords Record Office.

*The Complete Peerage, Vol. XIV, Addenda and Corrigenda* edited by Peter W. Hammond (Sutton Publishing, 1998), £95. The compiler has used notes and annotated sets of volumes from various sources, especially the Complete Peerage Trust papers in the House of Lords Record Office, to produce these revisions of what Sir Anthony Wagner praised as “a great work not only of genealogy but of historical scholarship”. He has also added information relating to all hereditary peers (and Law Lords but not other life peers) who succeeded or were created before 1996. The volume begins with a brief history of the Trust.

*Peerage Creations 1649-1800: a Chronological List of Creations in the Peerages of England and Great Britain* compiled by J. C. Sainty (The Parliamentary History Yearbook Trust, 1998) is another volume which not only enables “the enquirer readily to discern changes in the frequency and character of peerage creations over time” but also corrects errors in the *Complete Peerage*.

It may also be worth noting W. D. Rubinstein, *Biographical Dictionary of Life Peers* (1991), and for life and hereditary peers, the annual issues of *Who’s Who*, *Dod’s Parliamentary Companion*, and the *Dictionary of National Biography*, and the latest editions of *Burke’s Peerage and Baronetage* (1999) and *Debrett’s Peerage and Baronetage* (1995). At the moment, therefore, when the membership of the House of Lords is in debate, the reference books are largely up to date.

Clive Aslet and Derry Moore, *Inside the House of Lords* (Harper Collins Publishers, 1998), £29.99, contains further facts and figures relating to current members of the House. The photographs by Derry Moore (Lord Drogheda) and the essays by Clive Aslet capture “the spirit of the place and its people at a time of re-evaluation and reform”.

*The History of Parliament on CD-ROM* (Cambridge University Press, 1998), £525 + VAT. This reproduces the 23 volumes on the House of Commons produced by the History of Parliament Trust, all fully indexed and searchable. Amongst the additional material are illustrations of Speakers, Parliamentary buildings and documents, many from this office.

*Failed Legislation, 1660-1800, extracted from the Commons and Lords Journals*, edited by Julian Hoppit (Hambleton Press, 1997). This handlist of bills which were not enacted conspicuously made no use of the House of Lords Record Office. The list is scarcely user-friendly, but the information in it has been analysed in an interesting, and bibliographically useful, introduction.

*Secretary to the Speaker: Ralph Verney’s Correspondence* edited by Sir Robin Maxwell-Hyslop and transcribed by David Verney (House of Commons Library Document No. 22, 1999).

## 12. VISITS, LECTURES AND EXHIBITIONS

As well as helping to plan and mount an exhibition in Westminster Hall commemorating the centenary of Gladstone's death, the office loaned items to exhibitions in Somerset House, marking the bicentenary of income tax, in the Banqueting House for the 350<sup>th</sup> anniversary of the execution of Charles I, and in the Musée D'Orsay, Paris, explaining the Gothic Revival in England. Staff also contributed to television programmes in Britain and Germany. Talks or lectures were given to students from the following colleges, societies etc.:

Aberystwyth, University of Wales at, Archives & Records Management Programme  
American Trust for the British Library  
Blue Badge Guides  
British Association for Local History  
Friends of Thomas Plume's Library, Maldon, Essex  
Friends of Westminster City Archives  
Historical Association (Central London Branch)  
Hull University, Department of History  
Industry and Parliament Trust (2 groups)  
Institute of Historical Research (3 groups)  
Mid-Kent College  
Museum of London  
Royal Holloway College  
Queen Mary & Westfield College London, Department of History  
South East Leicestershire Business and Professional Council (arranged via Edward Garnier, MP) (2 groups)  
University College London, Archives & Records Management Programme  
University of London (History of the Book MA Students, Centre for English Studies)

David Johnson talked to the Society of Genealogists and to an archivists' seminar at the Institute of Historical Research and Lady Wedgwood's paper on the New Houses of Parliament was read at another seminar. Robert Harrison explained the office to new members of staff in other Parliamentary departments. While in Washington Stephen Ellison addressed his hosts in the National Archives and Records Administration.

We were pleased to welcome Lord and Lady Boston and the Countess of Mar from the House of Lords; Austin Mitchell MP who focused on our (few) early photographs; Parliamentary Clerks from Grenada, Japan, Palestine and the Yemen; and groups of archivists from the Norwegian Parliament and Russia; and M. Philippe Cerez from the French Senate.

## 13. MISCELLANEA

### **The History of the House of Lords**

To date the History of Parliament Trust has produced 23 volumes about the House of Commons during large periods between 1386 and 1820. The Trust is now proposing to begin work on the House of Lords and in June 1998 held an open consultative meeting to consider how the project might proceed. There was general agreement that the existence of the *Complete Peerage* made

detailed biographies like those in the Commons' volumes unnecessary but that some kind of prosopographical structure – preferably contained on a CD-ROM – would be unavoidable. It was also suggested that there should be a series of companion volumes, not confined to one House, dealing with general topics, such as privilege, procedure, the physical setting, and legislation, and incorporating a brief history of each session, so that eventually a history of Parliament as an institution would emerge. So far the Trust has appointed an editor of the project and is planning to construct a database of attendances, proxies etc. Any further suggestions as to how the project might be developed will be welcomed by the Director, History of Parliament, Wedgwood House, 15 Woburn Square, London, WC1H 0NS.

### **'The Declaration' of William Prince of Orange**

The purchase of a print of the *Declaration* of William Prince of Orange, which explains “the reasons inducing him to appear in arms in the Kingdom of England, for preserving of the Protestant religion and for restoring the laws and liberties of England, Scotland and Ireland” fills a gap in what is otherwise an extensive documentation of “the Glorious Revolution” amongst the records of Parliament. In condemning the “evil counsellors” who persuaded James II to suspend the laws against Catholics, the *Declaration* describes the various stratagems by which the king tried to instal his co-religionists in positions of power and which eventually antagonised too many interests within the country to save him. For his part, William protests that the only purpose of his intended invasion is to call a free and lawful Parliament which will restore the constitution. The *Declaration* is dated 10 October 1688, according to the New Style calendar in use on the Continent; in England it would have been 30 September.

### **Gladstone Exhibition**

William Gladstone was the first commoner to lie in state in Westminster Hall, in May 1898. To commemorate this event and to pay tribute to one who was, in the words of Lord Jenkins of Hillhead, “the most remarkable human being ever to be Prime Minister”, a small exhibition was opened in the hall on 19 May. As well as photographs of the man and his time, the exhibits included souvenirs of his funeral, his budget box, and his axe. Later in the day, members of the Gladstone family, peers and MPs attended choral evensong in Westminster Abbey and returned to Westminster Hall to lay a wreath on the spot where his catafalque had rested.

May 1999

David J. Johnson

## APPENDIX I

### DONATIONS OF REPORTS AND OTHER PUBLICATIONS, 1998

The Clerk of the Records acknowledges with thanks the receipt of reports and other publications from the following institutions:

Bank of England Archive  
Birmingham City Archives  
Bodleian Library  
Canadian High Commission  
East Sussex County Council  
Flintshire Record Office  
Gloucestershire Record Office  
Hereford & Worcester Record Office  
Lambeth Palace Library  
Leicestershire Record Office  
London, Corporation of  
London Metropolitan Archives  
National Archives of Australia  
Northern Ireland, Public Record Office of  
Princeton University Art Museum  
Public Record Office  
Royal Collection Trust  
Royal Commission on Historical Manuscripts  
Royal Commission on Historical Monuments  
Scottish Record Office  
Singapore, National Archives of  
Welsh Political Archive  
West Yorkshire Archive Service

The Clerk of the Records also acknowledges with gratitude receipt of the following books, off-prints and other publications from the authors and others:

Professor Yasushi Aoki, 'Members of Parliament and their connections to constituencies in the

18<sup>th</sup> century: a study in quantitative political history', *Parliaments, Estates and Representation*, Nov. 1998, pp 71-82

Christopher N Aubin, 'The Perquages of Jersey: the sanctuary paths of legend', *Ann. Bull. Soc. Jersiaise* 1997, 27(1), pp. 103-160

Keith Cameron, *Doorkeepers of the House of Lords, 1641-1999* (typescript)

*Le Carte e la Storia*, Anno IV N1/1998 presented by Dr. Francesco Soddu

*The Complete Peerage, Vol. XIV, Addenda and Corrigenda* presented by Peter Hammond

## Federation of Family History Societies

Jeremy Gibson and Pamela Peskett, *Record Offices How to find them* - 8th edn 1998

Jeremy Gibson, Mervyn Medlycott and Dennis Mills, *Land and Window Tax Assessments*, 2nd edn 1998

Jeremy Gibson and Elizabeth Hampson, *Marriage and Census Indexes for Family Historians*, 7th edn 1998

Jeremy Gibson and Elizabeth Hampson, *Specialist Indexes for Family Historian*, 1998

presented by Jeremy Gibson

*Guide to the Archives of the Bank of England* presented by Graham Kentfield

*The History of Parliament on CD-ROM* presented by the History of Parliament Trust

Ralph Hyde, 'Romeyn de Hooghe and the Funeral of the People's Queen', *Print Quarterly*, XV (1998), pp. 150-172

*Inventario Dell'Assemblea Costituente* (CD and book) presented by Dr. Barbara Cartocci

Professor Bernard S. Jackson, 'Who Enacts Statutes?', *Statute Law Review*, vol. 18, no. 3 (1997), pp. 177-207

Chris R Kyle and Michael A. R. Graves, '“The Kinges most excellent majestie oute of his gracious disposicion”: the evolution of grace bills in English parliaments, 1547-1642', *Parliaments, Estates and Representation*, Nov. 1998, pp. 27-51

*Luxembourg Palace* (1992) and *Le Jardin du Luxembourg* (1992) presented by Philippe Cerez

Derry Moore and Clive Aslet, *Inside the House of Lords* (1998) presented by Lord Drogheda

Simon Morris, 'The Marylebone & Finchley Road Turnpike 1820-1850', *Camden History Review*, vol. 22 (1998)

## National Library of Wales

J. Graham Jones, *Lord Ystwyth Papers*

J. Graham Jones, *D. A. Thomas (Viscount Rhondda) papers*

Paul O'Leary, *Viscount Tonypany Papers*

Allen Smith, *Motorway Archive, Chapter 1, History* (1999)

*Government Publications, 1922-1960* (microfilms)

*House of Commons Sessional Papers, 1975-1993* (microfiches) presented by the House of Commons Vote Office



## APPENDIX II

### ACCESSIONS 1998-99

The list of accessions which follows constitutes the 28<sup>th</sup> annual supplement to *the Guide to the Records of Parliament* (HMSO, 1971). Items marked with an asterisk are subject to public access restrictions. Some administrative records will be destroyed in accordance with agreed retention periods.

#### House of Lords

##### Accountant's Office:

Staff appointment books and pension books 19<sup>th</sup>-20<sup>th</sup> cent (3 vols.)\*

##### Black Rod's Office:

Records 1924-1996 (6 files)\*

##### Chairman of Committees Office:

Records 1973-1997 (5 boxes)\*

##### Clerk of the Parliaments Office:

Records 1932-1998 (4 boxes and 7 files)\*

##### Committees:

Records of the following committees: \*

European Communities Committee: Sub-Committee A 4 boxes 1997-1998,

Sub-Committee B 6 boxes 1997-1998, Sub-Committee C 5 boxes 1997-1998,

Sub-Committee D 3 boxes 1997-1998, Sub-Committee F 11 boxes 1996-1998

Science & Technology Committee, Sub-Committee I 1 box 1996-1997, 1 file 1997-1998, Sub-Committee II 1 box 1997-1998

Privileges Committee: Moynihan peerage claim papers 1996-97

Select Committee on the Ceremony of Introduction: 1 file 1997-1998

Delegated Powers and Deregulation Committee: records 1997-1998

Works of Art Sub-Committee: 2 volumes 1971-1990

##### Computer Office:

Office files 1984-1996 (7 boxes)\*

##### Establishment Office:

Records 1968-1994 (5 files)\*

##### Journal and Information Office:

Main Papers 1997-1998 (212 bundles)

Journal 1996-1997

Records relating to the Practice and Procedure Select Committee 1976-1978 (2 boxes)\*

##### Judicial Office:

Petitions for leave to appeal and of appeal 1996

##### Private Bill Office:

Original Acts 1996, 1997

Transport and Works Act Order 1999

##### Public Bill Office

Original Acts 1996, 1997

House Bills, Bill Files and Certified Copies of Acts 1995-1998

Reading Clerk:  
Assignment 1998\*  
Record Office:  
Office files 1995-1998\*

## **House of Commons**

### **Committee Office:**

Records of the following committees: \* (but memoranda reported but not printed open to public inspection)

Agriculture Committee: 12 files 1997-1999  
Catering Committee: 3 files 1988-1991  
Culture, Media and Sport Committee: 2 files 1997-1999  
Education and Employment Committee: 8 files 1997-1998  
Environment, Transport & Regional Affairs Committee, Transport sub-committee: 3 files 1997-1999  
European Legislation Committee: 31 boxes 1985-1990  
Foreign Affairs Committee: 15 files 1997-1999  
Health Committee: 8 boxes and 9 files 1991-1999  
Home Affairs Committee: 3 files 1997-1998  
International Development Committee: 1 file 1998-1999  
Procedure Committee: 1 file 1996  
Public Accounts Committee: 36 boxes and 5 files 1983-1999  
Science and Technology Committee: 2 files 1997-1998  
Social Security Committee: 4 files 1997-1999  
Standards and Privileges Committee: 1 file 1997-1998  
Treasury Committee: 6 files 1997-98, 1998-1999  
Welsh Affairs Committee: 3 file 1997-1999

### **Fees Office:**

Constituency maps 1973,1984 (2 rolls)

### **Journal Office:**

Records 1890-1988

### **Parliamentary Commissioner for Standards:**

Papers laid before the Standards and Privileges Committee 1997-1999 (9 boxes) \*

### **Parliamentary Works Directorate:**

Records 20th century (22 boxes)\*

### **Private Bill Office:**

Special Procedure Order papers 1975-1989

### **Public Bill Office:**

Bill Papers 1940-1952 (9 box files)

Records relating to Private Members' Bills 1991-1992 (3 box files)

## **Parliamentary Groups**

Association of Secretaries General of Parliaments: records 1982-1996 (5 boxes)\*

## **Historical Collections**

Fragment of clay pipe. Deposited by the Parliamentary Works Directorate (Hist. Coll. 427).

17th century MSS (2 items). Purchased (Hist. Coll. 429).

Parliamentary Notebook c1640. Purchased (Hist. Coll. 434).

Declaration of William, Prince of Orange 10 October 1688 (printed). Purchased (Hist. Coll. 432).

Copies of correspondence 1836-39 held by the French Senate concerning the exchange of parliamentary publications. Presented by Mr. P. Cerez (Hist. Coll. 430).

Papers 1891-1993 concerning Andrew Bonar Law and Mr B Sykes. Presented by Exors. of Mr B Sykes (Hist Coll. 433).

Daily Chronicle Investment Corporation Ltd minute book 1927-38. Deposited by Mr G Brudenell (Hist. Coll.428).

## **House of Commons Library Manuscripts**

House of Commons votes 1706-07 (HC Library MS. 120).

Speech of Charles James Fox to the electors of Westminster in Westminster Hall, 1781 (HC Library MS. 123).

Papers 1939-45 concerning the Parliamentary Committee for Refugees. Presented by Mrs V. Schaerli (HC Library MS. 122).

Caen Memorial Fund correspondence 1946-51 (HC Library MS. 121).

## **Architectural Archive**

Copy of sale catalogue concerning auction of possessions of Viscount Canterbury, former Speaker of the House of Commons, 29 August 1835. Copied by permission of the House of Commons Library.

Photographs concerning stonework restoration, c1935. Deposited by the Parliamentary Works Directorate.

Correspondence 1952-59 concerning stained glass. Deposited by the Parliamentary Works Directorate.

Lithographs of designs for fresco decorations in the New Houses of Parliament, c.1843.  
Purchased.

### **Collection of Images**

Slides of the Speaker, MPs, House of Lords Chamber, committees, staff, ceremonial occasions etc (700 items). Deposited by the Parliamentary Education Unit.

### **Audio-visual collection**

Video of the introduction of Lord Sheppard of Liverpool, 28 April 1998.

Cover photograph of Lady Wedgwood by courtesy of Deryc R. Sands © Palace of Westminster  
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