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**SOCIETY OF
WOMEN HOUSING MANAGERS**

(Incorporated)

13, SUFFOLK STREET, PALL MALL,
LONDON, S.W.1.

WHITEHALL 2881 Ext. 5

THIRD ANNUAL REPORT
YEAR 1939-1940

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Pamphlet

President: Miss M. C. GALTON.

Chairman of Council: Miss J. M. UPCOTT, B.A., A.R.San.I.

Deputy-Chairman of Council: Miss H. G. L. ALFORD, B.A., P.A.S.I.

Honorary Treasurer: Miss J. DARLING, B.A.

Secretary: Dr. M. S. MILLER, M.A., B.Com.
(granted leave of absence for duration of war).

Acting Secretary: Miss L. M. MEAD, B.A.

COUNCIL FOR 1939-40 :

Miss M. C. Galton	Miss I. R. Hinks, B.A.
Miss J. M. Upcott, B.A., A.R.San.I.	Miss M. E. Hurst, B.A.
Miss H. G. L. Alford, B.A., P.A.S.I.	Miss E. M. M. Jones, B.A.
Miss J. Darling, B.A.	Miss M. L. Keith, M.R.San.I.
Miss M. R. Baskett, B.A.	Miss E. E. Kipping, M.R.San.I.
Miss A. Baynes	Miss A. Lamplough, B.Sc., P.A.S.I.
Miss E. Bedwell	* Miss M. S. Moffatt, B.A.
Miss K. C. Brown, B.A.	Miss M. R. Tabor, B.A.,
Miss J. E. Bunford, M.A., P.A.S.I.	Barrister-at-Law
Miss A. E. Clay, M.A.	Miss P. E. Wardle, P.A.S.I.
Miss K. Dorell, B.A.	Miss G. P. Willson, B.A.
Mrs. Gillie	** Miss B. Thrupp, B.A., P.A.S.I.
Miss U. G. Grundy, B.A.	*** Miss F. L. Sawers, M.A.

* Resigned January 1940.

** Co-opted January 1940 in place of Miss Moffatt. Resigned March.

*** Co-opted March 1940 in place of Miss Thrupp.

HONORARY MEMBERS :

Miss A. M. Alexander
The Viscountess Astor, C.H., M.P.
The Right Honourable the Lord Balfour of Burleigh
Miss C. Benzon
The Lord Bishop of Bristol, M.C., D.D.
Dame Elizabeth Cadbury, D.B.E., J.P.
Sir Lawrence Chubb, Kt.
Sir I. Gwilym Gibbon, Kt., C.B., B.A., D.Sc.
J. C. M. Guy, Esq., M.P., LL.B.
Councillor Mrs. Hicks
Miss F. Horsbrugh, C.B.E., M.P.
Mrs. Harold Jones
The Countess of Limerick, L.C.C.
D. L. Lipson, Esq., M.A., M.P.
Sir John Mann, K.B.E.
Miss Violet Markham, C.H.
Sir A. Herbert H. Matthews, Kt.
G. Parker Morris, Esq., LL.B.
The Right Honourable the Lord Moyne, P.C., D.S.O.
J. S. Nicholson, Esq., C.B.
The Lady Pentland, D.B.E., J.P.
Lady Phipps
Miss E. Rathbone, M.P., J.P., M.A., LL.D.
B. Seebohm Rowntree, Esq., C.H., J.P.
The Marchioness of Salisbury
The Countess of Selborne, J.P.
The Right Honourable the Earl of Stamford
The Dowager Lady Steel-Maitland
Mrs. J. L. Stocks, B.Sc.
Lady Walston
Mrs. E. M. Wood, C.B.E.

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REPORT

TRAINING COMMITTEE :

Chairman: Miss H. G. L. ALFORD, B.A., P.A.S.I.
Students' Tutor: Miss M. S. MOFFATT, B.A.

Miss M. C. Galton (ex officio)	Miss P. E. Wardle, P.A.S.I.
Miss J. M. Upcott, B.A., A.R.San.I. (ex officio)	Miss A. H. Baskett, B.A., M.R.San.I. (co-opted)
Miss K. C. Brown, B.A.	Miss M. T. Rider, B.A. (co-opted)
Mrs. Gillie	Miss N. P. Deed, B.A. (co-opted)
Miss U. G. Grundy, B.A.	

EDUCATION COMMITTEE :

Miss H. G. L. Alford, B.A., P.A.S.I., (ex officio)
 Miss K. C. Brown, B.A.
 Miss M. S. Moffatt, B.A. (ex officio)

FINANCE COMMITTEE :

Honorary Treasurer: Miss J. DARLING, B.A.
Chairman: Miss J. E. BUNFORD, M.A., P.A.S.I.

Miss M. L. Keith, M.R.San.I.	Miss C. L. Cook, B.A. (co-opted)
Miss E. E. Kipping, M.R.San.I.	Miss K. H. Strange, B.A. (co-opted)
Miss A. M. Lamplough, B.Sc., P.A.S.I.	

QUARTERLY BULLETIN :

Honorary Editor: Miss H. L. E. DUFF, B.A.
Honorary Advertisements Editor: Miss E. M. MADDOX, B.Sc.

The following figures relate to the membership of the Society at 31st August, 1940:

Fellows	24
Ordinary Members	173
Total	197
Honorary Members	31
Associates	72
Students	87

We regret to record the deaths of Sir Raymond Unwin (Honorary Member) and Mrs. Oliver Strachey (Associate).

On Sunday night, September 8th, Miss Jean Darling was killed on A.R.P. duty with her tenants. This was the culmination of a career which was marked throughout by a cheerful devotion to the personal interests of all for whom she felt herself responsible. Occupying with distinction two important posts as Housing Manager, first at Norwich and then at Chelsea, Miss Darling always found time to give service in every possible way to the Society. She accepted the post of Honorary Treasurer at the foundation of the Society of Women Housing Estate Managers, and it was mainly due to her skill and patience that the financial difficulties of the young Society were overcome; no less valuable was her steady good sense in Committee. The complete selflessness of her attitude in all the important work she undertook endeared her to all with whom she worked. The Council, deeply regretting their irreparable loss, record their gratitude for her work and example.

Honorary Treasurer

The Council also deeply regret the loss to the profession of two distinguished managers, Miss Joan and Miss Ruth Sunderland. Miss Joan was especially in the confidence of Miss Octavia Hill and after the founder's death she was a rock on which the first association of managers was raised. Her wisdom, understanding and vitality have been of untold help to many and housing on Octavia Hill lines owes her a debt which could not be adequately

Miss J. and Miss R. Sunderland

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told. Both sisters were trained by Miss Hill and the many members of S.W.H.M. who were taught by them will remember the tradition of high ideals and unsparing attention to detail which they inherited from her.

Honorary
Members

The Society congratulates Miss Violet Markham, C.H., on her re-appointment as Deputy-Chairman of the Unemployment Assistance Board for a further period of three years. The Society continues to be indebted to its Honorary Members for their interest in the work of the Society and the donations they have made to the Society's funds. Thanks are again due to Mr. Parker Morris for his helpful advice in legal questions.

War-time
Office
Arrangements

The outbreak of war necessitated a complete re-organisation of arrangements for carrying on the work of the Society. In October 1939 the office moved temporarily to a room in 7, Norham Road, Oxford, kindly offered to the Society by Dr. Miller, who has been granted leave of absence for the duration of war in order to undertake special work, but is maintaining her connection with the Society by acting as Honorary Consultant. The work of the office is being carried on by Miss Mead (Acting Secretary) and Miss Foy (Acting Assistant Secretary). Since April 1940 the London office has been open from 11 a.m. to 5 p.m. each Wednesday.

Annual
General
Meeting

The Third Annual General Meeting of the Society of Women Housing Managers (Incorporated) was held at Walston House, London, S.W.1, on 18th November, 1939, there being 15 fellows, 76 members and 2 associates present. Students of the Society were also present at a meeting at which Miss Baynes opened a discussion on "New Appointments under Emergency Conditions" and Miss Thompson a discussion on "Rent Problems in the Emergency".

Annual
Provincial
Conference

The Annual Provincial Conference was held at Chancellor's Hall, Birmingham, on 6th and 7th April, 1940, over 80 fellows, members, associates and students being present. In the morning of 6th April members visited the St. Martin's Flats of the Birmingham City Council, the party being conducted by the Chairman of the Housing Committee (Councillor Wright) and the Estates Manager (Mr. Wallace Smith.) A visit was also paid to property belonging to the Birmingham Copec House Improvement Society, Ltd. In addition to members, about 60 visitors attended an afternoon meeting, at which Miss Thompson spoke on "Housing Problems in the Emergency". At a meeting held in the morning of 7th April, after reports had been given on various aspects of the Society's activities, Miss Fenter opened a discussion on "Social Work and the Housing Manager".

Two meetings of London members were held in December and February to discuss managers' wartime problems. At the first, some managers gave an account of their extra wartime services; those who had arranged to live on their estates thought the effort of value; several members were Air Raid Wardens for their estates. Useful work had also been done in arranging small classes for children and tenants' meetings. Managers' help in the national effort included the collection of War Savings and the exercise of economy in maintenance work. Members agreed that it would be good policy to keep up repair standards while labour and materials were still available, and then to postpone work which was not urgent until the post war slump. The obstacles to good management in black-out and sand-bagging and the difficulties raised by the continued occupation of worn-out houses were discussed, and some types of black-out staircase lighting described. The difficulty of payments by soldiers' wives and evacuated families had been met on some estates by remissions of rent and storage of furniture. The procedure now required for possession in serious cases of arrears was a general difficulty, the supplementary notice E.P.2 having to be served on the actual tenant. Managers were advised to serve this notice of application for leave to proceed before the Court proceedings. At the second meeting further experience had been gained in Court cases, and managers had secured orders for possession. Discussion then took place on maintenance work, a manager asking if the large proportion of her time taken up by the supervision of a maintenance staff would be regarded as Octavia Hill work. Other managers thought the control of repairs was an essential feature and that the contacts thus gained were as valuable as those achieved in collecting. Members were made aware of the differences in custom in different parts of England, internal redecoration being in some places the responsibility of the landlord and in some that of the tenant. The attendance at both meetings was large and such opportunities of discussion were evidently much needed by members.

London
Regional
Group

The Scholarship Fund Committee decided to devote the interest on their investments towards a scholarship. This amounted to £12. 10. 5 per annum. The Society of Women Housing Managers offered to contribute £12. 10. 0 per annum on condition that the money was used as income and not as capital. The Committee were, therefore, in a position, in June 1940, to offer a scholarship of £25. This was awarded to Miss Amy Lisney.

Octavia Hill
Scholarship
Fund

During the earlier part of the year 1939-40 the Junior Organisation was active in all its four branches of London, the Midlands, the North-East and the North-West. Among speakers at meetings of the London Group were the following: Mr. H. Harwood of the

Junior
Organisation

National Savings Association, who spoke with special reference to opportunities of managers for promoting saving among tenants; Mr. C. Evans of Islington, who spoke on the work of the Public Assistance Committees; Mr. F. J. C. Jern, Honorary Secretary of the Garden Cities and Town Planning Association, who spoke on Town Planning; and Miss Joan Sunderland, who spoke on Miss Octavia Hill. The North-East Group heard Miss F. L. Sawers of Rotherham speak on the question of compromise appointments and later in the year Dr. Boyd of the Rotherham Public Health Department spoke on her work. Speakers at North-West Group meetings were Miss Willson of Newcastle-under-Lyne and Miss Samuel of Bebington. Members of the London Group themselves read papers and decided to start study groups on "Family Allowances" and Town Planning. Wartime conditions prevented similar activities in provincial groups. Visits were paid by members of the London Group to the Violet Melchett Infant Welfare Centre at Chelsea, to the Kitchen Planning Centre opened in New Bond Street by Unilever, Ltd., and to Welwyn Garden City. The North-West Group visited the Corporation Estates at Newcastle-under-Lyme and Bebington. Further visits had to be curtailed on account of the war situation. A successful meeting was held at the Annual Provincial Conference at Birmingham and a Broadsheet was started by certain members of the London Group.

Training

The new Training Scheme, drawn up in the summer of 1939, was adopted in January 1940. Dr. Gertrude Willoughby, Warden of the Union of Girls' Schools Settlement, Peckham, has set up and agreed to conduct the course of preparation in the social subjects (Machinery of Government, Family Income and the Social Services) for the Women Housing Managers' Certificate of the Chartered Surveyors' Institution. Miss Moffatt was appointed Students' Tutor in January 1940. War conditions make it probable that a large number of students will be urgently required in the near future to enable the Society to meet the increasing demand for trained management.

Government Departments and the B.B.C.

The Society has been glad of the opportunity of co-operating with the Ministry of Information (Intelligence Division), the Ministry of Food (Food Economy Division), the National Savings Committee and the B.B.C. (Listener Research Section).

Development of the Society's Work

Women housing managers have found their duties increased by the social problems resulting from the outbreak of war. In addition those working in reception areas have in the majority of cases had to undertake extra duties in connection with billeting, while others in neutral and evacuation areas have undertaken duties connected with the billeting of refugees from Holland and Belgium. It is encouraging that, in spite of the curtailing of new housing schemes,

new appointments of women housing managers continue to be made. There have also been some requests for members to fill vacancies created by men being called up for national service. The Council has agreed to allow members to apply for certain of these posts, on the understanding that they are regarded as temporary in the interest of the men replaced as well as that of our own standards. Each post is considered on its merits.

The total number of appointments during the year amount to 28, of which 12 were new appointments; 4 additional local authorities, 3 additional housing associations and 3 additional private owners appointed Octavia Hill managers during the year. It is of special interest to note that the appointment with the Land Settlement Association affords an extension of Octavia Hill work into rural areas. Appointments

The following new appointments have been made:

London:

- Miss Allen, Woman Housing Assistant, Metropolitan Borough of Hammersmith.
- Miss Baker, Senior Woman Assistant, Messrs. Clutton, Brixton Office (Lambeth Wyke Estate).
- Miss Carr, Temporary (Wartime) Assistant in Housing Section of Borough Treasurer's Department, Metropolitan Borough of Lambeth.
- Miss Larke, Housing Manager, Lincoln Street Housing Co., Ltd., Stepney (on behalf of Bethnal Green and East London Housing Association, Ltd.)
- Miss McGlashan, Woman Housing Manager, Messrs. Ricketts and Boreham (Islington).
- Miss Stewart, Temporary (Wartime) Assistant in Housing Section of Borough Treasurer's Department, Metropolitan Borough of Lambeth.
- Miss Upcott, Manager, King Henry's Walk Housing Company.

Provinces:

- Miss M. C. Fawcett, Cottage Homesteads Supervisor, Land Settlement Association, Ltd., Dunstable and Caversham Estates.
- Mrs. Gratton (Miss A. F. Johnston), Assistant Woman Housing Manager, Stirlingshire County Council, Westquarter Estate.
- Miss Kaye, Housing Manager, University of Liverpool, Leigh Estate.
- Miss Kenney, Housing Estates Manager, Malden and Coombe Borough Council.

Overseas:

- Miss C. Grant, Assistant Housing Manageress, Pretoria City Council.

*Other Appointments:**London:*

- Miss D. K. Clarke, Assistant, Miss Dicken (North Kensington).
 Miss Denby, Assistant Housing Manager, United Women's Homes Association, Ltd.
 Miss Fearnshides, Assistant Housing Manager, United Women's Homes Association, Ltd.
 Miss Houghton, Senior Woman Assistant, Messrs. Clutton, Camden Town Office.
 Miss Manton, Assistant Woman Property Manager, Metropolitan Borough of Islington.
 Miss Pickard, Third Woman Assistant, Messrs. Clutton, Camden Town Office (Smith-Wilkinson Estate).
 Miss Woodd, Second Woman Assistant, Messrs. Clutton, Brixton Office (Lambeth Wyke Estate).

Provinces:

- Miss Barris, Assistant Woman Housing Manager, Cheltenham Borough Council.
 Miss Clay, Assistant Woman Housing Manager, Lancaster City Council.
 Miss Jenkins, Assistant Housing Manager, County Borough of Rotherham.
 Miss J. R. Rice, Assistant in Housing Department, Bebington Borough Council.
 Miss Robinson, Assistant Woman Housing Estates Manager, County Borough of Croydon.
 Miss Squires, Assistant Woman Housing Manager, Lancaster City Council.
 Miss Tresise, Assistant Woman Property Manager, Chesterfield Borough Council.
 Miss K. M. Walton, Assistant Housing Manager, Borough of Royal Tunbridge Wells.
 Miss Watt, Assistant Housing Estates Manager, Southall Borough Council.

Publicity

During the year members have contributed to the Press articles and letters on the experience of women housing managers in dealing with wartime problems and on other aspects of Octavia Hill work. A Research Committee has been set up to study and report on questions of general interest to people engaged in housing.

Examination
Successes

University of London, B.Sc. in Estate Management, Final:

Miss Davy.

Chartered Surveyors' Institution: Women House Property Managers' Certificate:

- | | |
|----------------|---------------|
| Miss Battey | Miss Loftie |
| Miss Cound | Miss Mayell |
| Miss Craig | Miss Richards |
| Miss Hardwicke | Miss Squires |
| Miss Hawes | Miss Stewart |
| Miss Jenkins | Miss Watt. |
| Miss Land | |

Royal Sanitary Institute, Health Inspectors' Examination (South Africa):

Miss Pienaar.

Miss Crewe, on her appointment on one of the Price Regulation Committees. Congratulatory

Miss Stanbridge, on being awarded the "1913" Club "J. P. Ryde Memorial" Prize in competition open to members of the Junior Organisation of the Chartered Surveyors' Institution.

The Society has continued to co-operate with other bodies, including not only organisations interested in housing, but others concerned with social work and with the training, activities and professional interests of women. To be noted in this connection is Mrs. Barclay's appointment as the Society's representative on a sub-committee of the Women's Group on Problems arising from Evacuation set up by the National Council of Social Service under the chairmanship of Miss Margaret Bondfield. Other Societies

In spite of wartime conditions and the inevitable curtailing of a number of meetings, members have addressed schools, colleges, bodies interested in the education and training of women and women's clubs. Meetings Addressed by Members

The South African training scheme continues to progress and students are now being trained at Port Elizabeth. Octavia Hill work has been extended to a new centre in South Africa by the appointment of Miss C. Grant, a Cape Town trainee, as Assistant Housing Manageress to the Pretoria City Council. This is the first appointment of a South African trained Octavia Hill worker to a pioneer post. Overseas

J. M. UPCOTT,
Chairman of Council.

L. M. MEAD,
Acting Secretary.

Finance

It was with great sorrow that we learnt of the death of our Treasurer who had given so willingly, year after year, her time and thought to the Society's finances, whilst being such an active and valuable member of the Society and one so ready to help in any fresh undertaking. The work represented by these accounts was all completed before her death and we are most grateful to the Auditor, Miss Watts, who has been most helpful in dealing with a situation made particularly difficult by the destruction of some of the Treasurer's papers and vouchers.

The forebodings which the Council felt as to the possible drop in income this year have not, happily, materialised yet, since subscriptions, donations and the Horace Street Grant are higher than last year. Training fees are, however, less and it is there that the Society is already feeling and probably will continue to feel the effects of the war on the intake of students. It is for this reason that the Council thought it fit to put into a reserve fund £200 of this year's balance of £318. 16. 5, with the idea that it will help us in the lean years ahead. Our balance is, of course, largely due to the drop in salaries and rent occasioned by Dr. Miller's temporary transfer to a wartime post and the change in office arrangements. Mention should be made of the way in which our Acting Secretary and Assistant have carried through the year with very little clerical help. Our thanks are again due to friends and members for generous donations and the foregoing of travelling and postal expenses.

For the first time a separate Balance Sheet and Revenue Account for the Education Fund are presented, showing a deficit of £19. 5. 5 on the first year's working, which necessarily caused certain initial expenses not likely to be repeated another year.

J. E. BUNFORD,

Chairman of Finance Committee.

THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)
BALANCE SHEET AT 31ST AUGUST, 1940.

	£	s.	d.	£	s.	d.		£	s.	d.	£	s.	d.
CAPITAL ACCOUNT—							FURNITURE & FITTINGS (at valuation at 20.1.1933 plus additions at cost less sales less depreciation)						
As at 1st September, 1939	874	15	6				As at 1st September, 1939	137	0	8			
Add: Students' Library Fund	30	9	6				Less: Depreciation at 5% per annum ...	6	17	0			
	118	16	5					130	3	8			
BALANCE per attached Revenue Account ...				1,024	1	5	LIBRARY (at valuation at 20.1.1933 plus additions at cost less depreciation)						
BURSARY FUND—							As at 1st September, 1939	20	9	2			
As at 1st September, 1939	12	14	0				Add: Additions during year	6	15	1			
Add: Interest for year	1	18	6					27	4	3			
				14	12	6	Less: Depreciation at 5% per annum ...	1	7	3			
(Note: The Interest on £55 3½% War Loan is allocated to this Fund.)								25	17	0			
RESERVE ACCOUNT				200	0	0	ACCRUED INTEREST				9	17	2
SUNDRY CREDITORS				38	5	5	INVESTMENTS (at valuation at various dates of transfer to Society plus purchases at cost)						
SUBSCRIPTIONS & TRAINING FEES IN ADVANCE—							£293. 17. 3. 3½% War Stock	296	17	8			
Subscriptions	3	15	0				£328. 18. 4. 3½% Conversion Stock ...	238	17	6			
Training Fees	152	10	0				10 Participating Preference Shares Co-Partnership Tenants	40	0	0			
				156	5	0	10 £1 Shares Bethnal Green and East London Housing Association	10	0	0			
							Co-Operative Permanent Building Society—Loan Account	136	15	11			
								722	11	1			
							CASH AT BANK—						
							Deposit Account	75	16	2			
							Current Account	468	19	3			
								544	15	5			
											£1,433	4	4
											£1,433	4	4

J. M. Upcott—*Chairman of Council.*
L. M. Mead—*Acting Secretary.*

REPORT OF THE AUDITORS TO THE MEMBERS OF THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)

We have prepared the above Balance Sheet and accompanying Revenue Account from the Books of the Society. We have not been able to examine the vouchers which are believed to have been lost owing to enemy action. Subject to this observation, in our opinion such Balance Sheet is properly drawn up so as to exhibit a true and correct view of the state of the Society's affairs according to the best of our information and the explanations given to us and as shown by the Books of the Society.

13/14 Dartmouth Street, Westminster, S.W.1.
1st November, 1940.

(Signed) E. WATTS & CO.,
Chartered Accountants, Auditors.

THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)
REVENUE ACCOUNT FOR THE YEAR ENDED 31ST AUGUST, 1940.

1939		£	s.	d.	£	s.	d.	1939		£	s.	d.
650	To Acting Secretary's and Assistants' Salaries				438	3	4	501	By Subscriptions	523	0	6
	„ OFFICE EXPENSES—							8	„ Donations	11	8	0
100	Rent	86	6	8				570	„ Training Fees	550	18	0
7	Lighting & Heating	—	—	—				11	„ Entrance Fees	11	11	0
15	Telephone	7	12	4				32	„ Interest on Investments receivable	32	1	11
58	Stationery, Publications & Press Cuttings	45	14	7				13	„ Sale of Pamphlets, Bulletins etc.	4	17	11
11	Printing	8	5	6				50	„ Horace Street Grant	75	0	0
65	Postage & Cheque Books	48	0	3				15	„ Notices of Vacancies	13	1	6
49	Clerical Help	15	19	3				25	„ BALANCE carried to Balance Sheet	—	—	—
12	Insurance	9	8	5								
4	Advertising	1	16	0								
—	Moving Expenses	5	10	0								
4	Repairs & Maintenance	—	—	—								
356	31 Cleaning & Sundries	13	4	6								
					241	17	6					
	To MEETING EXPENSES, DELEGATES EXPENSES ETC.											
13	Affiliation Fees	7	15	6								
34	General Meeting and Annual Provincial Conference	10	13	8								
10	Annual Report	9	0	0								
58	1 Grant to Junior Organisation	2	10	0								
					29	19	2					
	To Travelling Expenses (Hon. Officers and Secretary)	18	11	6								
34	26 Travelling Expenses (Members)	28	16	5								
					47	7	11					
50	To Horace Street Grant	75	0	0								
1	„ Examiner's Fee	—	—	—								
—	„ Preliminary Expenses—Social Science Course	30	0	0								
48	„ Quarterly Bulletin	16	9	10								
7	„ Audit Fee	6	16	6								
8	„ Income Tax	9	3	11								
5	„ Grant to Library Fund	—	—	—								
8	„ Depreciation of Furniture & Library	8	4	3								
—	„ Transfer to Reserve	200	0	0								
—	„ BALANCE carried to Balance Sheet	118	16	5								
1225		£1,221	18	10	1225			£1,221	18	10		

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THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)
OCTAVIA HILL SCHOLARSHIP FUND.

REVENUE ACCOUNT FOR THE YEAR ENDED 31ST AUGUST, 1940.

		£	s.	d.	£	s.	d.			£	s.	d.
	To Stationery, Postage & Printing				1	13	2		By Donations	64	8	0
	„ SCHOLARSHIP GRANT—								„ Interest on Deposit Account	11	10	5
	Instalment paid	12	10	0								
	Amount allocated	12	10	0								
					25	0	0					
	„ BALANCE carried to Balance Sheet				49	5	3					
					£75	18	5			£75	18	5

BALANCE SHEET AT 31ST AUGUST, 1940.

SCHOLARSHIP FUND—		£	s.	d.	£	s.	d.	INVESTMENT—		£	s.	d.	£	s.	d.
	Balance at 1st September, 1939	684	5	6					National Savings Certificates	217	10	0			
	Add: BALANCE per attached Account	49	5	3					CASH AT BANK—						
					733	10	9		Post Office Savings Bank	500	0	0			
	AMOUNT ALLOCATED FOR 1940 SCHOLARSHIP				12	10	0		Current Account	28	10	9			
	J. A. L. Duncan— <i>Chairman</i> .												528	10	9
	F. Walston— <i>Honorary Treasurer</i> .														
	M. Gillie— <i>Honorary Secretary</i> , <i>Appeal Committee</i> .														
					£746	0	9						£746	0	9

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REPORT OF THE AUDITORS TO THE MEMBERS OF THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)

We have examined the above Balance Sheet with the Books and Vouchers of the Octavia Hill Scholarship Fund, and have obtained all the information and explanations we have required. In our opinion such Balance Sheet is properly drawn up so as to exhibit a true and correct view of the state of the Fund's affairs, according to the best of our information and the explanations given to us and as shown by the books of the Fund.

13/14 Dartmouth Street, Westminster, S.W.1.
November 5th, 1940.

(Signed) E. WATTS & CO.,
Chartered Accountants, Auditors.

THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)
EDUCATION FUND.

REVENUE ACCOUNT FOR THE YEAR ENDED 31ST AUGUST, 1940.

	£	s.	d.		£	s.	d.
To Expenses for Tutorial Courses	177	10	9	By Fees Receivable	177	10	9
„ Office Expenses	5	17	8	„ BALANCE carried to Balance Sheet	19	5	5
„ Audit Fee	3	3	0				
„ Reserve for Doubtful Debts	10	4	9				
	£196	16	2		£196	16	2

BALANCE SHEET AT 31ST AUGUST, 1940.

	£	s.	d.		£	s.	d.
SUNDRY CREDITORS	243	5	6	CASH AT BANK AND IN HAND—			
J. M. Upcott— <i>Chairman of Council.</i>				At Bank	181	19	9
M. S. Moffatt— <i>Students' Tutor.</i>				In Hand	2	2	4
	£243	5	6				
				SUNDRY DEBTORS	50	2	9
				Less: Reserve for Doubtful Debts	10	4	9
				BALANCE PER REVENUE ACCOUNT		39	18
						19	5
						£243	5
							6

REPORT OF THE AUDITORS TO THE MEMBERS OF THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)

We have examined the above Balance Sheet with the Books and Vouchers of the Education Fund, and have obtained all the information and explanations we have required. In our opinion such Balance Sheet is properly drawn up so as to exhibit a true and correct view of the state of the Fund's affairs, according to the best of our information and the explanations given to us and as shown by the books of the Fund.

13/14 Dartmouth Street, Westminster, S.W.1.
1st November, 1940.

(Signed) E. WATTS & CO.,
Chartered Accountants, Auditors.

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