

331.88 : 333.3

**SOCIETY OF
WOMEN HOUSING MANAGERS**

(Incorporated)

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

WHITEHALL 7451

=====
SECOND ANNUAL REPORT
YEAR 1938-1939
=====

Pamphlet

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SOC

President : Miss M. M. JEFFERY, O.B.F.

Chairman of Council : Miss J. M. THOMPSON, B.COM.

Deputy-Chairman of Council : Miss M. E. HURST, B.A.

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

Secretary : DR. M. S. MILLER, M.A., B.COM.

COUNCIL FOR 1938-39

Miss M. M. Jeffery, O.B.F.	Miss I. E. Hort, B.A., F.S.I.
Miss J. M. Thompson, B.Com.	Miss E. M. M. Jones, B.A.
Miss M. E. Hurst, B.A.	Miss M. L. Keith, M.R.San.I.
Miss J. Darling, B.A.	Miss A. M. Lamplough, B.Sc., P.A.S.I.
Miss H. G. L. Alford, B.A., P.A.S.I.	Miss Emily Murray.
Miss M. R. Baskett, B.A.	* Miss M. E. Marshall, M.A.
Miss A. Baynes.	Miss M. R. Tabor, B.A., Barrister-at-Law.
Miss O. M. Blyth, B.A.	Miss J. M. Upcott, B.A., A.R.San.I.
Miss K. C. Brown, B.A.	Miss P. E. Wardle, P.A.S.I.
Miss J. E. Bunford, M.A., P.A.S.I.	Miss J. C. Winnington-Ingram, B.A., M.R.San.I.
Miss G. M. Burn, M.A.	Miss F.-L. Sawers, M.A.
Mrs. Gillie (Miss M. Besly).	
Miss U. G. Grundy, B.A.	

* Miss Sawers co-opted May 1939 in place of Miss Marshall who resigned.

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.
Sir Gerald Hurst, Kt., K.C., T.D., M.A., B.C.L.
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.
Sir Raymond Unwin, P.P.R.I.B.A.
Lady Walston.
Mrs. E. M. Wood, C.B.E.

TRAINING COMMITTEE :*Chairman :* Miss J. M. Upcott*Honorary Training Secretary :* Miss M. E. CAMM, A.R.San.I.*Honorary Assistant Training Secretary :* Miss K. C. BROWN

Miss Jeffery (<i>ex officio</i>)	Miss Grundy
Miss Thompson (<i>ex officio</i>)	Miss Hort
Miss Alford	Miss Jones
Miss Blyth	Miss Murray
Miss M. C. Galton	Miss A. J. Samuel, B.A.
	Miss K. H. Strange, B.A.

FINANCE COMMITTEE :*Honorary Treasurer :* Miss J. DARLING*Chairman :* Miss BUNFORD

Miss E. M. Cathrall	Miss Keith
Miss C. L. Cook, B.A.	Miss Lamplough
	Miss Wardle

QUARTERLY BULLETIN :*Honorary Editor :* Miss H. L. E. Duff, B.A.*Honorary Advertisements Editor :* Miss E. M. Maddox, B.Sc.**REPORT**

The following figures relate to membership of the Society during the year : Membership.

	31st August, 1938.	31st August, 1939.	
Fellows	26	25	1 Fellow died.
Ordinary Members	159	178	2 lapsed Ordinary members renewed membership. 22 Students became Ordinary Members. 4 Ordinary Members became Associates. 1 Ordinary Member resigned
Total	185	203	
Honorary Members	30	33	2 Associates became Honorary Members. 2 New Honorary Members. 1 Honorary Member died.
Associates	63	70	4 Ordinary Members became Associates. 8 Students became Associates. 1 New Associate. 2 Associates became Honorary Members. 4 Associates resigned.
Students	60	69	41 New Students. 22 Students became Ordinary Members. 8 Students became Associates. 2 Students resigned.

We regret to record the following deaths : Sir George Middleton, (Honorary Member); Miss A. J. Philipp, (Fellow). Miss Philipp was an original member of the Society and had been Housing Manager at West Bromwich for 11 years before her death.

It has been our privilege to convey the congratulations of the Society to the following: Miss F. Horsbrugh, M.P., (Honorary Member), on being awarded the C.B.E. in the New Year Honours List, and on being appointed Parliamentary Secretary to the Ministry of Health; Mr. J. S. Nicholson, C.B.E., (Honorary Member), on being awarded the C.B. in the New Year Honours List; Sir Raymond Unwin, P.P.R.I.B.A., (Honorary Member), on being awarded the Howard Memorial Medal in recognition of his services to the Garden Cities Movement; Miss Horn, (Associate), on being awarded the M.B.E. in the New Year Honours List; Lady Stewart, (Associate), on being awarded the O.B.E. in the New Year Honours List; Mrs. J. L. Stocks, (Associate), on being appointed Principal of Westfield College, University of London.

The Society continues to be indebted to its Honorary Members for their active interest in the work of the Society, their valuable help on many occasions and the donations they have made to the Society's funds.

Legal
Advice.

Thanks are again due to Mr. Parker Morris for his helpful advice in legal questions and for his constant interest in all matters affecting the progress and well-being of the Society.

Octavia Hill
Centenary

The celebrations in honour of the centenary of the birth of Octavia Hill took place during November and December 1938, and provided a memorable experience for all members and friends of the Society who participated in them. The chief event was the Octavia Hill Centenary Dinner, which was held at Claridge's Hotel on December 1st, 1938, under the chairmanship of Lord Balfour of Burleigh, and honoured by the presence of H.R.H. Princess Alice, Countess of Athlone, and the Earl of Athlone. The speakers were: Major General the Right Honourable the Earl of Athlone, K.G., P.C., G.C.B.; the Minister of Health, the Right Honourable Walter Elliot, M.P.; Mr. George Hicks, M.P., and Miss Emily Murray. Other guests of honour included Mrs. Elliot, the Lady Balfour of Burleigh, Mrs. Hicks, the Marchioness of Salisbury, Mr. Lewis Silkin, M.P., Chairman of the L.C.C. Housing Committee, Alderman Sir Miles Mitchell of Manchester, Mr. L. H. Keay, Housing Director of Liverpool, and Miss Hartstra representing the women housing managers of Holland. Nine members of Octavia Hill's family were present and representatives of her many interests. Among the latter were Sir Sydney Cockerell who assisted Miss Hill in the founding of the Southwark Cadet Corps and Miss Dorothy Hunter, whose father, Sir Robert Hunter, founded the National Trust with Octavia Hill and Canon Rawnsley.

Other events were the Centenary Broadcast on December 2nd by Sir Lawrence Chubb and Miss Thompson, (the latter talk being repeated on the Empire programme on December 8th), the addresses on Octavia Hill at the Society's Annual General Meeting on December

3rd (to which reference is made in a later paragraph), and the presentation at the Housing Centre of an Exhibition on the Life and Work of Octavia Hill, admirably prepared and arranged by Miss A. M. Lupton.

All these varied and interesting happenings were recorded in a special issue of the Society's Quarterly Bulletin, entitled "Octavia Hill Centenary Number" and published in January, 1939. The Centenary Number also included articles and letters from people who had known Octavia Hill and worked with her.

A specially noteworthy outcome of the Centenary celebrations was the proposal to raise funds out of which a scholarship or scholarships might be awarded to suitable candidates for training in housing management under the Society. In spite of the difficult conditions prevailing throughout the year, the Octavia Hill Memorial Scholarship Fund Appeal Committee, under the Chairmanship of Mr. J. A. L. Duncan, M.P., succeeded in raising the sum of £689. 14. 6. The Society wishes to record its gratitude to all who have worked hard to achieve this result, especially to friends outside its own ranks, and, among others, to the Ecclesiastical Commissioners, who have for many years employed Octavia Hill managers, for their gift of £100. The appeal will be continued throughout the coming year, as the Committee aims at raising £3,000, or sufficient to endow two scholarships.

During the early months of 1939 the Octavia Hill Exhibition was taken to various towns in Scotland by Miss Lupton and was received with great interest. It has also been and continues to be in demand in many parts of England, showing how widespread was the interest aroused by Octavia Hill's life and work, and particularly by her pioneer work in housing.

It is hoped that another outcome of the Centenary celebrations will be the writing of a new biography of Octavia Hill.

The Second General Meeting of the Society of Women Housing Managers (Incorporated) was held at the London School of Economics, London, W.C.2, on 3rd December, 1938, there being 118 Members and Associates present. Students of the Society were also present at discussion meetings held later in the evening, when Miss Olive Blott read a paper on "Disinfestation by Heavy Naphtha."

Annual
General
Meeting.

As the Annual General Meeting was held on the actual anniversary of the birth of Octavia Hill in 1838, a great deal of time was naturally devoted to the celebrations in honour of that event. The Chairman and Miss Upcott gave accounts of the Octavia Hill Centenary Dinner and of the inauguration of the Octavia Hill Memorial Scholarship Fund. Miss Joan Sunderland gave a vivid and inspiring talk on her work with Octavia Hill and Miss Hartstra a most interesting account of Octavia Hill work in Holland.

The Annual Provincial Conference which was held at Somerville College, Oxford, on 15th and 16th April, 1939, was the first Conference of the Society to which local authorities were invited to send delegates. 27 local authorities sent representatives to the meetings held in the Hall of the Taylor Institution on 15th April, when the following papers were read:

Morning Session: "The Planning and Design of Cottage Estates," lecture by Mr. A. G. Sheppard Fidler, M.A., B.Arch., A.R.I.B.A., A.M.T.P.I.; Chairman, Councillor Mrs. P. M. Stevenson, M.A., Oxford Housing Committee.

Afternoon Session: "Housing as a Social Service", papers by Mr. G. H. Banwell, Town Clerk of Lincoln, and Miss Tabor, B.A., Barrister-at-Law, Estates Surveyor's Department, Norwich; Chairman, Councillor A. E. Harries, Chairman of the Housing Committee, Swansea.

The Right Worshipful the Mayor (Councillor H. T. Gillett, M.D., J.P.) was good enough to extend a Civic Welcome to 135 members and delegates present, and a lively discussion followed upon the conclusion of the papers.

A meeting for discussion was held at Somerville College on 16th April and was attended by 109 members, associates and students of the Society. Matters of general interest were discussed.

The Exhibition on the Life and Work of Octavia Hill was on view at Somerville College throughout the week-end.

A further development has been the formation of a Junior Organisation which held its first meeting on December 3rd. The organisation, consisting of four regional groups and a central executive, was formed with the idea of enabling younger members and students of the Society to meet and discuss matters of general and professional interest. Each group has held several meetings and speakers have included senior members of the Society and other experts on technical subjects.

An event of outstanding importance to those concerned in housing management, particularly the management of municipal estates, was the publication in November 1938 of the Report of the Housing Management and Housing Associations Sub-Committee of the Central Housing Advisory Committee, now familiar as the Balfour Report.

The Sub-Committee took oral evidence from the Society of Women Housing Managers, the Institute of Housing and the Council for Art and Industry, in addition to written evidence from a number of bodies and individuals. They also visited several housing schemes

where trained women were in complete control and expressed themselves as favourably impressed with the efficiency of the administration.

The main concern of the authors of the Report is that the tenant shall be brought into more intimate contact with the local authority as landlord, than heretofore, and they define the position of the latter as being that of custodian and trustee of property and counsellor and friend of the tenants.

They make several recommendations as to the basis of training for managers, and these were closely examined by the Chartered Surveyors' Institution in revising the syllabus for the Women House Property Managers' Certificate.

In a circular from the Minister of Health sent to Housing Authorities along with the Report it is stated that "The Minister has no intention of suggesting one sex to the exclusion of the other on house management, but it does not appear to him that there are any functions which cannot adequately be performed by women of the right training and character".

The Report shows a sympathetic and penetrating appreciation of the problems of housing management, and is a great encouragement to the Society by reason of its recognition of the principles underlying the Octavia Hill System.

An important event to be recorded this year is the revision of the syllabus for the Women House Property Managers' Certificate (hereafter to be called the Women Housing Managers' Certificate) carried out by the Chartered Surveyors' Institution in consultation with the Society. The revised syllabus will consist of the following subjects:

- (1) Landlord and Tenant
- (2) Law of Housing
- (3) Construction and Maintenance of Buildings
- (4) Sanitation of Buildings
- (5) Estate Records and Accounts
- (6) Machinery of Government
- (7) Family Income
- (8) The Social Services.

It will thus be seen that the syllabus has been more effectively adjusted to the needs of the Octavia Hill manager, thereby meeting the criticisms embodied in the Balfour Report (and made by managers and students alike), that the social aspects of the work were too much neglected in the examination.

The Society greatly appreciates the work done by the Chartered Surveyors' Institution in this connection and records its special gratitude

to the officials and members of the Committee concerned.

Ministry of
Health Distress
for Rent
Committee

The Society was glad to have the opportunity of submitting written evidence to the Distress for Rent Committee of the Ministry of Health, although its members do not have much direct experience in this connection. Oral evidence was later requested and Miss Larke attended at the Ministry of Health on behalf of the Society.

Development
of the Society's
work

Attention has been focussed upon the work of the Society to an unprecedented extent during the past year, due to such outstanding events as the Centenary of the birth of Octavia Hill, the publication of the Balfour Report and the holding of the Society's first Delegate Conference at Oxford. One happy result has been the coming forward of a much larger body of candidates for training as compared with the two preceding years. The Society can, therefore, look forward with greater confidence to being able to fill the rapidly increasing demand for Octavia Hill managers and assistants.

Appointments.

The total number of appointments during the year amount to 39, of which 16 were new appointments. 8 additional local authorities, 1 additional housing association and 2 additional private owners appointed Octavia Hill managers during the year. It is of special interest to note that 2 of the additional municipal appointments were in South Africa and that the temporary appointment made last year in Scotland was this year made permanent.

The following *new appointments* have been made :

London :

Miss Booth, Assistant Manager, Fulham Housing Improvement Society, Ltd.
Miss Every, Housing Manager, Miss Phyllis M. Rose (Battersea).
Miss Grundy, Woman Housing Manager, Metropolitan Borough of Paddington.
Miss Simpson, Assistant Housing Manager and Welfare Adviser, Metropolitan Borough of Fulham.
Miss Upcott, Housing Manager, Old Etonian Housing Association, Ltd.
Miss Lawes Wilkinson, Housing Manager, Brentford and Chiswick Corporation.

Provinces :

Miss Burn, Woman Housing Manager, St. Alban's City Council.
Miss Carlyle, Housing Manager, A. C. Pilkington, Esq. (Boar's Hill, Oxford).
Miss Curror, Housing Manager, Westquarter Estate, Stirlingshire County Council (placed on permanent staff).
Mrs. Penny, Housing Manager, Romford Borough Council.
Miss Rushbrooke, Woman Housing Manager, Utoxeter Urban District

Council.

Miss Streatfeild, Woman Housing Manager, Sowerby Bridge Urban District Council.
Miss Voller, Housing Manager, Halesowen Borough Council.

Overseas :

Miss Deverell, Woman Housing Supervisor, Port Elizabeth (South Africa) City Council.
Miss Ratcliffe, Temporary Manager and Investigator, Housing Improvements Board, Sydney, New South Wales.
Miss Thomas, Assistant Housing Supervisor, Capetown City Council.

Other Appointments.

London :

Miss Allen, Assistant, United Women's Homes Association, Ltd.
Miss Beedham, Woman Assistant Property Manager, Metropolitan Borough of Islington.
Miss Cockburn, Assistant, Miss Baker (Messrs. Clutton, Camden Town Office).
Miss Deed, Assistant Woman Housing Manager, Royal Borough of Kensington.
Miss Keast, Assistant, Miss Jeffery.
Miss Moffatt, Assistant Housing Manager, Kensington Housing Trust, Ltd.
Miss Sturge, Junior Assistant, Mrs. Barclay & Miss Perry (St. Pancras).
Miss K. M. Walton, Assistant, Miss Moor.

Provinces :

Miss Adderley, Assistant Woman Property Manager, Chesterfield Borough Council.
Miss E. Beckett, Second Assistant Manager, Liverpool Improved Houses, Ltd.
Miss Bookless, Assistant in Housing Department, County Borough of Rotherham.
Miss Cound, Fourth Assistant Housing Manager, County Borough of Swansea.
Miss Craven, Assistant Woman Housing Manager, Lancaster City Council.
Miss Dudin, Deputy Housing Manager, Cheltenham Borough Council.
Miss M. C. Fawcett, Woman Rent Collector, Lincoln City Council.
Miss Hurst, Housing Manager, Hemel Hempstead Borough Council.
Miss M. I. Richardson, Assistant Woman Housing Estate Manager, County Borough of Bootle.
Miss Sauvée, Assistant in Estate Management Department, Mitcham Borough Council.
Miss Sparrow, Assistant Woman Housing Estate Manager, Southall Borough Council.

Miss Veater, Assistant Woman Housing Manager, Cheltenham Borough Council.

Miss Vernon, Assistant in the Estate Management Department, Mitcham Borough Council.

Miss Wills, Assistant Estate Manager, Newcastle-under-Lyme Borough Council.

Miss Youatt, Assistant Housing Manager, County Borough of Swansea.

Examination
Successes.

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

Final Examination : Miss Duckering, Miss Rice.

Chartered Surveyors' Institution :

Professional Examination : Final :

Miss Blott

Miss Rowntree

Miss Wardle.

Intermediate, Part II : Miss Knowles.

Women House Property Managers' Certificate :

Miss Adderley

Miss Barris

Miss E. Beckett

Miss Campbell

Miss Eastham

Miss Moffatt

Miss Pocock

Miss Pollock

Miss Strange

Miss Tresise

Miss K. M. Walton

Miss Wills.

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

Miss Mally

Miss G. Mitchell.

Royal Sanitary Institute, Certificate in Sanitary Science as applied to Buildings and Public Works :

Mrs. Shepherd.

We congratulate Miss Allen on being awarded the prize offered by two members of the Junior Organisation for an essay set by Council, Miss Kaye on gaining a prize and having her prize-winning essay placed first in order of merit at a meeting of the Lancashire and Cheshire County Branch of the Chartered Surveyors' Institution Junior Organisation and Miss Voller on being awarded first prize for a paper

(one of five) read to the meeting of the Junior Section of the Birmingham and West Midlands Branch of the Auctioneers' and Estate Agents' Institute.

The Society has co-operated actively during the year through members and the Secretary, with many other bodies, including not only organisations interested in housing, but others concerned with social work, with the training, activities and professional interests of women, with preparations for national defence and with the work of Local Government. Relations have also been maintained with the British Broadcasting Corporation and with bodies like the Royal Institute of Public Health and Hygiene and the Royal Sanitary Institute.

Other Societies.

The exceptionally large number of organisations addressed by members during the year is a further tribute to the lively and growing interest in Octavia Hill work. Speakers were greatly in demand by schools, colleges and other bodies interested in the education and training of women. Their services were also requested by women's clubs, Ratepayers' Associations, bodies engaged in social work, and political associations both Conservative and Labour.

Meetings
Addressed by
Members.

Further extension of Octavia Hill work in South Africa has taken place during the year by the appointment of Miss Deverell as Woman Housing Supervisor in Port Elizabeth. The South African training scheme continues to progress, under the supervision of Miss Crickmay, in collaboration with Miss Miskin, and this year two of the students will complete their training. South African trainees are now students of the Society.

Overseas

Visitors from abroad have again been numerous, and the American visitors in particular have given proof of the growing interest in management being evinced in the U.S.A., where progress in housing has been very rapid during the last few years. Visitors have also been received from Australia, Czecho-Slovakia, Palestine and Sweden.

JEAN M. THOMPSON,

Chairman of Council.

M. S. MILLER,

Secretary.

The encouraging increase in the number of students this year has added considerably to the Society's income and, had it not been for the fact that several training fees payable at the end of August were unexpectedly held up, the revenue account would have shown

Finance.

a small balance instead of a small deficit. In addition to increased receipts from training fees, the amount received in subscriptions continues to grow and to bear witness to the Society's steady expansion.

This year's expenses have also been heavier in many directions, but particularly in connection with our first Delegate Conference and the special Centenary Number of the Quarterly Bulletin. Both these ventures were of immense value and fully repaid the extra outlay. The amount claimed in travelling expenses was lower this year than in previous years, demonstrating the continued generosity of members in foregoing all or part of the expenses they incur.

Last year it was decided to institute a separate Library Fund to which the Society would make an annual grant of £5. In addition to this sum, there have this year been two most welcome donations from members of the Society and it is hoped in due course to enlarge and improve the Students' Library. The office equipment has this year been improved by the purchase of a Gestetner Duplicator.

With regard to the Bursary Fund, the Council decided after the inauguration of the Octavia Hill Scholarship Fund to use the money already accumulated for the immediate needs of students and three grants of £20 each were, therefore, made. In addition to the interest always allocated to it, the Fund was increased this year through the generosity of a member who repaid the £10 grant which she had received as a student.

The Society has again received a number of welcome donations from generous friends and members and has much pleasure in acknowledging the following:

Anon (Repayment of Student's Grant)
 Anon (Gift to Library Fund)
 Sir Lawrence Chubb
 Miss D. Haworth
 Miss M. M. Jeffery
 Mr. Parker Morris
 Miss M. I. Robertson (Gift to Library Fund).

It is interesting to note that the capital account is now £874. 15. 6, as compared with £449. 11. 6 at January 20th, 1933.

The fact of 1938/39 having been a successful year from the financial point of view is particularly helpful, seeing that the outbreak of war will of necessity involve for the Society, as for many other organisations, a serious reduction in income.

J. DARLING,

Honorary Treasurer.

THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)
BALANCE SHEET AT 31st AUGUST, 1939.

	£	s.	d.	£	s.	d.		£	s.	d.	£	s.	d.
CAPITAL ACCOUNT—							FURNITURE & FITTINGS—						
As at 1st September, 1938	890	4	5				As at 1st September, 1938	123	5	11			
Add: Balance of Incorporation Fund ...	9	3	4				Add: Additions during year	20	19	0			
	<hr/>							<hr/>					
Less: Balance per attached Revenue Account	899	7	9				Less: Depreciation at 5% per annum ...	144	4	11			
	24	12	3					7	4	3	137	0	8
				874	15	6	STUDENTS' LIBRARY—						
INCORPORATION FUND—							As at 1st September, 1938	11	15	6			
As at 1st September, 1939	9	3	4				Add: Additions during year	9	15	2			
Less: Transferred to Capital Account ...	9	3	4					<hr/>					
				0	0	0	Less: Depreciation at 5% per annum ...	21	10	8			
BURSARY FUND—								1	1	6			
As at 1st September, 1939	60	15	6				ACCRUED INTEREST				20	9	2
Add: Interest for year	1	18	6				SUNDRY DEBTORS				9	17	2
Donations Received	10	0	0								6	13	0
							INVESTMENTS:						
	72	14	0				£293. 17. 3. 3½% War Stock	296	17	8			
Less: Grants made	60	0	0				£328. 18. 4. 3½% Conversion Stock ...	238	17	6			
(Note: The interest on £55 3½% War Loan is allocated to this Fund)				12	14	0	10 Shares of £4 each in Co-Partnership Tenants	40	0	0			
STUDENTS' LIBRARY FUND—							10 Shares Bethnal Green & East London Housing Association	10	0	0			
Donations received	25	9	6				Co-operative Permanent Building Society—						
Add: Transfer from Revenue Account ...	5	0	0				Loan Account	136	15	11			
				30	9	6					722	11	1
SUNDRY CREDITORS				30	15	5	CASH AT BANK & IN HAND—						
SUBSCRIPTIONS & TRAINING FEES IN ADVANCE—							At Bank—Deposit Account	75	11	3			
Training Fees	262	10	0				Current Account	214	19	0			
Subscriptions:	8	7	6				In Hand	32	10	7			
				270	17	6					323	0	10
J. M. Thompson													
J. Darling—Members of Council.													
M. S. Miller—Secretary.				£1,219	11	11					£1,219	11	11

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

We have prepared the above Balance Sheet and the accompanying Revenue Account from the Books and Vouchers of the Society, 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 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.

E. WATTS & CO., Chartered Accountants, Auditors.

10th NOVEMBER, 1939.

THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.).
REVENUE ACCOUNT FOR THE YEAR ENDED 31ST AUGUST, 1939.

1938		£	s.	d.	£	s.	d.	1938		£	s.	d.
604	To Secretary's & Assistants' Salaries				649	14	5	437	By Subscriptions	501	9	6
	„ OFFICE EXPENSES—							31	„ Donations	7	18	10
83	Rent	100	0	0				431	„ Training Fees	569	15	0
12	Lighting & Heating	6	13	1				55	„ Entrance Fees	11	11	0
15	Telephone	15	1	3				31	„ Interest on Investments Receivable	32	4	5
35	Stationery, Publications and Press Cuttings	57	16	1				9	„ Sale of Pamphlets, Bulletins, etc.	13	4	2
24	Printing	11	4	9				50	„ Horace Street Grant	50	0	0
52	Postage & Cheque Books	65	1	5				—	„ Notices of Vacancies	14	12	0
15	Clerical Help	48	13	0				34	„ BALANCE carried to Balance Sheet (Deficit)	24	12	3
9	Insurance	11	13	8								
3	Advertising	4	8	6								
2	Repairs & Maintenance	4	0	0								
281	31 Cleaning & Sundries	31	7	1								
					355	18	10					
	„ MEETING EXPENSES, DELEGATES' EXPENSES, ETC.—											
10	Affiliation Fees	13	4	6								
18	General Meeting and Annual Provincial Conference	33	14	3								
10	Annual Report	10	2	0								
38	— Grant to Junior Organisation	1	0	0								
					58	0	9					
9	„ Travelling Expenses (Hon. Officers & Secretary)	7	16	7								
43	„ Travelling Expenses (Members)	26	4	6								
					34	1	1					
50	„ Horace Street Grant				50	0	0					
10	„ Grant to Student (Special Donation)				0	0	0					
—	„ Examiner's Fee				1	1	0					
18	„ Quarterly Bulletin				48	1	9					
7	„ Audit Fee				6	16	6					
7	„ Income Tax				8	7	1					
—	„ Grant to Library Fund				5	0	0					
4	„ Redecoration of Office				0	0	0					
7	„ Depreciation of Furniture and Library				8	5	9					
1078					£1,225	7	2	1078		£1,225	7	2

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THE SOCIETY OF WOMEN HOUSING MANAGERS (INC.)

OCTAVIA HILL SCHOLARSHIP FUND.

REVENUE ACCOUNT FOR THE YEAR ENDED 31ST AUGUST, 1939.

	£	s.	d.		£	s.	d.
To Postage & Cheque Book				By Donations	689	14	6
„ Printing	1	0	0				
„ BALANCE carried to Balance Sheet	684	5	6				
	£689	14	6		£689	14	6

BALANCE SHEET AT 31ST AUGUST, 1939.

OCTAVIA HILL SCHOLARSHIP FUND—	£	s.	d.	CASH AT BANK.	£	s.	d.
BALANCE per Revenue Account	684	5	6	Post Office Savings Bank	500	0	0
				Current Account	184	5	6
					684	5	6
J. A. L. Duncan—Chairman.							
F. Walston—Honorary Treasurer.							
M. Gillie—Honorary Secretary, Appeal Committee.							
	£684	5	6		£684	5	6

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We have prepared the foregoing Balance Sheet and Revenue Account from the Books of the Octavia Hill Scholarship Fund which have been produced to us. We have not audited these Accounts. We have verified the balances at the Post Office Savings Bank and on Current Account on the 31st August, 1939, by means of certificates.

13/14, Dartmouth Street, Westminster, S.W.1.
10th NOVEMBER, 1939.

E. WATTS & CO., Chartered Accountants, Auditors.

SPARTA PRESS
PRINTERS
112 ROBERT ST.
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