

Home Property Mgt.

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Association of  
Women House Property Managers  
ABFORD HOUSE,  
VICTORIA,  
S.W.1.

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ANNUAL REPORT, 1931

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Pamphlet

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## ANNUAL REPORT, 1931.

In the Marchioness of Salisbury the Association is unusually fortunate in having a distinguished President who is also intimately acquainted with the work of its members.

The Association regrets to have to record the deaths of two of its oldest members, Miss Lumsden, who died suddenly in August, was one of the founder members of the Association, and had worked with Miss Octavia Hill on the Slum Clearance and Rehousing Scheme at Webber Street, Lambeth, as well as being responsible for the large Slum Clearance Scheme at Walworth until 1914.

Mrs. Maurice, a sister of Miss Octavia Hill, died also in August, aged 92. She edited "Octavia Hill's Early Ideals," and was always a sympathetic friend of the movement.

We are very sorry to lose Miss Jameson, who has left to become Appeal Secretary to the Queen Victoria Memorial Hospital at Nice. The Association owes a great deal to Miss Jameson for her work as Secretary during the past two years and wishes to record its gratitude for her help and to give her its very best wishes for success and happiness in her new work. The Association has been fortunate in securing the help of Miss Upcott, who has undertaken to carry on as Honorary Secretary for the time being.

### ORGANISATION.

This year has been notable for the efforts towards a Central Organisation of all Octavia Hill workers. Two general meetings of the Association were held to discuss the constitution for a joint organisation, and at a general meeting of Octavia Hill workers at Friends' House in November, 1931, it was resolved "That the acceptance by the meeting of the draft constitution inaugurates a Central Organisation of all Octavia Hill workers." The three groups concerned then proceeded to elect representatives on the First Governing Body by Postal Ballot, Miss Camm, Miss L. C. Mitchell and Miss Moor being elected by the Association, Miss Cooper, Miss Samuel and Miss Thompson by the Municipal Managers, Mrs. Barclay, Miss Jeffery and Miss Marshall by the Octavia Hill Club, and Miss Fenter by the Provincial non-Municipal Managers.

One other general meeting was held to discuss training and qualifications. It was decided that from 1932 Assistants' Certificates should only be available for accepted Association students, and that workers who were non-accepted students between 1925 and 1932 should pay a fee not exceeding five guineas for taking a special examination before the Executive Committee considers their application for Assistants' Certificates.

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The Executive Committee and the two sub-Committees, Students' Training and Finance, have met regularly and done much valuable work.

The Secretary attended a Conference of the Municipal Octavia Hill workers, held at Warwick on May 2nd, when a report was given of the proceedings of the Central Organisation Joint Committee up to date, and there was some discussion on accounting methods and the special difficulties presented by unemployment.

#### TRAINING.

The Chartered Surveyors' Institution has now framed a special examination to suit the work of Women House Property Managers, when their experience does not entitle candidates to apply for full membership of the Institution. The Certificate includes Building Construction, Estate Accounts and Law of Landlord and Tenant, and requires approved training and practical experience of at least twelve months. Holders of this special Certificate can go on to qualify for election by passing the examination subjects not comprised in the Certificate schedule, if their practical experience justifies application for membership.

During the year six students have begun their training: Miss Thomas (January), Miss Godfrey (March), Miss Scarlett-Smith (May), Miss Crawford (June), Miss Gourlay (August), Miss A. H. Baskett (August). Miss Watson began in November, 1930, and Miss Negus has taken up the work again after two years' absence.

#### EXAMINATIONS.

##### 1. *Chartered Surveyors' Institution.*—

(i) *Intermediate*: Miss Crips-Villiers and Miss Murray passed.

(ii) *Final*: Miss Bunford, B.A., passed.

(iii) *Special Single*: Miss M. Hurst, B.A., and Miss, J. Mott, B.A., passed.

##### 2. *Royal Sanitary Institute.*—

Miss Baker-Wilbraham, Miss Bourne, Miss Cook, Miss Mackenzie and Miss Moore-Ede have passed the Sanitary Science examination and have been elected members of the Institute.

#### CERTIFICATES AWARDED BY THE ASSOCIATION.

##### 1. *Assistants' Certificates.*—

Miss Bentley, Miss Bunford, Miss Crips-Villiers, Miss Haworth, Miss Hurst and Miss Murray

##### 2. *Managers' Certificates.*—

Miss Cole-Baker and Miss Jupp.

#### APPOINTMENTS.

- Miss N. Baker - Assistant, Mrs. Ley's Estate. February, 1931.
- Miss Bankes - - Temporary Woman Housing Superintendent, L.C.C. Glebe Estate, Camberwell. October, 1931.
- Miss Camm - - Manager of weekly properties for the Duke of Westminster in London. December, 1931.
- Miss Cole-Baker - Manager to the Cambridge Housing Society and to the Public Health and Law and Properties Committees of the Borough of Cambridge. April.
- Miss Cook - - Secretary to the Shoreditch Housing Association, and Assistant at Notting Hill. February.
- Miss Gourlay - - Assistant, Cheltenham. January, 1931.
- Miss Greenshields - Assistant, Rotherham. February, 1931.
- Miss Howarth - - Assistant, Norwich City Council. January, 1932.
- Miss Hurst - - Assistant, Kensington Housing Trust. May, 1931.
- Miss Johnston - - Manager of Properties at Vauxhall, Bermondsey and Wapping, formerly belonging to and managed by the late Miss Louise Jacob. June, 1931.
- Miss Mackenzie - Housing Superintendent, L.C.C., Tabard Garden Estate. February, 1931.
- Miss Morgan - - Manager to Lambeth Housing, Ltd. October, 1931.
- Miss Mott - - - Second Assistant, Chester City Council. September 1931.
- Miss Upcott - - Secretary to the Westminster Housing Association. February, 1931.

*Whidborne Estates.*—Miss Camm's position was filled after the close of the current year by the appointment of her Assistant, Mrs. Roupell as Manager, and Miss Alford has subsequently been appointed as Assistant.

#### MANAGEMENT.

##### 1. *London.*

There are now in London alone 9,785 tenancies with a population of roughly 36,600, under the management of members of the Association. This number is divided between:—

(a) Municipal and London County Council. Tenancies, 1,679; population, 7,022.

- (b) Ecclesiastical Commissioners. Tenancies, 2,271; population, 10,100.
- (c) Public Utility Societies. Tenancies, 2,062; population, 9,998.
- (d) Private Ownership. Tenancies, 3,773; population, 15,479.

An important step has been taken by the L.C.C. in appointing Miss Mackenzie as Resident Superintendent to their Tabard Garden Estate in Southwark. It is especially satisfactory to know that, in consequence of Miss Mackenzie's work, another trained Woman Manager, Miss Bankes, has now been appointed Resident Superintendent of the Glebe Estate, Camberwell.

The Kensington Housing Trust has now a total of 294 tenancies.

Lambeth Housing Ltd., has completed three blocks of six flats each and it is hoped that the four blocks may be occupied early in 1932.

The Shoreditch Housing Association, Ltd., to which Miss Cook is Secretary, has launched its first housing scheme during the past year. It is hoped very soon to have a few tenants in the old almshouse cottages on the site, which are eventually to be replaced by a block of 20 flats.

Willesden Housing Society has completed 28 new flats, to be officially opened in February, 1932, 50 per cent. of the tenants being chosen from the waiting list of the Willesden Council and 50 per cent. from direct applicants. Miss Crickmay has taken over the management from Miss Perrin.

Miss Wardle, who has been "Collector of Rents" under the Hendon U.D.C. since 1929, has been given the management of 45 flats under the Council.

## 2. Provinces.

### Cambridge.

Miss Cole-Baker has been entrusted with the management of 80 new houses by the Public Health Committee and of old property by the Law and Properties Committee of the Cambridge Borough Council, while also managing the new houses of the Public Utility Society in the same Borough, 183 tenancies in all.

### Cheltenham.

Miss Hort has now a total of 900 houses under the Town Council and more in prospect.

### Chester.

All the weekly property of the Corporation was placed under Miss Thrupp's management in September of this year, and a full-time extra assistant was then appointed. There are now 940 houses in Miss Thrupp's charge, with a further contract for 282.

### Liverpool.

Liverpool Improved Houses, Ltd., have bought 12 more houses.

### Norwich.

The City Council having given to its Housing Inspector (Miss Darling, from Cumberland Market and Rotherham) the powers of management, offered three posts to Octavia Hill trained workers as assistants, and Miss D. Howarth has been appointed to one.

### West Bromwich.

Miss A. J. Philipp is responsible for 2,830 houses under the Council.

## 3. Scotland.

### Perth.

The Public Utility Society, which was formed last year, is named "Better Homes, Ltd." The Honorary Secretary is Miss Margaret Martin. The Society has purchased one block of tenements occupied by seven tenants and is considering a scheme of improvement.

### Stirling.

Miss Curror is Supervisor and Factor to the Thistle Property Trust and has 45 houses under her charge. The Trust has given help to the ~~Stirling~~ <sup>Perth</sup> Society.

## MEETINGS.

An Octavia Hill meeting was held at the Royal Society of Arts, Adelphi, in October, invitations having been sent out to all persons and Societies likely to be interested; the meeting was well attended. The subject this year was "Some Aspects of the Housing Work of Octavia Hill." Sir Francis Morris (Charity Organisation Society) was in the chair, and the speakers were Sir Lewis Dibdin, D.C.L. formerly Estates Commissioner of the Ecclesiastical Commission) and Sir William Hamer, M.D. (formerly Medical Officer of Health for London, Mr. S. Hamer (National Trust) and Miss Haldane also spoke. All the speakers had worked with Miss Octavia Hill at some time, and the addresses were most interesting and entertaining.

The following members have addressed meetings in London and the country :—

Miss Arkwright (Liverpool) gave an address at a Health Exhibition for the Merseyside on the work of Liverpool Improved Houses, Ltd.

Miss M. R. Baskett (Liverpool) spoke on June 2nd to the Liverpool Sanitary Inspectors on the " Octavia Hill System of House Property Management "; on September 23rd, on " Housing " to the Bristol University Settlement; on October 27th to the Liverpool Soroptimists on the " Octavia Hill System "; and on October 30th read a paper at the Wolverhampton Sessional Meeting of the Royal Sanitary Institute on " Experiments of a Voluntary Housing Society in Reconditioning. "

Miss Dicken (Notting Hill) gave addresses on " House Property Management " to the Women Citizens' Association at Paddington and at Richmond.

Miss Galton (Chelsea, etc.) addressed a meeting of the National Council of Women on March 6th in Sheffield, where she and Miss J. Sunderland had gone to advise on a project of management.

Miss Hort (Cheltenham Town Council) addressed the N.C.W. at Salisbury in October and at Andover in November on " House Property Management as a Career for Women. "

Miss Larke (Bethnal Green) addressed the Women Citizens' Association at Gravesend on October 21st.

Miss J. Sunderland (Lambeth) gave a lecture to the Bethnal Green Settlement on February 21st; took part in the meeting at Sheffield on March 6th; addressed Cambridge undergraduates at Southwark on March 16th and at the Time and Talents Settlement at Bermondsey on December 10th, and a group of medical students at Students Movement House in October.

Miss Upcott gave a lecture to the Women Public Health Officers' Association at Bedford College on January 5th on " Estate Management and Social Amenities on Local Authorities' Housing Estates "; addressed the students of Queen's College, Harley Street, in February; the National Council of Women at Wolverhampton on February 27th; the Westminster Women's Co-operative Guild on September 9th; and spoke under the auspices of the Westminster Housing Association to the N.C.W. (London Branch) on " The Voluntary Housing Societies of London " on October 8th.

Miss Wardle (Hendon U.D.C.) addressed a meeting of the Women Citizens' Association at Winchester on " House Property Management " on November 18th.

#### OTHER ACTIVITIES.

Miss Crickmay and Miss Upcott made a survey of property in Clerkenwell for the Governors of the Charterhouse early in January, 1931.

On May 27th three women Managers from the City of Amsterdam visited London and were shown several of the properties managed by London members of the Association.

#### PUBLICATIONS.

Miss Crickmay and Miss Upcott have produced a paper on the " Financial Aspect of House Property Management, 1931, " which has now been printed, price 1d. a copy.

Miss Baskett's paper on " Experiments of a Voluntary Housing Society in Reconditioning " will be printed as soon as funds permit. She has written an article on " House Property Management as a Profession for Women " for the Leeds Girls' High School Magazine (December issue).

Miss Arkwright wrote a short article on the work of the Association for the Liverpool Personal Service Society, which was published in their " News and Notes " in October.

Miss E. Martelli very kindly presented a number of copies of " Tenant Friends in Deptford " by Miss Ellen Chase, to be distributed among people interested.

#### FINANCE.

The Finance Sub-Committee wish to record their gratitude to the President, the Marchioness of Salisbury, who appealed to all Vice-Presidents for subscriptions and invoked a most generous response, which considerably reduced the deficit on the year's working.

In spite of rigid economy, the Income and Expenditure Account shows a deficit of £50. Now that it is possible to secure cheaper offices elsewhere, the Executive have given notice to quit at Abford House, and will vacate the premises next June.

During the year 1931 a new deed of trust has been drawn up, securing the Association the capital now shown on the Balance Sheet. This money was originally bequeathed to it by the Rural Housing and Sanitation Association at their dissolution in 1926, and as the recording minutes were lost and no new deed was drawn up, the Association had no very obvious claim on the money. It was therefore thought highly desirable to put the whole matter on a legal basis. This has now been done, and a fourth Trustee, Miss Moor, added to the number. The Committee wish to thank very sincerely the Trustees—Sir William Chance, Sir George Duckworth and Sir Herbert Matthews—for the patience and trouble they have given to this matter.

M. K. MOOR,  
Chairman,

THE ASSOCIATION OF WOMEN HOUSE PROPERTY MANAGERS.

Dr. INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER, 1931. Cr.

		£	s.	d.	£	s.	d.			£	s.	d.	£	s.	d.	
To	Secretary's Salary and Insurance	...	...	211	5	11		By	Subscriptions	...	...	...	110	11	0	
„	Office Expenses—							„	Donations—							
	Rent and Rates	114	16	10					Horace Street Trust	...	...	50	0	0		
	Heating, Lighting, Cleaning and Insurance	...	...	18	16	10			St. Christopher's Trust	...	...	25	0	0		
	Stationery and Typing	...	...	7	8	4			Sundries	...	...	24	6	6		
	Telephone	...	...	11	14	1							99	6	6	
	Postage	...	...	14	9	0		„	Students' Fees	...	...	...	162	10	0	
	Travelling Expenses	...	...	0	1	4		„	Students' Grant returned	...	...	...	10	0	0	
	Sundries	...	...	4	3	6		„	Sale of Stationery, Publications, etc.	...	...	...	34	17	3	
							171	9	11	„	Survey executed for the Governors of Charterhouse	...	...	18	18	6
„	Publications	...	...	33	10	7		„	Sundry Receipts	...	...	...	3	8	2	
„	Meetings, Delegates' Expenses, etc.	...	...	17	4	11		„	Dividends and Interest	...	...	...	29	18	3	
„	Students' Library (from Students' Grant returned)	...	...	3	15	3		„	Balance being excess of Expenditure over Income carried to Balance Sheet	...	...	...	49	6	8	
„	Fees for Charterhouse Survey	...	...	17	17	6										
„	Income Tax and Corporation Duty	...	...	4	15	6										
„	Bank Charges	...	...	0	8	4										
„	Accountancy and Audit Fees	...	...	5	15	6										
„	Sundries	...	...	2	12	11										
„	Horace Street Grant to Students	...	...	50	0	0										
							£518	16	4							
													£518	16	4	

THE ASSOCIATION OF WOMEN HOUSE PROPERTY MANAGERS.

Dr. BALANCE SHEET AT 31ST DECEMBER, 1931. Cr.

		£	s.	d.	£	s.	d.			£	s.	d.	£	s.	d.	
CAPITAL ACCOUNT	...	677	3	1				FURNITURE AND FITTINGS—								
Less Balance for attached Income and Expenditure Account	...	49	6	8				As valued by the Finance Committee at December 31st, 1931	...	...	...	25	0	0		
					627	16	5	STOCK OF STATIONERY—								
SUNDRY CREDITORS	...	...	...	38	5	0		As valued by the Finance Committee at December 31st, 1931	...	...	...	50	0	0		
								STUDENTS' LIBRARY—								
								As valued by the Finance Committee at December 31st, 1931	...	...	...	2	0	0		
								SUNDRY DEBTORS	...	...	...	11	10	4		
								INVESTMENTS—								
								£155 14s. 2d. 5 per cent. War Loan.								
								At value on December 31st, 1931								
								(95½)	...	...	...	148	14	0		
								£328 18s. 4d. 3½ per cent. Conversion Loan.								
								At value on December 31st, 1931								
								(72¾)	...	...	...	238	17	6		
								Ten shares of £10 each Co-Partnership Tenants, Limited, valued on information supplied by letter dated January 14th, 1932	...	...	...	50	0	0		
								Co-operative Permanent Building Society at par	...	...	...	131	7	2		
													568	18	8	
								CASH AT BANK AND IN HAND—								
								At Bank	...	...	...	6	10	5		
								In Hand	...	...	...	2	2	0		
														8	12	5
							£666	1	5				£666	1	5	

We have prepared the above Balance Sheet and accompanying Income and Expenditure Account from the Books and Vouchers of the Association, and certify them to be in accordance therewith.

77, Chandos House,  
Palmer Street, S.W.1.

January 19th, 1932.

F. WATTS & Co.,  
Chartered Accountants, Auditors.

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