



NEWSLETTER

BUSINESS ARCHIVES COUNCIL OF SCOTLAND

*Reprint Nos. 1 & 2
1966-7*

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INTRODUCTION

The Business Archives Council of Scotland was established in 1960 by a group of businessmen, lawyers, chartered accountants, librarians and university teachers. Its principal object has always been to encourage the preservation and study of archives which bear on the history of commercial and industrial enterprise. In this task noteworthy success has been achieved and a detailed list of those records surveyed by the Council and by the Colquhoun Lecturer in Business History at the University of Glasgow will shortly be published in a volume entitled Studies in Scottish Business History, edited by Dr. P.L. Payne, the Council's honorary secretary. Furthermore, the co-operation of numerous businessmen has been achieved, both because they have been sympathetic to the interest shown in the past records of their firms and because the business community has welcomed the Council's advisory service on documentary preservation and methods of record keeping. On several occasions such assistance has been rendered by a visit to the firm concerned, in others the Council's aid has taken the form of distributing the valuable publications of the British Records Association and the Business Archives Council in London.

Throughout the past six years, the Council's activities have been given useful publicity by the Press and by the Scottish Home Service of the B.B.C. For some time, however, the feeling has been growing that the Council's aims would be more vigorously promoted by the publication of a periodic bulletin: hence the appearance of this Newsletter, which, it is hoped, will be the first of a series. It is planned to produce the Newsletter twice or three times a year and it will carry news of the Council's current activities: summary lists of recent surveys, together with brief notes on the significance of the more important collections; reviews and notices of books based upon business archives; and news of the work of related bodies such as the National Register of Archives (Scotland), whose officers have supported the Council from the start and who are currently engaged in conducting surveys of business records in Edinburgh, the Business Archives Council in London who have always been ready to assist our efforts, and the British Record Association.

The appearance of this first issue of the Newsletter presents an opportunity to ventilate certain weaknesses that have become increasingly apparent during the last year or so. The criticism has been voiced that although the Council set out to be a national body, its activities have been largely confined to Glasgow and the West. /

INTRODUCTION

West. The National Register of Archives (Scotland) has been performing valuable work in Edinburgh, but, it is argued, this is not really a substitute for the work of a Business Archives Council in which representatives of the business and academic worlds can co-operate. Acknowledging the truth of this argument a sub-committee of the executive committee has been seeking ways and means of rectifying this very real weakness and of enlisting the growing interest in business records recently shown in Dundee, Aberdeen and elsewhere. To this end arrangements are being made to set up regional committees in these and other commercial and industrial centres, the first fruit of which has been the agreement by the Abertay Historical Society to act as the local committee of the Business Archives Council in Dundee. It is imperative that continuous efforts be made to widen the geographical area of the Council's activities and to make renewed efforts to mobilize the support of the business community. The implications of this new "push" are far-reaching. The organisation of the Council needs to be revised to meet the challenge of the new situation presented by the growing interest in business records outwith Glasgow and the West, in creating which the Council must take some credit. In the work ahead, it is to be hoped that this Newsletter will play a useful part: its appearance is a token of the new vigour of the Council.

THE DUNDEE LOCAL COMMITTEE OF THE BUSINESS

ARCHIVES COUNCIL FOR SCOTLAND

The Abertay Historical Society Council recently agreed to act as the local committee of the Business Archives Council in Dundee. Its General Secretary therefore becomes Secretary of the Dundee Business Archives Council Committee. He is also Secretary of the Dundee Industrial Archaeology Group. Correspondence should be addressed to:

Mr. B.P. Lenman,
Department of History,
Queen's College,
DUNDEE.

BRIEF COMMENTARIES ON COLLECTIONS

I: THE RECORDS OF WILLIAM DIXON AND SONS

A. Slaven

THE RECORDS:

The records of William Dixon and Sons were presented to the University of Glasgow by Colvilles Ltd. on the razing of the site of the Govan Ironworks (Dixon's Blazes), in 1959. The collection, comprising 410 bound volumes, numerous files and many drawings, plans and maps, is now in the keeping of the Department of Economic History in the University.

Over 300 of the volumes relate to the Govan Colliery, mainly from 1850 to 1924; the remainder concern the Govan Ironworks, from 1900 to 1950. The major colliery records are wage books, and output and sales books; while the ironwork records are mainly technical volumes and analysis reports. The completeness and extent of the Govan Colliery records probably makes the collection unique in size, interest and historical value.

CURRENT RESEARCH:

The earliest surviving record is for 1804-1805. This volume contains data on employment, output, costs and wages, for the various pits then in operation, and has been the subject of a study made by Dr. P.L. Payne.(1)

The core of the colliery material is 183 wage books, running from the 1830's to 1924. They contain such general information as the number of pits working; and the totals of employment, output and wage bills for each year. In particular terms, each workman is entered by name, pit and coal seam. His daily output and rate of pay per unit of output is recorded, as is his fortnightly output and earnings. There are also details of deductions for items such as house rent, surgeon's care and pick-sharpening. Similar information is entered for men employed in various oncost tasks, e.g. Brusher, Ripper. A detailed analysis of earnings and output/

output has been made of 125 volumes giving virtually an unbroken record of the years 1856-1913.

For earnings, the annual gross weekly average wage per man at the coal-face was calculated for each year, and an index of colliers earnings constructed. The annual weekly average earnings of several grades of oncostmen was also calculated. Output per man employed at the coal-face was obtained for these years, and this information threw light on the changing balance between productive and service workers underground. The relationship of costs of production to earnings was explored, and it revealed the significance of the selling price of coal as a determinant of wage rates.(2)

FURTHER LINES OF ENQUIRY:

Much still remains to be investigated in the study of earnings and productivity. The existing wage index could be extended to 1924, depicting the reaction of wages to the First World War. A study of the movement of costs and prices over these years would probably throw some light on the conflicting theories of 'marginal' and 'full cost' pricing methods. There is also data on the costs of sinking pits, and their life spans at various times; while investigation of the "Funeral Fund Roll Books," 1840-1870, should allow some generalisations on health, fertility and life expectancy in a mining community.

Some large and many minor themes still remain to be explored. Perhaps the most logical step would be to construct an index of average net earnings, and by relating this to changing price levels, make an estimation of the standard of living of the various grades of miners employed at this important colliery during the second half of the nineteenth century.

1. Peter L. Payne, 'THE GOVAN COLLIERIES 1804-1805,' BUSINESS HISTORY, Vol. III, No.2 (June 1961).
2. Part of the substance of this work is to be published as a contribution to the forthcoming volume of STUDIES IN SCOTTISH BUSINESS HISTORY (edited by P.L. Payne), A. Slaven, "Earnings and Productivity in the Scottish Coal-mining Industry during the Nineteenth Century: The Dixon Enterprises."

SUMMARY LISTS OF RECENT SURVEYS

I. EDINBURGH BUSINESS ARCHIVES

Surveys of business records in the Edinburgh area have been carried out for the Business Archives Council of Scotland since March 1965 by the National Register of Archives (Scotland) based in Register House, Edinburgh. The initial approach was made by circular letter to 126 member firms of the Chamber of Commerce and the response has been very encouraging. Much important material has been listed and the information circulated to universities and libraries throughout the Commonwealth and the U.S.A. There is no doubt that Edinburgh firms in general are slowly becoming aware of the value of their old records for historical study, and most managements now welcome the practical advice and assistance which the Archives Council can provide.

Brief details from three of the Edinburgh business surveys are given below. Abstracts of all the surveys done so far will be gladly supplied to members on application to the Secretary.

ENGINEERS

Mackenzie & Moncur Ltd., Balcarres St., Edinburgh, 10./NRA Scot)/02627

This firm, established in 1867, specialises in the installation of heating and ventilation systems. Its older surviving records consist principally of plans of property throughout the United Kingdom on which the firm has worked. These plans, now running into many hundreds, date from about 1883 and are indexed, generally under the name of the owner, but occasionally under the name of the property itself.

Minute books, 1894 to date; journals, nos. 1-3, 1894-1950; salary books, nos. 2-8, 1906-1954; general letter books from about 1886; order books (very brief details) from 1882; specification books from 1896; few miscellaneous financial records date from 1876.

SUMMARY LISTS OF RECENT SURVEYS

INSURANCE COMPANY

Scottish Equitable Life Assurance Society, 28 St. Andrew Sq.,
Edinburgh, 2 / IHA (Scot)/0254/

This Society was formed in 1831. Most of the surviving non-current records date from about 1877, but there are earlier items. The principal ledgers are complete from 1831, and the principal journals date from 1876. The first two letter books, 1831-36, survive, and also the first four cash books, 1831-46. Two items relating to the Sea Insurance Co. are a cash book, 1836-44, and minute book no. 4, 1837-44.

PRINTER AND PUBLISHER

John Bartholomew & Son, Ltd., Geographical Institute, Duncan St.,
Edinburgh, 9 / NRA (Scot)/0269/

This firm of cartographers was founded about 1826. Its surviving records include a large and valuable collection of engraved copper plates of maps, all indexed, dating back for about 150 years.

Other records include: Directors' Minute Books and Shareholders' Minute Books, both from 1919 (when the firm became a Limited Company); 138 large reference vols. containing samples of items printed by the firm, dating from 1877; "out" letter books from 1885; various drawing and engraving books, containing details of work done by employees and amounts paid to them, dating from 1888; financial records include 5 Day Books, 1869-92, and 5 Ledgers, 1868-1911.

SUMMARY LISTS OF RECENT SURVEYS

II. DUNDEE BUSINESS ARCHIVES

It is hoped that the Dundee committee will contribute regular reports, of which this first report on recent surveys is a harbinger. Due to pressure of time, work on any very large local collections was currently impossible. Abstracts of the following surveys, of which only brief details are given below, are available on request.

CHAMBER OF COMMERCE

The Forfarshire and Dundee Chambers of Commerce (Period before 1860),
Chamber of Commerce Buildings, Panmure Street, Dundee

Two volumes of Forfarshire Chamber of Commerce Minutes are preserved in soft-covered notebooks with dates on the front covers (1819-1823). This Forfarshire Chamber of Commerce naturally included Dundee as well as Forfarshire (new renamed Angus). There is a cash book (1835-49 of the Baltic Coffee House, Dundee, where the Dundee Chamber of Commerce was meeting by the 1850's. This volume is bound in leather and is simply a cash record. Associated with this are two soft-covered volumes of minutes (1844-54) of the Chamber of Commerce which originally met in the Baltic Coffee House and which seems to have developed into a Dundee Chamber of Commerce in the 1840's.

The Dundee Chamber of Commerce, Chamber of Commerce Buildings,
Panmure Street, Dundee.

The extant six minute books in the Main Series that pre-date 1930 start at No.4, dated 5 October 1865 in the first entry. Nos. 1-3 appear to have been missing for some time. The surviving Minutes cover the periods 1885-1907, 1920-30. A group from Queen's College, Dundee, History Department and the Abertay Historical Society is now working on these minutes in connection with a research project on Dundee's textile industries.

SUMMARY LISTS OF RECENT SURVEYS

BLEACHING

Cargill & Co., Dundas Bleaching Co., Midmill, Dundee.

Midmill was originally one of the town of Dundee's three corn mills. During the eighteenth century it was let to the Incorporation of Waulkers of Dundee. After two or three short-lived partnerships in the first half of the nineteenth century it was bought c.1850 by the Cargill family who have owned it ever since. Open-air bleaching was carried on in Dundee district until the Second World War. The surviving records comprise: Pay lists for 1836-9, when Midmill was owned by James Berrie, (who was brother-in-law of James Carmichael, the engineer); Pay lists for 1852-4, by which time Cargill and Co. were in possession. These include, as well as lists of names of men and women with wages paid to them, details of overtime worked and hours absent. The back page of the 1836 list has an inventory of bothy bedding. There are also title deeds of Midmill, drawn up in 1722; a petition of appeal in the House of Lords of Messrs. M'Intyre Brothers, Bleachers, Baluniefield, 1889; and a Milling and Improving Book, 1884 which contains details of customers and of quantity and type of work done for each.

Boase & Co., Ltd., Claverhouse Bleachfield, Dundee.

Claverhouse Bleachfield was owned in the eighteenth century by Thomas Collier & Co., from whom it was bought by Hector Turnbull in 1814. Turnbull took Henry Samuel Boase into partnership in 1837-8 and William Baxter, of Baxter Bros., as a sleeping partner in the same year. Boase & Co. is now part of a combine which includes Baxter Bros., Bonar Long & Co., and Thomas Bonar & Co., Ltd. Claverhouse was one of the most important linen bleachworks in Britain; the office where the records are now kept is to be closed down in the very near future and the bleaching business carried on in Dundee, because the need for a river site and space for open-air bleaching has passed. The surviving records comprise: a ledger containing profit and loss statements from 1838-75, private accounts of partners, expenditure on houses, bothies, and machinery; a Day Book, 1833-38; a cash book, 1833-37; and the following items: Summons of wakening and transference, Thos. Erskine of Linlathen, Esq., against Lord Douglas and others, 16 October 1840; "Report of/

SUMMARY LISTS OF RECENT SURVEYS

of the commissioner appointed to inquire how far it may be advisable to extend the provisions of the acts for the better regulation of mills and factories to bleaching works, 1855,"with notes pencilled in margin by Henry S. Boase, who gave evidence before the commission; "Some remarks, critical and practical, on the bill to regulate the hours of labour of females and young persons in bleaching works" in mss. by "Dundee Bleacher" (the author was Henry Boase); and a report relating to a drain for Strathdighty bleachfields, 1832 (with map showing every bleachfield in operation).

TRANSPORT

Tay Steam Ferries

The main records of the Dundee Ferries are in the hands of the Dundee Harbour Trust and a good deal of the recent history of the ferries will be found in the printed minutes of the Trust, which are available in the Central Reference Room of Dundee Public Library. The ferry service has been defunct since the opening of the Tay Road Bridge. Queen's College Library does, however, possess some early records which can be supplemented by material in the possession of Dr. John Barry of Tayfield House, Newport-on-Tay, whose family held large interests in the ferry service. Especially useful in this context is the letter book of James Smith, factor, 1846-54. The records held in the Library of Queen's College, Dundee, comprise:

- (1) Journal of the Union Steam Boat between Dundee and Woodhaven (and Dundee and Newport) Sept. 11, 1821 - Apr. 16, 1822. 2 vols. (Queen's College Ms. 941.31, D.914.) Ms. log books. Last entry for crossing to Woodhaven is October 17, 1821.
- (2) (Running Title). Cause of irregularities (sic) July 8, 1824 - Mar. 11, 1835. (Ms. 941.31. D.914) Ms. log book of causes of delays in Dundee - Newport Tay Ferries service. First page headed "Cause of detention, etc."

A short but excellent article on the 'Story of the Tay Ferries' by Graeme Sommer appears in Sea Breezes (A Digest of Ships and the Sea) Vol.40, no.250. October 1966

A copy of 'Extracts relating to Business Records' taken from the Secretary's 11th Report (October, 1965) to the Directors of the National Register of Archives (Scotland) is being circulated with this Newsletter. The Council acknowledges with thanks the co-operation of the National Register in making this possible.

EDITORIAL

A new member has requested that the aims and objects of the Council should be made explicit in the Newsletter. It is felt that this request can best be met by reproducing part of the original broadsheet distributed during the early days of the Council. The broadsheet - the wording of which owed much to publications of the successful Business Archives Council in London - reads as follows:

The Business Archives Council of Scotland has been established primarily to promote the preservation and study of the business records of Scottish commercial and industrial enterprises, so many of which have already been lost or are currently in danger of being destroyed.

The value of such archives is not merely the light that they may throw on economic affairs in the past - enabling the student to understand more clearly the motives and methods of the businessman - but the part that their study may play in enabling a properly balanced history of Scotland to be written. All too frequently the economic and social historian is solely dependent for his information on the reports of parliamentary committees of inquiry and the blue books of Royal Commissions. Such material inevitably conveys a distorted picture because in the past governments have rarely investigated anything but sick industries and periods of economic decline or stagnation.

Yet the records of many of the Scottish business houses that would enable the rectification of the pathological impression given by these sources have already disappeared and others are destined to disappear unless something is done now. The Business Archives Council of Scotland seeks to halt further losses of this kind by encouraging a proper realization of the value of apparently useless letter books, ledgers, wage books and so on. It is prepared to list and catalogue firms' records, to advise firms on the best method of storage, and to accept responsibility for those that cannot otherwise be rescued from oblivion. It is fully appreciated that the problem of space confronts every business concern, and that however sympathetic proprietors may be towards the objectives of the Council, they may not be prepared to conserve their entire collections simply because of sheer bulk. In such cases the Council will be ready to advise owners on what to save.

Preservation then, is the Council's major aim. It is hoped to prepare a register of business records in Scotland, to bring qualified historians into touch with this material, and to advise firms on the compilation of "company histories."

Membership/

Membership is open to individuals, organisations and firms who are interested in business history, who wish to obtain advice on their own records, or who wish to dispose of unwanted archives. The individual subscription is ten shillings a year, or in the case of corporate members, not less than two guineas.

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HISTORICAL BUSINESS RECORDS IN THE UNIVERSITY OF GLASGOW

This article by Dr. P.L. Payne is reprinted from the Glasgow University Gazette, No.53, March 1967, with the kind permission of the Gazette.

The Colquhoun Lectureship in Business History at the University of Glasgow was founded in 1959 from funds raised through an appeal sponsored by the Glasgow Chamber of Commerce and the Junior Chamber. The lecturer's first task was to make a survey of the historical business records of Glasgow and the West of Scotland. It was originally expected that such an enquiry would take about two to three years. In fact, the search is still in progress and collections of business records are still being discovered, not only by the Colquhoun Lecturer but by the Business Archives Council of Scotland (established in 1960), the National Register of Archives (Scotland) and by other bodies and institutions in the Glasgow region whose interest in such material was stimulated by the pioneering work of the University of Glasgow.

The Colquhoun survey began by an approach to those firms that had contributed to the Colquhoun Appeal. The results were encouraging, but after some experience it seemed preferable to define the search more closely, making inquiries in terms of particular industries or professions. This method permitted full use of the information that the senior officials of one firm had about the possible holdings of others in related activities, while detailed knowledge of the records of one firm often indicated the type of records that might be expected to have once existed in a firm similarly engaged. This in itself has shed considerable light on accounting and control methods in the past.

It was soon apparent that a great number of records on almost every branch of economic activity in 19th century Glasgow had survived (although many individual collections were fragmentary), and that due to exigencies of space and the movement of offices, much unique material was destined for destruction in the immediate future. It was therefore decided that the University should take into safekeeping those/

those records that possessed significant historical value and which were earmarked for disposal. As a result, the University became the guardian of a number of collections of business records, the most important and extensive of which are those relating to the colliery undertaking of William Dixon & Co; the North British Locomotive Company; Pickering & Co. of Wishaw; Denny's of Dumbarton; John Lean & Sons, cotton textile manufacturers; the United Turkey Red Company of Alexandria, and Kyle and Frew, civil engineers, land surveyors and valuers. In addition, lawyers in Glasgow and Edinburgh have deposited on "permanent loan" many items of great potential value to the student of economic and social history. The complete Colquhoun survey covering all those items located and catalogued during the period 1959-64, which includes details of the collections held by the University, is shortly to be published by Frank Cass & Co. of London in a volume entitled Studies in Scottish Business History (P.L. Payne, ed.), a work which also contains a series of essays, several of which are based on this material.

Until the present term, the University's collection of business archives had been kept in University Gardens, Bute Gardens and Ashton Road. With the completion of the Adam Smith Building, however, it has been possible to move the records to the basement of the new building where they are housed in a room especially designed for this purpose. In addition to the provision of a security section for that part of the collection access to which is subject to certain restrictions imposed by the donors, there are two fully-equipped search rooms. Even during the period when the records were scattered and working conditions increasingly difficult, many British and overseas scholars consulted the records. Technical documents and books of accounts have been used for the construction of time-series; diaries, letter books and bundles of incoming letters have provided much descriptive information of economic conditions and business methods in the past; and internal memoranda, scrapbooks, legal documents and maps have illuminated such diverse themes as business management, social conditions, the impact of government regulations, land ownership and the rise of the professional classes. Even a fully annotated catalogue can give but a hint of the wealth of information capable of being distilled from the records held by the University and by firms in the Glasgow region who have generously permitted students to examine their archives. Some examples of the work resulting from such investigations are included in Studies in Scottish Business History.

With the greatly improved facilities now available in the Adam Smith Building, it is expected that the number of research students will increase. Already the University's collection is one of the most comprehensive of its kind in the United Kingdom, and with the creation of the record store and workshop, it will almost certainly be augmented by many additional items hitherto retained by business houses in the West of Scotland.

Dr. J. Butt, University of Strathclyde.

Industrial archaeology has been narrowly defined as the study of the physical remains of industrial development, but it is really a branch of industrial history and an associate of business history, which is partly concerned with industrial enterprises. For all aim at the elucidation and reconstruction of the history of businesses and the analysis of the effects of limited economic growth - and, occasionally, decay. Many historians immediately recognise the importance to traditional archaeologists of material objects and physical remains, but if there were a profusion of documents relating to past civilizations, would it be reasonable to expect archaeologists to abandon their interest in excavation, their main technique for recovering more material objects? If not, then for all periods we should recognise that history written only on the basis of documentary evidence may be inadequate.

Physical evidence of the existence of a business is an indispensable aid to understanding its history; the remains of a business establishment can often supplement the documents relating to it and sometimes correct distortions of fact. For most business historians would recognise the paramount danger of relying on what is usually a narrow range of the total records produced by a business. It is an alluring temptation to imagine that what records survive must have done so because they were concerned with the most important aspects of the activities of the business, when in fact random selection may have occurred. There is always the particular danger of the business historian's becoming totally absorbed with documents, mainly because he thinks that this is the best way to use his skills. Thus, he may become prey to the standardized euphemism within the record, which may conceal, for instance, the true bargaining position of the employer in a given situation, although a visit to a cotton mill village, a mining community, a bleaching or ironworking centre would convey a different emphasis. Labour relations in any early industrial enterprise involved more than wage-rates, regulations and discipline.

Apart from supplementing documentary evidence, industrial archaeology may often stimulate still further the search for business records. One example of this was the site of Wilsontown ironworks (Lanarkshire), the importance of which has been missed so far because of over-reliance on the Statistical Accounts. Yet the Scottish Record Office, as in so many other aspects of business history, had much to show. Nor should it be forgotten that not all business developments were fully documented, this is especially true when direct labour was employed to change plant lay-out. Design changes and capital costs are sometimes more obvious to the industrial archaeologist than to the business historian. In the elucidation of the diffusion of building techniques, for example the gradual use of fire-proof metal framing and brick-arch construction in textile factories and breweries, industrial/

industrial archaeology can greatly assist the business historian. Then, it is up to him to find the instances of insurance companies who insisted on this type of structure.

Ideally, a combination of documentary and physical evidence should be used in writing business histories; the commonsense of this has already made its effect upon some of the best. Sometimes, it pays to examine the physical evidence first: it can provide a simple conceptual framework, which can be subjected to leisurely critical analysis based upon the documentary evidence. An impressionistic assessment of the geographical environment in which the business had to operate can often be justified on the grounds that established commonplaces, such as the evils of truck shops, do not always apply. The importance attached to administration can often be gauged from the minute offices provided. The scale and difficulties of mining operations can be clearly discerned by walking along the mineral railways, surveying the waste-heaps, the blocked shafts and open adits, the remains of the head-gear and the pumping-engine houses. The relative scale of capital investment - and its periodicity - is probably the most difficult question to answer, if records are not explicit. Useful approximations based on a number of sites in the same industry or area can be made by the industrial archaeologist.

But no-one pretends that field survey methods can ever be more than a minor aid to the business historian. Yet full evidence about the geographical distribution of past manufacturing enterprises could be useful to the business historian for the task of placing his particular enterprise in its wider background. We all know how limited a business history can be without this general setting.

A GLASGOW MERCHANT'S
ACCOUNT BOOK, 1801-13

Richard F. Dell

Among the City Archives of Glasgow Corporation is a small number, all too small, of commercial records relating to the first half of the 19th century, which derive from sequestration orders by the burgh court in actions of bankruptcy. The books of a firm were held on behalf of the creditors while an investigation of the liabilities and assets concerned was carried out and they remained part of the process papers of the action. Tragically the process papers of this court have long since disappeared but, perhaps because of their form, these few volumes have survived the wreck.

The/

The earliest in date is a single ledger of the firm of MacNeill, Stewart & Co., West India merchants of Glasgow. The directories of the period disclose that the partnership was formed in 1790 and a counting house was established in St. Andrews Square, by William MacNeill and Alexander Stewart. In 1799 the business moved to Charlotte Street, where MacNeill also lived, and remained there until the partnership was dissolved in 1808, after which Alexander Stewart continued in business alone until 1812.

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The volume is of importance as illustrating how much can be learnt about commercial transactions, in what was a major mercantile as well as industrial city, from a chance survival of this type. The complexities of a broker's connections at this period is surprising. The firm dealt exclusively in West Indian products, acting as agents or brokers for shipments of cotton, sugar, coffee, rum, mahogany and dyestuffs. They had regular connections with firms in Trinidad, Kingston, Charlestown, Demerara and Port Antonio, though handled in Britain by MacNeill, Stewart not all shipments arrived at the Clyde nor, when they did, were all for local sale. Many went direct to Liverpool or London, in which case the firm acted through subsidiary brokers in these ports: Thomas Dow & Co., and Joseph McVicar & Co., in Liverpool (both perhaps Glaswegian expatriates) or Alexander Henry and Co., and Pirrin, Rocher & Co., in London. Arrivals in Clyde were frequently reshipped to Conrad Rucker, their agent in Hamburg and also to Jay & Co., their agents in Rotterdam. Those coming to Liverpool might be reshipped to a further subsidiary, Messrs. Sanderson, Salisbury and Co., in Lancaster (namely cotton for sale in the Northern Lancashire mills), or more often to Samuel Mather and Co., in Manchester. Hence a web of trading connections is established, with two or three sets of charges from other agencies building up on the debit side of each account. Even in Glasgow MacNeill and Stewart were not always the direct consignees but acted through other local firms. However, the final nett proceeds were in each case handled by them and remitted to the exporting agent in the Caribbean.

In their prosperous years the partners were thus handling, either directly or indirectly, a considerable volume of goods. Each commodity within a consignment is treated as a separate ledger entry. The name of the ship, master, date of arrival, (sometimes), the shipper and consignee are given followed by an inventory of the stock per piece and the names of purchasers and price paid. This is followed by the expenses; freight, customs, port dues, wharf and warehouse costs, carriage, interest on these payments, firms and subsidiaries' commissions, exchange rates if in foreign currency and a final statement of nett proceeds. The interval between arrival in Clyde and final settlement of all outstanding accounts could often be as much as two years. In making an assessment of the volume of business on/

on an annual basis it seemed best therefore to take the date of despatch of proceeds as that of each entry since only at this point were MacNeill and Stewart in receipt of clear profit from that particular consignment.

The following tables give an indication of the firm's business:

TABLE A. NUMBER AND VALUE OF CARGOES HANDLED BY THIS FIRM.												
	1802	1803	1804	1805	1806	1807	1808	1809	1810	1811	1812	1813
CLYDE	18	25	17	12	3	3	10	15	5	2	2	1
LIVERPOOL	34	12	2	5	-	-	-	-	-	-	-	-
LONDON	2	-	5	5	-	-	-	-	-	-	-	-
LEITH	-	-	-	-	-	1	1	1	-	-	-	-
Total	54	37	24	22	3	4	11	16	5	2	2	1
Value(£00)	480	515	348	170	31	42	45	78	39	4	13	1

The commission earned by MacNeill, Stewart and Co. each year may be calculated by multiplying the last figures in each column by 2. It is possible that they also acted as insurance brokers, in which case their earnings per Cargo were higher, though no method of proving that they did so has been found. The cost of insurance is regularly entered. The diversity of shops carrying these cargoes is too great to suggest that the partners were also shipowners though they may have chartered some of the vessels themselves.

TABLE B. QUANTITIES OF MAIN COMMODITIES HANDLED			
	COTTON(bales)	SUGAR(hhds)	COFFEE(bgs)
1802	1,698	151	503
1803	1,333	329	192
1804	151	725	43
1805	87	327	4
1806	-	44	-
1807	-	155	8
1808	-	89	52
1809	-	238	14
1810	-	75	13
1811	-	14	-
1812	-	29	-
1813	-	15	-

The dramatic fall in the firm's fortunes in 1804-6 and the disappearance of cotton from its range of imports reflects the difficulties caused by the resumption of the war with France and the disruption of trade caused by the naval campaigns in the Caribbean. The severance of the Liverpool and London connection at this time is also notable. The trade revival about 1808 is discernable and the further disruption caused by the closure of overseas markets due to the Continental System leading to the collapse of credit in Glasgow in 1812, when many other firms particularly in textiles, became/

became bankrupt, is the background to MacNeill, Stewart's failure.

Clearly, more precise data could be obtained from this volume which could tell us about the flow of goods between the West Indies and Europe under Glasgow management. Our purpose here has been to stress the value of such old ledgers and to urge upon all readers the vital need to preserve such records and to notify the Council of their existence.

SUMMARY LISTS OF RECENT SURVEYS

I. NATIONAL COAL BOARD, SCOTTISH DIVISION

/AR 139/16/

The following records now at the Group Headquarters at Newbattle (but shortly to be transferred to the Scottish Record Office) are presumed to have been inherited by the Lothian Coal Co. Ltd., from whom they were received by the Coal Board at nationalisation. They refer to the following pits:

- (a) Shaws Pit, National Grid E.334704 / N.666270, abandoned about 1880. Seams worked: Diamond, Splint, Great Seam, Siller Willie, Parrot, Mavis, Coronation, Balckbird, Probably formerly Lord Lothian's estate.
- (b) Bryans Pit, National Grid E.334296 / N.664766, abandoned about 1914. Seams worked: Coronation, Siller Willie, Parrot, Splint, Great Seam, Smithy, Diamond, Little, Kaleblades, Little Splint. Probably formerly Lord Lothian's estate.
- (c) D'Arcy Limeworks, National Grid E.335500 / N.664435. abandoned about 1913.

* * * *

NEWBATTLE COLLIERIES

- 1. Credit Sales Ledger, 1819 - 1830.
- 2. Private Ledger No.1, 1886 - 1891.

SHAW'S PIT

- 3. Account Book: Langlaw Coal Work (Account of colliers' quantities and wages; oncost and abstracts of balances on weekly basis), 4 July 1761 - Fe. 1765.
- 4. Oncost Pay Book: Kipplaw (Account of colliers' quantities and wages; oncost and abstracts on weekly basis), Mar. 1785 - May 1788.
- 5. Oncost Pay Book, Kipplaw, (Includes Parrot Coal; colliers' quantities and wages; Edward Finlayson and David Richardson, coalgrieves; James Robson, coal cheque), Aug. 1791 - Nov. 1794.
- 6. Pay Book (Includes Parrot Coal; colliers' quantities and wages; abstracts of balances on weekly basis), Nov. 1794--Mar. 1797.

7. Pay Book (Includes Moss Coal oncosts John Thompson, coalgrieve), Nov. 1803 - Feb. 1807.
8. Pay Book (Colliers' quantities and wages; abstracts of output, sales and stock, profit accounts), June 1819 - Dec. 1822.
9. Tally Output Book (Colliers' quantities and wages only), May - Aug. 1818.
10. Sales /Journal/, May 1820 - Nov. 1822.
11. Sales /Journal/, (Parrot Coal), 14 Nov. 1818 - 1 Jan. 1819.
12. Sales /Journal/, (Includes Moss Coal), May 1820 - Mar. 1821.

BRYAN'S PIT

13. Pay Book (Colliers' quantities and wages), Aug. - Nov. 1802.
14. Pay Book (Pay bills and sales - Southside), Jan. 1826 - Jan. 1828.
15. Output Summing Book (Output, sales and stock, profit accounts), Nov. 1810 - Feb. 1814
16. Output Summing Book (Output, sales and stock, profit accounts on weekly/fortnightly basis), Feb. 1814 - May 1815, Feb. 1818 - June 1819.
17. Output Summing Book (Includes Great Seam, Parrot Seam and Easthouses pit), Dec. 1816 - Aug. 1817.
18. Output Summing Book (Southside - colliers' quantities, wages and abstracts of sales and stocks, profit accounts), May 1821 - Dec. 1823.
19. Output Book and Sales No.2 Great Seam (Colliers' quantities, wages and sales), Apr. - Sep. 1820.
20. Output Book and Sales Great Seam (Colliers' quantities, wages and sales), Sept. 1820 - Feb. 1821.
21. Output Book and Sales, No.3 Bryan's Pit (Colliers' quantities, wages and sales), Feb. - Dec. 1824.
22. Sales /Journal/(No.2 Bearing Pit - Great Seam), May - Nov. 1818.
23. Sales /Journal/(Southside), Mar. 1820 - Nov. 1821.
24. Sales /Journal/ (No.2 Great Seam), Aug. 1822 - July 1823.
25. Journal, July 1837 - Apr. 1839.

EASTHOUSES COLLIERY ;

26. Pay Bills (Output Summing Book with abstracts of output, sales and stock and profit summaries on a weekly/fortnightly basis), Jan. 1815 - Jan. 1817; Feb. 1818 - June 1819.

(See also BRYAN'S PIT, Serial No.17, 1816-1817).

D'ARCY LIMeworks

27. Debtors' Book, 1887-1889.

II DUNDEE BUSINESS ARCHIVES

This short report from the Dundee Regional Committee is heavily weighted towards the textile industry of the city, but in subsequent reports it is hoped to broaden the range of interest.

Material held by Mr. Cox of Jute Industries Ltd., Dundee
Unfortunately nearly all the primary sources appertaining to the once great firm of Cox, which virtually created the modern suburb of Lochee, north-west of Dundee, have been destroyed, but a Mr. Bell was employed to compile abstracts of documents before they were destroyed. This was for a proposed history of Jute Industries Ltd., which now seems unlikely to appear. All that is left in MSS. is:

- (1) Valuation of Manhattan Jute Works as at 31 Dec. 1908 by W.K. Bell, Esq.
- (2) Short MSS. histories of the following firms:
Caldrum Works, Manhattan Works, Rashiewell Works, Walton Works, Thos. Bell & Sons, Bowbridge Works, Camperdown Works, Gilroy, Sons & Co. Ltd.
These give dates of founding, extension and amalgamation, accounts of the families who founded them, descriptions and acreages of buildings, and, sometimes, machinery, with photographs of works, work-people, and directors.

Copies of these records are now held by the research group in local history at Queen's College, Dundee.

Documents in possession of Mr. J.R. Scott of Jas. Scott & Sons, Mid Wynd (part of Uni jute combine)

- (1) Typescript: The Mid Wynd Holding Co. Ltd., Its Origins and Scope (compiled by Mr. J.R. Scott).
- (2) /

- (2) Small bundle miscellaneous apapers (apprentice wages etc.)
- (3) MSS. agreement between William Scott & James Scott, (1850).
- (4) MSS. record of 'pickers' hours, 1894-1919.
- (5) Register of Young Persons, 1809-1902.
- (6) Pocket edition of Factory and Workshop Act, 1878.
- (7) Two invoices: Dundee Calendar.
- (8) Balance Sheets, Dura Works, 1879-1900.
- (9) Balance Sheets, Mid Wynd, 1879-1900.
- (10) Balance Sheets, Jas. Scott & Sons, 1879-1900.
- (11) Inventory of Writs, Craigie workers, c. 1808.
- (12) Board of Directors Minutes, 1900.
- (13) Photographs of steam engines now scrapped (mostly by Carmichaels of Dundee).

Documents in possession of Major Carmichael, Arthurstone, Meigle, Angus.

Major Carmichael's ancestor, Peter Carmichael, was the mechanical genius behind the technical side of the great firm of Baxter Bros. during much of the 19th century.. This is a most important find and it is hoped to publish item (8) in some record series.

- (1) MSS. quarto, bound cloth leather covers. Flax cultivation, retting and scutching and linen manufacture. Some drawings. Contains notes on judging flax, experiments carried out, expenses of linen production etc.
- (2) MSS. jotter. Combustion of coal and production of steam, February 1853.
- (3) Offprint of article in Institute of Engineers in Scotland, 1870: "On bursting of two steam boilers by hydraulic pressure" by Peter Carmichael.
- (4) Boiler and engine experiments 1837; and notes taken during several journeys in quest of mechanical improvements etc. Both in one MSS. jotter.
- (5) MSS. notes on foolscap on spontaneous combustion.
- (6) Newspapers with photographs of family.
- (7) Many estate plans, including plan of school at Washington, 1839.
- (8) Peter Carmichael's Reminiscences. MSS. loose, lined, quarto sheets in three box files bound as books, leather corners, covering the period 1816-1890. Latter part apparently written for him by someone else.

Documents available in drawing office at Dens Works, Dundee.

These relate to the history of the site when it belonged to the great firm of Baxter Bros. and often compliment the Carmichael documents listed under III.

- (1) MSS. notebook of number of employees at Dens Works, 1884-1897.
- (2) MSS. notebook of number of employees at Dens Works, 1897-1910.
- (3) List of apprentices, 1853-1882.
- (4) List of apprentices, 1861-1888.
- (5) Letter from Inspector of Factories H.M. Robinson, 1892.
- (6) Miscellaneous notes and reports, 1869-1920.
- (7) Wages advanced, 1888-1904.
- (8) Wage-Rates book, 1882-1895.
- (9) Wage-Rates book, 1899-1937.
- (10) Dens Works Fire Brigade Reports, 1907-1923.
- (11) Dens Works Fire Brigade Reports, 1905-1907.
- (12) Proceedings connected to above.
- (13) Valuations of the Dens Works, 1868-1874.
- (14) Notebook on comparative building costs, c.1900.
- (15) Drawing Office Ledger, 1878-1912.
- (16) Ledger of Mechanical Drawings, 1915-1936.
- (17) Peter Carmichael's mechanical log, 1860-1869.
- (18) Peter Carmichael's mechanical log, 1869.
- (19) Piston Book, 1904-1927.
- (20) Gearing Book, c.1890
- (21) Scrap book of news cuttings, 1871-1901.

It is emphasised that this is a list of a very random selection of documents which have survived in the drawing office. We hope to discover more material elsewhere in the Dens.

SUMMARY LISTS OF RECENT SURVEYS

IIII GLASGOW BUSINESS ARCHIVES

The following summary lists have been kindly supplied to the Council by the City Librarian of Glasgow, Mr. C.W. Black, and relate to groups now held in the Mitchell Library.

PRINTERS

James Macnab, Printers and Stationer, 23 Bath St., Glasgow

This small family printing concern started about 1850 and continued until 1962. The Mitchell Library possesses the following records:

- 1) Balance sheets and relative accounts, 1898-1917; 1919-1927; 1930-1957.
- 2) Order Books, 1940-1959.
- 3) Cash Books, Nos. 6-8, 1923-1960.
- 4) Rough Stock Book, 1914-1947.
- 5) Valuation of plant and fittings of printing office, 1925.
- 6) Inventory of the machinery, plant, fixtures and fittings, 1937.
- 7) Inventory and valuation of printer's machinery belonging to the late James Macnab, (his son), 1929.
- 8) Contract of copartnership between James Macnab and Thomas Marshall Macnab (his son), 1929.

CHAMBER OF COMMERCE

Glasgow Royal Exchange, Royal Exchange Building, Royal Exchange Square.

The Royal Exchange Building, along with its contents, was purchased by Glasgow Corporation Libraries Department in 1950, the building being restored to form a new home for Stirling's Library. The records of the Glasgow Royal Exchange comprise:

- 1) Cash books, 1827-1941 (11 vols).
- 2) Ledgers, 1851-1929 (7 vols).
- 3) List of subscribers / members, 1832-1932 (96 vols).
 [Annual vols. 1853, 1860, 1869, 1871 and 1904, missing]
- 4) Directory of members, firms and trades, 1933-1938, (6 annual vols).
- 5) Directory of members, 1941, (1 vol).
- 6) Minute books, 1827-1946 (14 vols).
- 7) Letter books, 1827-1846, (2 vols).
- 8) Press cuttings, 1881-1904, (2 vols).
- 9) /

- 9) Advertisements in Press, 1874-1910 (1 vol).
- 10) Share certificate counterfoils, 1924-45.
- 11) Contract A, Estimates for proposed alterations.
- 12) Contract B, Estimates for proposed alterations.
- 13) Periodicals account book, 1887-89.
- 14) Charitable institutions fund book.
- 15) Rent roll of offices, 1899-1945.
- 16) Derby sweepstakes, 1928-49.
- 17) Distinguished strangers books, 1836-1950 (2 vols).
- 18) Centenary, 1827-1927.
- 19) Plans.
- 20) Miscellaneous collection of documents contained in a box.

MERCHANT

Daniel Campbell, merchant, of Glasgow. /"The Shawfield Papers."/
Trading Reports, accounts, contracts, customs, papers, invoices, receipts, bills of exchange, household accounts, marriage contracts, letters, etc., of Daniel Campbell, merchant of Glasgow, comprising 650 separate leaves of manuscript, arranged in chronological order and bound in two 4to vols.

Daniel Campbell, son of Walter Campbell of Skipness, went to Boston in 1692 and became a ship-owner and merchant trading with the Colonies and the West Indies. He became a collector of Customs at Newport, Glasgow, and signed the Articles of Union (1707). His cousin was the founder of Coutts (the London Bankers). Some of the subjects mentioned in the MS include:-

- 1692 Campbell sailed to Boston, contract between two shopkeepers of Boston for supplying ironwork for a ship being built, for building the ketch, and for the sale while building.
- 1693 Campbell spent the year trading in America.
- 1694 Account of the ketch Prosperous of Boston captured by French Privateers, ransom paid, etc.
- 1695 Invoice for goods shipped from London to Pennsylvania in the Lilly.
- 1699 Letter from the agents at Ustatia describing the conditions of trade and the sale of servants.
- 1700 Letters relating to sugar, linen, tobacco, oil, wine, etc.,
- 1714 Land values and rents, shipments to Barbadoes, Jamaica etc., accounts of the Stockholm iron trade, and the death of Daniel Campbell, 1714.

An account written by J.F. Campbell of the discovery of the Papers in 1830 and their subsequent sorting and binding, in 1866, is included in the first volume.

These /

These papers were acquired by the Mitchell Library at Messrs. Hodgson & Co.'s Auction Rooms on 23 April, 1959.

MERCHANT

John Campbell, Sen. & Co., Buchanan Street, Glasgow.

West India Merchants in the sugar and rum trades from 1790(?) - 1858.

The Mitchell Library possesses the following records:

Minute Books, 1803-41, 1842-56.

Contracts of Copartnery, 1790-1848.

Sederunt Book, Demerary Estates, 1841-47.

Private letter book, 1827-47.

LOCOMOTIVE BUILDERS

The North British Locomotive Company Ltd.

The North British Locomotive Co. Ltd. was formed in 1903 by the amalgamation of three smaller companies, Neilson, Reid & Co., Dubs & Co., and Sharp, Stewart & Co. Ltd. Liquidation was decided on at meetings of stockholders and creditors held on 19 April 1962, the company at that time having a deficiency of more than £2 million. Records were deposited with Andrew Barclay, Sons & Co. Ltd. (Locomotive builders), Kilmarnock, Glasgow University, The Science Museum Library, London, and The Mitchell Library. The Mitchell Library possesses the following items:

- 1) Photographic negatives: Neilson 1865; Dubs 1865; Sharp Stewart 1888 (This firm moved to Glasgow from Manchester in 1888); N.B.L. 1903.
(The complete set of negatives covering these periods has been lodged in M1, but many are damaged.).
 - 2) Photographic prints covering the above years and also a number of Sharp Stewart prints of the period 1859-1888. (The sets of prints are incomplete, especially of locomotives built for British railway companies, but, on the other hand many of the prints exist in multiple copies).
 - 3) 24 albums of photographic prints. (In general these duplicate the loose sets of prints, but some prints are included which are missing from the loose sets.).
 - 4) Sets of makers order cards. (Many duplicates).
 - 5) Index of locos built 1903 onwards, giving dimensions etc.
 - 6) Register books of locos ordered from Neilson & Dubs 1864 onwards. (Xerox copies of originals now in the Science Museum Library).
- Neilson 2v. Dubs 2v.

The collection of photographic prints includes many miscellaneous items such as views of locomotives being transported through the streets of Glasgow to the docks, views of locomotives in action overseas etc.

SUMMARY LISTS OF RECENT SURVEYS

IV. STRATHCLYDE UNIVERSITY

The following note has been supplied to the Council by Dr. J. Butt.

The completion of inventories of business records already in the possession of the University - or on loan - is being hampered because of limitations of space, although a special room for business archives within the Department of Economic History has now been secured. The following collections are at present being processed:

William Fulton & Sons of Paisley, bleachers and printers, established c. 1825, became limited in 1896, and minute books, balance sheets and other financial records exist in series from that date. Letters and order books survive for a more limited period, but there is no material relating to the family business.

William Baird & Company, ironmasters and coalmasters, have deposited on loan an extensive collection of mainly nineteenth century material, although there are records relating to the Muirkirk Iron Company going back to 1786, before the Baird family entered the iron industry.

Craig & Donald, engineers of Johnstone, established 1845, have deposited complete photographic records of the firm's products (on glass plates) from c. 1890. The documents are mainly technical and financial and most date from after 1914.

RECENT PUBLICATIONS RELATING TO
SCOTTISH BUSINESS HISTORY.

Constituting an addendum to the list published in Studies in Scottish Business History. It is intended by means of the Newsletter to keep this bibliography up to date and notes on sources from members for inclusion would be appreciated by the Editor.

Derek H. Aldcroft, 'The Performance of the British Machine-Tool Industry in the Interwar Years' [based on the records of Messrs. Hugh Smith (Glasgow) Ltd.] Business History Review, XL, No.3 (Autumn, 1966), pp.281-296.

George Blake, The Gourrock (Port Glasgow, Scotland: The Gourrock Ropework Company, 1963).

Alastair Borthwick, Yarrow and Company Limited: The First Hundred Years, 1865-1965 (Glasgow, Yarrow & Co., 1965).

Campbell Highet, The Glasgow and South Western Railway (Lingfield, Surrey: Oakwood Press, 1965).

S.G.E. Lythe, Gourlays of Dundee: The Rise and Fall of a Scottish Shipbuilding Firm (Dundee: Abertay Historical Society Publication No.10, 1964).

Hoh-Cheung and Lorna H. Mui, 'Andrew Melrose, Tea Dealer and Grocer,' Business History, IX, No.1 (January, 1967), pp.30-48.

Oswald Stevens Nock, The Highland Railway (London, 1965).

David L. Smith, The Dalmellington Iron Company: Its Engines & Men (Newton Abbott: David & Charles, 1967).

John Thomas, The West Highland Railway (Dawlish, Devon: David & Charles. London: Macdonald, 1965).

Hugh A. Vallance, The Great North of Scotland Railway (Dawlish, Devon: David & Charles. London: Macdonald, 1965).

