

GREATER MANCHESTER COUNTRY RECORD OFFICE
CATALOGUE OF ARCHIVES

B/CHA Countrywide Holidays Association

A G M A

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The origins of the Countrywide Holidays Association go back as far as the early 1890's. It's development should be seen as part of a wider and more general concern to improve the lives of working people in industrial cities by providing for the more fruitful use of leisure time, and especially by means of more interesting holidays. The CHA was one of a number of bodies, which tried to raise educational and cultural standards of working people, but it had no marked political bias (as did other organisations, such as the Clarion Clubs and the Workers' Travel association).

The CHA was founded by T **Arthur Leonard**, a Minister of a Congregational Church at Colne in Lancashire, and an enthusiastic lover of the countryside. He was later to play an important part in the founding of the Holiday Fellowship (another holiday organisation), the Youth Hostels Association and the Ramblers' Association. Leonard was dismayed that so many of the young people attending his church knew so little of the countryside beyond their immediate locality and he wanted to show them how to use their holidays to the best advantage. In 1891 he arranged to take a group of young men from his church for a week's holiday in the Lake District, where provision was made for lodgings. So successful was the experiment that it became an annual event.

By 1893, because the venture had attracted the interest of others such as Dr Paton of Nottingham, and had expanded so much, the Association came into being officially although it did not yet have a name.

At a conference in 1895 a committee was appointed. Dr Paton was elected as President and Leonard named as Secretary. Guests were generally housed in lodgings and a common meeting place organised, usually a school or hall, and in this way charges were kept to a minimum. As the movement grew it became necessary to rent premises to accommodate all the participants. In 1896 the Association took a five-year lease on Abbey House, Whitby.

It therefore became necessary to establish some legal organisation and in 1897 a company called the Co-operative Holidays Association was formed. Its stated objects were "to provide recreation and educational holidays by purchasing, or renting and furnishing, houses and rooms in selected areas; by catering in such houses for parties of members and guests, and by securing helpers who will promote the intellectual and social interests of the party with which they are associated". Leonard resigned his pastorate and became its permanent secretary and an office was established at the Whitby centre.

It was from these rather insignificant beginnings that the earliest holiday association emerged. Its membership grew rapidly from 268 in 1893 to 14,000 in 1911. By 1931 it had 18 centres. Of these only four were actually owned by the Association, the remainder were held on short leases, and of these five were foreign. The first ventures abroad were made in 1903 and one of the most notable features of the CHA programme has been its concern to develop international contacts.

One centre the Association did own was the Newlands Guest House. Members of the Association's Committee had originally outvoted a proposal to acquire the disused mill because of its poor condition. However, Leonard with a few friends formed a small company — the Newlands Guest Houses Ltd — in order to buy the property and equip it as a guest house. It was opened in 1905 with the CHA as its tenant on a yearly basis. So successful was the project that within three years Newlands Guest House had been taken over by the Association as one of its centres and the shareholders of the company

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bought out.

In 1913 the Newlands Guest House was handed over to the Holiday Fellowship, the new holiday association set up by Leonard. The HF was an attempt to recreate the simplicity of the CHA in its early years. Leonard had become concerned about the growing unwieldiness of the CHA and felt that it was too conservative and unadventurous in its ways. He wanted to create new types of centres, such as youth camps and mountain huts, where arrangements could be kept as simple as possible. In this way he hoped to bring holidays within the reach of poorer people whom he felt were no longer catered for by the CHA. It became inevitable that a new body would have to be created to carry out these proposals because many of the committee of the CHA felt that Leonard was threatening the stability of the Association by demanding such changes. Most of the committee felt that the future of the CHA lay in providing good accommodation. The CHA did appoint a small sub-committee in an attempt to establish a compromise, but these efforts failed and a separation was effected. Leonard resigned as secretary of the CHA in 1913 and with a small number of friends formed the first committee of the HF.

It was not intended that the HF compete with the CHA, and in its early days it received much assistance from the latter. A circular was sent out in the CHA's magazine, Comradeship, to every member of the Association explaining the purposes behind the establishment of a second holiday organisation and asking for financial help. Newlands Guest House was given to the HF for £700, the nominal sum it stood at in the CHA books, although this was allowed to remain as a loan. Under the agreement between the two bodies the property was to be returned to the Association on the retirement or death of Leonard, but this provision was withdrawn when the CHA called in the loan during the First World War. Other help the CHA gave to the Fellowship included the use of its German centre at Kelkheim.

In its early days the CHA was almost the first body which provided organised holidays, the other being the Polytechnic. Yet it is likely that many of the later organisations owe much to the example of the CHA, notably the Youth **Hostels** Association. Both the CHA and the HF played a major part in founding the YHA and many of its leaders have come from these two bodies.

Other holiday movements which owe their origin to some extent to the CHA include the **Christian Endeavour Holiday Movement**, the **International Tramping Tours** and the **Workers' Travel Association** (the founder and secretary of the WTA was Cecil Rogerson, one of the first hosts at the CHA)

In 1977 The CHA had 21 **centres** throughout the country with almost 2000 beds. Most of these are in country houses or mansions which have been adapted and extended for numbers between 50 and 85 people, although a smaller number have been especially built where no existing property was available. A principal feature of a CHA holiday at a centre or guest house is the daily excursion organised by the resident secretary. Hosts or hostesses organise social activities in the evenings. Although it claims to have no religious bias, a non-denominational Sunday evening service is usually held at the guest houses.

One important feature of the CHA over the years has been its concern with social problems. For over 60 years the Invited Guest Movement has been providing free holidays for needy people during weeks set aside specifically for this purpose. In the earliest days collections were made at Sunday services to provide holidays for poor children from large towns. In 1897 it was decided to use these funds to

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enable poor men and women to spend holidays at the CHA centres. One devoted worker for these free holidays was **Miss Louise Kay**, who for many years was the Honorary Secretary of the Association. A small endowment fund was set up in her name to carry on the work. Today, contributions by members, to the extent of several thousands of pounds a year, enable this work to be carried on.

Another characteristic of the Association was the local Rambling **Clubs**, which sprang up very early in many towns. Although they originated as rambling clubs, they soon began to provide not only outdoor activities but many other social events such as lectures, dances and reading circles. The earliest of these clubs were founded in Manchester in 1900 and London in 1901. By 1934 there were over 70 of these CHA Clubs.

The success of the Association and its work has depended on access to the countryside and its preservation, for which it has long been active in its support. Very early in this century, when Cumberland County Council wished to replace the stone bridge at Portinscale, the CHA joined Canon Rawnsley of the Lake District Safeguarding Association in protest against the proposal. In the 1930's and 1940's the CHA was also active in the **National Parks** movement, and was represented on the Standing Committee on National Parks. The Association also feels a responsibility to encourage appreciation of the countryside, especially amongst young people, which it does by making its facilities available to school parties.

The Association was incorporated as a limited liability company in 1910, limited by guarantees and with no share capital. Members do not join the Association by payment of a fee, but automatically by taking a holiday with the CHA. Consequently, it is the members who have ultimate authority through the AGM, although the day to day running of the Association is left to a General Committee elected at the annual meeting. However, the Association is assisted by the large number of members who serve voluntarily on sub-committees. Since there are no shares, the CHA is financed by loans contributed by members. The CHA is a non-profit making body and all its surpluses are devoted to improving and extending the facilities it offers.

Bibliography

CHA publications

"Adventures in Holiday Making". T A Leonard. 1934

"The Clarion Clubs, Rambling and the Holiday Associations in Great Britain since the 1890's". D Prynne. *Journal of Contemporary History*, Vol 11, 1976, pp 65-77

"The London CHA Club. The First Sixty Years". S Brown. 1965

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B/CHA/PUB/1	COMRADESHIP/CHA MAGAZINE	1907-1980
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B/CHA/PHT/3	PHOTOGRAPH ALBUMS AND LOOSE PHOTOGRAPHS	1893-1991
B/CHA/PHT/4	SLIDES AND TRANSPARANCIES	c1956-1993
B/CHA/PHT/5	CINE FILMS	c1956-1978

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B/CHA/ADM ADMINISTRATIVE RECORDS

B/CHA/ADM/1 CHA GENERAL COMMITTEE MINUTE BOOKS (bound)

The CHA Minute Books record minutes of the General Committee, the Annual General Meetings and numerous sub-committees. These latter were set up to cover a wide variety of subjects such as finance, property, holidays abroad, public relations, invited guests, centre life, centre officials and domestic matters.(Co-operative Holidays Association started in 1893, changed name to CHA in 1957 and to Countrywide Holidays Association in 1964)

B/CHA/ADM/1/1	General Committee Minute Book (CHGH) "Holidays under the auspices of the NHRU (National Home Reading Union). Includes Minutes of Conference Dec 30 1895, Constitution adopted by Conference in Manchester Jan 1897, Poor Folk's (Free) and Young Folk's Holidays 1897, formation of Limited Co in 1899 and of Co-Operative Holidays Guest-Houses Co Ltd	Dec 1895-Nov 1899
B/CHA/ADM/1/2	General Committee Minute Book	Jan 1900-Dec 1902
B/CHA/ADM/1/3	General Committee Minute Book	Jan 1903-May 1911
B/CHA/ADM/1/4	General Committee Minute Book No 4	Sep 1911-Mar 1921
B/CHA/ADM/1/5	General Committee Minute Book No 5 (padlock and key)	Apr 1921-Jun 1930
B/CHA/ADM/1/6	General Committee Minute Book No 6 (padlock and key)	Oct 1930-Nov 1935
B/CHA/ADM/1/7	General Committee Minute Book No 7 (padlock and key)	Nov 1935-Jun 1937
B/CHA/ADM/1/8	General Committee Minute Book No 8 (padlock and key)	Jun 1937-Jan 1939
B/CHA/ADM/1/9	General Committee Minute Book No 9 (padlock and key)	Oct 1939-Jan 1942
B/CHA/ADM/10	General Committee Minute Book No 10 (padlock and key)	Mar 1942-Dec 1946
B/CHA/ADM/1/11	General Committee Minute Book No 11 (padlock and key)	Jan 1947-Oct 1949
B/CHA/ADM/1/12	General Committee Minute Book No 12	Nov 1949-Mar 1953
B/CHA/ADM/1/13	General Committee Minute Book No 13	Apr 1953-Jun 1955
B/CHA/ADM/1/14	General Committee Minute Book No 14	Jul 1955-Jan 1957
B/CHA/ADM/1/15	General Committee Minute Book No 15	Jan 1957-Jun 1958
B/CHA/ADM/1/16	General Committee Minute Book No 16	Jul 1958-Jan 1960
B/CHA/ADM/1/17	General Committee Minute Book No 17	Jan 1960-Jan 1961

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B/CHA/ADM/1/18	General Committee Minute Book No 18	Jan 1961-Oct 1962
B/CHA/ADM/1/19	General Committee Minute Book No 19	Oct 1962-Jan 1964
B/CHA/ADM/1/20	General Committee Minute Book No 20	Jan 1964-May 1965
B/CHA/ADM/1/21	General Committee Minute Book No 21	Jul 1965-Dec 1966
B/CHA/ADM/1/22	General Minute Book No 22	Jan 1967-Nov 1968
B/CHA/ADM/1/23	General Committee Minute Book No 23	Jan 1969-Nov 1970
B/CHA/ADM/1/24	General Committee Minute Book No 24	Jan 1971-Dec 1972
B/CHA/ADM/1/25	General Committee Minute Book No 25	Jan 1973-Jan 1975
B/CHA/ADM/1/26	General Committee Minute Book No 26	Feb 1975-Oct 1977
B/CHA/ADM/1/27	General Committee Minute Book No 27	Nov 1977-Nov 1980
B/CHA/ADM/1/28	General Committee Minute Book No 28	Nov 1980-Feb 1982
B/CHA/ADM/1/29	General Committee Minute Book No 29	Nov 1982-Oct 1983
B/CHA/ADM/1/30	General Committee Minute Book No 30	Nov 1983-Apr 1985
B/CHA/ADM/1/31	General Committee Minute Book No 31	Jun 1985-Jan 1987
B/CHA/ADM/1/32	General Committee Minutes (loose, typewritten) & notes	Jan 1987-May 1987
B/CHA/ADM/1/33 & notes	Mar 1987-Jan 1989
B/CHA/ADM/1/34 & reports arising from Minutes	1990-1991
B/CHA/ADM/1/35	1991-1992
B/CHA/ADM/2	OTHER MINUTE BOOKS	
B/CHA/ADM/2/1	Co-operative Holidays Guest-Houses Ltd Minute Book of Directors Meetings - includes printed Memorandum & Articles of Association	Jun 1899-Apr 1910
	CHGH Minute Book see B/CHA/ADM/1/1	Dec 1895-Nov 1899
B/CHA/ADM/2/2	Newlands Guest Houses Ltd Management Committee. From formation to dissolution	Apr 1904-Jan 1911
B/CHA/ADM/2/3	CHA Southern Free Holiday Sub-committee (handwritten)	1914 - 1932
B/CHA/ADM/2/4	CHA Southern Free Holiday Sub-committee (handwritten)	1933 - 1949
B/CHA/ADM/2/5	Manchester CHA Club. From formation to closure	Aug 1935-Dec 1977

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B/CHA/ADM/2/6	Building Sub-committee	Jan 1911-Feb 1939
B/CHA/ADM/2/7	Continental Sub-committee	Feb 1912-Mar 1913
B/CHA/ADM/2/8	Free Holiday Sub-committee (Annual Meeting of Invited Guests Committee)	Jan 1925-Apr 1962
B/CHA/ADM/2/9	CHA Rambling Club - Manchester District	May 1912-Apr 1929
B/CHA/ADM/2/10 Oct 1960	Lancs. & Ches. Group Committee of CHA Rambling Clubs -became North West Regional Sub-committee	Mar 1923-
B/CHA/ADM/2/11	CHA Rambling Club - National Committee	Jan 1926-Jan 1963
B/CHA/ADM/2/12	Round Table Conferences	Jan 1929-Jan 1961
B/CHA/ADM/3	MINUTES - SUB-COMMITTEES	
B/CHA/ADM/3/1	Domestic Sub-Committee typed Minute book(on shelf)	Feb 1897-Nov 1918
B/CHA/ADM/3/2/1	Domestic Sub-Committee typewritten	Jan 1950-Sep 1977
B/CHA/ADM/3/2/2	Oct 1961-Oct 1975
B/CHA/ADM/3/2/3	Oct 1983-Oct 1986
B/CHA/ADM/3/3/1	Finance Sub-Committee typewritten	Sep 1975-Sep 1980
B/CHA/ADM/3/3/2	Sep 1981-Nov 1983
B/CHA/ADM/3/3/3	May 1984-Nov 1984
B/CHA/ADM/3/3/4	Apr 1985-Oct 1986
B/CHA/ADM/3/3/5	Oct 1987-Nov 1988
B/CHA/ADM/3/4	OTHER SUB-COMMITTEES	
B/CHA/ADM/3/4/1	Merchandising	Nov 1980-Feb 1981
B/CHA/ADM/3/4/2	Marketing/Public Relations	Jan 1982-Feb 1986
B/CHA/ADM/3/4/3	Marketing	Feb 1983-Oct 1988
B/CHA/ADM/3/4/4	Marketing Campaign	Feb 1987-Aug 1987
B/CHA/ADM/3/4/5	Future Policy	Jan 1973-Sep 1982
B/CHA/ADM/3/4/6	Sep 1972-Feb 1977
B/CHA/ADM/3/4/7	Sep 1983-Nov 1988
B/CHA/ADM/3/4/8	Property (with notes)	Oct 1974-Oct 1983

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B/CHA/ADM/3/4/9	Oct 1983-Oct 1986
B/CHA/ADM/3/4/10	Special Sub-committee - CHA Development	Oct 1937- ? 1980
B/CHA/ADM/3/4/11	Family Centres	1936
B/CHA/ADM/3/4/12	Centre Life (staff, etc.)	Apr 1967-Jan 1987
B/CHA/ADM/3/4/13	UK Holidays	Jan 1988-Apr 1989
B/CHA/ADM/3/4/14	Jun 1987-May 1989
B/CHA/ADM/3/4/15	Invited Guests (free holidays)	Feb 1983-Dec 1987
B/CHA/ADM/3/4/16	Holidays Abroad	Sep 1983-Jun 1986
B/CHA/ADM/3/4/17	Jan 1987-Jan 1990
B/CHA/ADM/3/4/18	Mar 1987-Jan 1988
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B/CHA/ADM/4/1	Membership List	1961
B/CHA/ADM/4/2	1962
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B/CHA/ADM/4/6	1967
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B/CHA/ADM/4/17	1978
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B/CHA/ADM/5/1	Administrative material relating to the organisation of	1966-1988
B/CHA/ADM/5/2	1989-1993
B/CHA/ADM/5/3/1 Warwick	1985
B/CHA/ADM/5/3/2 (8 photographs)	
B/CHA/ADM/5/4 Nottingham	1986
B/CHA/ADM/5/4/2 (photographs)	
B/CHA/ADM/5/5	Conference Arrangements guidance notes for organisers	nd
B/CHA/ADM/5/6	AGM and Conference agendas, Edinburgh	1964
B/CHA/ADM/5/7	AGM and Conference, organisation, agendas, correspondence	1987
B/CHA/ADM/6	SUBSIDIARY CONFERENCES	
	Report of Conference of Hosts and Hostesses at Hope	1962
 at Barton-on-Sea	1976
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B/CHA/ADM/7	PROPERTY - ADMINISTRATION AND UPKEEP	
B/CHA/ADM/7/1	Borrowdale. General correspondence	1979-1991
B/CHA/ADM/7/2 Fire Precautions in extension	1974-1978
B/CHA/ADM/7/3 Extension, English Tourist Board Grant, quotes etc	1976-1977
B/CHA/ADM/7/4 Opening ceremony of extension - correspondence	2 Feb 1978
B/CHA/ADM/7/5	Bray, Ireland. Registration of Premises	1947-1961
B/CHA/ADM/7/6	Cromer. General correspondence	1970-1991
B/CHA/ADM/7/7	Dawlish. Extension	1965-1977
B/CHA/ADM/7/8 General correspondence	1971-1983
B/CHA/ADM/7/9	Eskdale. General correspondence	1974-1990
B/CHA/ADM/7/10 General correspondence and improvements	1980-1985
B/CHA/ADM/7/11	Filey. Trail guides, map, correspondence	1970-1981

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B/CHA/ADM/7/12	Fowey.	Compulsory purchase Sale of land to council, tree conservation	1970-1976 1970-1979
B/CHA/ADM/7/13	Hospital & Welfare Committee Fete, alcohol licence grazing rights	1968-1981
B/CHA/ADM/7/14	Hire as teachers centre by Cornwall County Council Gardener	1973-1980 1974-1979
B/CHA/ADM/7/15	General correspondence	1974-1980
B/CHA/ADM/7/16	General correspondence	1980-1985
B/CHA/ADM/7/17	Grasmere.	Hire by St Oswald's Church Fellowship and Workers Education Association	1965-1985 1965-1983
B/CHA/ADM/7/18	General correspondence, includes offer to buy land	1970-1979
B/CHA/ADM/7/19	General correspondence	1981-1991
B/CHA/ADM/7/20	General correspondence	1973-1985
B/CHA/ADM/7/21	Hope.	General correspondence	1940-1959
B/CHA/ADM/7/22	General correspondence, including gardener	1960-1969
B/CHA/ADM/7/23	General correspondence	1970-1982
B/CHA/ADM/7/24	Kinfauns.	General correspondence	1982-1985
B/CHA/ADM/7/25	Property correspondence	1989-1990
B/CHA/ADM/7/26	General correspondence, includes Bob Speake's slide show script	1977-1985
B/CHA/ADM/7/27	All centres.	General management correspondence	1988-1991
B/CHA/ADM/7/28	Sewage discharge	Jul-Aug 1973
B/CHA/ADM/7/29	Fire precautions	1974/1976/1990
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B/CHA/ADM/7/32	Ambleside.	COSIRA grant	1969

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B/CHA/ADM/7/33	Ambleside. Correspondence including grazing agreement, garden, slide show, sale of Lodge, theft of wallet	1967-1990
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B/CHA/ADM/7/37	Fowey. 45 building plans	1969
B/CHA/ADM/7/38	Grasmere. 19 colour photographs and negs of buildings	late 1980's
B/CHA/ADM/7/39	Kinfauns. Correspondence and history of centre. Photographs of Lodge, crests on ceiling, engravings	1945-1971
B/CHA/ADM/7/40 Photographs, 12 buildings,3 group,2 postcards,3 negs	nd
B/CHA/ADM/7/41 Photograph album of buildings	nd
B/CHA/ADM/7/42	Llanfairfechan. General correspondence - youth guest house	1959-1981
B/CHA/ADM/7/43 Correspondence re grazing rights, drainage charges	1940-1975
B/CHA/ADM/7/44 Re-opening. Press release, order of proceedings, invitations, banner	1979
B/CHA/ADM/7/45	Perranporth. Photographs of area, negatives	1906+
B/CHA/ADM/7/46	Hope. General correspondence	Aug 1983-Aug 1990
B/CHA/ADM/7/47 Photographs before and during refurbishment	1991-1992
B/CHA/ADM/7/48	Kinfauns. General correspondence	1932-1959
B/CHA/ADM/7/49 General correspondence	1960-1969
B/CHA/ADM/7/50 General correspondence	1970-1979
B/CHA/ADM/7/51 General correspondence & sale of Binnhill Tower	1980-1987
B/CHA/ADM/7/52 General correspondence	1988-1991
B/CHA/ADM/7/53	Kinfauns. Correspondence about MOD rifle range	1954-1962
B/CHA/ADM/7/54 Correspondence about gardeners	1955-1971
B/CHA/ADM/7/55 Correspondence about gardens and trees	1970-1976
B/CHA/ADM/7/56 Colour transparencies of drive and entrance to show position of new gates	Jul 1976
B/CHA/ADM/7/57 Historical Buildings Conservation Grant	1982-1985
B/CHA/ADM/7/58	Kinfauns. Correspondence about drive resurfacing	1986-1987

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B/CHA/ADM/7/59	Llanfairfechan. Correspondence & mountain excursions	1962-1963
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B/CHA/ADM/7/61 Grazing Agreements	Jul 1983-Jan 1989
B/CHA/ADM/7/62 Sale of Lodge	Nov 1985-Jul 1987
B/CHA/ADM/7/63	Onich. Correspondence including road re-alignment British Mountaineering Council hire Rental Agreement Dec 1980-Mar 1981 as above	Jul-Sep 1978 May 1979-Mar 1982 1 Dec 1980
B/CHA/ADM/7/64 General correspondence	1980-1982
B/CHA/ADM/7/65	Reports on building matter - various centres	Sep 1958-Mar 1961
B/CHA/ADM/7/66	Perranporth Centre. Mortgage papers Prevention of Fraud (Investments) Act Copy prospectus for share issue	1959-1966 1958 nd
B/CHA/ADM/7/67 Purchase papers Correspondence, publicity booklets	1960 1962-1968
B/CHA/ADM/7/68 Purchase papers Correspondence, publicity booklets	1961 1977-1981
B/CHA/ADM/7/69 Doskyn Castle. General correspondence Property correspondence	1963-1978 Sep 1985-Jun 1991
B/CHA/ADM/7/70	Penmaenmawr, Craiglwyd Hall. General correspondence Correspondence about sale of property	1931-1958 1957
B/CHA/ADM/7/71	Porlock Centre. Property correspondence including gardens, and effect of closure of Taunton/Minehead railway	1955-1971
B/CHA/ADM/7/72 General correspondence including Quantocks golf course, Tourist Association, cuttings, guides	1971-1990
B/CHA/ADM/7/73 General Correspondence	1983-1985
B/CHA/ADM/7/74	Ramsay. Correspondence about purchase and opening General correspondence	1960-1962 1961-1982
B/CHA/ADM/7/75	... Mooragh House. Correspondence about Tourist Regulations, Accommodation Register, IOM Government assistance for hotels	Mar 1975-Jul 1982
B/CHA/ADM/7/76	Rhu, Ardenconnel. Correspondence about sale of land, Ladies Cottage General	1955-1958 Aug 1956-Jul 1966 1963-1968
B/CHA/ADM/7/77	Rhu Withdrawal of steamers from pier Strathclyde Regional Structure Plan	1972-1973 1978-1979

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	General correspondence	1969-1981
B/CHA/ADM/7/78	Shanklin, Porlock Manor, IOW. Also see Porlock ADM/7/71 General correspondence includes directory of accommodation, gorse fire, sale of land, Lodge	1948-1957
B/CHA/ADM/7/79 Property correspondence about sale of land etc	1958-1976
B/CHA/ADM/7/80 Property correspondence including tree management	Nov 1982-Apr 1987
B/CHA/ADM/7/81 General correspondence Planning, catering, drains, sale of land Hon Mrs William McGowan - animal gravestones	1963 1964-1968 1968
B/CHA/ADM/7/82 General correspondence, fallen tree, vandalism	1969-1988
B/CHA/ADM/7/83 General correspondence, Sealink Ferries, tourist info	Feb 1981-Dec 1989
B/CHA/ADM/7/84 IOW Structure Plan Review - explanatory memo SE Wight Local Plan - written statement, plans, letters detailing CHA objections	Apr 1985 Jun 1988 Aug 1984-Sep 1987
B/CHA/ADM/7/85 Sale of the Lodge. Correspondence Sale of building plots, correspondence, conveyance	May 1983-Aug 1988 Nov 1982-Dec 1984
B/CHA/ADM/7/86 Sale of land and building plots, correspondence with solicitor, planning department and plans	Oct 1984-May 1991
B/CHA/ADM/7/87	Totnes, Follaton House, Devon. Deeds, Conveyance, Tithe Redemption and general correspondence	1928-1963
B/CHA/ADM/7/88 General correspondence	1964-1965
B/CHA/ADM/7/89	Westward Ho, Torridge House. General correspondence Black and white photograph of group	1954-1979 nd
B/CHA/ADM/7/90	Whitby. Furniture inventory, history & plan of Whitby, insurance	1951-1979
B/CHA/ADM/7/91 Potash extraction, gas drilling Jubilee celebration leaflets 1896-1946	1968-1978 1946
B/CHA/ADM/7/92 General correspondence	1962-1978
B/CHA/ADM/7/93 General correspondence	1986-1990
B/CHA/ADM/7/94 Correspondence with Cholmley Estates about rent	1979-1984
B/CHA/ADM/7/95 Correspondence with Cholmley Estates-maintenance	1982-1991
B/CHA/ADM/7/96 Correspondence with J Braim-claim for final payment for building work	1980-1983
B/CHA/ADM/7/97	Various Centres. Summaries of facilities	nd
B/CHA/ADM/7/98 Maintenance summaries	1975-1993

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B/CHA/ADM/7/99	Architect's plans	nd
B/CHA/ADM/7/100	Many photographs colour & b/w, of repairs, by centre	1980s-1990s
B/CHA/ADM/7/101	Barton.	Lift maintenance	1982-1985
B/CHA/ADM/7/102	Correspondence with builder & surveyor re improvements 4 colour photos	1984-1985
B/CHA/ADM/7/103	Correspondence about sale of contents Correspondence about sale of property	Aug 1983 Sep 1988
B/CHA/ADM/7/104	Borrowdale Centre (Glamara Hotel, Seatoller, Keswick)	Improvement plans, permissions, building work, trees	1976-1978
B/CHA/ADM/7/105	Borrowdale Centre.	Correspondence on tree planting, plans	1976-1978
B/CHA/ADM/7/106	Grantown on Spey (Spey Valley Hotel)	Correspondence about development Feb 1991-Jun1991	
B/CHA/ADM/7/107	Grasmere.	Correspondence with SWOAC about tree planting at Grasmere and Ambleside	1982-1985
B/CHA/ADM/7/108	Correspondence with architects etc about development	1982-1990
B/CHA/ADM/7/109	Coach House project outline, plans and brochure	1986-1987
B/CHA/ADM/7/110	Coach House. Correspondence with architects/builders	1986-1987
B/CHA/ADM/7/111	Grassington (Dales Village).	Concept and development	1986-1987
B/CHA/ADM/7/112	Hope.	Development, Architects plans, equipment	1989-1991
B/CHA/ADM/7/113	Kinfauns Castle. Gardeners cottage.	Correspondence with planners and architects	1972-1976
B/CHA/ADM/7/114	Correspondence concerning road widening	1969-1974
B/CHA/ADM/7/115	Correspondence concerning road widening	1974-1983
B/CHA/ADM/7/116	Correspondence with architect concerning the redevelopment and SWOAC tree planting	1984-1991
B/CHA/ADM/7/117	Correspondence with SWOAC about tree planting	1970-1985
B/CHA/ADM/7/118	Llanfairfechan.	General correspondence	1981-1985
B/CHA/ADM/7/119	Porlock, Doverhay Place.	Correspondence about maintenance and redevelopment	1985-1991
B/CHA/ADM/7/120	Rhu.	Correspondence about sewage Fire certificate General correspondence	1969-1972 1972-1986 1974-1986

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B/CHA/ADM/7/121 Correspondence with Rentokil Ltd re dry rot	1966-1984
B/CHA/ADM/7/122	Shanklin, IOW (Landguard Manor). Booking figures Development plans	1982-1983 1986-1989
B/CHA/ADM/7/123	Whitby. Correspondence about picture painted by Mary Ellen Best Purchase of Pictures	1984-1985 1989
B/CHA/ADM/7/124 15 black and white photographs of kitchen and uncovering a portrait	1951 1979
B/CHA/ADM/7/125 Colour and black & white photographs - before/during/after refurbishment	nd
B/CHA/ADM/8	TENANCY CENTRES Property rented for short holidays/courses	
B/CHA/ADM/8/1	Possible tenancy centres. Correspondence	1973-1980
B/CHA/ADM/8/2	Aberdeen, Brighton, Hereford, Lampeter. Correspondence	1973-1980
B/CHA/ADM/8/3	Scottish tenancy centres, (Tobermory School) Correspondence	1958
B/CHA/ADM/8/4	Aviemore. Bookings, room details, walks, local information	1969-1976
B/CHA/ADM/8/5	Bangor (University of N Wales) Accommodation, routes, bookings, programmes, correspondence	1971-1972
B/CHA/ADM/8/6	Canterbury (University of Kent) Accommodation, excursions published tourist guides	Mar 1974-Jul 1975
B/CHA/ADM/8/7	Channel Islands (Blue Horizon Hotel, Guernsey) Correspondence	
B/CHA/ADM/8/8	Cheltenham. Information and correspondence	1962-1975
B/CHA/ADM/8/9 (St Paul's College) Cotswold Way Walk Details of accommodation, routes, bookings	1971 Sep 1970-Jul 1974
B/CHA/ADM/8/10	Eastbourne & St Leonards. Correspondence about linen	Mar 1961-Aug 1961
B/CHA/ADM/8/11	Hebden (The Bungalow) Correspondence	Sep 1959-Oct 1960
B/CHA/ADM/8/12	Lampeter (St David's University) Local information, Correspondence about accommodation, bookings, Sep 1971-Sep 1975 excursions, programme, 3 b/w photographs	1972
B/CHA/ADM/8/13	Northumberland (Ridley Hall) Correspondence	Jul 1971-Aug 1974
B/CHA/ADM/8/14	Penzance (W Cornwall School) Accommodation details, programme, equipment, bookings, local information	Jan 1965-Jan 1967
B/CHA/ADM/8/15	Ryde, IOW. General correspondence Correspondence about possible purchase of land	1954-1957 Jan 1957-Mar 1959

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B/CHA/ADM/8/16	Surrey University, Godalming. Local information, Correspondence, conference facilities 3 Plans of alterations to Manor House, Godalming	1972-1974 1967
B/CHA/ADM/8/17	Wartime Factory Hostels for Ministry of Supply GC minutes on setting-up, explanatory leaflets for residents	1940's
B/CHA/ADM/9	GENERAL CORRESPONDENCE	
B/CHA/ADM/9/1	General Secretary's file, miscellaneous notes	1966-1991
B/CHA/ADM/9/2 (A L Paine) with Lord Sandford (President)	1981-1988
B/CHA/ADM/9/3 with Vice Presidents	1980-1989
B/CHA/ADM/9/4 (S Bradford) general day-to-day	Jun-Dec 1990
B/CHA/ADM/9/5	Jul-Sep 1991
B/CHA/ADM/9/6	Oct-Dec 1991
B/CHA/ADM/9/7 internal memos	1991
B/CHA/ADM/9/8 general 8 b/w photographs of committee	1990 1990
B/CHA/ADM/9/9 agendas for special meetings	1982-1987
B/CHA/ADM/9/10 with H F Holidays, includes HF Annual Report and accounts	1982-1990
B/CHA/ADM/9/11 HQ internal memos	1984-1990
B/CHA/ADM/9/12 general	1989
B/CHA/ADM/9/13 with general committee member-Archbishop of York Sir John Wolfenden Lord Woolton(President)	1963 1957-1963 1949-1964
B/CHA/ADM/9/14 Loris E Mather Sir Arthur Salter	1946-1976 1947-1966

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B/CHA/ADM/9/15	General secretary - Dr E Tidd	1962-1963
	Mr C Turney	1963-1972
	Mr H Robinson	1967
	Miss E Jump	1967
	Mr T E Snelson	1967-1978
11 other General Committee members		1960
	Manager of District Bank, Manchester	1960
B/CHA/ADM/9/16 Mr J Lord	1954-1960
B/CHA/ADM/9/17	Mr A N Mitchell correspondence with Mr J Lord re finance, falling numbers, family centres, sale of Peel, purchase of Perranporth, general committee	1959-1965
B/CHA/ADM/9/18	Mr A N Mitchell correspondence re amendment of Constitution to allow General Committee to elect the General Secretary & appointment of F Wright as Secretary	1961-1969
B/CHA/ADM/9/19	Correspondence about Youth Holidays	1960-1975
B/CHA/ADM/9/20 Family Centres holidays	1965-1972
	Family Holidays	1972-1975
B/CHA/ADM/9/21 Feature Weeks	1973-1976
B/CHA/ADM/9/22 Pensioner Parties	1969-1970
B/CHA/ADM/9/23	Correspondence with Edenvale Ltd, Senior Citizen Holidays	1968-1970
B/CHA/ADM/9/24	Correspondence - general	Jan-Sep 1978
B/CHA/ADM/9/25	Oct-Dec 1978
B/CHA/ADM/9/26	... with coach firms	1990-1993
B/CHA/ADM/9/27 -Operations Department, general	1991-1993
B/CHA/ADM/9/28	Sep-Dec 1992
B/CHA/ADM/9/29	Address cards	nd
B/CHA/ADM/10	CHA REPRESENTATION IN ASSOCIATIONS OF THE COUNTRYSIDE	
B/CHA/ADM/10/1	Representation on various committees-CPRE, NCVO, CCPR, Cumbria Trust etc	1982-1989
B/CHA/ADM/10/2	JOCORAMA. Joint Committee Of Rambling And Mountaineering Associations	1976-1980
B/CHA/ADM/10/3	JOCORAMA. Minutes and correspondence	1981-1989
B/CHA/ADM/10/4	The Open Spaces Society committee	1985-1988

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B/CHA/ADM/10/5	YHA. Youth Hostel Association committee	1985-1988
B/CHA/ADM/10/6	Correspondence - Countryside Commission	1984-1989
B/CHA/ADM/10/7	Correspondence, Ramblers Association	1981-1985
B/CHA/ADM/10/8 ERA. European Ramblers Association	1981-1989
B/CHA/ADM/10/9 Council for National Parks	1985-1989
B/CHA/ADM/10/10 Countryside Commission "Recreation 2000" CHA submission on future policy	1987
B/CHA/ADM/10/11 Central Council for Physical Recreation working group	1982-1986
B/CHA/ADM/10/12 Keswick By-Pass, rail closures, Snowdonia mining	1973
B/CHA/ADM/10/13 National Association For Outdoor Education	1964-1973
B/CHA/ADM/10/14 National Trust for Scotland	1964
B/CHA/ADM/10/15 Countryside and Towns Amenities (Scotland) Bill - government Act and development plans	1963-1964
B/CHA/ADM/10/16 North Pennines Working Party	1972-1977
B/CHA/ADM/10/17 Lancashire County Council NE Structure Plan- Survey Report and Responses Report Central and Northern Survey Report	1975 1979
B/CHA/ADM/10/18 Snowdonia National Park - Policy Statements, Tourism and Recreation, It's Future and You	1976
B/CHA/ADM/10/19 Standing Committee on National Parks minutes Peak District National Committee	1971-1972 1975-1988
B/CHA/ADM/10/20 Peak and Northern Footpaths Society	1962-1977
B/CHA/ADM/10/21 North West Sports Council National Association for Outdoor Education	1973 1974-1977
B/CHA/ADM/10/22 National Council of Social Service	1974-1978
B/CHA/ADM/10/23 Water - Thirlmere Competition and Manchester Water Orders 1964 & 1965 Water storage in Morecombe Bay	1962-1972 1964-1966 1972
B/CHA/ADM/10/24 Tees Valley and Cleveland Water Board Reservoir at Cow Green-objections and petitions	1965-1966

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B/CHA/ADM/10/25	Ramblers Association B&B Guide, Bus Guide	1966-1982
		Ramblers Magazine	1969-1980
		Programme	1973-1978
		Lakeland Rambler	1965-1973
B/CHA/ADM/10/26	CCPR. Central Council of Physical Recreation minutes and reports	1985-1989
B/CHA/ADM/10/27	Ramblers Association. Minutes, accounts, reports	1986-1989
B/CHA/ADM/10/28	National issues. Various bodies	1981-1988
B/CHA/ADM/10/29	Keep Britain Tidy, minutes etc.	1974-1987
B/CHA/ADM/10/30	British National Conference on Social Work.	1963-1967
B/CHA/ADM/10/31	British Mountaineering Council , Annual Reports insurance, training courses, general information	1975-78/86 1975-1986
B/CHA/ADM/10/32	British Mountaineering Council	1975-1978
B/CHA/ADM/10/33	Sports Council. Regional Councils of Sport Sport and Recreation-magazine of Sports Council	1972-1978 1977-1978
B/CHA/ADM/10/34	CCPR. CENTRAL COUNCIL OF PHYSICAL RECREATION includes Snowdonia National Park Plan 1975	1975-1979
B/CHA/ADM/10/35	CCPR	Dec 1977-Dec 1978
B/CHA/ADM/10/36	CCPR	Jan 1979-Dec 1979
B/CHA/ADM/11		CHA RAMBLING AND SOCIAL CLUBS	
B/CHA/ADM/11/1		Model Constitution. Revision of rules	1946
		Model Constitution. Rules	1959
B/CHA/ADM/11/2		Constitution, rules, minutes, correspondence	1946
B/CHA/ADM/11/3		Clubs Group Sub-committee Minutes	1940-1946
B/CHA/ADM/11/4		1947-1954
B/CHA/ADM/11/5		1954-1959
B/CHA/ADM/11/6		Clubs correspondence. Ac-As	1962-1970
B/CHA/ADM/11/7	Ba-Bo	1962-1970
B/CHA/ADM/11/8	Br-Bu	1962-1970
B/CHA/ADM/11/9	Ca-Co	1962-1970
B/CHA/ADM/11/10	Cr	1962-1970
B/CHA/ADM/11/11		Clubs correspondence. D	1962-1970

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B/CHA/ADM/11/12	E-F	1962-1970
B/CHA/ADM/11/13	G	1962-1970
B/CHA/ADM/11/14	H	1962-1970
B/CHA/ADM/11/15	I-Liv	1962-1970
B/CHA/ADM/11/16	London and "First 60 Years"	1962-1970
B/CHA/ADM/11/17	Lo-Mid	1962-1970
B/CHA/ADM/11/18	Ne-Oxf	1962-1970
B/CHA/ADM/11/19	P-R	1962-1970
B/CHA/ADM/11/20	Sa-Sto	1962-1970
B/CHA/ADM/11/21	Str-Tyn	1962-1970
B/CHA/ADM/11/22	Wa-Z	1962-1970
B/CHA/ADM/11/23	"CHAMOIS" CHA Mountaineering Club. Inaugural meeting Constitution, rules, annual reports, newsletters, correspondence Purchase of Marconi Hall, Ceunant, Wales		Jun 1964 1971-1978 1975
B/CHA/ADM/11/24	Club Programmes 19 of		1908-1972
B/CHA/ADM/11/25	8 of	1981
	22 of	1982
B/CHA/ADM/11/26	22 of	1983
B/CHA/ADM/11/27	18 of	1984
B/CHA/ADM/11/28	24 of	1985
B/CHA/ADM/11/29	23 of	1986
B/CHA/ADM/11/30	3 of	1988
	22 of	1989
	2 of	1990
B/CHA/ADM/11/31	Correspondence. Southern Rambling Clubs Group Sub-Committee		1963-1970
B/CHA/ADM/11/32 North-West Group		1967-1969
B/CHA/ADM/11/33 Northern Reunion Committee		1975-1984
 NW Clubs presentation to F S Wright on retirement		1975
B/CHA/ADM/11/34 S Wales Reunion		1962-1967
B/CHA/ADM/11/35 London Reunion		1961-1964

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B/CHA/ADM/11/36	Scottish and NE Group	1964-1969
	Secretary's	1975
B/CHA/ADM/11/37	Regional Group - various clubs	1962-1964
B/CHA/ADM/11/38	Northern Reunion	1977-1979
B/CHA/ADM/11/39	Report on Centre Life Conference at Hope	1979
B/CHA/ADM/11/40		Clubs Newsletter	1984
B/CHA/ADM/12		THE BRITISH YOUTH HOSTELS ASSOCIATION	
B/CHA/ADM/12/1		H P Weston (CHA General Secretary) private correspondence with Bruno Achilles in Berlin. Early letters in German about youth organisations in Germany and conference in Britain to discuss setting up YHA	Feb-Sep 1930
B/CHA/ADM/12/2		22 b/w photographs of German youth movement activities	1927
B/CHA/ADM/12/3		H P Weston papers on the foundation of YHA	
		British Youth Hostel Association Constitution (2 copies)	nd
		Central Committee memos from HP Weston - A British Youth Movement , Cheaper Holidays for Young Folk, An Extension of International Work of the CHA	Feb 1930
		Suggested lines of procedure for the establishment of a British YHA on a national basis (2 copies)	nd
		Memo re National and Regional Council for Youth Hostels(2)	Mar 1930
		History of German Youth Movement by Bruno Achilles (2 copies) nd	nd
		Delegates to the Youth Hostel Conference	nd
		Foundation of Wayfarer Hostels-hints for formation of local groups, from Bruno Achilles	nd
		List of possible sites and buildings, maps, plans/designs	Dec 1930
B/CHA/ADM/12/4		Youth Hostel plans and specifications, Merseyside plans(4 of)	Feb 1930- Mar 1931
B/CHA/ADM/12/5		HP Weston correspondence with various people and organisations concerning setting up the BYHA	1930
B/CHA/ADM/12/6		1931
B/CHA/ADM/12/7		1932
B/CHA/ADM/12/8		1933-1934

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B/CHA/ADM/12/9	National Council of Social Service. First conference on setting -up YHA. Meeting 10 Apr agenda (2 Copies)	2 Apr 1930
	Report on Conference - list of representatives of national bodies and local groups, decided name as The British Youth Hostels Association, agreed Constitution, elected provisional committee, copy of Constitution	10 Apr 1930
	Notes on 10 Apr meeting	
	Minutes of Executive Committee Meeting - draft letter to societies represented at conference, press releases, name of Association, future plans, correspondence concerning acceptability of cyclists as well as walkers	15 Apr 1930
	Various minutes and memos re charges and property	
	Agenda of Conference and open council meeting at Welwyn(2)	26/27 Jun 1930
	"Knowing England-The Task of the YHA in Britain" proof copy	nd c1930
	Letter from Ingram Knowles to HP Weston (Hon Secretary CHA)	21 Jun 1930
	International youth tramps, German hostels, setting up regional councils, age of members, visit of Weston to Thurstaston	
	Letter form E St John Catchpool (Hon Secretary YHA) to Weston. Meeting at Mansion House to be chaired by Lord Mayor, list of VIPs invited. First membership card sent to Ramsay MacDonald. Proposed tour of N England	18 Jul 1930
	Letter from Catchpool to Weston	1 Aug 1930
	Tour of N England, visit to Weston. Use of National Trust buildings	
	Letter from Catchpool to Weston	5 Aug 1930
	Tour of N Wales, Lakeland, Scotland and visit to Weston	
	Letter from Weston to Catchpool - arrangements for visit	8 Aug 1930
	Letter from Catchpool to Weston	9 Aug 1930
	Arrangements for visit. Sending proof of booklet for comments	
	Letter from T A Leonard to Weston re booklet	9 Aug 1930
	Letter from General Secretary (unsigned) to Catchpool-meeting	12 Aug 1930
	Memo from Catchpole to Members of Executive - notice of Executive meeting, map of proposed Regions for comments	7 Aug 1930
	Letter from Catchpool to Dear Friends	27 Aug 1930
	Hot weather, cost of hiring CHA property, profit for year	
	Draft Agenda for Executive Committee meeting	20/21 Sep 1930
	Draft booklet "Youth Hostels Association of Great Britain"	Aug 1930
B/CHA/ADM/12/10	Suggested lines of procedure for the establishment of YHA on a national basis.CHA Memo No1 A British Youth Movement	
	Memo of meeting to ask National Council of Social Service to call meeting to establish youth hostels in Britain	30 Jan 1930
	Agenda of conference on hostels	13 Mar 1930
	Report on conference	15 Mar 1930
	Draft Constitution	
	Agenda and report on conference	10 Apr 1930
	Minutes and correspondence of Executive Committee	Apr 1930-Mar 1931
	Annual Report and Balance Sheet	31 Mar 1931
B/CHA/ADM/12/11	Minutes of National Executive Committee includes-	Apr 1931- Mar 1932
	Annual Report and Balance Sheet, Handbook of Hostels	31 Mar 1932
	Minutes of National council meeting	26 Mar 1933
	Letter to Committee members about closing hours of hostels	26 Apr 1933

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B/CHA/ADM/12/12	Minutes of National Executive Committee includes Annual Report and Balance Sheet	Jan-May 1936 31 Dec 1935
B/CHA/ADM/12/13	Minutes of National Executive Committee	Jun-Dec 1936
B/CHA/ADM/12//14	Regional Councils. Merseyside Centre Management Committee minutes - draft Constitution, discussion and clarification Proposed W Riding Regional Group Letter of invitation to meeting W Riding Group Minutes and report of formal inaugural meeting and Council meeting. Lists officers and affiliated groups Typed extract from "The Claims of Beauty in Modern Life" by the Dean of Manchester. Various pencil notes for a speech or pamphlet Agenda for meeting of Regional Secretaries, membership notes Draft Agreement between Mrs Jessie Harman and Manchester and district Regional Council of YHA about accommodation at Errwood Valley Farm, Goyt Valley, Buxton Printed Constitution for Regional Groups of YHA Publicity leaflets Letter from R Redman offering help to raise funds for the region Copy of Tenancy Agreement between Derwent Valley Water Board and YHA for Derwent Hall Letter from N Midlands Regional Council appointing Mr and Mrs Seery as wardens at Derwent Hall, specifying duties Agenda for Manchester and District Regional Council meeting Press cuttings - Regional Council and new hostels List of members of Regional Council and groups represented Agenda of second Annual General Meeting of Regional Council Agenda of Executive Committee meeting Memo on provision of hostels in Nottingham area	24 Feb 1930 10 Jul 1930 18 Jul 1930 22 Nov 1930 18 Dec 1930 20 Jun 1931 1931? Jul 1931 20 Jul 1931 1932? 28 Aug 1932 9 Jun 1932 Apr 1932 1932 3 Dec 1932 16 Mar 1933 nd
B/CHA/ADM/12/15	Manchester and District Group Memo on sites and buildings for hostels. List of Officers. Draft Constitution. Minutes of Executive Committee meetings	Apr 1930- Jan 1933
B/CHA/ADM/13	UK Holidays - GENERAL ADMINISTRATION	
B/CHA/ADM/13/1	Report on Investigation of Management Procedures at Head Office	1959
B/CHA/ADM/13/2	Study of Information Needs of Management	1987
B/CHA/ADM/13/3	UK Booking Dept - procedures, prices	1982-1983
B/CHA/ADM/13/4	UK Programme all centres, paste-up British Rail Tour - various procedures	1989 1987
B/CHA/ADM/13/5	Group bookings - procedures, charges, forms, information	1982-1990

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B/CHA/ADM/13/6	Family Holidays/Youth Holidays Joint Working Party minutes, notes, correspondence	1972-1976
B/CHA/ADM/13/7	College Holidays. Launch. Business Plan	1987
B/CHA/ADM/13/8 Special Interest Holidays. Information, brochure	1987-1988
B/CHA/ADM/13/9	Coast to Coast Walk correspondence, bookings	1990-1991
B/CHA/ADM/13/10	British Tourist Authority. Correspondence, brochure orders, including BTA Travel Guides, British Travel News	Apr 1974-Sep 1979 1974/75/77 1974/75/77
B/CHA/ADM/13/11	English Tourist Board. Correspondence, Conference Report	1974-1975
B/CHA/ADM/13/12 Correspondence, CHA publicity	1976-1978
B/CHA/ADM/14	HOLIDAYS ABROAD - GENERAL ADMINISTRATION	
B/CHA/ADM/14/1	Booking figures, correspondence Report on Leaders conference	1978-1984 1978 1980
B/CHA/ADM/14/2	Booking figures, Leaders conference report Brochures in conjunction with Loisirs Vacances Tourisme	1985-1986 1985 & 1986
B/CHA/ADM/14/3	Business Plan , booking figures, Preview Three-Year Plan	1987-1988 1989
B/CHA/ADM/14/4	HA Business Plan 86-88- final copy	Jan 1986
B/CHA/ADM/14/5	Reports of possible tours, booking figures Leaders Conference, Leaders instructions Insurance. Air Travel Organisers Licence	1984-1990 1983 1987
B/CHA/ADM/14/6	Holidays Abroad - Itineraries and Leaders Notes	1986-1993
B/CHA/ADM/14/7 Leaders Reports	1975-1989
B/CHA/ADM/15	MARKETING/FUTURE POLICY	
B/CHA/ADM/15/1	Education Working Party to encourage education through recreation	1973-1984
B/CHA/ADM/15/2	British Centres Development Officer's Report	1982-1984
B/CHA/ADM/15/3	Product Development notes	1985-1986
B/CHA/ADM/15/4	Marketing Action Group report	1987-1988
B/CHA/ADM/15/5	Marketing Plan	1980

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B/CHA/ADM/15/6	Planning Group notes	1983-1984
B/CHA/ADM/15/7	Marketing development plan, target for growth	1986-1991
B/CHA/ADM/15/8	Working Party on Restructuring the Organisation report	1987
B/CHA/ADM/16	BOOKING STATISTICS	
B/CHA/ADM/16/1	Booking Returns	1962-1972
B/CHA/ADM/16/2	Booking Returns	1972-1978
	Bookings Position	1972-1974
	Bedroom Lists	1978
	Booking Statistics	1983
	Beds Available Lists	1982-1992
	Guest Weeks	1987-1989
B/CHA/ADM/16/3	Booking Statistics	1982-1987
	Bed Usage	1964-1991
	Projected Bed Nights	1991
	Projected Guest Weeks	1991
B/CHA/ADM/16/4	Booking Statistics For Holidays Abroad	
	Booking statistics	1964-1971
	1987-1988
	1991-1993
B/CHA/ADM/16/5	Book of CHA Central Office Statistics	1893-1971
B/CHA/ADM/17	STAFF INFORMATION AND TRAINING	
B/CHA/ADM/17/1	Management Guide to Employment & Personnel System,	nd
B/CHA/ADM/17/2	Job descriptions and specifications following restructuring	1987
B/CHA/ADM/17/3	Gardeners Job Specifications	1981
B/CHA/ADM/17/4	Job evaluation	
B/CHA/ADM/17/5	Employee Information Binder	1981
B/CHA/ADM/17/6	Holiday entitlement, conditions of employment	1981
B/CHA/ADM/17/7	Standard forms and letters	1983
B/CHA/ADM/17/8	Staff Contracts, wage scales, duties	1987-1989
B/CHA/ADM/17/9	Pension Scheme details (some personal details)	1930-1968
B/CHA/ADM/17/10	Pension Scheme details and car allowances/insurance	1988
B/CHA/ADM/17/11	Induction Training Manual, Rules for conducting meetings	nd

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B/CHA/ADM/17/12	Health and Safety Policy	1981
B/CHA/ADM/17/13	Centre Management Training	1974-1984
B/CHA/ADM/17/14	1983-1987
B/CHA/ADM/17/15	Head Office Job specifications	1986
B/CHA/ADM/17/16	Holidays Abroad Leaders - job specification, general instructions report on training weekend, costs	1990
B/CHA/ADM/17/17	Notes for speakers on what is the CHA	1981
B/CHA/ADM/17/18	The Honorary Official (notes for officials)	1962/64/67/75
B/CHA/ADM/17/19	Song book, dance callers notes, list of gramophone records	c1968
B/CHA/ADM/17/20	CHA Resident Secretary's Directions (Bray)	1974
B/CHA/ADM/17/21	CHA Hosts Directions (Barton)	1960's
B/CHA/ADM/17/22	CHA Officials Instructions - excursions	1964+revisions70
B/CHA/ADM/17/23	Instructions to Manageresses	1974
B/CHA/ADM/17/24	Notes for officials	1971-1980
B/CHA/ADM/17/25	Appointments of staff and walks managers, notes	1977-1993
B/CHA/ADM/17/26	Excursion Leaders assessments	1981-1984
B/CHA/ADM/17/27	Centre assessment visits - procedures and forms	1985-1986
B/CHA/ADM/17/28	Hosts/Hostesses appointments	1981-1988
B/CHA/ADM/17/29	1989
B/CHA/ADM/17/30	1990-1991
B/CHA/ADM/17/31	Management Reports on leaders	1992
B/CHA/ADM/17/32	Information for Officials - centre notes	1992-1993
B/CHA/ADM/17/33	Centre Managers Reports on operations	1992
B/CHA/ADM/17/34	Centre Managers Instructions	1992
B/CHA/ADM/17/35	Pricing	1991-1994
B/CHA/ADM/17/36	Excursion numbers advice	1992
B/CHA/ADM/17/37	Host/Hostess/Leader's appointments and reports	1993
B/CHA/ADM/17/38	Officials training weekend-Grasmere 74 Leadership training course-Grasmere 75	1973-1974

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B/CHA/ADM/17/39	Host/Hostess training weekend at Hope	Jan 1983
B/CHA/ADM/17/40	Excursion Leader's Assessment weekend at Borrowdale	Feb 1992
B/CHA/ADM/17/41	Host/Hostess training weekend at Whitby	Nov 1992
B/CHA/ADM/17/42	Leader Assessment weekend at Porlock - Officials Manual	Feb 1994
B/CHA/ADM/17/43	Staff, General Secretary appointments	1939-1962
B/CHA/ADM/17/44	John Hunt Award correspondence. Annual award for outstanding achievement/endeavour in outdoor activities by a group or member to promote human well-being or goodwill Presentation to Daap Roosje, the first recipient John Hunt Award certificate presented to John Nettleton MBE	1966-1981 Jan 1970 1991
B/CHA/ADM/17/45	Staff record cards	1970's-1980's
B/CHA/ADM/17/46	Personnel Files, alphabetical	-1990's
B/CHA/ADM/17/47 Head Office	1979-1990's
B/CHA/ADM/17/48	Personnel Files by name	1983
B/CHA/ADM/17/49	Centre managers's correspondence A-F	1980-1990
B/CHA/ADM/17/50 G-Z	

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B/CHA/PUB	PUBLICATIONS	
B/CHA/PUB/1	COMRADESHIP - the magazine of the CHA - bound copies	
B/CHA/PUB/1/1	Vol I - VI	Oct 1907-Dec 1912
B/CHA/PUB/1/2	Vol V - XVI	Sep 1911-Mar 1925
B/CHA/PUB/1/3	Vol XIX - XX (3 copies)	Oct 1927-May 1929
B/CHA/PUB/1/4	Vol XXI - XXII (2 copies)	Oct 1929-Apr 1931
B/CHA/PUB/1/5	Vol XXIII - XXIV (4 copies)	Oct 1931-May 1933
B/CHA/PUB/1/6	Vol XXV - XXVII (2 copies)	Nov 1933-May 1936
B/CHA/PUB/1/7	Vol XXVIII - XXIX	Aut 1936-Sum 1938
B/CHA/PUB/1/8	Vol XXX - XXXI (3 copies)	Aut 1938-Sum 1940
B/CHA/PUB/1/9	Vol XXXII - XXXVIII (2 copies)	Aut 1940-Sum 1947
B/CHA/PUB/1/10	Vol XXXIX - XLIV (3 copies) Comradeship became the CHA Magazine after Vol XVI No3	Aut 1947-Sum 1953
B/CHA/PUB/1/11	CHA MAGAZINE VOL XLV - VOL V NO 1 (3 COPIES) BOUND	WIN 1953- WIN 1958
B/CHA/PUB/1/12 Vol LI No 1 - Vol LV No 2 (2 copies) bound	Sum1959- Sum 1964
B/CHA/PUB/1/13	CHA MAGAZINE - BUNDLE OF 33 MAGAZINES Vol LV No2 to Vol 71 No2	Win 1964- Win 1980
B/CHA/PUB/2/1	CHA NEWS -17 MAGAZINES (BECAME COUNTRYWIDE NEWS)	SUM 1981- SPR 1986
B/CHA/PUB/2/2	COUNTRYWIDE NEWS - 14 MAGAZINES	SUM 1986- SPR 1994

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B/CHA/PUB/3	OTHER PUBLICATIONS	
B/CHA/PUB/3/1	National Home-Reading Union General Course Magazine "being also the organ of the Co-Operative Holidays Association"	Mar 1907
B/CHA/PUB/3/2	The Arbitrator - "the organ of the International Arbitration League".	
B/CHA/PUB/3/2/1 No 676	May/June 1946
B/CHA/PUB/3/2/2 No 677	Jul/Aug 1946
B/CHA/PUB/3/2/3 No 679	Nov/Dec 1946
B/CHA/PUB/3/2/4 No 681	Apr/May/June 1947
B/CHA/PUB/3/2/5 No 682	Jul/Aug/Sep 1947
B/CHA/PUB/3/3	Rucksack - the magazine of the Ramblers Association	
B/CHA/PUB/3/3/1 Vol 6 No 6	Spr 1971
B/CHA/PUB/3/3/2 Vol 6 No 8	Aut 1971
B/CHA/PUB/3/3/3 Vol 6 No 10	Spr 1972
B/CHA/PUB/3/3/4 Vol 6 No 11	Sum 1972
B/CHA/PUB/3/4	Ramblers' Association Manchester Area, Catering Guide	1973
B/CHA/PUB/3/5	Switzerland - Handbook of the Anglo-Swiss Travellers' Club Ltd (Director - H P Weston) "holidays not mass-produced"	c1929
B/CHA/PUB/4	GENERAL CIRCULARS - all Centres combined. Annual brochures advertising CHA holidays. Titles include - Summer Holidays, Winter Holidays, Holidays Abroad	
B/CHA/PUB/4/1	1900-1918
B/CHA/PUB/4/2	1918-1926
B/CHA/PUB/4/3	1927-1931
B/CHA/PUB/4/4	1931-1934
B/CHA/PUB/4/5	1934-1994
B/CHA/PUB/5	CENTRE PROGRAMMES AND GUIDES by individual named centre	
B/CHA/PUB/5/1	loose	1896-1906
B/CHA/PUB/5/2	bound - some include song books	1908-1924
B/CHA/PUB/5/3	bound	1925-1932

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B/CHA/PUB/5/4	some missing	1933-1935
B/CHA/PUB/5/5	bound	1936-1939
B/CHA/PUB/5/6	some missing	1940-1949
B/CHA/PUB/5/7	bound	1950-1955
B/CHA/PUB/5/8	bundle	1956
B/CHA/PUB/5/9	1957
B/CHA/PUB/5/10	1958
B/CHA/PUB/5/11	bundle	1959
B/CHA/PUB/5/12	some	1960-1962
B/CHA/PUB/5/13	bound	1963
B/CHA/PUB/5/14	1964
B/CHA/PUB/5/15	1965
B/CHA/PUB/5/16	...	1966
B/CHA/PUB/5/17	1967
B/CHA/PUB/5/18	1968
B/CHA/PUB/5/19	1969
B/CHA/PUB/5/20	1970
B/CHA/PUB/5/21	1971
B/CHA/PUB/5/22	1972
B/CHA/PUB/5/23	loose	1973-1979
B/CHA/PUB/5/24	loose	1980-1993
B/CHA/PUB/5/25	Summer holiday programmes at tenancy centres	1917-1918
B/CHA/PUB/5/26	Holidays Abroad programmes - various centres	1936-1965
B/CHA/PUB/6	SONG BOOKS	
B/CHA/PUB/6/1/1	Songs of Faith, Nature and Comradeship for use on the summer holidays. National Home Reading Union	1895

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B/CHA/PUB/6/1/2 to 6/1/10	Songs of Faith, Nature and Comradeship - words	1905- 1961
B/CHA/PUB/6/2	Songs of Faith, Nature and Comradeship - music and words 4 books	1906-1951
B/CHA/PUB/6/3/1	ITT Song Book (International Tramping Tours) - words	nd
B/CHA/PUB/6/3/2	ITT Song Book - music and words	nd
B/CHA/PUB/6/4	Songs of Praise for Boys and Girls (Oxford University Press)	1956

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B/CHA/PUB/7	OTHER CHA PUBLICATIONS	
B/CHA/PUB/7/1	A Hundred Years of Holidays 1893-1993 - A pictorial history of C.H.A. By Robert Speake (pub CHA)	1993
B/CHA/PUB/7/2	The London CHA Club - The First Sixty Years -compiled by Stella Brown (3 copies)	1965
B/CHA/PUB/7/3	Kinfauns Castle by Robert Speake (pub CHA) 2 copies	1982
B/CHA/PUB/7/4	Prayers For Use At CHA Centres (Totnes)	before 1957
B/CHA/PUB/7/5	before 1958
B/CHA/PUB/7/6	Suggested Orders of Service (Key copy)	1958
B/CHA/PUB/7/7	Alternative Book of Daily Services and Prayers	1958
B/CHA/PUB/7/8 (Key copy, Head Office)	1958
B/CHA/PUB/7/9 (Key copy, Miss Goody)	1958
B/CHA/PUB/7/10	Worship Manual (6 copies)	1985
B/CHA/PUB/7/11	Graces. An encapsulated list	nd
B/CHA/PUB/7/12	Host's Directions. Llanfairfechan	nd
B/CHA/PUB/7/13	Hostess's Directions. Llanfairfechan	nd
B/CHA/PUB/7/14	Resident Secretary's Instructions. Llanfairfechan	nd
B/CHA/PUB/7/15	Manageress's Instructions. Dawlish enc. Report on Domestic Conference at Ambleside	nd Mar 1972
B/CHA/PUB/7/16	Hostess's Directions (Key copy) Ramsey	nd
B/CHA/PUB/7/17	Resident Secretary's Instructions (Key copy)	nd
B/CHA/PUB/7/18	Resident Secretary's Instructions. Barmouth	nd
B/CHA/PUB/7/19	Notes on Totnes and Follaton by Amos Clegg, a hand written and illuminated book. Held and issued by Manager of centre	Jun 1929

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B/CHA/PUB/8	ROUTE BOOKS	
	3 books	1920's
	38 books	1930's
	35 books	1940's
	20 books	1950's
	3 books	1960's
	2 books	1978
	1 book	1981
	Itinerary of walking tour in the Hebrides and history of Onich district	Nov 1927
	Isle of Man routes, type sheets	nd
	Bray - routes and maps	Oct 1970
	Grimetz - facilities and route report	1990
B/CHA/PUB/9	FACT SHEETS. Walks, excursions, special interest holidays at various centres	
B/CHA/PUB/9/1	Fact sheets	1987
B/CHA/PUB/9/2	1989
B/CHA/PUB/9/3	...	1990
B/CHA/PUB/9/4 Vintage Holidays	1988-1991
B/CHA/PUB/9/5	1991
B/CHA/PUB/9/6	1993
<u>??</u>		
B/CHA/PUB/10	NON-CHA PUBLICATIONS from Centre libraries	
B/CHA/PUB/10/1	St John's Kirk, Perth, a History by Thomas Hunter (pub Hunter)	1932
B/CHA/PUB/10/2	Reflections, an Anthology by Neville Hobson signed (pub Jordan)	1961
B/CHA/PUB/10/3	Mountain Memories by Walter Percival, signed (pub Jacey)	1962
B/CHA/PUB/10/4	Selections from the Prose, Verse & Sketches of the late Thomas Kay of Stockport, with biographical notes (published privately)	1918
B/CHA/PUB/10/5	Holidays - a study made by The National Council of Social Service (pub Humphrey Milford, OUP) 3 copies	1945
B/CHA/PUB/10/6	Self-guided Trails 2 copies Countryside Commission Advisory Series No 9	1980
B/CHA/PUB/10/7	Outdoor Recreation. A Policy for the Future. 2 copies Outdoor Pursuits Division of Central Council of Physical Recreation	1976

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B/CHA/PUB/10/8	Safety on Mountains (pub CCPR) 8th edition	1972
B/CHA/PUB/10/9	The Mountain Code (pub CCPR)	1968
B/CHA/PUB/10/10	Mountain Rescue & Cave Rescue -Mountain Rescue Committee	1960
B/CHA/PUB/10/11	Mountain and Cave Rescue - Mountain Rescue Committee	1974
B/CHA/PUB/11	HOLIDAY FELLOWSHIP PUBLICATIONS	
B/CHA/PUB/11/1	The History of the Holiday Fellowship Part One 1913-1940	1981
B/CHA/PUB/11/2	The History of the Holiday Fellowship Part Two 1941-1980 - David Hardman (Published by Holiday Fellowship Ltd)	1981
B/CHA/PUB/11/3	Songs By The Way -music & songs (published by HF)	c1930
B/CHA/PUB/11/4	Holiday Songs (published by HF)	Jun 1935
B/CHA/PUB/11/5	HF Annual Report and Financial Statements a bundle of 34 booklets	1927/30/32/33/35 1936/37/1939 -1944 1946-1 1954/56/57 1967-1
B/CHA/PUB/11/6	Over The Hills - HF Magazine from Vol 1 No 21 to Vol 2 No 38 = 60 magazines	Spring 1927- Spring 1983
B/CHA/PUB/11/7	Further Adventures in Fellowship - origin,purpose of local groups and suggestions for development	1948
B/CHA/PUB/11/8	Holiday Fellowship - What It Is and What It Aims At	1941
B/CHA/PUB/11/9	General Circulars - Annual brochures with titles like "Summer Holidays", "Autumn, Winter & Spring Holidays", "Seaside Holidays for Boys & Girls", "Holidays Abroad" - 43 circulars	Mar 1920-Sum1973
B/CHA/PUB/11/10	Centre Programmes and guides by individual centre	
1-14	All centres (bound)	1932
	All centres (bound)	1934
	All centres (bound)	1936
	All centres (bound)	1947
	All centres (bound)	1948
	All centres (bound)	1954
	London	1937
	London	nd
	Crowlink	1964
	Freshwater Bay	1965
	Swanage	1972
	Bourton on the Water	1973
	Conway	1972

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B/CHA/PUB/12	YOUTH HOSTELS ASSOCIATION PUBLICATIONS	
B/CHA/PUB/12/1/1	National Constitution	1931
B/CHA/PUB/12/1/2	Objects and regulations of YHA	nd
B/CHA/PUB/12/1/3	How To Form a Regional Council	nd
B/CHA/PUB/12/1/4	YHA General Information leaflet	Aug 1930
B/CHA/PUB/12/1/5	National Council Meeting agenda	Mar 1933
B/CHA/PUB/12/2/1	Annual Report and Balance Sheet (2 copies)	Mar 1931
B/CHA/PUB/12/2/2	Mar 1933
B/CHA/PUB/12/2/3 Merseyside Group	Oct 1932
B/CHA/PUB/12/3/1	An Illustrated Record of the Progress of the YHA (80 Hostels)	1931
B/CHA/PUB/12/3/2 (180 Hostels)	1933
B/CHA/PUB/12/3/3 (180 Hostels)	1933
B/CHA/PUB/12/4/1	Handbook of Hostels - national -4 books	1931
B/CHA/PUB/12/4/2	Handbook of Hostels - Merseyside Group	nd
B/CHA/PUB/12/4/3 - Lakeland and North-East	nd
B/CHA/PUB/12/4/4 - Scotland	1932
B/CHA/PUB/12/5	Bundle of leaflets on foreign Hostels	1930's
B/CHA/PUB/13	PUBLICITY AND STATIONARY SAMPLES	
B/CHA/PUB/13/1	Sample book includes Annual Reports/Balance Sheets Brochures publicity leaflets	1901-1911 1904-1915 1901-1915
B/CHA/PUB/13/2	Publicity and stationary samples, loose	1912-1930
B/CHA/PUB/13/3	1912-1927
B/CHA/PUB/13/4	Publicity samples, loose	1918-1927
B/CHA/PUB/13/5	Stationary samples, loose	1924-1929
B/CHA/PUB/13/6	Stationary samples, loose....	1916-1931

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B/CHA/PUB/13/7	Publicity samples, loose	1960-1985
B/CHA/PUB/13/8	Stationary samples, loose	1986-1992
B/CHA/PUB/13/9	Publicity and stationary samples, loose	1991-1993
B/CHA/PUB/13/10	1993-1994
B/CHA/PUB/13/11	Clothing/boots leaflets	c1900
B/CHA/PUB/13/12	"What is the CHA"/"Invest in the CHA"	1903-1976
B/CHA/PUB/13/13	"Free Holidays"	1914-1928
B/CHA/PUB/13/14	Special events publicity	1981-1993
B/CHA/PUB/13/15	Holiday Fellowship leaflets	1910-1943
B/CHA/PUB/13/16	Book of cuttings - newspaper advertisements	1931-1938
B/CHA/PUB/13/17	1938-1956

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B/CHA/LEG	LEGAL RECORDS	
B/CHA/LEG/1	CHA Memorandum and Articles of Association with special resolutions	1908 1972/1976/1980
B/CHA/LEG/2	Change of name from Co-Operative Holidays Association to Country-wide Holidays Association Ltd . Confusion with CWS Confusion with Chest and Heart Association CHA Illegal use of name - Countrywide Holidays	1952-1966 1964 1947 1966 1978
B/CHA/LEG/3	Registration of name "Adventure Tours"	1971-1972
B/CHA/LEG/4	Tenancy Agreements - various Tenancy Agreement - London Office	1914-1932 1957
B/CHA/LEG/5	Grasmere. Indenture. Completion Certificate. Tithes	1930-1958
B/CHA/LEG/6	Register of Seals Book	1917-1921

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B/CHA/FIN	FINANCIAL RECORDS	
B/CHA/FIN/1	CHA BALANCE SHEETS	
B/CHA/FIN/1/1	CHA Balance Sheets & Annual Reports (bound)	Dec 1908-Sep 1927
B/CHA/FIN/1/2	CHA Balance Sheets & Annual Reports (bound)	Sep 1928-Sep 1937
B/CHA/FIN/1/3	CHA Balance Sheets & Annual Reports (bound)	Sep 1938-Sep 1965
B/CHA/FIN/2	Annual Report And Accounts (15 of, printed, unbound) Annual Report and Accounts (typescript)	1966-1980 1980-86, 1988 1991-1994
B/CHA/FIN/3 Appeal	Correspondence, legal documents and details of the hearings	CHA Income Tax 1937
B/CHA/FIN/4/1	Companies Act Returns	1931-1980
B/CHA/FIN/4/2 (not complete set)	1977-1987
B/CHA/FIN/4/3 Correspondence	1936-1980
B/CHA/FIN/5/1	Year-end review of accounts	1916-1965
B/CHA/FIN/5/2	1973
B/CHA/FIN/5/3 and budget 1982	1981
B/CHA/FIN/5/4	1985
B/CHA/FIN/5/5 CHA and HF CHA	1986 1988
B/CHA/FIN/5/6 and audit	1987
B/CHA/FIN/5/7	1989
B/CHA/FIN/5/8	1990
B/CHA/FIN/5/9 audited accounts and forecast 1991/92	1991
B/CHA/FIN/6	FINANCE GENERAL	
B/CHA/FIN/6/1	General Committee notes - charges and costs	1981
B/CHA/FIN/6/2	Head office costs	1982
B/CHA/FIN/6/3	Management Accountants Report Voucher scheme	Mar 1982 Sep 1983
B/CHA/FIN/6/4	Sub-committee notes	1985
B/CHA/FIN/6/5	Holidays Abroad Department Business Plan	1986-1988

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B/CHA/FIN/6/6	Budget, property budget, general notes	1987
B/CHA/FIN/6/7	Overheads, allocations, charges, 1988 budget	1987
B/CHA/FIN/6/8	UK and Holidays Abroad budget	1988-1989
B/CHA/FIN/6/9	Cash flow figures	1988-1989
B/CHA/FIN/6/10	Restructuring figures	1988
B/CHA/FIN/6/11	Pricing strategy, audit	1987-1988
B/CHA/FIN/6/12	Budget	1988-1989
B/CHA/FIN/6/13	Report and accounts	1990
	CHA Invited Guest Trust accounts	1988
	Budget and pricing	1990
B/CHA/FIN/6/14	Budget, training weekend	1990
B/CHA/FIN/6/15	Revised Business Plan, budget, cash flows	1993
B/CHA/FIN/6/16	Holidays Abroad estimated expenditure, costings	1987-1988
B/CHA/FIN/7	CORRESPONDENCE	
B/CHA/FIN/7/1	Correspondence Finance Committee	1930
B/CHA/FIN/7/2 with District Bank / National Westminster Bank	1962-1987
B/CHA/FIN/7/3 with National Westminster Bank	1986-1991
B/CHA/FIN/7/4 with British Rail about tickets	1981-1990
B/CHA/FIN/7/5 with Royal Insurance - buildings and third-party insurance	1973-1984
B/CHA/FIN/7/6 with Charity Commissioners - Invited Guest Trust	1987-1990
B/CHA/FIN/7/7 with loanholders of Invited Guest Trust	1985
B/CHA/FIN/7/8 with accountants-H L Price & Co, tax on directors' expenses	May 1984
B/CHA/FIN/7/9 Baker Tilley, rollover capital gains relief	Jun 1990
B/CHA/FIN/7/10 with H M Inspector of Taxes, staff rail warrants	Aug 1985
B/CHA/FIN/8/1	Subscriptions and donations to associations and societies agreed by Finance Committee, copy remittance advices	1969-1974
B/CHA/FIN/8/2	1974-1977
B/CHA/FIN/9/1	Analyses of Domestic Expenditure by Centre	1899-1902

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		1904-1920
B/CHA/FIN/9/2	Domestic expenditure	1981-1982
	Projected expenditure	1982-1987
	Projected budgets	1982-1985
B/CHA/FIN/9/3	Domestic expenditure	1919-1950
	Maintenance costs, surplus/deficit per centre	1923-1934

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B/CHA/HIS	HISTORY OF CHA, EXHIBITION MATERIAL	
B/CHA/HIS/1	Exhibition material, 17 encapsulated display sheets of brochures and leaflets, Rhu charabanc photograph, history of CHA 10 large, mounted, b/w photographs of various Centres	1990
B/CHA/HIS/2	Exhibition sheets, encapsulated. "The Way We Were-a 100 Years of Holidays 1893-1993 Description of first Countrywide Holiday Daily Telegraph cutting Electric light, fresh air posters Baths, Ladies Cottages, When nature calls posters Photograph of groups in charabancs at Rhu Yellow leaflets for individual centres Booklet. Kinfauns Castle by R. Speake	1993
B/CHA/HIS/3	Exhibition Material encapsulated and originals Centre programmes Centre notes, travel information issued with programmes	1893-1908 1913-1939
B/CHA/HIS/4	Objects	
B/CHA/HIS/4/1	Brass plate inscribed " In remembrance of Frank Dyer(Bradford) and P C Firzgerald(Cambridge) for many years they gave unstinted and devoted service to free holiday work especially at the Hebden Centre"	
B/CHA/HIS/4/2	Fresh Air - framed notice	
B/CHA/HIS/4/3	Electric Light - mounted notice	
B/CHA/HIS/4/4	Plate inscribed " 1864-1964. This plaque was erected to celebrate the centenary of the birth of T Arthur Leonard the founder of the CHA and HF who for many years used Ardenconnel as the headquarters of the CHA"	
B/CHA/HIS/4/5	Metal CHA stamp	
B/CHA/HIS/4/6	Tabard, blue with CHA in white applied on front 3 CHA embroidered badges	
B/CHA/HIS/5	Memories, obituaries, old leaflets, correspondence	1909-1987
B/CHA/HIS/6	Typewritten copies of newspaper articles and notes from various sources including: Dr Paton - "A Week Among The Lakes" 1893 Emily Smith notes, 1895 first Minute Book copy, Centre Statistics 1893-1936, sample leaflets and brochures	nd
B/CHA/HIS/7	Centres - historical notes, check lists for opening a house	nd
B/CHA/HIS/8	People - obituaries. Leonard, Shilton, Paton, Clegg, Dyer etc	nd
B/CHA/HIS/9	People - obituary notices of Sir D Drummond, ex-chairman	Aug 1929
B/CHA/HIS/10	H P Weston notes on development of CHA and his involvement	1914-1935

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	Emily H Smith notes on first hosts and admittance of women	nd
B/CHA/HIS/11	Golden Jubilee of Incorporation/Silver Jubilee of Borrowdale leaflets and correspondence, committee minutes	1960
B/CHA/HIS/12/1	Hope Jubilee Invitations and correspondence	1966
B/CHA/HIS/12/2	Hope Jubilee celebrations 10 b/w photographs	
B/CHA/HIS/13	75th Anniversary Celebrations/Radium Jubilee	1968
B/CHA/HIS/13/1	Draft programme, press release, notes	1968
B/CHA/HIS/13/2	Correspondence-Blenheim, Bray, Rhu to Kinfauns walk	1968
B/CHA/HIS/13/3	Map of Rhu to Kinfauns walk route	1968
B/CHA/HIS/13/4 - Lakes, Hope, Semerwater Rally, Whitby walk	1968
B/CHA/HIS/13/5	Correspondence - publicity, clubs	1968
B/CHA/HIS/13/6	12 b/w photographs of Whitby walk, b/w photo of Lakes walk	1968
B/CHA/HIS/14	90th Anniversary Celebrations - notes, draft programmes	1981
B/CHA/HIS/15	Centenary. 100 Years of Walking With the CHA Information, correspondence with Members	1991
B/CHA/HIS/16	PERSONAL PAPERS OF T A LEONARD	
B/CHA/HIS/16/1	Book of cuttings from newspapers and periodicals about holidays, collected by TAL, given to F S Wright by Leonard's son-in-law Tom Green	1898-1924
B/CHA/HIS/16/2	Newspaper articles about Leonard	1931-1960
B/CHA/HIS/16/3	Leonard's resignation from CHA	1913
B/CHA/HIS/16/4	B/w photograph and negative of Leonard 3 b/w photographs at 80th birthday lunch	1935 1944
B/CHA/HIS/16/5	" Souvenir of a Luncheon" in celebration of 80th birthday of T A Leonard. OBE. List of guests Press cuttings. After-dinner speech scripts. Organisation and correspondence, allocation of costs between CHA and HF. Letter TAL to CHA head office re Mr James Bernard	18 Mar 1944 1944
B/CHA/HIS/16/6	Correspondence with guests for birthday lunch	1944
B/CHA/HIS/16/7	TAL correspondence with Grey Court Fellowship and Family Holidays Ltd	1947-1948
B/CHA/HIS/16/8	Death of Leonard. Obituaries. Correspondence about memorial	1948

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B/CHA/HIS/16/9	Notes on history of CHA	c1930
B/CHA/HIS/16/10	Correspondence about book on history of CHA	1930
B/CHA/HIS//16/11	Draft of "Adventures in Holidaymaking" Correspondence prior to publication in 1934	c1930 1929-1930
B/CHA/HIS/16/12	Book. Adventures in Holidaymaking by T A Leonard. Published by Holiday Fellowship	1934
B/CHA/HIS/17	Press cuttings	1893-1979
B/CHA/HIS/18/1	Card index of names and places A - F probably TAL reference material	nd
B/CHA/HIS/18/2	Card index G - Q	nd
B/CHA/HIS/18/3	Card index R - Z and bibliographical index to books quoted	nd

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B/CHA/PHT	POSTCARDS AND PHOTOGRAPHS	
B/CHA/PHT/1	POSTCARDS	C1950-1970
B/CHA/PHT/1/1	Lake District	
B/CHA/PHT/1/2	Barmouth and area	
B/CHA/PHT/1/3	Barton on Sea and area	
B/CHA/PHT/1/4	Bassenthwaite	
B/CHA/PHT/1/5	Borrowdale and area	
B/CHA/PHT/1/6	Bray	
B/CHA/PHT/1/7	Cove and area	
B/CHA/PHT/1/8	Cromer	
B/CHA/PHT/1/9	Eskdale and area	
B/CHA/PHT/1/10	Filey and area	
B/CHA/PHT/1/11	Fowey and area	
B/CHA/PHT/1/12	Grasmere and area	
B/CHA/PHT/1/13	Hindhead	
B/CHA/PHT/1/14	Hope	
B/CHA/PHT/1/15	Kinfauns	
B/CHA/PHT/1/16	Lledr	
B/CHA/PHT/1/17	Onich	
B/CHA/PHT/1/18	Porlock	
B/CHA/PHT/1/19	Ramsay	
B/CHA/PHT/1/20	Rhu	
B/CHA/PHT/1/21	Shanklin	
B/CHA/PHT/1/22	Totnes	
B/CHA/PHT/1/23	Westward Ho	
B/CHA/PHT/1/24	Whitby	
B/CHA/PHT/1/25	Postcards-various places in Britain, some negatives, 1 glass negative of guest house at Peel	c1950

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B/CHA/PHT/1/26	Lettercards - all centres	
B/CHA/PHT/1/27	Postcard album. 355 b/w cards, some multiples, mounted in album by J J Mills of Sheffield, a postcard manufacturer	1923-?
B/CHA/PHT/2	CORRESPONDENCE	
B/CHA/PHT/2/1	Photographers and photo-library addresses, correspondence	1935-1973
B/CHA/PHT/2/2	Ariel photographs - correspondence	1960-1973
B/CHA/PHT/2/3	Postcard orders, correspondence with professional photographers	1967-1974
B/CHA/PHT/2/4	Postcard stock and popularity at each centre, correspondence	1971
B/CHA/PHT/2/5	Publicity photographs purchases, correspondence	1971-1978
B/CHA/PHT/3	PHOTOGRAPH ALBUMS AND LOOSE PHOTOGRAPHS	
B/CHA/PHT/3/1 to B/CHA/PHT/3/13	All Centres. A photographic description of various areas and centres, including some abroad, kept in each centre's library B/CHA/PHT/3/13	1900's-1930's
B/CHA/PHT/3/14	Various Centres	1907-1908
B/CHA/PHT/3/15	1909-1911
B/CHA/PHT/3/16	1910-1911
B/CHA/PHT/3/17	1912-1914
B/CHA/PHT/3/18	1913-1922
B/CHA/PHT/3/19	1914
B/CHA/PHT/3/20	1921-1924
B/CHA/PHT/3/21	1921-1927
B/CHA/PHT/3/22	1926-1932
B/CHA/PHT/3/23	1927-1932
B/CHA/PHT/3/24	Bradford CHA Club. "Prepared by Mr V Marsland, Halifax for the Free Holiday Committee of Bradford CHA Rambling and Social Club. Harry Y Claybourn, President. Margaret Musgrave, Secretary. " A record of walks	1915-1947
B/CHA/PHT/3/25	Ribble Valley. Manchester, Section B, Rambling Club. Individual descriptions by Mr E Royce	1912-1916
B/CHA/PHT/3/26	"At Eastbourne". Part dismantled	nd 1931?

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B/CHA/PHT/3/27	"At Berwick". Individual descriptions by Mr E Royce	1910
B/CHA/PHT/3/28	Cornwall, Lake District, Peel, Yorkshire, Bangor, Leeds Swanage. Individual descriptions	1914-1921
B/CHA/PHT/3/29	"Tramps in Tor-Land" (Derbyshire). Individual descriptions	Sep 1914
B/CHA/PHT/3/30	"Wild Wales - It's Mountains and Waterfalls - Bangor" Individual descriptions. Part dismantled	1915
B/CHA/PHT/3/31	Eskdale. Individual descriptions by Mr E Royce, Levenshulme	1916
B/CHA/PHT/3/32	Barmouth. Individual descriptions. Mr E Royce & Mr Hodkinson	1917
B/CHA/PHT/3/33	Ambleside by Edwin Royce, letter. Individual descriptions	Aug 1918
B/CHA/PHT/3/34	Row, Scotland. Individual descriptions. Decorated album	25 Jul-8 Aug 1925
B/CHA/PHT/3/35	Whitby. Individual descriptions	30 Jul-6 Aug 1927
B/CHA/PHT/3/36	Ardenconnel by A Forster, Resident Secretary from Rhu library. Individual descriptions	1928-1930
B/CHA/PHT/3/37	Southport, Windermere, Llangollen	1929-1930
B/CHA/PHT/3/38	"Pictorial Photographs of the Isle of Wight by J Milman Brown" "Presented to Bernina by the Xmas and New Year guests"	1921-1922
B/CHA/PHT/3/39	Westward Ho! group photographs compiled by W H Heys	1930
B/CHA/PHT/3/40	Grasmere, loose sheets bundled. Individual descriptions	1930-1934
B/CHA/PHT/3/41	Eskdale by Lizbeth Parkinson, Southport. Individual descriptions, part dismantled	1931
B/CHA/PHT/3/42	Peel, Isle of Man. Individual descriptions, part destroyed	1938
B/CHA/PHT/3/43	Barmouth and Hope. Individual descriptions	1939
B/CHA/PHT/3/44	Barmouth and Hope. Individual descriptions	1939
B/CHA/PHT/3/45	Llangollen. Individual descriptions	1940
B/CHA/PHT/3/46	Hebden (Wharfedale) and Derbyshire. Individual descriptions	1940
B/CHA/PHT/3/47	Lledr Hall, Wales. Individual descriptions and photographers Includes letter from D Shilton (General Secretary) about old albums that are out of date, some dilapidated, to be returned to Head Office	1940-1946 25 Jul 1957
B/CHA/PHT/3/48	Grasmere and Hope. Individual descriptions	Sep 1941
B/CHA/PHT/3/49	Llanfairfechan. Individual descriptions	Jun 1941

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B/CHA/PHT/3/50	Hope. Individual descriptions, Partly destroyed	Jun 1942
B/CHA/PHT/3/51	Lledr Hall, Wales. Individual descriptions, part destroyed	Jun 1943
B/CHA/PHT/3/52	Bassenfell, Borrowdale, Ambleside. Individual descriptions	Sep 1943
B/CHA/PHT/3/53	Eskdale. Individual descriptions	Jun 1944
B/CHA/PHT/3/54	Hope. "Nonie? Mitchell/Cowling Sisters"	1947
B/CHA/PHT/3/55	Hope	1948
B/CHA/PHT/3/56	Ambleside/Dusseldorf. "A little gift of gratitude from the 15 German guests of the CHA in 1949"	1949
B/CHA/PHT/3/57	Garmisch Partenkirchen. 16 commercial prints	nd
B/CHA/PHT/3/58	Boppard am Rhein, Coblenz	1935
B/CHA/PHT/3/59	Saxon, Switzerland. Individual descriptions and programme	Jul-Aug 1937
B/CHA/PHT/3/60	Engardine Memories - record of an ITT party in the Canton of the Grisons, Switzerland. Letters between Keaton Roebuck and CHA concerning ownership of album	1991
B/CHA/PHT/3/61	Zermatt. Individual descriptions, programme Weggis, Switzerland	Jul-Aug 1938 1954
B/CHA/PHT/3/62	Italy and Switzerland	1938-1965
B/CHA/PHT/3/63	Holland includes itinerary, individual descriptions	Whit 1939
B/CHA/PHT/3/64	Triberg, Black Forest, Germany. Map, programme, individual descriptions (some coloured)	Aug 1957
B/CHA/PHT/3/65	Bakke Hotel, Hardanger, Norway. B/w and colour	c 1960
B/CHA/PHT/3/66	Photograph Competition. Entries invited from members, winning photographs used in magazine and publicity	1947
B/CHA/PHT/3/67	Photograph Competition	1948
B/CHA/PHT/3/68	1949
B/CHA/PHT/3/69	1950
B/CHA/PHT/3/70	1951
B/CHA/PHT/3/71	1952
B/CHA/PHT/3/72	1953
B/CHA/PHT/3/73	Photograph competition	1954
B/CHA/PHT/3/74	1955

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B/CHA/PHT/3/75	1956
B/CHA/PHT/3/76	1957
B/CHA/PHT/3/77	1958
B/CHA/PHT/3/78	1959
B/CHA/PHT/3/79	1960
B/CHA/PHT/3/80	1961
B/CHA/PHT/3/81	1962
B/CHA/PHT/3/82	1971
B/CHA/PHT/3/83	1974
B/CHA/PHT/3/84	1976
B/CHA/PHT/3/85	1978
B/CHA/PHT/3/86	1979
B/CHA/PHT/3/87	1980/1981
B/CHA/PHT/3/88* (*=needs conservation)	1970's
B/CHA/PHT/3/89*	1970's
B/CHA/PHT/3/90*	nd
B/CHA/PHT/3/91*	nd
B/CHA/PHT/3/92 Photographs of various UK Centres	1966 1950's/60's
B/CHA/PHT/3/93*	nd
B/CHA/PHT/3/94* Eastbourne, Kirby Lonsdale, Llanfairfechan, Llangollen, Lledr, Onich, Peel, Porlock	nd
B/CHA/PHT/3/95*	Photographs. Rhu, Ryde, Westward Ho, Shanklin, Totnes, Wharfedale, Whitby. Holidays Abroad Photograph competition? sorted by areas	nd 1920's/30's nd
B/CHA/PHT/3/96*	Photographs of Centres A-W, envelopes and album sheets	nd
B/CHA/PHT/3/97* Ambleside - Hope, in envelopes	nd
B/CHA/PHT/3/98*	Photographs, mostly groups various Centres, many on pages taken out of albums	1915-1949 nd
B/CHA/PHT/3/99* large collection mostly early groups, originals and some copies, some with names on the back. Some individual	

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	portraits with a list of names, many cardboard mounted	c1890-1910
B/CHA/PHT/3/100* groups, some undated, in envelopes	1920's-90's
B/CHA/PHT/3/101*	Photographic portraits. Paton by J Ingham & Sons, Bowdon Amos Clegg by Ernest Care, Eccles Totnes group including Amos Clegg by J J Mills T A Leonard with negatives 2 postcards of Goldrill House, Patterdale which was presented to TAL on his retirement Many groups, cardboard mounted	nd nd nd 1895/1931/31 nd 1894-1915
B/CHA/PHT/3/102*	Photographs of Centre buildings A-W, Birch Heys, most b/w	nd
B/CHA/PHT/3/103*	Photographs in colour of 12 Centre buildings opening ceremonies and conferences groups	1982 1970's-80's 1950's-60's
B/CHA/PHT/3/104*	1 Glass negative of first CHA party, Tom Atkinson of Leeds 4 sailing at Rhu 7 Perranporth, Onich, Kinfauns, Llanfairfechan old chalet 2 Doverhay Place 1 Whitby, broken 1 College House, Manchester and 2 prints 1 Birch Heys 5 Kinfauns Castle and postcards off some 3 strips of colour negatives - property miscellaneous photographs, correspondence, newspaper cuttings folder of photographs with list 1 glass negative	1893 nd nd nd nd nd nd nd 1930-1989 nd
B/CHA/PHT/3/105	Photograph album donated by Miss L Parkinson Lofer, Austria. Individual descriptions	1951
B/CHA/PHT/3/106 Vienna, Venice, Portshack with descriptions	1955
B/CHA/PHT/3/107 Finland with descriptions	1956
B/CHA/PHT/3/108 Rome, Sorrento, La Escale with descriptions	1958-1959
B/CHA/PHT/3/109 donated by Beal. Wharfedale, Bangor	1925-1927
B/CHA/PHT/3/110	"CHA Photographs from Comradeship" F Eason of Dublin letter donating books from Mrs P E Henry (widow, remarried)	nd 1991
B/CHA/PHT/3/111	"The Origin History and Progress of the CHA - a paper read by Mr J Doyle, vice-president and founder of Dublin CHA Club"	Apr 1934

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B/CHA/PHT/3/112	"Holiday Notes - glimpses with a camera during a NHRU/Co-Operative Holiday week at The Towers, Portinscale. Frederick T Eason fecit ". Diary with photographs	26 Aug-2 Sep 1899
B/CHA/PHT/3/113	"Memories of Hebden 14-21 September 1918 - a wet week in Wharfe-Dale" Handwritten diary with photographs	Sep 1918
B/CHA/PHT/3/114	"CHA Holiday at Potinscale, Keswick. Sat 26 Aug- Sat 2 Sep" Handwritten diary with photographs. F T Eason	Sep 1899
B/CHA/PHT/3/115	"The Land of Wordsworth" CHA Ambleside . Photograph album with descriptions. FT Eason	1912
B/CHA/PHT/3/116	14 large photographs, card-mounted. Birdwatch, 3 un-named portraits, buildings	
B/CHA/PHT/4	SLIDES AND TRANSPARENCIES	
B/CHA/PHT/4/1	Album of colour slides Holidays Abroad 1	nd
B/CHA/PHT/4/2 Holidays Abroad 2	nd
B/CHA/PHT/4/3 Japan	1985
B/CHA/PHT/4/4 UK Transparencies	1986
B/CHA/PHT/4/5 UK Transparencies	1987
B/CHA/PHT/4/6	Box of colour slides UK and Abroad, R S Woodhead, Woodley 18 cases and green "A70 For Lecture"	
B/CHA/PHT/4/7	"Tour of Britain, Scotland to the South Coast" Boxes 1-4 & lists	nd
B/CHA/PHT/4/8*	"Tour of Britain" boxes 5-6 & lists "Scotland" blue case & list 28 cases, most labelled, UK Centres 3 card boxes of large colour transparencies, UK Centres	nd 1956-60 c1963-1991 nd
B/CHA/PHT/4/9*	Miscellaneous slides in boxes, loose and large transparencies mostly Holidays Abroad, many described	nd
B/CHA/PHT/4/10*	Slide presentation script, slides in envelopes, CHA history UK slides by SMB Centenary slides & list - 100 Years Celebration Box of b/w slides of Kinfauns by Bob Speake for his booklet	nd 1988 1993 1982
B/CHA/PHT/5	CINE FILMS	
B/CHA/PHT/5/1	"Holidays Abroad" 16mm film, 50 minutes/2000feet long, 24 frames per second, sound. 2 empty spools. Metal box and fibre case	c1956

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B/CHA/PHT/5/2	"Discovering the Dolomites" 16mm colour film, optical sound track, 20 minutes/c750 feet long. In plastic box and fibre case	Feb 1978?
B/CHA/PHT/5/3	"Lakeland" 7.5 inch cine film in metal case and fibre box	5/4 nd
B/CHA/PHT/5/4	"With the CHA in Scotland" 16mm silent, colour film. Filmed by S Hanna ARPS. 460 ft in metal case and fibre box	nd
B/CHA/PHT/5/5	8mm colour cine film in plastic case and cardboard box Fred Beard of York Correspondence from Fred Beard to CHA re donation of cine film and 40 slides	c1956 Sep 1972

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APPENDIX ADM/1/1 EXTRA COPIES OF MINUTES (typewritten)

Box 27	General Committee Minutes	1959-1960 1962-1972
Box 28	General Committee Minutes	1967-1968 1969-1970 1974 1977
Box 108	General Committee Minutes	Jan 1959-Jun 1963 Jun 1963-Nov 1970 Nov 1983-Jan 1985 Feb 1985-Nov 1985 Jan 1986-Nov 1986
Box 107	GC Minutes & Domestic Secretary's Reports & notes & notes	Jun 1960-Nov 1960 Nov 1960-Jan 1961 Jan 1962-Oct 1962 Jan 1961-Jun 1961 Jul 1961-Sep 1961 Nov 1961-Apr 1962 Apr 1962-Sep 1962 Oct 1962-Jun 1963 Nov 1977-Apr 1979 Oct 1986-Sep 1987
Box 6	General Committee Minutes & notes & notes & notes	Jan 1964-Nov 1967 Aug 1980-Oct 1982 1966-1969 1969-1972 1975-1976 1986-1987 1978-1981 1985-1986
B/CHA/PUB/1 APPENDIX		
Box 52	Comradeship - extra copies	1908-1911
Box 53	Comradeship - extra copies	1912 - 1953
B/CHA/PUB/4 APPENDIX		
Box 40	all spare circulars	
B/CHA/PUB/5 APPENDIX		
Box 23	all spare copies	1897-1981