

LEATHERHEAD AND DISTRICT LOCAL HISTORY SOCIETY.

Telephone L'head 3127

53, Nutcroft Grove,  
Fetcham.

Dear Sir/Madam,

Please note that the following functions (others to follow), to which you are cordially invited, have been arranged:-

- 1) TUESDAY, 21st JANUARY. <sup>1947</sup> Mr. John H. Harvey will give an elementary talk on Court Rolls and Manorial Documents - examples of original documents will be shown - at his residence, Half Moon Cottage, Preston Cross, Little Bookham, at 7.45 p.m. One minute from Preston Cross stop of Bus 418.
- 2) SATURDAY, 1st FEBRUARY. Conducted tour of PUBLIC RECORDS OFFICE, in Chancery Lane, W.C.2 (Strand end). Members will meet outside building at 2.30 p.m., PROMPT.
- 3) SATURDAY, 15th FEBRUARY. Tour of Library of NATIONAL BUILDINGS RECORDS at 37 Onslow Gardens (turning off Old Brompton Road) N.B. entrance through No. 39. Members will meet outside No. 39 at 2.20 p.m. PROMPT. Nearest tube station South Kensington (from Victoria).

Leader, Mr.

All Members are eligible to join either or both parties, which must however be limited to 30 in either case. Will all Members desirous of participating kindly so inform one of the Hon. Secretaries as soon as possible. Members attending will pay their own travelling &c. expenses; they are also asked to contribute the sum of 1/- to the Society's funds towards organisation expenses.

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- 4) ----- A GENERAL MEETING of Members will be held at ----- at 8.0. p.m.  
PROGRAMME - to get the Members into their various Groups (see below); to introduce them to one another; elect group leaders if necessary; and take the initial steps in the Groups' respective activities.  
All ACTIVE Members, in particular, are requested to attend if at all possible.

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Organisation of Society's Activities.

As was explained to those Members able to attend the General Meeting on 20th December, 1946, the necessary initial organisation has now been completed. In the first place, careful consideration has been given to two requirements viz., to find means FIRSTLY to combat any possible loss of interest through periods of enforced inactivity either while preliminaries are being settled, or subsequently, (as may well happen through natural and inevitable causes); SECONDLY to assist the quite large number of Members who have had no special training, or possess no particular knowledge of the subjects in which they are interested. (Such members are as heartily welcomed as those more skilled and expert, while a keen and real interest in the work of the Society is regarded as the main qualifications for membership).

To meet both these points the Committee propose to arrange lectures, demonstrations, tours &c., as often as possible, and - while no attempt can be made to provide proper courses of instruction - intend to arrange for "novices" to be given all

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the help and advice available, both by general means and, it is hoped, by fellow members in the various Groups.

As a result of an analysis of the application forms the Society's work has been divided into six groups, viz. :-

Group 'A' Historical Documents and Records.

This covers searching for, listing, copying and indexing documents and pictorial records of all kinds, and researches and transcriptions of documents relating to the district in local and other libraries &c.

Group 'B' Buildings.

This covers architectural work and drawings of all kinds, surveying, scheduling, preservation of buildings &c.

Group 'C' Photography and Cartography.

These two subjects will chiefly be of assistance to all Groups generally. They are therefore linked together to form a Group of workers to be called upon as required by any other Group.

Group 'D' Archaeology.

This Group comprises the surveying, inspection excavation &c. of sites, and archaeological work generally.

Group 'E' Natural History.

This includes the fauna and flora, geology &c. of the district.

Group 'F' Miscellaneous.

This covers investigations into, and recording of, local crafts, customs, folklore, traditions &c., &c.

While the Groups will function independently as regards details, they will work always in conjunction with the other Groups and with the Society. Each Group will have a Leader, and these Leaders will be formed into a sub-Committee to promote co-operation between, and prevent overlapping by, the various Groups.

While no hard and fast line can be laid down, the general programme for each Group (other than Group 'C') will be (i) to ascertain all existing information (ii) to check and verify as necessary (iii) to seek for, collect, and collate all additional information anywhere available.

Some Members have expressed an interest in more than one Group. Such diffusion of interest is welcomed, and there is no reason why a Member should not belong to every Group if he has sufficient interest and time.

Any further information can be obtained at the General Meeting - see (4) above.

Documents and records of important interest to the Society's work are known to exist at, inter alia, the Libraries and Museums shown on accompanying list.

The Society calls for volunteers to search for information at each of these sources. Further details will be available for volunteers at the Meeting.

R.F. DALTON

A.T. RUBY

Joint Hon. Secretaries.