

East Sussex Record Office

*Report of the County Archivist
April 2012 to March 2014*



Introduction

The period covered by this annual report – the financial years 2012-2014 – has probably been the most momentous in ESRO's history as it saw the completion of the project to build and open The Keep. It marked the culmination of seven years' work by the project partners, East Sussex County Council, Brighton & Hove City Council and The University of Sussex to re-house their archives and other historical resources in a state-of-the-art building, both to ensure their permanent preservation and to increase and broaden access to this unique and irreplaceable material.

Practical completion was achieved on 17 June 2013 when the building was handed over by the contractors, Kier. We immediately began to move ESRO material into The Keep, which was not as easy as it sounds – the work required to prepare the archives for transfer and then to move them is described elsewhere in this report. Staff worked long, hard hours preparing and supervising the ESRO removals. It was a remarkable feat and as a result all ESRO's archives have been listed to at least collection level, packaged and shelved appropriately in a single building and can be tracked around it via the inventory management (barcoding) system.

The service we now offer is not merely ESRO in a new building, but has been transformed into a fully integrated partnership, working not just to better but rather transcend what we previously provided. Behind the scenes each partner continues to maintain their individual collections in their separate databases but from the user's point of view the service is seamless: the online catalogue and ordering system combine information from the three databases and presents them as a single resource on The Keep's new website, www.thekeep.info. The front-of-house service also brings together staff from all three partners with their knowledge and experience of the collections, together with the Sussex Family History Group, making for a powerful combination. After an inspection by the Archdeacon of Chichester, in whose jurisdiction then building lay, The Keep was recognised by the bishop of Chichester as Diocesan Record Office for parishes in East Sussex, Brighton and Hove.

The (pink) icing on the cake was the news that The Keep would be officially opened by Her Majesty the Queen and Prince Philip on 31 October, just over two weeks before the planned opening to the public, as part of their visit to the county that day. The two weeks leading up to the event were a frenzy of activity, with contractors, staff, police and sniffer-dogs working to ensure that everything looked wonderful and that the day went perfectly. The rain, so traditional at royal events, mostly held off and did not dampen enthusiasm. There was an enthusiastic crowd outside to welcome the royal couple, who toured the ground floor of The Keep meeting staff, volunteers, children from local schools and contractors



as well as senior officers and councillors from The Keep partners. The finishing touch was the unveiling by The Queen of the opening plaque, engraved by local carver Helen Mary Skelton. The County Archivist's ability to colour co-ordinate her jacket with The Queen's remains a source of comment and indeed mystery.

We held a preview event for 150 invited guests on 15 November and opened to the public for the first time at 9.30 am on Tuesday 19 November 2013. There has been a very positive response to both the building and the service provided and we have shown thousands of people around on tours of the facilities. The following quotation is a typical example of the feedback received:

I paid my first working visit to the Keep last Friday. The facility is truly excellent – not only in terms of the superb working conditions but the technology available to 'visitors' exceeds anything available elsewhere. Your colleagues in the research room could not have been more welcoming and helpful.

There have been so many people involved in getting us to The Keep but I would like especially to pay tribute to all the staff and volunteers, past and present, from all the partners who helped plan the building, package and move the archives, develop the website and now run the service. Thanks to them all.

In the midst of all this activity, we received the news that we had been successful in our application with the Archives Départementales of Seine Maritime, based in Rouen, for European Interreg funding. We were both delighted at the opportunities that this would bring and nervous of the project's timing, coming as it did at the height of preparations for the move. The project was a great success, if extremely hard work. The funding enabled us to employ conservation, digitisation and outreach staff. Two exhibitions were mounted from October 2013 to January 2014, one in Rouen and one in Hastings Museum (called *The French Connection*), illustrating some of the many links between East Sussex and Normandy, England and France, and both were accompanied by beautiful printed and online catalogues. We were also able to run educational activities and create an educational DVD relating to the exhibition's themes and to digitise thousands of registers of shipping and seamen (RSS) and Rye Borough material (RYE 47).



We have continued to be successful in attracting funding to support and enhance what we do and tribute is paid elsewhere in the report to what this generosity has achieved. In addition to the Interreg grant, we have been awarded Heritage Lottery Funding for the *History on Your Doorstep* project and grants from FESRO, the V&A Purchase Grant fund and Friends of the National Libraries. Work on the Manorial Documents project also continued to receive support from external funding from a variety of sources administered by Royal Holloway, University of London.

While ESRO no longer accommodates the East Sussex Museum Development Officer, we now host the Historic Environment Record Officer (HERO), who is funded by English Heritage, ESCC and the South Downs National Park. Sophie Unger works both with the County Council's archaeology team to maintain the HER and with the ESRO team at The Keep to add historical data to it. Information from the HER is also available via The Keep's website and The Keep also provides easier access to the full HER via Sophie.

There have also been further developments with the records management service, which successfully moved from four separate, leaking warehouses in Newhaven to a single, high-quality unit at Ropemaker Park, Hailsham, where the service is now co-located with the Libraries' Bibliographic Service and the Schools Library and Museum Service. This was another massive undertaking, efficiently carried out. The service continues to be busy and will form an essential element in the County Council's plans to rationalise its building portfolio and further to improve its information management.

The Record Office's other activities and achievements, no less important than those already mentioned, are covered in the rest of this report. I hope that you enjoy reading it.



The Duke of Wellington packet at a quay in Brighton in 1816 (ACC 11493)

Archive Services

Public Services

The public service at The Maltings was maintained during preparations for the move to The Keep, closing only at the end of May 2013 to allow staff to help to supervise the removal and to get to know the new building and systems. The service at The Keep opened on 19 November 2013. Opening hours are a little different from those at The Maltings: five days a week Tuesday to Saturday and opening and closing a little later in accordance with planning conditions. The potential problems posed for Saturday openings by the proximity of the Amex stadium were solved by agreeing to close at 4.00 to allow staff and public to escape before the football fans hit the roads and public transport system. These opening hours leave Mondays free for contractors and for group visits, which are very popular.

Provision of an entirely new public service has involved all the staff in a very steep learning curve, with which they have coped exceptionally well. Staff from all three partners combined to provide the front-of-house service and to tackle the new technology (the online catalogue and ordering system, new film and fiche scanners, new security card system etc), to explain it to members of the public, as well as themselves getting to know the combined collections. Although delays in the development of the inventory management system and in moving in some resources reduced the amount of time available for staff training, everyone rose successfully to the challenge.

The public facilities at The Keep are, of course, magnificent, with all the archives from the three partners in one place and with enough reader spaces to ensure that nobody need worry about finding a seat. The presence of the Sussex Family History Group library, staffed by volunteers, adjacent to the Reference Room also helps us to provide a better service for family historians.

As The Keep is providing an integrated front-of-house service where once there were formerly three, any comparison of user figures is difficult. In addition, our new online ordering system now measures productions of documents in a different way. User figures are given below, but we will need to have been operating in The Keep for another full year before we have a proper baseline against which to measure ourselves in future.

Public Service statistics

	2009-2010	2010-2011	2011-12	2012-2013	2013-2014*
Search room visitors	4,318	4,235	3,640	3,429	4,894
Documents consulted	29,176	31,422	25,017	28,863	18,501
Post/email enquiries	3,804	3,787	3,645	2,855	2481
Telephone enquiries	5,277	6,149	4,620	5,105	N/A
Registered users	N/A	N/A	N/A	N/A	2,976
Catalogue unique website hits	N/A	N/A	N/A	N/A	64,466

* Maltings March - May 2013; search room closed 1 June-18 November 2013; The Keep 19 November 2013 - 31 March 2014

Document Services

Getting ready

The spring of 2012 was a very challenging time. Our move to The Keep from The Maltings and our out-stores at Southover Primary School and Unit Y Newhaven was planned for the summer of 2013, but before that the Record Centre needed to relocate from Newhaven to Ropemaker Park, Hailsham in October 2012. This had major implications. The move produced a mountain of East Sussex County Council records which had reached the end of their administrative life and were in need of appraisal by an archivist. Also chronic shortage of space over many years had led to the storage of considerable accruals of archive material in the Record Centre, and it was essential that these were fully identified and catalogued before the autumn move.

It had already been decided that all our holdings would be barcoded, both to allow effective control over nearly six miles of records during the impending move, and to enable The Keep's storage and online ordering systems to function efficiently once we opened to the public. In this last respect The Keep partnership would be trail-blazers; other record offices used barcodes for their moves but none, with the exception of The National Archives, have continued to employ them as part of an integrated management system.

Our section of three archivists and a conservator was going to need a great deal of help, and although provision had been made for a project supervisor to oversee the barcoding, we would also have to rely on considerable assistance from volunteers. The huge achievement of the conservation team of helpers is described in more detail later in the report, but we too benefitted from an equally dedicated and determined set of assistants; among their many achievements was the complete relisting of most of our local authority building plans, tens of thousands of them. One very efficient volunteer, Jonathan Freeman, was already in place, and had accompanied us on a visit to reconnoitre the Centre for Kentish Studies in December 2011; their office was also on the move, and using barcodes in the process. David Myers began as Relocation Project Supervisor in June 2012, with Brian Phillips as his part-time assistant. Both were already employed at the Record Centre so were able to hit the ground running.



By this time work on the local authority records in the Record Centre was well underway. About 200 storage boxes were appraised, catalogued and barcoded; this accounts for the large number of East Sussex County Council records listed in the appendix of accessions.

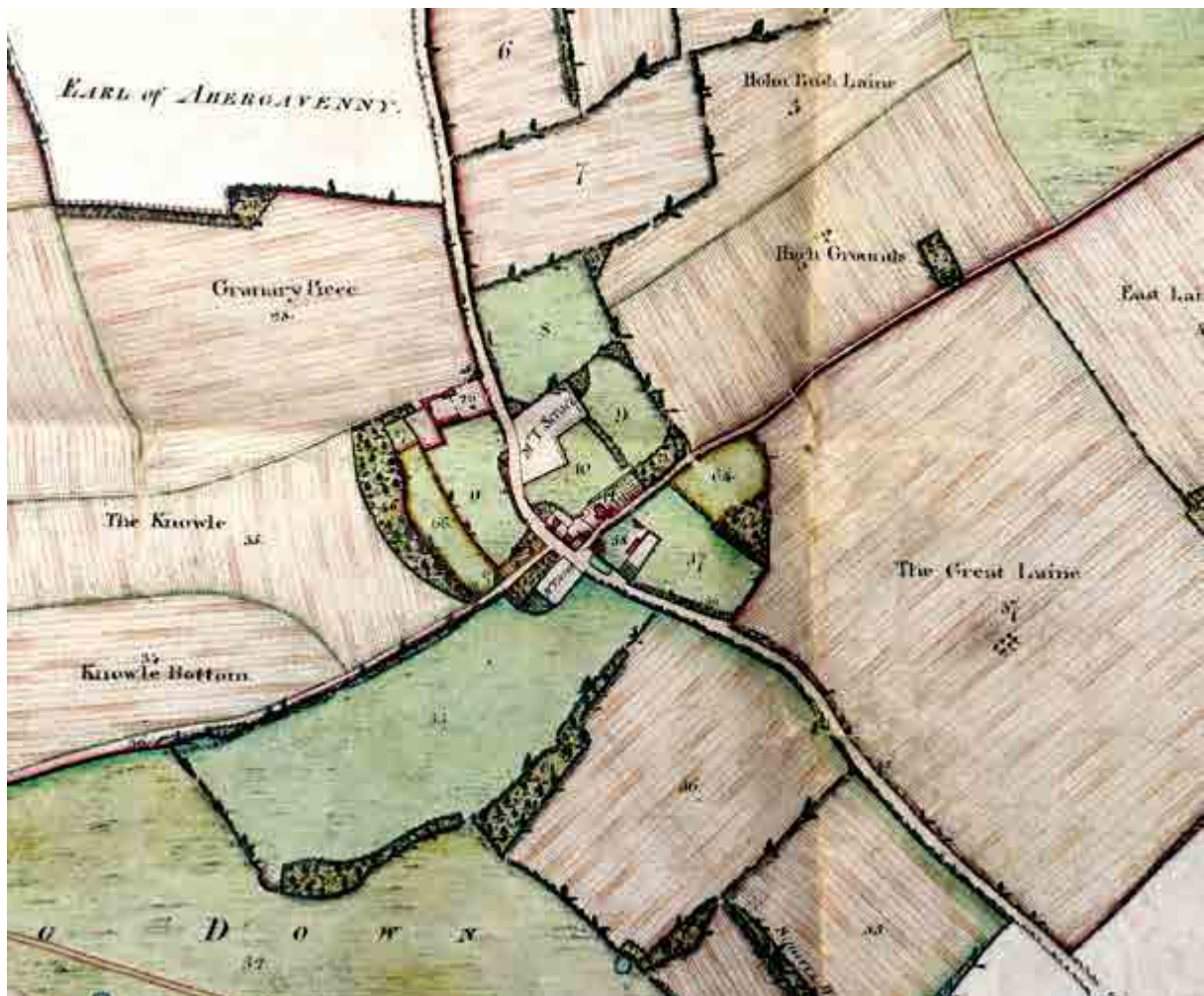
It was then essential to confront two other outstanding tasks. Some years before, we had taken over 200 Board of Trade marine maps from The National Archives. The Board of Trade had oversight over any building development in coastal areas, such as railways, bridges, piers and coastal erosion works. The resulting plans are often very interesting and, for example, show the works to Eastbourne Pier in the 1920s which were damaged by fire in the summer of 2014. When they arrived The Maltings had been full for several years, and the plans were sent to the Record Centre, the only place with enough space to take them. Cataloguing was well underway when building works forced yet another move; and since the only place available was a gallery which was accessible only by a loft ladder, work had to cease. The plans now had to be brought down from their perch, listed and prepared for the move.

The gallery also held a quantity of sacks containing Eastbourne Borough Engineer's sewer and drainage plans, also victims of the office's lack of space for bulky deposits. These, together with an index, are also now available, and include surveys giving the names of shops and other properties in Upperton Road, 1935, and Terminus Road, 1944 (*DE/C 16-17*).

The move to The Keep was not just a five-mile journey – apart from the physical aspect, we have also moved mountains in the area of intellectual control – what we know about what we have. Before a box could be moved, it had to be barcoded; before it could be barcoded it had to be in the CALM catalogue. But the trouble was that 30% of our holdings – getting on for a quarter of a million documents – had no presence or only a perfunctory presence in CALM. So our six-month closure was more than an extended stocktake – during that time, order had to be imposed on huge and intractable deposits, three generations of paper notes and draft lists, and the accumulated knowledge of surviving members of staff, both in service and retired. The process shone a pitiless searchlight on cataloguing omissions, errors, fudges and evasions during the past 60 years of the office's history; stumbling-blocks and pitfalls were constantly encountered, and a vast amount of emergency cataloguing undertaken under extreme pressure. During the 14 months leading up to the move, the number of entries in our CALM database jumped by just over 140,000 – ten thousand new catalogue entries every month. So although some of the entries are pretty basic, we can now proudly declare that there is not one unlisted document at East Sussex Record Office.

But as well as imposing order on such known unknowns, we encountered – as we were hoping to do – a fair show of unknown unknowns. They can be typified by, but are of course not limited to, two examples. Between 1903 and 1926, Brighton Corporation bought a good deal of land at Withdean in Patcham; Varndean College and the Dorothy Stringer school were built on the site. Had we been asked we would have said it was pretty likely that among the many thousand Brighton documents stored at ESRO we held the deeds of this land. What we did not expect was that one of the bundles contained a magnificent map by William Figg of Lewes, surveyed in 1808, showing William Roe's land at Withdean centred on the junction of what is now London Road and Carden Avenue; it must have passed to the Corporation as part of one of the purchases, been stuffed into a deed-packet and forgotten.

In 1972, before my time, a group of paper draft accounts of various officers of Battle Abbey, dating between 1442 and 1521, was temporarily deposited for conservation. They were mended, put back on a shelf, entered as on the location-list as T201 and forgotten. When on 15 January 2013 we came across them, nobody could believe what we had found. The deposit



Detail of William Figg's map of William Roe's estate at Withdean in Patcham in 1808: only Thomas Scrase's property had eluded his grasp (ESRO BH/G/2/7000/1)

was converted into a gift, allocated the reference ACC 7032 and listed in a substantial amount of detail. There is not space here to describe their contents, but of outstanding interest is the sacrist's account for 1517-18 which records the erection of a magnificent structure in the abbey cemetery.



Draft account of Dom John Hamond, sacrist of Battle, for the erection of a new building in the cemetery in the years 1517-18 (ESRO ACC 7032/2/1)

Repeat these two discoveries across the piece, and add the catalogue entries for tens of thousands of previously unlisted documents, and you will see that as well as enjoying a new physical environment for our holdings, we and the public whom we serve know more about them than ever before.

We were also moving from an ordering system supervised by humans to one invigilated by machines. At The Maltings, a searcher ordering a tithe map was politely encouraged to look at it on a computer screen – a conservation measure for both the document and the backs of the staff who would otherwise have to produce the potentially nine-foot tube. At The Keep, ‘the system’ would have to know that all such documents for which surrogates exist are not to be produced – and it wouldn’t ‘know’ unless we told it. So beyond simple barcoding, a huge exercise was still before us.

Largely because of the need to deal with the Record Centre move, we decided to concentrate on Unit Y, Newhaven, before moving to the other strongrooms in turn. We soon developed routines for the enormous task, and a new vocabulary. Control was maintained over the endless shelves of records by the use of stickers: pink for a container which had been barcoded, blue for a container containing photographs destined for the cold store, and green for a container containing mouldy or suspect items. The verb ‘to pink’ referred to the application of a sticker to the end of a whole row of shelving indicating that all had been barcoded, and was a cause for celebration. The new system enabled us to be more imaginative and flexible, as boxes did not need to be shelved in order. ‘Squirrelling’ was storage in a box already in use by another member of staff; ‘to cuckoo’ was the stashing of an odd item in a box predominately occupied by a different archive.

A couple of large cataloguing jobs stand out from the countless numbers of boxes and plans which we processed. Back in 2004 we had taken in the considerable holdings of the Sussex Archaeological Society library, but its very bulk had so far deterred us. It is a very full record of the work of the Society, with correspondence dating back to 1842, six years before its establishment, and much information relating to its properties (*ACC 9048*).

Tackling the massive archive of architect Walter Godfrey and the associated firm of Carden and Godfrey (*ACC 9446 and 9448*) was also a necessity. Although working largely in Sussex, Walter Godfrey was an important conservation architect on a national scale, and the archive contains a wealth of detail, including photographs, of his extensive practice. We had salvaged the material from a row of stables at the family home in Oxfordshire in 2006 and although some work had been undertaken on reboxing and processing, a great deal remained to be done. Many plans were stored flat in bulky portfolios, of which a number were disintegrating or suspected of attack by insects and mould. Conservator Melissa Williams had done a great job in replacing some of them, but the lack of space made effective storage impossible. It was decided that they would be moved into one of the Record Centre units and be temporarily transferred with the first batch of records to Ropemaker Park. We were then able to turn our resources to the remainder of the archive, and have space to process it. There are already over 5,000 catalogue entries, some of which need further expansion. We are very grateful to volunteers Abby Wharne and Ellen Scaife for all the work that they put into this task, often in exceedingly chilly conditions.

We tried to slow down the rate of new accessions by accepting only archival emergencies, or records which turned up at The Maltings unannounced; there were surprising numbers in both categories, with no fewer than three firms of solicitors, spread from Rye, via Burwash to Lewes, all undergoing mergers. Neither could we ignore what would probably be our only chance to purchase, through FESRO, any important items which came up in the saleroom or on eBay.

The first such unexpected crisis was presented by the death of Val Mellor on 14 May 2012. Val, a loyal volunteer and member of FESRO, had bequeathed her papers to the office, together with a generous endowment. She had taught geography at Varndean School for Girls from 1956 to 1965, before becoming a lecturer at Brighton College of Education (later part of Brighton Polytechnic and subsequently Brighton University). In 1985 Val moved from Brighton to Piddinghoe, where she purchased and restored The Old Post Office; after her retirement in 1990 she devoted herself to her second career as Piddinghoe's historian, and soon became an acknowledged expert. She lectured on local history and wrote and directed pageants, in which residents played the part of their village forbears. The results of her research were recorded in a large series of binders; we also found a quantity of loose papers and other material, so made our way through the house boxing up as we went. The resulting 55 boxes were barcoded and put aside to await our attention after the move. These have now been catalogued and are available to our users (*ACC 11279; now AMS 7040*). Many thanks are due to Jan Boyes and other FESRO volunteers for their help. The archive is an excellent resource for the history of Piddinghoe and contains original material, as well as Val's research notes and a fine photographic collection.



The fastest milk cart in the west? Glynde Dairy staff, c1900 (AMS 7040/4/1/2/3)



The discovery by Hastings Museum of records of the Hastings Charities, dating from 1294 to the 19th century, which filled a gap in the Hastings Corporation archive held by ESRO, required an immediate response (ACC 11419; now HAS/GCA). These included a grant of land by Petronilla de Cham of Hastings, a widow, to the brothers and sisters of the Hospital of St Mary Magdalene of Hastings in 1294. By coincidence, on the same day we also collected other Hastings Charities records from the trustees (ACC 11267). A request for assistance in registering the title of Crouch Field in Ninfield, the last of the landed endowment of Worrall's Charity, led to the deposit of its minutes and papers dating from 1602, covering property in the City of London and Essex as well as in Sussex (ACC 11252). The minutes and accounts, 1913-1964, of the Guild of the Blessed Sacrament, part of Our Lady of Ransom Catholic Church, Eastbourne, constituted another interesting find, this time from a Hastings antique shop (ACC 11339; now CAT 1); the means of their escape remains a mystery.

As Diocesan Record Office, our responsibility for the county's parish records continued. Documents, the earliest dating from 1699, were received (and listed) from 45 of them during the two years under review. A diversion from the pressures of the move was provided by the arrival of marriage registers for St Peter's Church, St Leonards (ACC 11212; now PAR 476). The leisurely pace of completed registers had suddenly accelerated: the vicar, the Revd Alex Brown, managed to fill six between 2001 and 2009, until suspicions were raised. They contain records of over 383 sham marriages conducted at St Peter's, of which at least 360 were between African men wishing to stay indefinitely in the UK, and East European women. Brown was gaoled for four years at Lewes Crown Court on 6 September 2010; two of his accomplices were also found guilty.

Despite the moratorium on new deposits, there were some which we could simply not turn down. One was the diary of John Blaker of Lewes (1774-1851), woollen and linen draper, and father of John Blaker the younger (1804-1864), a solicitor and founder of the Lewes firm which became Blaker Son and Young. The diary contains extremely detailed daily entries, and is a snapshot of life in Lewes between 1847 and 1849 (*ACC 11346; now AMS 7009*).

By a strange coincidence, we were shortly afterwards offered records of the practice which John Blaker the younger founded in Lewes during the 1830s. The Lewes firm had been depositing the papers of their clients since 1978, but had always retained their own business records. Now they were to close in October 2012, and there would not be room for the contents of their strongroom at the Eastbourne offices of the company with which they had merged. We had another archival emergency on our hands. It was unthinkable that we should not take the records, of which there was at least one large vanload. But for a century and a half the documents had sat in a strongroom with no circulation of air or atmospheric controls, and had become infested by mould. The now very imminent emptying of the Record Centre units presented a solution. In order to avoid spreading mould through our holdings, we were able to isolate the records in a near-empty unit, where they were barcoded and the boxes sealed to await further attention from our conservator (*ACC 11400*).

The Mid-Sussex Football League was founded at Haywards Heath in 1900, and although it covered much of the area which was transferred to West Sussex in 1974, many the participating clubs are based in the present East Sussex. By the 1930s it included teams as diverse as the Brighton Old Grammarians, Central Sussex Electricity and Portslade Gas Works. The records date from the league's establishment (*ACC 11220; now AMS 6997*). Later in 2012 we were approached by a former chairman of Lewes Football Club who was about to move house, and needed to dispose of his large collection of programmes, photographs, recordings of club matches and newscuttings. There was a considerable amount of memorabilia including club ties, badges and ephemera. We kept a selection, but decided that barcoding footballs, boots and be-your-own-manager video games went beyond our remit (*ACC 11387*).

Early in 2012 we had purchased glass negatives of Lewes Prison inmates which had escaped custody, and contacted the prison to find out if there were more; we had carried out surveys of records there in 1993 and 1998, but the prison had not been ready to deposit. This time our efforts bore fruit, encouraged by the impending need to move the records from an attic space on account of building works. We visited to inspect; most but by no means all the records which had been seen on earlier visits were still there. But no more glass negatives – large quantities were thought to have been destroyed in the 1980s. There are no records dating from the early period of the prison, which was built in 1853. The series of registers of inmates begins in 1931, possibly following a period when Lewes was closed for refurbishment. There are also records dating from the short time that the prison became HM Borstal Lewes between 1963 and 1964, and for HMP Northeye in Wartling, which closed in 1992, and was the scene of disturbances by prisoners in 1986 (*ACC 11488; now HPL*). We need not have worried about the logistics of removing the bulky records from the top floor via a loft ladder; the helpful prison officers did all the work for us.

The records of Robertson Street United Reformed (former Congregational) Church, Hastings, constituted another challenge. The church closed on 31 December 2012, and its poor state of repair meant that the archive, which also included records of the Croft Chapel from 1817,

and other local churches, was already suffering from damp, and much was spattered by bird-droppings. All were made unavailable to the public until decontaminated (ACC 11476).

A further addition to the extensive archive of the Sheffield Park Estate was provided by the deposit by the National Trust of the diary kept by the head gardener and groundsman William Thomas Moore, 1896. It is a treasure trove of local detail, and includes a reference to the great storm which destroyed Brighton Chain Pier on 5 December that year. Moore was also roped in to travel to the continent on the earl's yacht *Heloise* for a cricketing tour to Ostend and Brussels; the diary also contains three woven silk ribbons in the earl's colours of scarlet, gold and purple (ACC 11431).



The family and professional papers of our former County Archivist Carl Newton, who was moving house, also came in (ACC 11303). It would also have been impossible to turn down the records of blacksmith John Peters of Ashburnham, 1892-1920, whose clients included the earl and his estate (ACC 11497). We received papers, 1826-1916, from the Church Patronage Trust, founded in 1839 to acquire livings in order to ensure the appointment of clergymen of an evangelical complexion (ACC 11633).

Avid readers of previous annual reports will have followed the progress in the lottery-funded cataloguing of the archive of the Pestalozzi International Village Trust. This unique establishment was based on the Pestalozzi village at Trogen in Switzerland, founded by the Swiss doctor and writer Dr Walter Robert Corti to provide homes for displaced children in war-torn Europe. The British village was officially opened at Sedlescombe in 1960, and welcomed first displaced children from camps in Germany, then refugees from countries such as Tibet, Palestine, Nigeria and Vietnam, before concentrating on the education of older students. The winding-up of the cataloguing project and our imminent move necessitated the collection of the records in November 2012 to enable their barcoding and transfer to The Keep (ACC 10461). Grateful thanks are due to Project Manager Pam Thomas for her indefatigable commitment.

Market forces in the saleroom and on eBay were of course indifferent to the timing of our move. July 2012 saw the triumphant acquisition, for £1200, of a photograph album showing Dr Newington's Establishment at Ticehurst for the mentally afflicted; we were assisted by FESRO and the V&A Purchase Grant Fund. It is undated, but can probably be assigned to the mid-1860s, when Dr Samuel Newington (1814-1882) assumed sole control of Ticehurst House, also known as The Establishment, which had been founded by his grandfather. The name of the photographer is not given but the prints, which show the asylum's lavish facilities, might possibly have been created by a family member, perhaps Samuel himself. It was probably produced as a discreet prospectus to attract wealthy clients with inconvenient relations (ACC 11307; now AMS 7004).

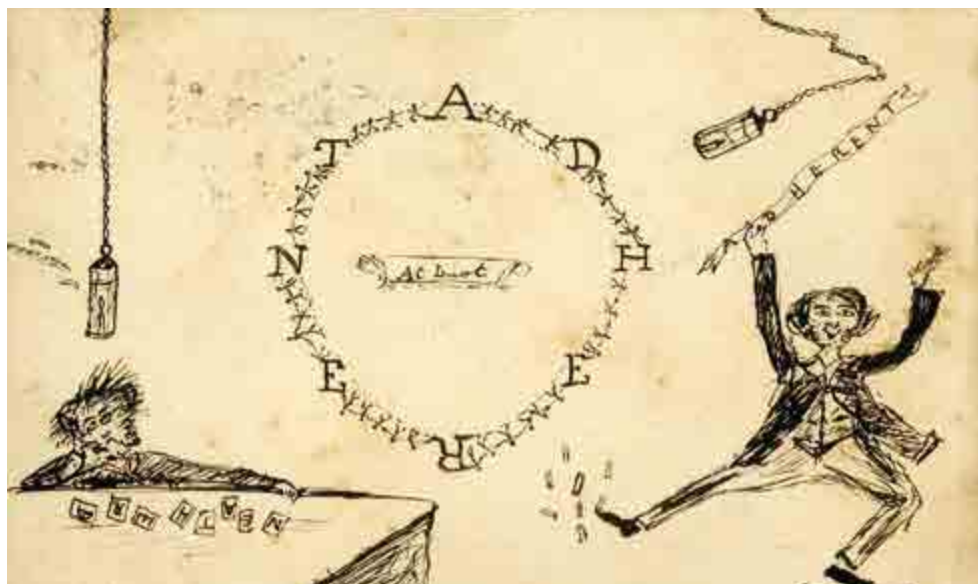
Equally unmissable were records of the manor of Framfield, 1645-1936, which had left the custody of solicitors Adams and Remers, and came up for auction locally (*ACC 11774; now AMS 7036*). It is essential to save manorial documents, especially so in the light of our ongoing project to enter all such records for the historic county of Sussex onto the Manorial Documents Register database, which will be available online when complete. Our successful purchase included a delightful map by Thomas Ford, drawn in 1762 and incorporating his trademark symbols of a sun in splendour and a hunting scene. The farm, although it lay in Lindfield, was curiously held of the manor of Framfield – photos page 33 and 37.

Another saleroom purchase was the account book of John Mannington (died 1771) and his son William Mannington as bailiffs of the Horam Estate for the Dyke family of Lullingstone in Kent, 1756-1781 (*ACC 11242; now AMS 7006*). We were later able to add associated papers from the same vendor, both through the generosity of FESRO.

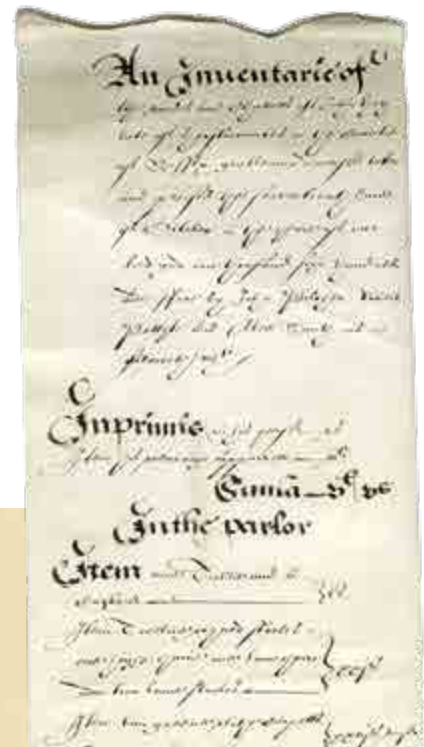
George Murray Levick (1876-1956), surgeon and explorer, was familiar to us in the context of the Heritage Craft School for Crippled Children, Chailey, where he worked for thirty years as medical director. In May 2013 FESRO purchased a family photograph album and papers, and investigating his earlier career reminded us that he had been an eminent naval surgeon who was selected by Robert Falcon Scott as surgeon and zoologist on his second and last expedition to the Antarctic, the Terra Nova expedition. Levick was not involved in the fatal race to the South Pole, and survived to serve in the First World War; he was the last in the party to leave the beaches at Gallipoli. Included was an address-book of about 1935, which made clear that he remained in touch with the widows and survivors of Scott's party (*ACC 11604*).

A plan of John Thorpe's cottage and garden at Pett by John Banks, a Hastings schoolmaster, 1830, was another interesting FESRO purchase. This little map, one of the earliest by Banks who was also a gifted and busy surveyor, includes a vignette of old Pett Church, which was rebuilt in 1864 (*ACC 11483; page 25*). Other FESRO purchases included two fascinating letters of the physician and geologist Gideon Mantell, one to Mark Antony Lower describing early plans for a Lewes museum (*ACC 11484, 11654*); a suitcase full of the papers of the Reeves family of The Hale in Chiddingly, the earliest from 1607 and the latest Miss Reeves's licence for her (unfortunately un-named) dog of 1950 (*ACC 11389*); and a humorous letter from the arctic explorer

Sir Clements Markham to Miss Egerton of Mountfield, illustrated with letter-tiles resembling Scrabble (*ACC 11465: right*).



We also bought a probate inventory of 1605 of the barrister John Hay of Lime Park in Herstmonceux, whose son Herbert purchased Glyndebourne in 1618 (ACC 11345; now AMS 7008: right)) and a photograph of a group of cyclists outside the Ringles Cross Inn, Uckfield, in about 1900 (ACC 11349: below).



Through the kindness of his daughter, we were allowed to copy the photographs and reminiscences of Stanley Jesse Francis (1906-1995), a maths teacher at Temple Farm School at Strood in Kent. In 1940, along with pupils from schools in the East End of London, children from the school were evacuated to Wrens Warren Camp on Ashdown Forest. The camp had been built in 1939 by the National Camps Corporation Ltd to plans by Serge Chermayeff; an existing building was to be augmented for the manager, and six dormitories, dining hall and kitchen, assembly hall, hospital block, staff quarters and lavatory block added. A County Council file discusses the potential use of the camp for the 'national emergency', and that although it would be preferable for the whole of Ashdown Forest to have remained untouched, 'the present proposal is infinitely preferable to development by bungalows'. The Minister had given approval by 11 September 1939 (C/C 69/163). The land lay on the Buckhurst Estate, and it is possibly the case that Chermayeff, one of the architects of the De La Warr Pavilion at Bexhill, had come into contact with the National Camps Corporation via the landowner (ACC 11327; now AMS 7005).

By the winter of 2012-2013 it was apparent that reinforcements were needed. We had met the challenge of the Record Centre move to Ropemaker Park, and many of our records had been despatched there for eventual transfer to The Keep. But barcoding Unit Y, which contained about one third of our holdings, was far from complete. Our volunteer Jonathan Freeman, by now employed to assist in barcoding, left in March 2013 to follow a career in the City, having opened up a second front at Southover School. The crisis was met by the injection of new blood in the shape of six young and eager barcoders.

From a very promising field, we appointed (in no particular order) Alice Gibson, Lester Oram, Robert Wickham, Abby Wharne, Zoe Blount and Rocio Moreno Ortigueira, the last recruited from Andalucia through a Skype interview – we do attempt to move with the times. They soon proved well up to the task ahead and melded brilliantly as a team; we could not have moved without them. It is a reflection of their skills that all have now left to pursue successful careers elsewhere apart from Abby, who fortunately remains with us as the Asa Briggs intern with the University of Sussex Special Collections.

Grateful thanks are also due to the army of unsung volunteers who gave up their time to help us, often working under difficult conditions. I will avoid listing their names in case anyone is omitted, and nameless too must be the kind WI members who rallied around to make invaluable calico map-bags for the storage of loose plans (see below).



The Calico Girls

Going...

Pickfords had been selected as the lucky firm to be entrusted with our precious records, and kick-off was scheduled for the 17 June 2013 at Ropemaker Park. Proceeding in order of increasing difficulty, we would first clear our records in temporary storage at Ropemaker, followed by Unit Y, The Maltings at Lewes, and finally tackle Southover School, where a large number of records affected by mould, largely confined to one of the ground floor rooms, added a further complication. It was essential not to contaminate the new repository so the mouldy records, already wrapped and packaged by Melissa's myrmidons, were to be moved into quarantine at The Maltings, once one of the strongroom floors there had been vacated.

Another essential prelude to the move was to devise and implement a location system for the new repository, where the length of the runs of mobile shelving persuaded us to introduce an extra element. So in the reference A-20-10-4, A represents the first of our four strongrooms, 20 the run or shelving or crank, 10 the bay and 4 the shelf. In the course of two weeks, 20,507 barcode labels were printed and stuck to as many shelves, a satisfying exercise which also introduced the term *boustrophedon* into most people's vocabulary.

We viewed the forthcoming task with a certain amount of trepidation. Moving six miles of records into new strongrooms spread over three floors, an enormous blank canvas, was daunting. We used coloured stickers to code records to a particular floor; barcoding meant that it was unnecessary to shelve in a particular order, but it was essential that records went to the appropriate level depending on their format. For Pickfords, the exercise was doubtless similar to an extremely large house removal, apart from the need to receive instructions on handling fragile archive material. One team at the sending end packed records into crates and cages, with another receiving them at The Keep; archives staff were in place at both ends to superintend.

Despite our apprehension, after a mini-disaster on day one when the designated newspaper shelving failed to take the heavy volumes, the move gained momentum and passed uneventfully. We soon got used to being confronted with a mountain of crates, which erupted when Pickfords decided to send records from Unit Y, where they could use large lorries, concurrently with vacating the map room at The Maltings. At the move's height, the Keep strongrooms resembled the bucket scene from Disney's *Fantasia* as the arrivals became an unstoppable torrent. One bemused Pickfords employee was heard to question plaintively why we needed quite so many maps.

One by one, the venues were emptied ahead of schedule. The move proceeded into August; there was then a respite while we dealt with records left behind for a sweep of the different sites, and by the end of September that too was finished. There just remained the quarantined records at The Maltings awaiting cleaning by Melissa Williams and Donna Edwards; also a quantity of boxes, mainly a large solicitor's archive, still requiring processing and barcoding. We heaved a collective sigh of relief and cracked a few bottles of East Sussex champagne.



Temporary control over the contents of the strongrooms was maintained by scanning both the box and shelf barcodes to Excel spreadsheets, which were searchable. That brief sentence fails to do justice to the task – 20,057 shelves, most carrying a minimum of six containers, needed to be zapped. During that process, Adam Harwood, an archivist employed by Sussex University, and then by The Keep project as systems administrator, together with David Myers, experimented with the new ordering software and the handheld terminals which were to provide the interface between the system and the contents of the repository. Being online-ordering forerunners did have its disadvantages; we could not profit from the experiences of other offices. It had been impossible to find software to provide both an online catalogue and an ordering system, so we had to use two firms to manage uploads from the CALM software provided by a third, Axiell.

There were a number of glitches for Adam and David to surmount before they were confident that we could safely start to 'home' our holdings, that is, to scan the barcodes on the archive containers to the repository shelves, so that the data could communicate with online ordering and retrieval. In the meantime the team of barcoders embarked on uploading one million archive entries from the CALM database to the virtual catalogue in the sky. This had to be done in manageable portions; it was essential to check that records which should not be readily available to the public because of Data Protection or other factors were coded as such. The ordering system which we were using had been largely designed to control warehouse stock, but seemed to regard our million entries as a major challenge. There was also an ongoing problem with establishing a reliable Wi-Fi connection, mainly due to the thickness of the walls in the repository block and their high metal content.



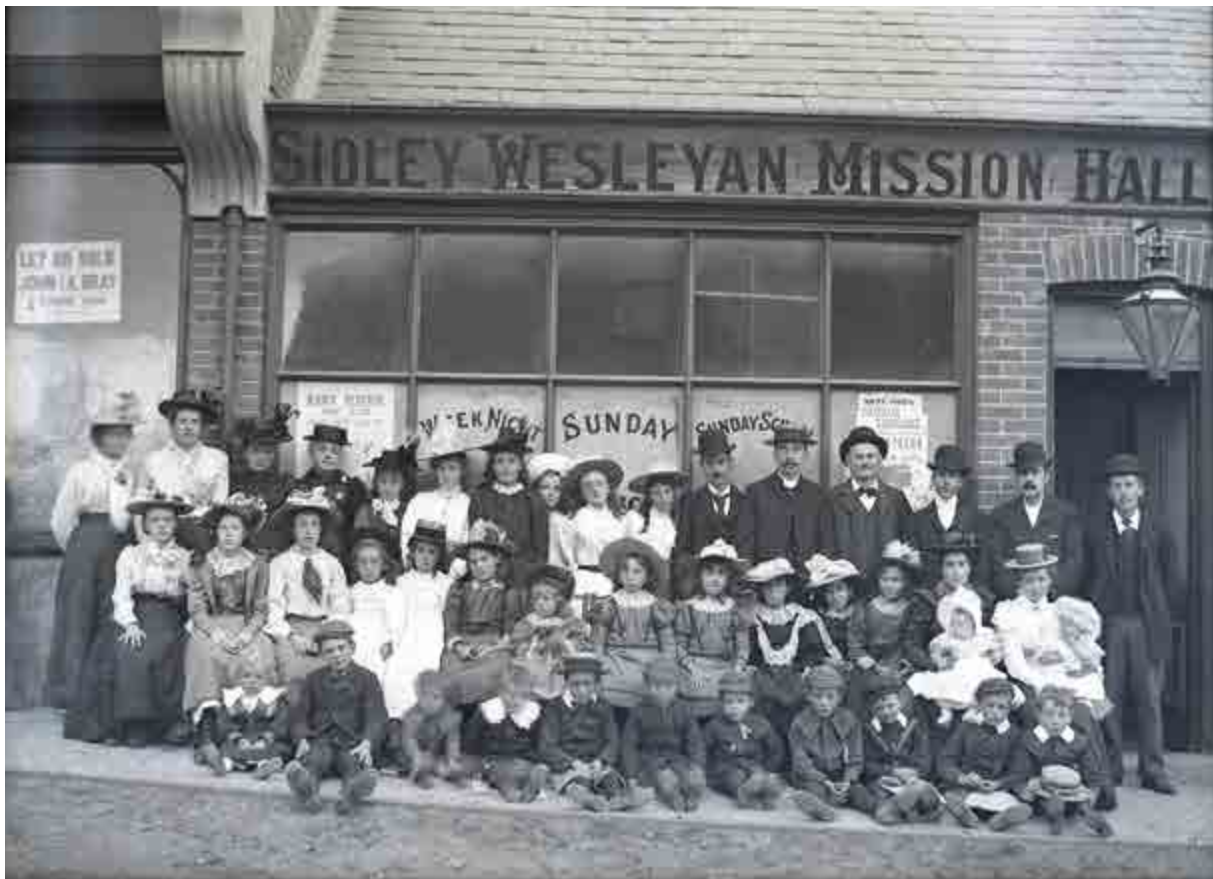
By the time things were running smoothly and we were ready to go, job-offers had depleted the barcoding team by half. The remainder, with help from the archivists, started homing the records. The process did not progress as rapidly as we might have hoped. The software controlling the ordering system caused delays in the 'slurp', the assimilation of data uploaded to CollectionsBase for the public view catalogue. Nevertheless when we opened to the public on 19 November 2013, the vast majority of the records were available for ordering automatically.

It then became essential to complete work at The Maltings. Melissa Williams and Donna Edwards had been cleaning the extensive pile of records affected by mould, and these were now ready to catalogue and barcode, together with a few other records which had missed the boat. The final move out of The Maltings took place at the end of January 2014 in readiness for its handover to Lewes District Council.

Gone

By the time we vacated The Maltings, the expected flood of new records had already begun. We had attempted to stall new deposits for the past 18 months, but were able to put them off no longer.

We had promised Lewes District Council that we would take valuations lists, 1962-1990s (ACC 11661) and those were one of our first pickups; council tax staff were about move out of premises in Fisher Street, Lewes. Christopher Whittick then collected two substantive archives on his travels in the West Country. The Hancock Nunn family of Lealands House in Hellingly were descended from Thomas Hancock (1786-1865), the rubber manufacturer who invented a vulcanizing process, and their surviving papers and photographs were housed in farm buildings in Gloucestershire (ACC 11697). We already held the archive of the solicitor and antiquary John Ernest Ray of Hastings and Bexhill (1873-1951), and were offered additional material plus a fine collection of glass negatives for copying by his grandson in Herefordshire (ACC 11698; see below).



From rather closer to home, we took in papers of Norman and Maisie Carter from Kingston. Norman, a former Methodist minister and army chaplain during the Second World War, became a lecturer at Brighton College of Education. His archive includes correspondence from the Methodist Mission in Hunan Province, China, in 1947 (ACC 11788). The archive of Kenneth Clark Ceramics was temporarily held in Ringmer and Lewes. Kenneth, who died in 2012, and his wife Ann had been important designers and producers of hand-made tiles; his firm was founded in London in the 1950s, and relocated to Lewes in 1989 (ACC 11794).

Malcolm Pratt's imminent retirement as Winchelsea Town Clerk meant that he had been ready to transfer additional Winchelsea Corporation records, 1761-2013, for some time (ACC 11789; now WIN). Fortunately he will continue to utilise his unsurpassed knowledge of Winchelsea in our reading room as a researcher, and we would like to thank him for all the work that he has done on our behalf over many years.

It is good to add to our extensive archive for the Sussex Police Authority. The late John Dibley was a great supporter of our work, and we have missed his regular transfers of records. The last batch of material from his house arrived at The Keep, and included photographs used in an exhibition of Barcombe policemen (ACC 11799; now SPA). We also received a surprise delivery of charge books for Battle Police Station, for the 1950s and 1960s (ACC 11695).

ESRO is keen to take records of local groups and societies, so we welcomed a considerable deposit of minutes and other records of the East Sussex Association of Blind and Partially Sighted People, 1924-2007, to add to those which we had taken some years ago (ACC 11768; now ESB).

Back in May 2013 in the midst of the move, with FESRO's help we had purchased unseen from a Norfolk auction the autograph book of a Nurse Wallis; all we knew was that she had been based in the Red Cross Hospital, Third Avenue, Hove. Further investigation had to wait until after the move, and involved a fascinating piece of detective work. The only clue to her full identity was an attached Post-It note suggesting that the little volume might have belonged to the Revd William Addison VC, and we were soon able to establish that the war hero had married Marjorie Helen



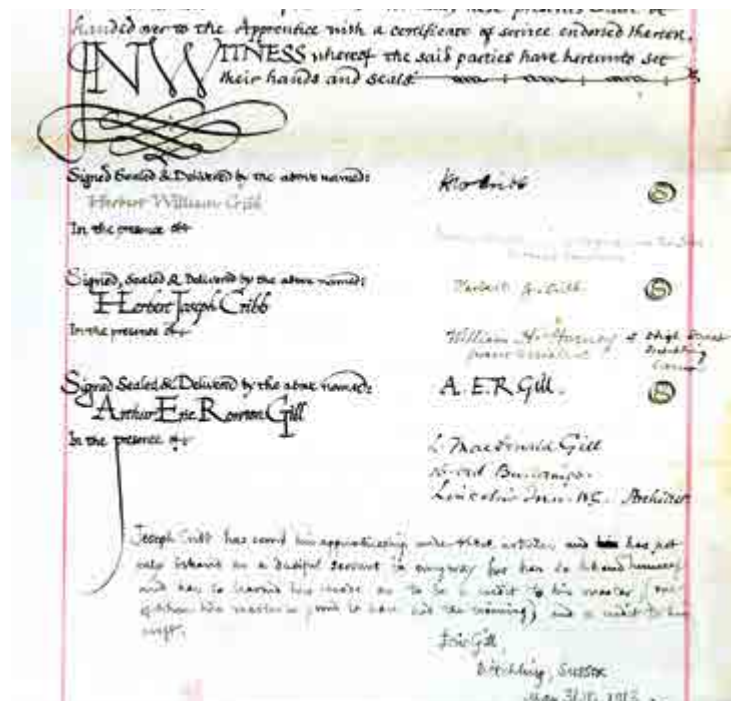
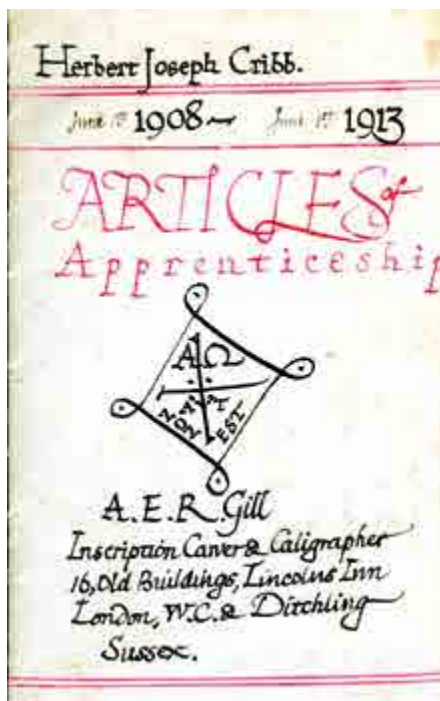
Katrine Wallis at Christ Church Brighton on 19 July 1917. But we still needed to prove that the autograph book had indeed belonged to the Revd Addison, and that his wife had been a nurse during the First World War.



*Where is it that I'll catch a chill
And lose my only Quinine pill
And probably remain until – I'm dug Out?
My Dug-Out*

We were able to contact the vendor through the auction house, and were delighted to hear that the autographs had been among books left with her uncle by the Revd Addison, then the rector of Coltishall in Norfolk, before he retired to Bexhill with his wife in 1958. The couple were still remembered with affection by older residents. We also established contact with family members in Canada via Ancestry.com. They confirmed that Marjorie Addison had indeed been a wartime nurse, and generously provided scans of family photographs to add to the archive. Recording this contribution to the war effort coincided with the commemoration of the centenary of the First World War in 2014 (ACC 11857; now AMS 7048).

Soon after the move we purchased the fine apprenticeship indenture of Joseph Cribb (1892-1967) to the sculptor, artist and letter-cutter Eric Gill. He was Gill's first apprentice, and moved with him from Hammersmith to Ditchling in 1907. Unlike his master, Cribb then spent the whole of his career in Sussex. He became a considerable sculptor in his own right, and executed the masters of over 50 of the regimental badges adorning Commonwealth war graves designed by Gill's brother Max Gill. He produced a number of church sculptures, including the 14 Stations of the Cross at St Matthew's, Westminster, and was involved in at least 11 war memorials; there are examples of his work available locally. We had bought some of his correspondence in 2011 (AMS 6962), and added this important document thanks to the generosity of FESRO, members of his family and assistance from the V&A Purchase Grant Fund (ACC 11660; now AMS 7020). It seemed highly appropriate to incorporate a motif from the indenture in the plaque which Her Majesty the Queen unveiled on 31 October 2013, its lettering cut by Helen Mary Skelton, whose father John Skelton (whose archive we hold) had also been apprenticed to Gill.



A £10 purchase in a Lewes antiquarian bookshop proved to be a gem – an album covering visits to Eastbourne by the royal family in the spring of 1934. Its creator, Harry C Deal, was listed as a press photographer at 41a South Street in the Eastbourne directory of 1938 (ACC 11472).

Letters of the Elphinstone family of Ore Place, 1832-1851, from a Suffolk auction room, added to the already extensive family archive (*ACC 11738; now AMS 6805/11*). The Waddingtons of Ely Grange in Frant are commemorated in a photograph album of 1898, probably produced to celebrate the purchase of the house by John Waddington (1856-1935) in that year. The generous donor had bought it at an antique shop at Greenough, Western Australia, directly opposite a mill owned by John Waddington's father-in-law George Shenton. In September 2013 she brought it back to Sussex and presented it to us (*ACC 11650; now AMS 7019*). The purchase prompted us to list the most interesting deeds of the Ely Grange Estate, 1756-1970, which had been bought by the Wellcome Foundation for use as a research station in 1943 and deposited 40 years later (*ACC 4160*).

Ian Hilder had continued to monitor eBay throughout the period of the move, and kindly agreed to stockpile any items purchased on our behalf until we were more settled. He amassed an impressive stash, including a team photograph of a match between Barcombe Football Club and Barcombe Cycling Club in aid of the Belgian Relief Fund, 1914 (*ACC 11936*), photos of the Crowborough Home Guard (*ACC 11941*) and sedate young ladies outside the YWCA, Mildmay House, 26 Holmesdale Gardens, Hastings, in 1920 (*ACC 11939*). We are not always successful at auction, and are occasionally rewarded when competitors repent of their purchases and do the right thing by handing them over. So in February 2013 we were satisfied to receive six valuations from Messrs Woodhams and Sons of Battle, which we had failed to win at Battle Market seven years before (*ACC 11477*).

The period covered by this report ended on a high note. We were delighted to buy a large map of Newhaven Harbour by William Figg, 1824, the more so since it was offered to us by the auctioneers Gorrings as a private treaty sale; funding was provided by FESRO and a grant from the Friends of the National Libraries. Probably derived from the Newhaven Harbour Commissioners, it stretches from the town and bridge southwards, showing both sides of the River Ouse (both its old and new



channels), down to Castle Hill and Friggle Rock to the south-west and south-east, via Tide Mills, to the East Blatchington Battery (*ACC 11826; now AMS 7046*).

These two years have been the most eventful in the history of East Sussex Record Office. Despite the upheaval, Document Services have still managed to process around 600 accessions (including Brighton and Hove records), of which there is space here to describe only the highlights. The move is over after a long gestation, the records are happily bedded down in their new home, and we have spacious and welcoming accommodation to await new arrivals.

Work in Brighton and Hove

These two years were dominated by the move to The Keep, which took place over the summer of 2013. In preparation, work continued at our outstores in Newhaven, appraising, boxing and barcoding archives that had been awaiting attention for years, some for decades. The majority were administrative records of Brighton and Hove Borough Councils and, with new documents coming in all the time, dealing with them had never been high on my priority list. However, I was keen to make sure that we processed and moved only those items we wished to retain so I set to work destroying duplicates and low-level records to ease the burden on the removal men and our staff, who gamely pitched in with the move. In sorting these records I had to create new accession references for them so it is worth noting that although some of the items you will see in the list of new accessions at the end of the report are not, strictly speaking, new, they are newly available.

Aside from the departmental cash books and memos from the mid-twentieth century (which were not retained), the largest group of records at Newhaven were the plans generated by the Brighton Borough Engineer and Surveyor, which were kept in their entirety. Unfortunately I did not have time to list them with their proper departmental codes but I tried to make a detailed accession record for each plan. These accessions contain some interesting material including plans of the Imperial Arcade, 202-212 Western Road, Brighton, 1934 (ACC 11213/94) and an artist's impression of the possible redevelopment of Brighton seafront in 1961 (ACC 11213/106). The scheme is reminiscent of Herbert Carden's controversial proposals in the 1930s which showed vast swathes of the Regency seafront replaced by Art Deco buildings. The 1961 projections show a Brutalist approach to the redevelopment of the seafront: both the Metropole and the Grand Hotel have been swept away for new incarnations. It is also interesting to note that the offices next to the Old Ship Hotel are emblazoned with the words 'Borough Surveyor's Department'. The self-bestowed prize of a sea view might have been tolerated in 1961 but I suspect modern tastes would not have looked upon the development with much affection.



The Old Ship appears in the scan of a letter given to ESRO in April 2013 (*ACC 11510*). The proprietor wrote a strongly worded letter to the Brighton Commissioners complaining that their ongoing work on Ship Street in 1828 had affected business badly and caused subsidence in part of the building. Another complaint came from the bandleader John Kirchner on 2 March 1846 (*AMS 6432/1/105*). Kirchner appears to have been a man with an axe to grind: his letter lambastes a rival bandleader, James Oury, whom Kirchner claimed had been dismissed from the Drury Lane theatre for not being able to keep the orchestra in time and for causing unrest amongst the ballet dancers. He also suggested that Oury was an alcoholic and questioned why he had been allowed to perform at the Pavilion for a year when Kirchner had been overlooked. The passage of time did nothing to diminish Kirchner's disgruntlement; on 7 June 1854, in a letter already held by ESRO (*AMS 6432/1/101*), he threatened that unless the Commissioners reduced the charge for room-hire, Kirchner would abandon his Promenade Concerts. Perhaps until the next letter in the correspondence appears on eBay, we do not know how the Commissioners responded.

The Kirchner letter was purchased by FESRO and every year, thanks to their generosity, we are in a position to bid for archives that we feel should be preserved for the public. We were lucky to receive a set of early photographs of Brighton dating from the 1850s and 1860s (*ACC 11674; now AMS 7023*). Included are shots of Donati's comet over Brighton in 1858, the new West Pier complete with band in 1866 (see below), and a view of the seafront and buildings along the promenade including the Grand Hotel under construction. Apart from the scaffolding it looks much as it does today and it is interesting to be reminded that only 50 years ago it was not safe from the hands of the planners. We also acquired an 1895 conveyance of the estate of Willett's West Street Brewery, Brighton, with detailed plans of all 41 properties, a bargain at £150 (*ACC 11491; now AMS 7066*).



In May 2013 FESRO purchased a customs book from Shoreham covering the period January to December 1820 (*ACC 11576*). Although Shoreham lies in West Sussex it was the principal port for Brighton, to which many of the entries in the volume relate. It contains letters from Custom House, London, to Shoreham giving the Harbour Board orders, advice and details of possible attempts to smuggle contraband items into the country and regarding the collection of duty. Other entries show the granting of licences to Brighton ship-owners and the appointment of staff to the boats of the preventive service.

Through the kindness of the Wellard Trust, we were able to acquire the commonplace book of the Revd Henry Michell (1713-1789), vicar of Brighton (ACC 11705; now AMS 7027). According to the *Gentleman's Magazine*, such were Michell's talents and so admirable his character that he was more 'formed for the higher sphere than the parochial duties of a county town'. In fact he played an important part in the rapid development of Brighton, and for a short time included the future Duke of Wellington among his pupils. Written as much in Latin and Greek as in English, the volume, which includes a sermon on the erection of groynes at Brighton in 1757, was something of a cataloguing challenge. We also owe to the Wellard Trust copies of a volume of topographical views by Alex Mure, executed in 1816 and 1817. As well as Niagara and the St Lawrence River, the sketches include a scene of the *Duke of Wellington* packet at a quay in Brighton in 1816 (ACC 11493) – see page 3.

We have been very lucky to take on deposit the archives of some important local charities and clubs over the last two years. Not least among these is the archive of Brighton Ourstory (OUR). Brighton Ourstory Project was established in 1989. Its primary aim was to collect the archives of local gay and lesbian people and organisations to counter the dearth of similar material in local libraries, museums and archives. The name Brighton Ourstory was adopted in 2003 when the organisation became a registered charity. Sadly the charity folded in April 2013 but we were keen to keep this important archive together and were delighted to be able to give it a home. Not all the papers are currently available due to the sensitive nature of some of their contents but there are plenty of accessible records, providing rich insights into the intolerance faced by gay people even in the fairly liberal environs of Brighton and Hove.



Papers of another important charity were passed to ESRO in March 2014. Brighton Law Centre (ACC 11819; now AMS 7049) was set up in 1984 to provide free legal advice and representation to people on low incomes resident or working in Brighton, to undertake research into the legal problems faced by particular sections of the community and to educate people on their legal rights. Funding for the law centre was withdrawn and it was closed in February 1992.

Charitable giving has always been one of the principal concerns of the Rotary Club and we were very pleased to accept the archive of the Brighton Branch on deposit (ACC 11772; now AMS 7035). The branch was set up in 1913 and we are lucky that it has kept such meticulous records from the outset, most notably comprehensive membership records which, in most cases, include a photograph of the member along with details of their profession and when they joined the club. The range of callings was wide, members ranging from local businessmen

to men in influential positions including Charles Thomas-Stanford MP, Rabbi Fabricant and Alderman Frank Beal. The archive is particularly interesting because it ties together people already represented among our holdings – we have photograph albums relating to Alderman Beal's year as mayor in 1933 (*AMS 6975*), interior decoration designs by John Harry Gilkes (*ACC 10546*) and the family and business records of Frederick Turpin, motor engineer (*AMS 6857*), all of whom were keen Rotarians.

Such new archives that augment our understanding of existing holdings are always particularly welcome. In October 2013 we received a small diary written by an unknown author which related largely to Portslade and Henfield (*ACC 11673*; now *AMS 7029*). The localities and the names mentioned within the volume helped us identify its author as the botanist and farmer William Borrer (1781-1862). Covering January to June 1831, the diary contains some excellent entries that relate to both local and international events. Borrer records the death of his brother-in-law, Henry Hall, who was drowned alongside Captain Bingham whilst disembarking from the frigate HMS *Thetis* at Cape Frio, Brazil in January 1831. Closer to home Borrer passed a harsh judgement on the local curate, Mr Clark, on whose departure Borrer commented 'we shall never look upon his likes again I hope'. Borrer also mentions the burning of his father's barn at Hurst Wickham (possibly by arsonists involved with the Swing Riots) near Hurstpierpoint and the admission of Henry Richardson, one of the farm workers, to the Royal Sussex County Hospital for an abscess in his hand. This admission is recorded in the hospital's register (*HB 35/1/1831-76*) but the entry does not record whether Richardson was cured.

The list of annual accessions is a useful reference-point as it shows in summary the breadth of material we receive in the course of a year (or two years in this case). But what it does not show is the bulk of an archive. William Borrer's diary takes up as much room in the list as the entry for minute books of Brighton Borough Council (*DB/B*) and Hove Borough Council (*DO/A*), but whilst the diary comfortably sits in the palm of a hand the minutes take up about 550 boxes. They have all been listed with departmental codes and the lists can be viewed on our catalogue at www.thekeep.info.

In the lead-up to the move and during the move itself we had to put a moratorium on all but the smallest accessions or archives that were in danger of being destroyed or split up. As a result, since the opening of The Keep in November 2014 we have had an influx of new accessions, both from depositors who have been patiently hanging on to their documents for us and from people stirred by the publicity The Keep has generated. We had hoped this would be one of the many positive effects of the move and we are delighted that so many people who previously had not heard of ESRO are depositing and donating their archives to us.



The Keep official opening 31 October 2013



© John Phillips



© John Phillips



© John Phillips



© University of Sussex 2013



© Evening Argus



© University of Sussex 2013

Outreach and Learning

People's Record

Once again, this was a busy period for Outreach and Learning. The Olympic and Paralympic Games provided us with opportunities to highlight our sports-related holdings. We were one of the many dozens of heritage sites across the country, but the only one in East Sussex to receive funding for a People's Record Project which aimed to support heritage organisations to record, collect and create material inspired by archival collections in response to the Games.

ESRO worked with Futures@Chailey, the residential service for 19 to 25-year-olds with complex physical and learning disabilities, to explore Chailey Heritage's use of sports to foster respect, friendship and determination. The young people drew inspiration from photos in the Chailey Heritage Foundation archives to create an animation showing the participants' passion for sports and the Olympic and Paralympic Games. This project illustrates how archives can be accessible to people with different interests and needs and shows the diversity of our engagement work and partnerships. The film can be viewed at <http://peoplesrecord.org.uk/items/show/4975>

Shared Journeys

We worked in partnership with East Sussex Libraries and Information Service to develop an Oral History project, exploring the personal stories of East Sussex and Brighton and Hove residents from diverse backgrounds. As part of the project, we interviewed six residents from Lewes, Eastbourne and Hastings. We worked with the oral historians and the interviewees to create an exhibition which addressed the themes of arrivals, departures, identity, belonging and legacies. The exhibition was launched in East Sussex Libraries in October 2012 as part of Black History Month and Older People's Day. Funding from East Sussex County Council's Children's Services made it possible for the exhibition to tour three secondary schools in East Sussex: The Cavendish School in Eastbourne, Priory School in Lewes, and Uckfield Community Technical College. Schools used the exhibition to support literacy, Social and Health Education and Religious Education.

As part of the project, ESRO's outreach and learning officer visited two of the schools and delivered sessions during assemblies, introducing ESRO and its role in documenting the history of local places and their communities. Through the assemblies and classroom activities we reached 2,460 young people and over 100 teachers.

East Sussex County Council's Children's Services have awarded additional funding for the development of a handling and reminiscence box to be included as part of the resources on offer for schools and community groups wishing to use *Shared Journeys*.

History on Your Doorstep

Since 2012 ESRO has been working closely with local residents and local organisations in Moulsecoomb and surrounding neighbourhoods to design and develop a local history project. This joint project was the subject of a successful grant application to the Heritage Lottery Fund's *Your Heritage* programme. The project, *History on Your Doorstep*, is the first Keep partnership community project and it highlights the strengths of The Keep, bringing together

three organisations and their holdings as well as showcasing our commitment to engaging and involving the areas's wider communities, in particular those who are less likely to visit and use the collections.

Through a structured 18-month period of working with local volunteers, schools, housing schemes and community organisations, the project includes activities such as training volunteers in research and oral history interviewing, and aims to record and collect people's memories and memorabilia relating to the history of the area. It is an excellent opportunity to create awareness and promote the fantastic resources available, encouraging people to feel ownership of and to use the facilities on their doorsteps. The project will also create new resources such as reminiscence topic boxes which will be available for future use, and augment ESRO's holdings by digitising people's photographs and postcards and recording their memories.



History on Your Doorstep has engaged a wide range of people with the Record Office. Students from Moulsecomb Primary School used documents to inspire their own pinhole photography and later visited The Keep with their parents to learn about photographic conservation, trying out cleaning techniques in the conservation studio. Residents from New Larchwood housing scheme in Coldean spent an afternoon browsing ESRO documents, and although it was their first visit to The Keep, they were all keen to become members. Local residents have also enjoyed local history talks and a walk taking in the rich archaeology of the area. The project is currently working with a volunteer group to deliver reminiscence sessions in the local community, celebrating the local history of Woollards Field, a site which has a long history of

fruit-growing and is now the home of ESRO and The Keep. We hope the project, which runs until the summer of 2015, will continue to develop and strengthen the links between The Keep and its neighbouring community.

The French Connection Learning programme

The French Connection project, covered in detail elsewhere in this report, included a learning programme for primary and secondary schools. The programme, which reached over 370 adults and children, supports the new National Curriculum for Key Stages 2 and 3 History, Geography and Citizenship. It is now on offer as a menu of set taught sessions available for booking and it is the most significant legacy of the project in terms of ESRO's provision for schools. A free bilingual DVD of learning resources which includes digitised documents and teachers' notes is also available.

The move to The Keep

Since our move to The Keep, ESRO has worked with our partners to provide opportunities for community groups, schools and teachers through the provision of tours, talks, workshops and continuing professional development event, including tours of the building and a series of monthly In Focus talks.

We have supported local community-led projects such as *Me, my life and before*, in which young people in Whitehawk researched, collected and recorded memories of their area. We have also welcomed young people at risk in Hastings, when members of the Eggtooth Project visited The Keep to find out more about how the First World War affected communities and individuals.

During the last two years, despite the inevitable disruption of the move and the unfamiliarity of our new home, we have had significant success in fulfilling our aims of removing the barriers which have traditionally prevented certain groups of the community from participation and enjoyment of exposure to archives and the inspiration which it brings.

Outreach and learning statistics

	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Events and activities	49	87	71	76	72	117
Numbers attending	1,710	1,777	1,991	2,218	5,479	2,357

Conservation

The majority of the two years covered by this report was spent completing the packaging work for the move to The Keep, which had been started several years before. We continued to make bespoke boxes for awkward documents, and to identify all the glass plate negatives in our four repositories and to secure them for the move. The work could not have been tackled without an army of volunteers, since as well as being time-consuming, the preparations for the move revealed a large number of documents in need of immediate remedial work. The number of volunteers swelled, and by the beginning of 2013 they were working three days a week. Their backgrounds varied from retired colleagues to conservators and archivists in practice, and the challenge was to focus their talents on areas of work which matched them, whether it be box-making or the identification and removal of mould. The volunteers all seemed to thrive on the challenges I set them, and the only negative aspect of the gatherings at the end of each day to discuss progress was profound dislike of wearing the cumbersome protective equipment.

I participated in the selection of a removal company to undertake the great move. Pickfords, the chosen firm, had very little experience in moving archives and had to be trained in the handling and general care of our holdings. We ensured that there was always a member of staff on hand for them to consult at every stage, both packing and unpacking, and I am pleased to say that no damage occurred to any of the documents during the process. They were a great group of guys and provided daily entertainment so long as they were kept fed and watered!

A major complicating factor in the move was a serious outbreak of mould on the ground floor of the repository at Southover School. The cost of freeze-drying its entire contents proved to be beyond our budget, but there was insufficient room at Southover to undertake the necessary work there ourselves. We eventually settled on the expedient of using Pickfords to remove the affected documents into the space they had just cleared at The Maltings where we remained, with our loyal volunteers, for a further six months, shipping the documents over to The Keep by the vanload as they were processed.

Crucial in the handling of seriously contaminated material were the two blast freezers at The Keep, which live in their own room, and have been christened Jen and Brian in honour of two determined volunteers. Cleaning begins with hoovering off the visual signs of mould from the archives, which are then packed in vacuum bags and the oxygen removed. The bags are then placed in the freezers for a week at -35°C, a process which used to take three months in our single domestic chest-freezer at The Maltings. To complete the treatment they are thawed for two days in the drying room, ready for re-boxing. Space in the freezers is limited and it has been a long job, one which still continues with the new accessions which arrive at The Keep every day.

The creation of a new conservation studio, after the constraints of The Maltings with its leaking roof and windows, was always going to be an enjoyable challenge, as was finding a home for all the tools, materials and equipment; indeed the last piece has only just arrived, and the chemicals have finally been put away in the fume cupboard. The vertical illuminated map-wall is proving popular on the many tours of The Keep, and I find that lining documents on it has converted me to its use. But for all its flaws, the studio at The Maltings, looking out over the Castle Precincts, will still be missed.



Despite the colossal task of moving, during the last two years I have managed to work on over 300 items which were unfit for production, varying from single sheets to a 250-page book; this element of my work in particular provides me with a great deal of job satisfaction and personal motivation. As well as those 300 items, I have conserved over 100 very fragile high-priority documents, saving them from entering the dreaded unfit for production list.

I continue to receive external work from individuals as well as organisations. Lancing College forms a large part in this work, and I have so far conserved over 50 of the drawings for their college chapel; as well as being an end in itself, it is satisfying that the drawings are being used to assist the restoration of the building. The University of Sussex also continues to supply me with their rare books for conservation. Relatives who have inherited the original art work of Macdonald Gill, brother of Eric Gill, have also provided me with work on his prints, for exhibitions at Brighton University and the London Transport Museum.

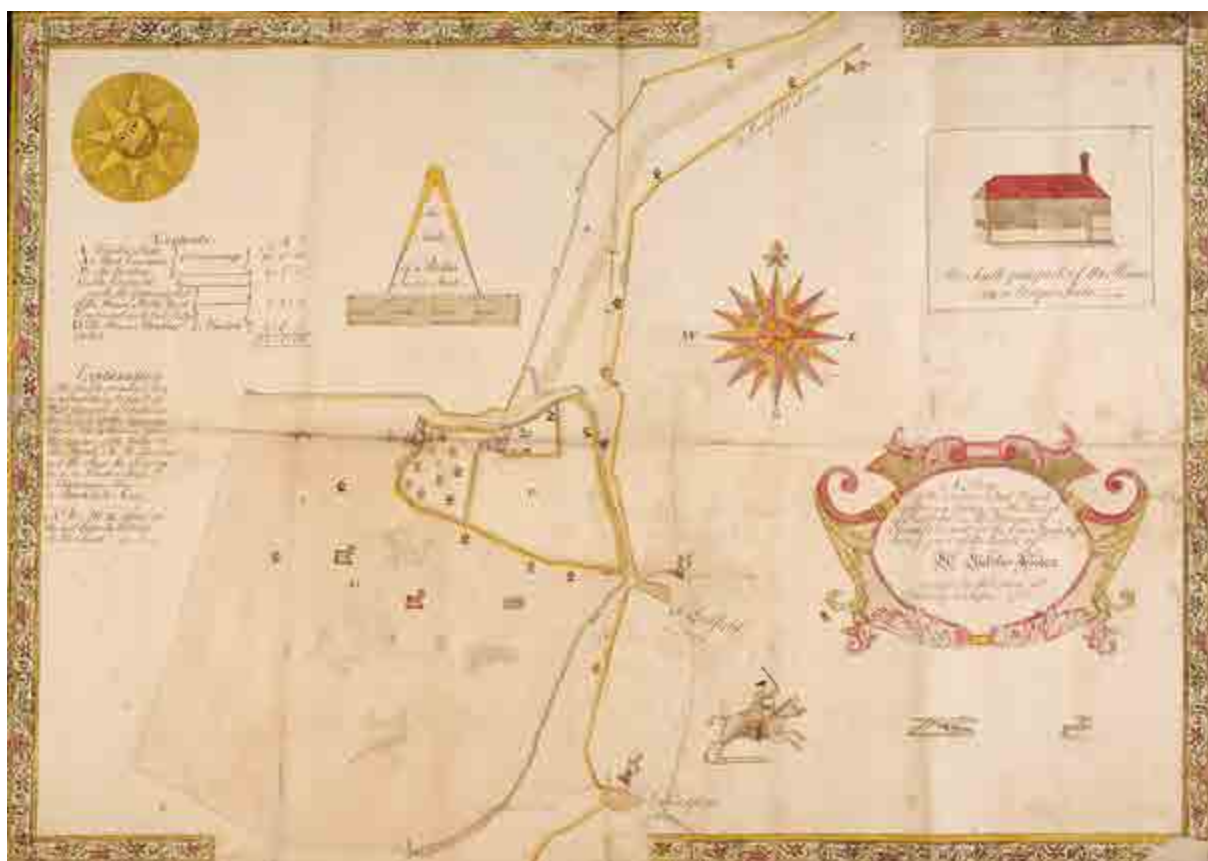
Exhibitions have also played a key part during the last two years. *The French Connection*, an Interreg-funded project to illuminate our links with Normandy, gathered pace and culminated in a show in Hastings Museum. The funding allowed us to employ two part-time conservation assistants who worked diligently on over 2000 documents in time for the exhibition. We then took up the challenge of framing the majority of the items ourselves. The show at Hastings was a great success, and the Rye elements in it appealed so much as to provoke a request for a smaller exhibition during the 2014 Rye Arts Festival; we were happy to oblige.

The conservation studio plays a major part in the open-days and regular tours which have taken place throughout the year, and I have been more than happy to participate. The experience has proved not only interesting and lively but beneficial, as I gained a couple of volunteers through my enthusiastic plea for help. I personally have been following a

professional development plan, and many hours have been spent enjoying the individual training. I have particularly enjoyed my time with the world-renowned bookbinder Maureen Duke, who has patiently demonstrated how to hammer and saw paper, and to realise that it's okay to damage a book's spine a little in order to repair it securely. I have been fortunate enough to indulge myself spending a few days at the Grand Hotel in Brighton listening to talks and demonstrations of new techniques in conservation during the Archives and Records Association annual conference. The remainder of my training has been taken up with disaster management – The Keep has brought its own challenges and a new building in itself does nothing to diminish the need for effective preparation.

It goes without saying that the highlight of the move to The Keep has been meeting Her Majesty the Queen and being allowed to introduce the volunteers who worked so diligently to get ESRO here in time for the opening. It was my way of thanking them for all their hard work and dedication for which I will be eternally grateful. I would also like to thank my last assistant Donna Edwards, who finally left me this year and without whom I could not have managed the conservation aspect of the move so easily.

And finally I am looking forward to another challenging year as we work in partnership with the University of Sussex and Royal Pavilion and Museums. Already this has paid dividends with the appointment of Emma Johnson as the Asa Briggs intern. Emma will be trained as a conservation assistant two days a week, allowing me more time to concentrate on the more intricate elements of our work.



Thomas Ford's map of Wigsel's Watering in Lindfield, held of the manor of Framfield, 1762

Records Management

The biggest news from the Records Management Service is that the Record Centre was relocated from Newhaven to Hailsham during October 2012. Many months of planning went into successfully moving 40,000 boxes of records and the deeds and agreements registry, along with all the IT and office equipment. The staff moved in on 25 October 2012. The Record Centre now shares premises with two ESCC library services – Bibliographic Services (Bibs) and the Schools Library and Museum Service (SLAMS) which moved respectively from Brooks Road, Lewes (once home to the Record Centre) and Hammonds Drive, Eastbourne. We are very happy with our new home as we had long outgrown our premises at Newhaven and the constant battle for space is finally over. Our team works much better together now that we are based in a single warehouse rather than four, and we have much improved and more spacious working conditions.

The Record Centre has supported a number of ESCC projects and initiatives. Most notably, in December 2012 a project was begun by Adult Social Care and Children's Services to improve the quality of data recorded about social care files. By the end of the project, in excess of 30,000 files will have been recalled, scanned and appraised, resulting in a leaner and more responsive data-set and one which we will find easier to manage. We have three key projects planned, all of which involve improving access to social care files. The first project – to create a computerised entry for each record – is already under way. It had been past practice at the Record Centre to have an electronic entry for only the first and last file in the box and to rely on the original paper lists for all the records in between. By the end of the first project, access to approximately 15,000 records will have been improved.

Appraisal 1 April 2012 to 31 March 2014

When East Sussex County Council records reach the end of their business life, some are subject to review by the Appraisal Archivist. This is to determine whether they should become permanent residents of The Keep and eventually available for research, or be sent away for confidential destruction.

During the period 457 boxes of records were appraised, of which 269 were destroyed and 188 selected for permanent preservation. Around 600 tubes of plans produced by the County Architect arrived from a warehouse on the Cliffe Industrial Estate (known to us as the Cliffe House of Correction); of these, 260 tubes have so far been appraised and 114 destroyed.

	2010/11	2011/12	2012/13	2013/14
Transfers received (linear metres)	1,278 m	838 m	888 m	797 m
Transfers received (linear metres)				
ESCC	906 m	716 m	}	729 m
BHCC	310 m	0 m	}888 m	0
Others	62 m	122 m	}	68 m
Destruction of time-expired material (linear metres)	714 m	335 m	13 m	85 m
Files returned to departments	5,534	3,347	4,360	3,017*

* Excluding Social Care scanning project

Staff and Volunteers

As the list of staff reveals, there have been a good many comings and goings over the past two years. Wendy Walker, The Keep's Programme Manager, left in September 2013 after working for seven years to get us into The Keep, to take up the post of County Archivist in West Sussex.

Helen Richards, Search Room Manager, resigned owing to ill-health, and Ellen Scaife was appointed temporarily to help in the initial opening months of The Keep while we recruited to a permanent position. Jenny Geering joined us as Technical and Reprographics Officer. Saturday Archive Assistants Monica Brealey and Sarah Woollard left, and Michele Forte joined us at The Maltings as Archive Assistant before moving on to pastures new (otherwise known as Bexhill) before The Keep opened. Alice Gibson moved over from the Barcoding project to replace him.

The work of the barcoders is covered elsewhere in the report. They were ably led by David Myers, seconded to The Keep project from the Record Centre. We could not have moved without them. Neither could we have completed the development of the online catalogue and launched the ordering system without Adam Harwood, who worked on the project for the University of Sussex and then for The Keep project as a whole.

We also welcomed Interreg project staff: Anne Hart and Donna Edwards as Conservation Assistants, Thomas Swanborough-Nilson and Alison Stolwood as Digitisation Assistants, and Natalie Katona as Outreach and Learning Officer.

During a considerable time of change within both the Archives and Records Management services, we were fortunate to find excellent agency staff whose assistance, together with those of partner staff at The Keep, I would also like to acknowledge.

We remain most grateful for the contribution made by our growing band of volunteers, including those for whom the pre-Keep working conditions were less than perfect. In 2012/14 we had 100 volunteers who contributed over 5,000 hours to the Record Office.

Members of staff have also contributed significantly to professional matters nationally and the promotion of historical and archival concerns locally. Elizabeth Hughes, County Archivist, served as chairman of the Chief Archivists in Local Government Group of the Archives and Records Association until March 2013 and remained on the committee thereafter. She was also a trustee of Rye Museum. Christopher Whittick served as chairman of the Sussex Historic Churches Trust, on the editorial board of Sussex Archaeological Collections, as a trustee of the Westgate Chapel in Lewes and as a Vice-President of the Sussex Archaeological Society. Although he continued to teach at the Latin and palaeography summer school at Keele, as a result of the move he resigned from the Bodiam Castle Management Committee, and from his position on the UCL archives course. In 2012 he co-edited a volume of essays in honour of the legal historian Professor Paul Brand, and chaired the conference at All Souls College, Oxford, at which it was presented. Philip Bye was on the council of the Sussex Record Society and the Research Committee of the Sussex Archaeological Society. He and Wendy Walker served on Screen Archive South East advisory group. Andrew Bennett served on the council of the Sussex Record Society and was a member of the Health Archives Group.

Record Office Staff, 2012/14

County Archivist: Elizabeth Hughes BA, FSA

Archive Services

Senior Archivist, Document Services	Christopher Whittick MA, FSA, FRHistS
Senior Archivist, Public Services	Philip Bye BA
Brighton & Hove Archivist	Andrew Bennett BA
Archivist	Anna Manthorpe BLib
Outreach and Learning Officer	Isilda Almeida-Harvey BA, MA
Community Heritage Learning Officer (p/t)	Lynn Tye (from February 2014)
Conservator	Melissa Williams MA
Search Room Manager	Helen Richards BA (p/t to October 2013)
	Ellen Scaife (p/t December 2013 to April 2014)
Archive Assistants	Izabella Bicsak-Snitter
	Andrew Lusted (p/t to November 2013)
	Sarah Jackson (p/t to July 2012)
	Monica Brealey BA LLB (p/t to October 2012)
	Brian Phillips (p/t)
	Sarah Woollard (p/t to December 2012)
	Andrew Boulton
	Michele Forte (p/t December 2012 to June 2013)
	Alice Gibson (from October 2013)
General/Technical Assistant	Jenny Geering (from September 2012)
Research Assistant (p/t)	Andrew Lusted
Saturday Assistants (p/t)	Brian Phillips BA, Andrew Lusted, Monica Brealey (to October 2012),
Project Officer (p/t)	John Farrant MA, FSA
Agency staff	William Black, Lorraine Gowar, Salvatore Novello, Lindsey Tydeman, Kristy Woodruffe

Records Management

Records Manager	Ellen Taylor BA
Senior Records Clerk (Buildings)	Suzanne Mitchell/Matthews
Records Clerks (p/t)	Georges Reynolds
	Anne Evans
	Brian Phillips
	Amanda Berry-Hill (from October 2012 to September 2013)

Deeds Clerk	Alison Ford to June 2012
Appraisal Archivist (p/t)	Rebecca Cox MA
Senior Records Clerk (ICT)	David Myers (seconded to The Keep from June 2012)
Agency staff	Amanda Berry-Hill, Maimuna Jammeh, Jarrai Jawara

Other

Keep project staff:

Programme Manager, The Keep	Wendy Walker BA (to September 2013)
Relocation Project Supervisor	David Myers (from June 2012)
System Administrator	Adam Harwood (November 2013)
Archives Relocation Project Assistants	Zoe Blount (p/t April to September 2013), Jonathan Freeman (November 2012 to April 2013), Alice Gibson (April to October 2013), Rocio Moreno Ortigueira (April to December 2013), Lester Oram (April to September 2014), Brian Phillips (p/t from July 2012 to August 2013), Abigail Wharne (p/t April 2013 to March 2014), Robert Wickham (April to October 2013)
Manorial Documents Register Assistants (p/t)	Andrew Lusted (November 2012 to June 2013) Mark Ballard (November 2012 to November 2013)

Interreg project staff:

Digitisation Assistants (p/t)	Thomas Swanborough-Nilson (from February 2013) Alison Stolwood (from July 2013)
Conservation Assistants (p/t)	Donna Edwards (from November 2012) Anne Hart (from November 2012 to July 2013)
Outreach and Learning Officer	Natalie Katona (from April to December 2013)
Historic Environment Record Officer	Sophie Unger (from September 2012)



Friends of East Sussex Record Office

The Friends have followed with keen interest the momentous changes for ESRO over the past two years, and we have been delighted that the move to The Keep has been such a success. We offer our congratulations to Elizabeth Hughes and all her staff. Many users will already be familiar with the range and depth of the facilities which make research, whether in the building or on-line, a pleasure. Many more will have enjoyed behind-the-scenes tours of the building, and the lunchtime talks which bring the riches of the archives as well as the expertise of the staff to wider exposure. We look forward to seeing the building's potential further exploited for the benefit of all.

FESRO's membership has remained broadly stable in the two years since the last Annual Report. We have about 200 members, including groups, and we always welcome new members. Lady Teviot is our Chairman, supported by trustees. Members are kept in touch with our activities and news from The Keep through a newsletter which comes out in the spring and autumn. We are delighted that Peter Field, Lord Lieutenant of East Sussex, continues to act as our President, and takes the chair at our Annual General Meeting which is held in the spring.

FESRO is not, of course, unaffected by the changes connected with the move to The Keep and the concentration there of archives from the University of Sussex and the Brighton and Hove Museums, together with those of ESRO. We spent much time and thought on how best to fulfil our responsibilities in the new context, consulting with The Keep partners on their hopes and expectations of FESRO. As a result, FESRO will metamorphose into a new body supporting the archives of all the partners, within a remit to encourage the advancement of the arts, culture, heritage and science in East Sussex, in particular through assisting in the maintenance and improvement of the services offered at The Keep. We will take the opportunity to modernise our constitution and conform with the best practice in charity law through incorporating as a Charitable Incorporated Organisation, as now under the supervision of the Charity Commission. Work is well advanced on this, and we hope it will be finalised at our AGM in spring 2015.

This work has not been at the expense of our usual activities. FESRO is the most important source of funding for ESRO's acquisition of documents which would otherwise be lost to the public. In the year 2012-2013, FESRO funded the purchase of 65 groups of documents, contributing in all £6,129. Many of these acquisitions are made for less than £50, but all have the potential to shed light on a wide range of enquiries. FESRO grants can be combined with other sources of funds for expensive items, for instance the apprenticeship indenture of Joseph Cribb to Eric Gill with associated correspondence, to which FESRO contributed £900. A photograph album of G Murray Levick, medical superintendent at Chailey Heritage and a survivor of the Scott polar expedition of 1910, was acquired for £400, and has since led to further acquisitions of related papers. A letter-book of the Shoreham Customs Collection, with references to smuggling, was bought for £420. FESRO funding is also available for projects to bring East Sussex archives to the wider public. We have contributed £3,000 to the Manorial Documents Register project, which will launch at our AGM in spring 2015 in the presence of the Lords Lieutenant of both East and West Sussex. Our finances remain healthy, and we look forward to playing an expanded role in future.

An important aspect of our activities is our privileged access to places of historic interest in the county. Owners have been most generous in welcoming our members on visits to fascinating houses, halls and gardens. We have been very fortunate in our guides, and special thanks go to the double act of Christopher Whittick and David Martin, who combine unrivalled knowledge of the history and family ownership of estates with expertise in the characteristics of vernacular buildings. In summer 2012 we combined with the West Sussex Archive Society to visit Arundel Castle, guided by the castle archivist, with special access to some of the most important records; the castle's holdings comprise all the family papers of the Dukes of Norfolk, some dating back to the twelfth century. The second visit was to St Leonards, hosted by the Burtons St Leonards Society, exploring the grand design of the developers exemplified by the magnificent Royal Victoria Hotel, and also the modest service districts, the Lavatoria and the Mercatoria (for washerwomen and shopkeepers respectively). The season closed with a visit to The Hooke and Chailey Place, which combined FESRO's well-established traditions of beautiful surroundings, intellectual interest and a delicious tea.

The summer of 2013 saw visits to Bishopstone, Little Halland and Bishopstone Church, to Pashley Manor and to Mayfield. The visitors to Bishopstone heard from Professor John Blair of recent evidence that an early Anglo-Saxon minster had been sited there. At Pashley (see below), Christopher Whittick diverted us with scandalous tales of multiple marriages and poisonings, before outlining the circumstances in which this dispersed archive had finally found its home with ESRO with substantial financial aid from FESRO. At Mayfield, members had access to the chapel of St Leonards-Mayfield School, formerly the great hall of the thirteenth-century archbishop's palace, and according to Pevsner 'one of the most spectacular in England'. Visits usually take place in the summer, but in February 2014 members were able to visit the Puginesque Horsted Place Hotel, with an introductory talk by Colin Brent. In March, ESRO staff laid on two very popular visits to The Keep, rounding off a busy year.



East Sussex Accessions

A list of the principal East Sussex accessions received between April 2012 and the end of March 2014. The accession number of the documents is given in brackets; not all deposits are yet listed in detail and may not be available for consultation, and others may be listed under permanent references.

County Council:

- Chief Executive, Law and Personnel, Interreg II Projects, 1998-2001 (11294)
- Chief Executive, Legal Services, files on leaseholds, 1984-1986 (11231)
- Chief Executive, Libraries and Culture, records, 1974-1995 (11540)
- Chief Executive, Lieutenancy Advisory Committee: general filing, 1974-1976 (11293)
- Chief Executive, Personnel and training, single status, 2003 (11322)
- Chief Executive, Workforce Planning: Social Care training files (11232)
- Chief Executive, Democratic Services: registered files and industrial tribunal case files, 1973-1994 (11320)
- Children's Services Fostering Team: Fostering Parent Approval Panel minutes, 1997-2003 (11276); Anti-Bullying Team, papers, 2005-2008 (11280); Integrated Services: Youth Development Services, records including photographs and DVDs, 2004-2010 (11277); Learning and School Effectiveness, Development, Planning and Admissions, admissions and transport, 1967-2000 (11229); Old Roar House Children's Home, Hastings, 1990-2008 (11347); Littledean Children's Home, 1984-1994 (11556); Mile Oak Approved School, 1963-1975 (11555)
- Clerk's Department, plans including administrative maps, c1900-1970 (11545)
- Civil Defence, personal record cards, 1950s - 1960s (11619)
- Clerk to the Lieutenancy, papers, 1962-2007 (11218)
- Committee minutes, 1990s - c2012 (11787)
- Community Services, Arts Officer: posters for local arts events, 1990s (11404)
- Corporate Resources Department, Finance, statements of accounts; East Sussex Financial Officers' Association minutes, 1988-2005 (11250); property, office support, registered files, 1948-1984 (11260); property, capital works and files on paid contracts, 1961-1999 (11261); plans of County Buildings and Magistrates Courts, 1899-1995 (11328)
- County handbook, 1964-1965 (11798)
- County Secretary, administration and personnel, registered correspondence files, 1974-1998 (11263); Countryside and Planning, 1975-1995 (11316); Social Services policy files, 1961-1985 (11321); Records Management and Administration, unregistered files, 1970-1991 (11364); Education, registered files, 1938-1987 (11461); Helmut Cartwright, former County Secretary, and Head of Legal and Community Services, papers, 1939-1993 (11523)
- County Treasurer: financial records, largely Public Assistance, 1930s-1950s (11550)
- Cultural Strategy Manager (formerly Arts Officer), grant aid applications, 1997-2007 (11234); programmes and slides of local arts events, c2000-2009 (11508)
- East Sussex Record Office: Margaret Whittick's professional papers, 1960-2003 (11552); registered files and postal enquiries, 1974-2004 (11295); Roger Davey, former County Archivist, papers, 1970-2000 (11522)
- Education Department: Departmental Management Team minutes, 1994-1996 (11317); projections of numbers on the school roll, 1963-1981 (11626); administration and general office files, 1962-1978 (11297); East Quinton School, correspondence, 1989-1992 (11312); Finance, general correspondence, 1978-1993 (11304); registered sites and buildings files, including Brighton Polytechnic, 1920-1989 (11369); general administrative files, 1974-1987 (11265); operations and educational trusts, records, 1971-1990 (11335); personnel files, 1974-1984

(11264); sites and buildings files for non-school buildings, 1953-1984 (11296); Grays School, Newhaven, 2009-2011 (11548); Old Roar House, records, 1990-2008 (11546); Falmer High School, leavers sample files, 1975-1985 (11553); Chantry County Primary School, Bexhill, 1971-2010 (11547)

- Governance and Community Services: Information Services Unit, digital copies of indexes to newspaper and periodical articles, 1985-2006 (11319); sealing and signing registers, 2003-2009 (11770)
- Highways and Transport: design and construction, site engineers' files and other records including diaries and reports, 1982-1997 (11259); headquarters site files, 1939-1997 (11235)
- Planning Department: files, 20th cent (11518); general filing, 1971-1982 (11323); Local Government Unit, department's central filing system, c1980 (11333); enlarged aerial photos by JAS Air Surveys, 1987 (11634); Peacehaven Town Centre and Lewes plans, 1955-1981 (11348); slides, [1860] - 1990s (11635); census data, 1961-1991 (11574); Structure Plan papers, mostly inherited from Brighton CBC and Hove BC, 1962-1980 (11573)
- Strategic Economic Development, project funding files; 2002-2004 (11366)
- Printed byelaws and reports, 1888-1966 (11625)
- Public Relations, photos of ESCC events, 1930, 1979-98 (11281); press releases, 1996 (11441)
- School Medical Officer, case files and other records, c1951-1966 (11549)
- Social Services, property and buildings files, 1970-1998 (11262); personnel files, 1972-1990 (11230); Lansdowne Secure Unit admission and discharge registers, 1983-1997 (11539)
- Trading Standards, records, 1896-1996, including particulars of prosecutions, 1896-1974, and convictions book, 1922-1974 (11289)

Sussex Police Authority:

- Battle Police Station, charge books, 1950s-1960s (11695)
- John Dibley (deceased), papers, c1860-1990s (11799)
- Routine orders, standing orders and operational guidance manuals, and register of non-indictable offences, 1963-2011 (11311)

Public Records

- HMP Lewes, records, 1907-2013 (11438)

Health Authorities and Hospitals:

- Ticehurst, Dr Newington's Establishment for the mentally afflicted, photograph album, c1865 (11307)

Other Public Authorities:

- East Sussex Fire and Rescue Service, HMI inspection reports and Expectations manual, 1975-2002 (11209); plans of site of Maresfield travellers' camp; fire brigade training centre; c1980 (11602); personal files of firefighters whose service record has terminated, 1939-1990 (11375); records, 1974-1992, including minutes of the Health and Safety Committee, 1977-1992 (11211)
- East Sussex Strategic Partnership, reports, c2003 (11621)
- Southern Water Authority: letter books, 1877-1943 (11526)

Borough and District Councils:

- Eastbourne Borough Council Heritage Service, glass negatives, c1900 (11786)
- Hastings Borough Council: records including books of reference for local acts, 1885-1982 (11268); Hastings Charities, records, 1294-19th cent (11419); photographic survey of Queensbury House, 2012 (11282)
- Lewes District Council: council minutes, 1986-1987; Health Committee minutes, 1986-1987 (11679); valuation lists, 1960s-1990s (11661); proposed conversion on Lewes Town Hall into a nuclear bunker for a war emergency centre, 1983-1985 (11496)

- Uckfield Local Board, papers, 1870 (11426)
- Uckfield Rural District Council, *The Beacon; a monthly review of Local Government in the Uckfield Rural District*, 1946-1949 (11394)

Parish and Town Councils:

- Arlington, minutes, 1997-2009 (11219)
- Ashburnham and Penhurst: poor rates and surveyors' accounts, 1837-1948 (11479)
- Hadlow Down, records, 1996-2009 (11208)
- Pevensey, archaeological interpretative survey of The Court House, 2012 (11411)
- Winchelsea Corporation, records, 1761-2013 (addnl) (11789)

Ecclesiastical Parishes:

- Alfriston, NADFAS record of church furnishings, 2012 (11449)
- Barcombe, marriage register, 1999-2011 (11561)
- Battle, monumental inscriptions, 2013 (11780)
- Bexhill, All Saints, Sidley, marriage register, 1990-2011 (11329)
- Bexhill St Andrew, marriage register, 1974-2003 (11703)
- Bexhill St Peter and Church of the Good Shepherd, records, 1922-2011 (11368); marriage register, 1989-2012 (11701)
- Forest Row, parish magazines, 2012 (11578)
- Frant, marriage register, 1984-2001 (11278)
- Guestling, marriage register, 1998-2012 (11702)
- Hailsham, Emmanuel, Hawkswood, marriage register, 2008 (11821)
- Hamsey, parish registers, 1998-2003 (11692)
- Hastings All Saints, records, 1785-1826 (11423)
- Hastings St Clement, records, 1801-1992 (11266); records, 1699-1838 (11424)
- Hastings, Christ Church, Blacklands, marriage register, 1990-2012 (11418)
- Hastings, St Clement Halton, correspondence and papers concerning the establishment of the burial ground and chapel, [1787]-1840 (11428)
- Hastings, St Mary in the Castle, records, 1819-c1960 (11430)
- Hollington St John, marriage registers, 2005-2011 (11341); papers concerning the vicarage, 1973-1998 (11691)
- Hollington St Leonard, marriage register, 2011-2013 (11575)
- Jevington, records, 1915-2007 (11829); 1979-2007 (11334)
- Lewes St Michael, marriage register, 1987-2013 (11693)
- Ninfield, marriage register, 1994-2012 (11758); records, 1742-2006, including a receipt issued by the Society for Propagation of the Gospel in Foreign Parts, 1742 (11216)
- Penhurst, marriage register, 1994-2012 (11398)
- Pevensey St Nicholas, marriage register, 2005-2012 (11820)
- Ringmer, marriage register, 2007-2011 (11486)
- Rotherfield, electoral rolls, [1920]-1971 (11388); parish magazine, 1918 (11412)
- Sedlescombe, marriage register, 2008-2010 (11509)
- Selveston with Alciston, records 1875-1996, including PCC minutes (11305)
- St Leonards, St John the Evangelist, records, 1920-2011 (11251)
- St Leonards, St Matthew Silverhill, election of first parish meeting, 1894 (11429)
- St Leonards, St Peter, marriage register, 2009 (11272); marriage registers, 1990-2009 (11212); records, 1878-1945 (11471)
- Stone Cross with North Langney, marriage register, 2011-2012 (11759)
- Streat, burial register, 1814-2004 (11315)
- Ticehurst, marriage register, 1995-2012 (11399); marriage registers, 1971-1996 (11410)
- Waldron, specifications for the repairing and enlargement of the church, 1862 (11331)

- Warbleton, marriage register, 2003-2013 (11776)
- Westmeston, highway ratebook, 1836-1843 (11566)
- Willingdon, records, 1963-2014 (11828)
- Winchelsea, papers of the Revd Canon Howard Cocks, 2004-2006 (11824)
- Withyham, marriage registers, 1990-2013 (11687)
- Withyham St John the Evangelist, vestry minutes, 1892-2005 (11407)
- Wivelsfield, records, c1990-2013 (11800)

Other Churches:

Catholic:

- Crowborough, Church of St Mary Mother of Christ, marriage register, 2007-2012 (11688)
- Eastbourne, Our Lady of Ransom, minutes of the Guild of the Blessed Sacrament, 1929-1964; accounts, 1913-1960, history of the Triple Trust, 1889 (11339)
- Seaford, St Thomas More Catholic Church, marriage registers, 1980-2013 (11485)

Methodist:

- Records, 1946-2012, including minutes of Eastbourne Central Methodist Church Choir committee, and Eastbourne Circuit Choir (11350)
- Haywards Heath Methodist Church, magazines, 2007-2012 (11583)
- Newhaven, St Michael (shared with the Anglican Church), marriage register, 2005-2009 (11558)
- Seaford Methodist Church, marriage registers, 1907-2001 (11563)

United Reformed:

- Boreham Street Congregational Chapel, trust deed, 1835 (11436)
- Burwash United Reformed Church, trust deed, 1865 (11435)
- Eastbourne, Pevensey Road United Reformed Church, deed of the site for the branch chapel at Friday Street, Westham, 1867 (11437)
- Hastings, Robertson Street Chapel, marriage register, 1976-2005 (11524); marriage registers, 1945-1976 (11448); records, [1785]-2010, including The Croft, Redlake Church, Robertsbridge Chapel and Dallington Chapel (11476)
- Heathfield, Union Church, marriage register, 1982-2009 (11434)
- St Leonards Congregational Church, records, 1863-2006 (11690)
- Seaford United Reformed Church, marriage registers, 1899-1990 (11562)

Society of Friends:

- Sussex East Area Quaker Meeting (formerly Lewes Monthly Meeting), records, 1934-2003, including Lewes Monthly Meeting marriage registers, 1973-2003 (11740)

Other churches:

- Eastbourne, Kings Centre, marriage register, 2009-2012 (11760)
- Hastings, King's Church, The Hastings Centre, The Ridge, marriage registers, 1996-2004 (11447)

Schools and Colleges (see also County Council and Ecclesiastical Parishes):

- Chiddingfold School, letters from the National Society, 1849 (11536)
- Eastbourne Training College, group photographs, 1959-1961 (11237)
- Eastbourne, Bonn School, prospectus, c1910 (11720)
- Eastbourne, Cavendish School, governors' minutes (11421) and records (11344), 1985-2006
- Hailsham Community College, pupil record cards, 1971-1983 (11554)
- Hollington Junior School, St Leonards, governors' minutes, 1993-1997 (11620)
- Lewes, County Grammar School for Girls, school magazines, 1956-1957 (11425)
- Lewes, Mountfield Road Senior Boys School, school photograph, 1939 (11228)
- Little Horsted CE School, records, 1863-1989; Isfield CE School, records, 1896-1950 (11318)
- Peacehaven, Hodder Junior School, records, c2000 (11815)
- St Leonards, Convent of the Holy Child Jesus, photographs, 1930s (11504)
- St Leonards, The Grove, governors' minutes, 2004-2011 (11275)

- Stonegate CE School, scanned photograph of winners of Smaller Schools Choral Challenge Shield, 1928 (11669)
- Streat National School, managers' minutes, 1903-1932 (11565)
- Uckfield Grammar School, programme of entertainment, 1889 (11590)
- Uckfield, Holy Cross CE School, records 1988-2011 (11337)

Solicitors:

- Andrews and Bennett of Burwash, clients' papers, 1593-1903 (11739)
- Blaker, Son and Young, Lewes, records, 1541-1985 (11400)
- Malcolm Wilson and Cobby, client papers, [1897]-2005 (11351)
- Herington Pearch and New, Hastings, schedules of deeds, 1927-1936 (7030)
- Mitchells, Bexhill, research concerning the ownership of the riverbed of the River Ouse below the median high tide mark, 1989 (11611)
- Slatter, Son and More: tenancy agreement for The Rectory, Little Horsted, 1951; 6 Arundel Terrace, Brighton, 1907-1912 (11579)
- Sprotts, Mayfield, letters from London agents Palmer, Palmer and Bull, Bedford Row, London, 1853-1864 (11537)
- Stone, R, Mayfield, two letters, 1814 (11551)
- William Dawes, Rye, firm's records and clients' deeds and papers, 18th-20th centuries (11381)
- Young, Coles and Langdon, Hastings, deeds, 1807-1972 (addnl) (11783)

Other business records:

- The Dicker Pottery, DVD of a conversation with the last potters, 2013 (11775)
- East Sussex Growers, photographs of depot at Polegate, 1948 (11588)
- Farncombe and Co Ltd, printers, printed report and balance sheet, 1913 (11639)
- James Woodhams and Son, Battle, valuation books, 1875-1900 (11477)
- Kenneth Clark Ceramics, papers and examples of work, c1950-2000 (11794)
- London, County and Westminster Bank, Newhaven, signature book, 1901-1935 (11470)
- GW Piper, Ridgewood, Uckfield, nurserymen, printed catalogue of roses, c1905 (11478)
- *Radio Times* archive photographs, 1950s (11248)
- Tinlings, accountants, 69 Terminus Road, Eastbourne, records 1895-1959, including vouchers-to-account of JH Maggs and Co, printing, engraving and stationery works, (11336)

Manorial:

- Ashburnham manors, rental, 1875 (11236)
- Battersden in Mayfield, Icklesham, Netherfield and Tillingham (copies), 1479-1735 (11699)
- Berwick, court roll (copy), 1368-1372 (11817)
- Framfield, records, 1645-1936, and other records, 1856-1936 (11774)

Estate and Family:

- Angus, Peggy, artist, curriculum vitae, c1945 (11721)
- Ashburnham Estate, letter from Anthony Tatlow regarding coal and copper mining in South Wales, 1807 (11223); letter from Joseph Pennington, Kitchenham Farm, 1801 (11397)
- Blaker, John of Lewes (1774-1851), diary, 1847-1849 (11346)
- Bodichon, Barbara Leigh Smith, letter to Dr Frederick Bagshawe, c1880 (11719)
- Busey, William Ernest, Mayor of Newhaven, scanned copy of speech on the Silver Jubilee of George V, 1935 (11361)
- Carter, Norman and Maisie, of Kingston, correspondence and papers, 1930s-1990s (11788)
- Courthope of Whiligh in Ticehurst, fragments of deeds, c1582-1598 (11754); Anna Courthope, letters, 1859-1875 (11557)
- Cribb, Joseph (1892-1967), sculptor and letter-cutter, apprenticeship indenture and associated letters, 1906-2013 (11660)

- Crowborough Warren Estate, minutes of meetings of owners, 1898-1913 (11513)
- Curteis of Windmill Hill Place in Wartling, correspondence, 18th - 19th cent (11241); Edward Jeremiah Curteis, notice to make suit of court, manor of Kechenour, 1820 (11396); letter from Reginald Curteis to Herbert Curteis of Battle, 1841 (11459)
- De La Warr of Buckhurst in Withyham: papers (addnl), c1826-2012 (11382); marriage settlement of Lionel Charles Cranfield Sackville, Viscount Cantelupe, with Dorothy Heseltine, 1890, and associated papers (11603); copy warrant for payment signed by Sir Richard Sackville, 1561 (11637)
- Egerton of Mountfield Court, humorous illustrated letters from Sir Clements Markham, explorer, to Miss Mary A Egerton, 1871 (11465)
- Elphinstone of Ore Place, letters, 1832-1851 (11738)
- Francis family of Strood, photographs and reminiscences of the Wrens Warren Camp, Hartfield, 1940-1945 (11327)
- Frant, Ely Grange, photograph album, 1898 (11650)
- Gasson, Charles, letter to his family in Rye, 1869 (11500)
- Grantham of Barcombe, newscutting and letters concerning the death of Captain FW Grantham, 1915 (11313)
- Hancock Nunn of Lealands House in Hellingly, records including James Lyne Hancock Ltd, rubber manufacturers, c1900-2010 (11697)
- Haremare Estate, Etchingham, deeds, 1697-1871 (11495)
- Harmer and Kenward families, farmers, Hamsey, papers, [1590]-1997 (11584)
- Hay of Glyndebourne, probate inventory John Hay of Herstmonceux, 1605 (11345)
- Houghton, John, research papers, 1980s (11651)
- Levick, George Murray (1876-1956), papers (addnl) including photo album, c1930-1960 (11604)
- Lower, Mark Antony, of Lewes, copies of letters to Charles Warne FSA, 1860 (11736)
- Mannington, John, and his son William, of Waldron, bailiffs of the Horam Estate for the Dyke family of Lullingstone in Kent, accounts, 1753-1781 (11242); papers and correspondence, 18th-20th cent (11390)
- Mantell, Gideon, letter to Mark Antony Lower concerning early plans for a museum in Lewes, 1850 (11484); letter to William Cunningham of Devizes, geologist, 1850 (11654)
- Meads, Mrs Christina, former Mayor of Bexhill, album of newscuttings concerning her career, 1934-1952 (11474)
- Mellor, Valerie, of Piddinghoe, lecturer and local historian, papers, 19th cent - 2012 (11279)
- Newton, Carl, former County Archivist, family and professional papers, 1869-2007 (11303)
- Ockenden, Dr Michael, colour slides of buildings in East Sussex, and Brighton and Hove, 1969-1983 (11608)
- Pelham of Stanmer, copy correspondence and papers, 1776-1969 (11680)
- Peters, John, of Ashburnham, blacksmith, accounts, 1892-1920 (11497)
- Rainier, Elizabeth, of Chailey Place, letter, 1839 (11713)
- Ray, John Ernest of Hastings (1873-1951), solicitor, papers and photos, c1880-1950 (11698)
- Reeves of The Hale, Chiddingly, deeds and family papers, 1608-1956 (11389)
- Robinson, George A, postcards and photographs, c1820-1968 (11239)
- Rowland Hawke Halls, architect, photocopy papers, c1910-1915 (11527)
- Sayers, Frank (1913-1991) of Eastbourne, letters while on service during the Second World War, and photographs, 1920s - c1950 (11771)
- Sheffield Park Estate, diary of head gardener, WT Moore, 1896 (11431)
- Tennyson-d'Eyncourt of Carters Corner Farm, Hellingly, cartoon, 1938 (11682)
- White, Peter WC of Chiddingly, papers relating to the Carey family, [1849]-1993 (11215)
- Wallis, Nurse Marjorie Helen Katrine, First World War autograph book, 1915-1917 (ACC 11857)

- Wimshurst of Brenchley in Kent and Mayfield, letters, 1844-1850 (11823)
- Wightman, Muriel Ivy, Queenwood College, Eastbourne, autograph book, 1909-1913 (11353)
- Young, William, travelling from Hartfield to Canada, transcript of diary, 1854-1855; genealogical notes concerning the Dancy and Holder families, 2012 (11480)

Charities:

- Hastings Charities, records, 20th cent (11267)
- Worrall and Fuller Exhibition Fund, records, 1602-1988 (11252)

Clubs, societies and associations:

- A27 Action Group newsletters, 2002-2005 (11617)
- *Ale and Hearty*, oral history project on the history of the Sussex brewing industry, 2013 (11797)
- Broad Oak Horticultural Society, records, c1980-2011 (11256)
- Chailey Commons Society, records, [1915]-2003 (11253)
- Church Patronage Trust, records, [1826]-1916 (11633)
- East Sussex Association of Blind and Partially Sighted People, records, 1924-2007 (11768)
- East Sussex Federation of Women's Institutes: article concerning the Regency Group, 2006 (11827); Jevington and Filching WI scrapbooks, 1953-1994 (11427)
- East Sussex Pony Club papers, 1952 (11616)
- Fairwarp Village Hall, records, 2010-2012 (11352)
- Friends of Lewes, minutes of the Executive Committee, 2006-2010 (11221); minutes, 1996-2006 (11269)
- Friends of Newick Health Centre, newsletter, 2000 (11664)
- Gorrings, sale particulars, 1970s (11735)
- Hailsham East Community Centre and Trust, records, 1996-2007 (11501)
- Hastings and St Leonards, papers relating to various voluntary groups, 1890-1970s (11287)
- Lewes FC, records including programmes and recordings of matches, 1969-2009 (11387)
- Lewes Little Theatre: records, 1962-2012 (11343); 2012-2013 (11694) (addnl)
- Lewes Probus III Club, 1994-2012 (11743)
- Masonic: Andredesweald Lodge, General Purposes Committee minutes, 1976-2003 (11745); Pride of Sussex Lodge, minutes, 1994-2004 (11746); Wellington Lodge, attendance registers and membership lists, 1948-2011 (11684)
- Mid-Sussex Football League, records including minutes, 1900-2000 (11220)
- Nicholas Yonge Society, minutes, reports and programmes, 2002-2011 (11283)
- Pestalozzi International Village Trust, records, 1948-2009 (10461)
- Ringmer History Study Group, records 1933-1936, including a photograph of Glyndebourne tenants and employees (11255)
- Robertsbridge History Group, publications, 2005-2006 (11244)
- STAMCO football club, Hastings: programmes, 1991-1995 (7031)
- Sussex Archaeological Society, papers 1877-c1950, including printed minutes of special committee to honour Mark Antony Lower, 1877 (3873)
- Sussex Record Society, minutes, 1991-2007 (11214)
- Sussex Yeomanry, postcards of training camps, Lewes, 1912-1914 (11685)
- Uckfield and District Preservation Society, papers (11538)
- Wealden Buildings Study Group, site visit notes, 2012 (11499); 2013 (11763)
- Wivelsfield History Study Group, minutes, 1992-2013 (11801)

Maps and plans:

- Admiralty chart showing Beachy Head to Dungeness (printed), 1967 (11658)
- Barcombe Mills, plan by EH Fuller, 1916 (11354)
- Barcombe, copy of The National Archives version of the tithe map, 1839 (11822)

- Bexhill, Cooden Beach Hotel, floor plans, c1912 (11544)
- Central and East Sussex and Surrey, printed map, c1880 (3876)
- Etchingam and Salehurst, sale plan of the Haremere Estate, 1928 (3875)
- Futcham in Lamberhurst, 1697; Crowhurst Park, 1744; Glassye Farm Beckley, 1771 (11444)
- Hartfield and Withyham, sale plan of Lower Holywych Farm, 1934 (11541)
- Hartfield, Cansiron Farm, architect's drawings, 1861 (11730)
- Newhaven, map by William Figg, 1824 (11826)
- Pett, plan of John Thorpe's cottage by John Banks, schoolmaster, Hastings, 1830 (11483)
- Plumpton Plain earthworks, plans and sections, c1920 (11648)
- Rotherfield and Withyham, sale plan of the Birchden Estate, c1880 (3874)
- Streat and Westmeston, Mrs Lane's Streat Place, The Goat and Westmeston Farms [by William Figg], c1810 (11462)

Title deeds (see also Solicitors, and Estate and family):

- Alfriston, estate of the Wilson family, builders, [1922]-1993 (11629)
- Bexhill, covenant to repair road (Barton and Papillon), 1858 (7033)
- Burwash Common, The Bough, 1743-1922 (11384)
- Ditchling: Honeywood Farm and Great Benfield, 19th cent (11706); properties including East End Lane, 1595-1667 (11516)
- Eastbourne and Hastings, including site of Martello Tower 68, [1677]-1926 (11652)
- Hastings: 13 Stone Street, [1812]-1958 (11367); 40 Alfred Road, 1866-1987 (11784); conveyance of two plots of land in Mount Pleasant Road, 1873 (11727); lease of 8 Linton Road, 1911 (11676); property including the South Saxon Hotel, 1855-1861 (11731)
- Hellingly, Horeham Court, sale agreement, 1935 (11723); Great Sherpat, 1705 (11451)
- Laughton, Bluebell Inn at Shortgate, 1802-1843 (11332)
- Lewes: 105-106 High Street, [1834]-1985 (11762); 44 Southover High Street, [1722]-1982 (11678); [22] High Street, 1714 (11506); property on the east side of Fisher Street, 1826 (11463)
- Maresfield, cottage and land at Fairwarp on Ashdown Forest, 1893 (11505)
- Mayfield, Wartling, Hailsham and Pevensey, various properties, 1694-1937 (11254); farm near Frogshole in Mayfield, 1779 (11413)
- Newhaven, 8 Rose Walk, [1866]-1946 (11247)
- Northiam, leasehold cottage at Clench Green, 1751 (11517)
- Pett, former Thatcher family manors, 1656 (11338)
- Ringmer, Lion Cottage, Broyle Lane, 1716-1956 (11587)
- Salehurst, Clintons Fields and Margon Croft, 1646-1724 (11274)
- Ticehurst, mortgage of three houses at Three Legged Cross, 1875 (11729); The Fords, copy deeds, 1825-2002 (11226)
- Wadhurst, Forge House, Sparrows Green, [1735-1920] (11681)
- Waldron, Little London Farm, 1776-1935 (11777)
- Warbleton, copy trust deed of the Dunn Village Hall, 1934 (11632); deeds of Fern Villas, 1736-1967 (11515); Little Bunces, 1712-1777 (11662)
- Whatlington, mortgage bond, 1792 (11782)
- Winchelsea, The New Inn (formerly The Bear), 1811 (11360)

Other records:

- Album of postcards and photographs showing Alfriston, East Dean and the Cuckmere valley, 1920s (11455)
- Barcombe Roman Villa, pamphlet concerning excavations, 2006 (11656)
- Battle, sale particulars for various properties, 1809 (11805)
- Bexhill, scrapbook concerning musical events in the area, 1899-1902 (11414)
- Bodiam Castle, photographs, c1950 (11607)

- Brighton, Hove, Maresfield, Rottingdean and Uckfield, documents and photographs, c1750-1900, including petitions of the inhabitants of Maresfield and Uckfield, c1750, photograph of The Geisha Tearoom, Rottingdean, c1910 (11671)
- *British Railways Magazine* containing an article on Lewes Station, 1955 (11446)
- Browne and Crosskey, Lewes, bill issued to W Strivens, Glynde, 1919 (11623)
- Buxted apprenticeship indentures; 1769-1806; letter from Wastel Brisco to Howarth and Co, Ripponden, 1831 (11808)
- Chailey, account of the history of Chailey Place (formerly Brookhouse), 1906 (3877)
- *Portrait of a Parish 2012*; Chalvington with Ripe, second edition, 2012 (11358)
- *County Council Gazette* containing an article on the establishment of the Seven Sisters Country Park, 1971 (11586)
- Crowborough, poster advertising sale of the estate of Walter S Dier deceased, 1942 (11475)
- Duddleswell Stores and Post Office, postcard, c1960 (11792)
- East Hoathly, notes, interesting facts and stories by the Revd Harry Harbord, 1905-1922 (11630)
- Eastbourne: 64, 66, 68 and 70 Church Street, sale particulars, 1883 (11306); copy postcard of Meads Road, 1907 (11795); photographs, 1987-2000, including the Coach Booking Office, Cavendish Place (11363); sale particulars for grazing and arable land, 1792 (11591); photograph album showing visit of George V and Queen Mary, 1935 (11472); photograph of Beachy Head, 1887 (11525); photographs including St Bede's School, Eastbourne, with Christopher Martin Jenkins (former BBC cricket correspondent), c1930 - 1960 (11744); photographs of Eastbourne pier, esplanade and Grand Parade, 1871 (11708)
- Etchingham, recordings of reminiscences recorded by Ken Thomas, 2012 (11288)
- Framfield, High Cross, photographs, c1960 (11433); Locks Farm in Halland, inventory and valuation of tenant right, 1961-1962 (11725)
- Glynde, FW Lusted, Post Office, Glynde, two receipts, 1931-1934 (11610)
- Glyndebourne, publicity material and programmes, 1956-1984 (11790)
- Guidebook to Seaford, Newhaven and Lewes, c1920 (11737)
- Hailsham, printed inclosure award, 1855 (11492)
- Hastings: watercolour of the castle, 1879 (11376); engraving taken from the Battery, 1810 (11528); meteorological observations, 1934-1939 (11803); Pain's Presents House Ltd, catalogues of men's clothing, 1940s (11340); photographs of the war memorial, Alexandra Park, and the clock house, Maze Hill, c1930 (11577)
- Heathfield, Holy Cross Priory, history, c1980 (11716)
- Historic building surveys by Paul Reed of Hastings, 1995-2011 (11765)
- The Hoads of Alciston, compiled by RJ Hoad, c1980 (11606)
- Hollington, pencil drawing of Hollington Church, 1877 (11482)
- Horam Manor Farm, photocopy papers of Jack Simmons Merricks relating to the sale in 1957, 1955-2010 (11781)
- Letter to the trustees of Fisher Bradfield from John Gill and Tilden Smith, Battle, concerning money owed for gunpowder, 1820 (11383)
- Henry Samuel King, Brighton, publisher and bookseller, letter, 1841; Alexander Cheale, Uckfield, engineer, letter, 1851 (11793)
- Lewes: posters and printed material, 1816-c1940, mortgages of The St James Restaurant, Brighton, 1905 (11473); sale particulars for Pelham House, 1850 (11342); Lewes Town Model, working draft report, 2010 (11649); Lewes Arms, calendar, 2001 (11609); papers concerning Westgate Street and the Round House, [1830]-1999 (11612); print showing a panorama of Lewes, c1810 (11753); postcards of oxen teams ploughing near Lewes, c1880 (11292); photograph album including Lewes area and Dorset, c1896 (11514)
- Luxford, John, of Winchelsea, letter from Matthew Michell, London, 1788 (11481)
- George Meek (1868-1921) of Eastbourne, book and research papers, c1995-c2005 (11380)

- Newhaven, souvenir pictures, c1930 (11362)
- Oil painting of Southerham Cement works, by George Kirk, c1960 (11670)
- Pevensey: pageant script and postcards, 1908-1914 (11245); photographs including the Red House and Martello Tower, c1900 (11406)
- Plumpton House History Project, records, 2012 (11273)
- Printed guides, including Bexhill Costume Museum and Bentley, 1980s - 1990s (11405)
- Publicity leaflets for Expo Sussex 68 exhibition, and Horam Week 1969 (11769)
- Robertsbridge Aviation Society, membership leaflet, c1990 (11659)
- Royal Sussex Regiment, scanned photographs, c1916 (11408)
- Rye, letter from Smith Hicks Co, 1845 (11453)
- Sale particulars, Plumpton Place and Limekiln Cottages, Ditchling, c1960-1968 (11246)
- Scanned invitation to Firle Hill Climb issued by the Bentley Drivers Club Ltd, 1954 (11302)
- Senlac; a verse-narrative of the Battle of Hastings, by Derek Bourne-Jones, 1978 (11605)
- South Downs Campaign, newsletters, 2002-2007 (11614)
- St Leonards-on-Sea, publicity leaflet for The Cliff House, Hotel, 1950s (11601); Convent of the Holy Child Jesus, postcard, c1930 (11717)
- Telscombe Cliffs, postcard showing Medway, c1930 (11675)
- Ticehurst, Whiligh House, sale particulars, 2010 (11589)
- Uckfield, Ringles Cross Inn, inventory and photograph, 1898 (11349)
- Udimore, watercolour of Knellstone, Rye Road, 20th cent (11624)
- Wadhurst: Wadhurst Park, print, 1884 (11415); letter from GW Dodds, enclosing a photograph of [the Boscobel Oak, Shropshire], 1869 (11452); valuation of Penny Bridge and Bassetts Farm, 1835 (11722)
- Whatlington Wesleyan Chapel, copy postcard, 1907 (11767)
- Wilmington, reminiscences of Jim Page and Mick Battle, c2004 (11613)

Brighton and Hove Accessions

A list of the principal Brighton and Hove accessions received between April 2012 and the end of March 2014. The accession number of the documents is given in brackets; not all deposits are yet listed in detail and may not be available for consultation, and others may be listed under permanent references.

Brighton and Hove City Council:

- Brighton Borough Council: deeds of waterworks, School Board buildings, domestic properties and leases of properties at Brighton Marina, c1800-c1969 (11748); plans from various departments, c1900-c1975 (11213); Brighton town plans, c1875 (11326); files relating to HIV and AIDS community service provision, 1989-1997 (11761); letters to town clerk Lewis Slight from the United Sisters Benefit Society, 1846 (11489), and John Kirchner, musician, 1854 (11502); programmes for shows at the Brighton Centre and The Dome, Brighton, 1975-1979 (11638); election notice, 1841 (11456); Architects' plans, 1970s-1980s (11314); Engineer and Surveyor's plans, 1936-1967 (11308); Brighton History Centre, books, 1800-2013 (11567); Burnt Mill House, patient referral papers, c1970-c1985 (11386)
- Brighton Commissioners, scanned letter sent by D Lloyd, proprietor of the New Ship Tavern and Hotel, 1828 (11510)
- Brighton and Hove Council, scrapbooks relating to the bid for city status, c2000 (11290)

Health Authorities and Hospitals:

- Brighton County Borough Mental Hospital, regulations and orders and annual report (11628)
- Lady Chichester Hospital, case-files of patients referred from local hospitals, 1975-1988 (11385)

Magistrates' Courts:

- Scrapbooks relating to the Brighton trunk murder and albums of photographs presented as evidence during other murder trials, 1930s (11286)

Ecclesiastical Parishes:

- Aldrington, St Leonard and St Philip, records, 20th cent (11806)
- Bevendean, Holy Nativity, baptism register, 1994-2006 (11377)
- Portslade, St Andrew, marriage register, 1971-1991 (11663)
- Stanmer and Falmer, marriage registers, 1966-2011 (11271); PCC minutes, 1977-2006 (11379)

Other Churches:

- Brighton Tabernacle, Montpelier Place, marriage register, 1968-1986 (11734)
- City Gate Church, London Road, Brighton, marriage register, 1995-2011 (11677)
- Gloucester Place Baptist church, marriage register, 1985-2011 (11357)
- Hollingbury Methodist church, marriage register, 1980-1997 (11370)
- New Road Chapel, Brighton, handbill for a sermon by Revd Thomas Madge, 1841 (11402)
- Patcham, Meeting Room, marriage register, 1999-2011 (11409)
- Unitarian Church, Brighton, appeal for funds, 1833 (11393)

Schools (see also Ecclesiastical Parishes):

- BHASVIC Past and Present Association (formerly the London Old Boys War Memorial Scholarship Fund), 1917-2000 (11439)
- Brighton, Brandon School, concert programmes and photographs, 1916-1928 (11507)
- Brighton and Hove Schools' Ofsted reports, c2000-c2006 (11636)
- Brighton Technical Secondary School, school photographs, c1950-c1965 (11704)
- Brighton, Downs Junior School, records, c1900-c1990 (11324)
- Brighton, St Aubyn House School, Montpelier Crescent, advertising handbill, c1863 (11454)

Solicitors:

- Attree and Co, Brighton, letter from M Lee regarding payment of interest, 1813 (11812); letter, 1806 (11804); letters, 1806-1839 (11816); letter regarding the guardianship case of Hibbert and Hibbert (11356); letter, 1846 (11467); letter from Richard Attree at Liss, Hampshire, 1811 (11249); letter, 1810 (11468); letter, 1828 (11469); letter, 1826 (11535); letter, 1841 (11392); letters, 1812 and 1843 (11224); letters, 1821-1834 (11395); letter from G E Wood to Somers Clarke of Attree Clarke and Co, 1827 (11378); letter to Somers Clarke from John Tribe, Shoreham, 1838 (11310); letter, 1835 (11710); letter, 1848 (11712); letters, 1833-1841 (11711)
- Henry Brooker, accounts with Miss Deborah Mighell, 1787 (11714), 1788 (11810)

Other business records:

- Astoria cinema, Brighton, scrapbooks, c1947-1955 (11442)
- Brighton Aquarium, letters, c1873-c1884 (11488)
- *Brighton Herald* negatives, 1947-1949 (11696)
- Gooch, John, of Brighton, architectural drawings, 20th cent (11222)
- Nightingale Theatre, Brighton, promotional material and press cuttings, c2001-2013 (11807)
- Theatre Royal Brighton press cuttings, c2005-c2010 (11284); playbill for *Iron Chest and Obi, or three fingered Jack*, 1839 (11796); playbills, 19th cent (11733); 1861 (11521); 1830 (11227)
- William Peters and Sons, suppliers of office equipment and stationery, ledgers, c1920-c1960 (11285)

Estate and Family:

- Borrer, William (1781-1862), botanist, diary, 1831 (11673)
- Braid, Donald, employee of Allen West Ltd, Brighton, papers, c1940 (11325)
- Earp family photographs, c1880 (11207)
- Hamilton, Emma Bourrie (1878-1952), memoir *Schoolmarm's Scrapbook*, c1947 (11270)
- Harris, Nellie, (née Poulton) of Brighton, memoirs, c1918-c1932 (11374)
- Longley, Thomas Douglas James, (1917-2005) of Bevendean, papers, c1948-2005 (11330)
- Marsh, John William, (1906-1980), Brighton, teacher, photos and papers, 20th cent (11773)
- Michell, Revd Henry, vicar, commonplace book, 1740s-1784 (11705)
- Mure, Alexander, copy of sketchbook showing views of Brighton, 1816-1817 (11493)
- Pratt, RJ, reminiscences, 1899-1974 (11766)
- Saunders family photographs, c1880-c1915 (11206)
- Strong, David, papers relating to Montpelier College, Brighton, 1945-1948 (11309)
- Summerfield, Dora (1926-2012), papers, c1988-c2011 (11655)
- Tadd, Malcolm, of Moulsecoomb, memoirs, 1939-1945 (11814)
- Tamkin, Brenda, of Withdean, letters to Lieut. Henry Hayward-Surry, Mhow, India, 1943 (11715)
- Watkinson, Ray (1913-2003), art-teacher, socialist and secretary of the William Morris Society, papers, c1930-2003 (11432)

Charities:

- Brighton Law Centre, records, 1978-1994 (11819)
- Brighton Ourstory, records, c1970 - c2012 (11641 and related accessions)
- Percy and Wagner Almshouses, Brighton, deeds, 1795-1952 (11457)
- Rotary Club of Brighton, 1913-2013 (11772)

Clubs, societies and associations:

- Brighton amateur dramatic theatre programmes, 1953-1963 (11511)
- Brighton and County Harriers, athletic meeting programmes, 1905-1906 (11291)
- Brighton and Hove Albion Football Club supporters' magazine, c1995 - c2005 (11791)
- Brighton and Hove Palestine Solidarity Campaign papers, c2003-2009 (11764)
- Brighton and Hove Pensioner Action, minutes and newsletters, 2007-2012 (11751)
- Brighton Camera Club, minutes and prints, 1998-2013 (11742)
- Brighton Playhouse programmes, 1947 (11718)
- Brighton Swimming Club, scrapbooks compiled by Robin Tasker, 1949-1951 (11371)
- Brighton Tigers, photographs and blazer badge, 1930s - 1950s (11298)
- Fiveways Artists' Group, Brighton, c1972 - c2012 (11802)
- Portland Road (Hove) Methodist Youth Club, 1946-2012 (11440)
- RFC/RNAS Club Brighton, 50th jubilee dinner menu and ticket, 1968 (11672)
- Sussex Lawn Tennis Association, records including minutes, c1921-c2011 (11747)
- West Pier Trust, papers (addnl), c1900 - c2010 (11700)

Maps and plans:

- Brighton Workhouse, Elm Grove, plan, c1860 (11243)
- Turkish Baths, West Street, Brighton, floor plans, 1869 (11487)

Title deeds (see also Solicitors, and Estate and Family):

- Aldrington, conveyance, 1882 (11225)
- Brighton: 7 Bloomsbury Place, 1872 (11809); Montrose, Preston Road, Preston, 1882 (11422); 12 Jersey Street, [1810]-1971 (11401); 150 Kings Road, 1825 (11724); 20 Grafton Street, 1854-1970 (11732); 3 and 5 Havelock Road, [1852]-1898 (11618); 37 New England Road, including papers re Markwick and Stephens families, 19th - 20th cent (11581); 8 Canfield Road, [1903]-

1999 (11373); 8 Victoria Street, 19th-20th cent (11257); New Road, 1787-1884 (11512); North Laine, 1841-1925 (11450); 18 and 19 Temple Street, 1905 (11490); various properties, including George Street Brewery, 1804-1896 (11365); Willett Estate conveyance, 1895 (11491)

- Brighton and Henfield, 18th-20th cent (11750)
- Brighton, Portslade and Rottingdean, [1845]-1980 (11582)
- Brighton (including sites in Hilly Laine and Little Laine) and East Grinstead, 1819-1879 (11300)
- Hove: 35 Denmark Villas, 1874-1950 (11580); 44 Selborne Road, [1794]-1880 (11653)
- Preston, Roedale Road (formerly Roedean Road), [1854]-1936 (11813)

Other records:

- Apprenticeship indenture and conditional surrender, 1820-1872 (11683)
- Apprenticeship certificate of Benjamin Paul of Brighton to Anthony Smart, builder (11460)
- Apprenticeship of Samuel Hammond to John Fabian of Brighton, builder, 1824 (11728)
- Brighton: early photographs, 1858-1860s (11674); guide, 1794 (11818); glass plate negatives of panoramic scenes near Dyke Road and the Race Hill, 1910 (11494); Brighton Hippodrome programme, 1914 (11420); Kings Road, stereoscopic view looking east, c1865 (11503); photographs showing storm damage, Oct 1987 (11372); Portland House Hotel, Regency Square, tariff and souvenir brochure, c1925 (11301); sale particulars of 22 Sillwood Place, 1856 (11622); Savoy Cinema, souvenir programme commemorating the opening, 1930 (11464); sporting and theatrical programmes, c1947-c1960 (11498); theatre programmes, c1930-c1970 (11707)
- Brighton and Eastbourne theatre programmes, c1910-1960 (11443)
- Brighton and Hove, documents of unknown provenance found during the move to the Keep, 1835-1960 (11627)
- Chain Pier Bazaar, notes on the owners Alfred Harcourt Penny and Hugh Snelling, 2013 (11519)
- Evershed, GH, certificate awarded 1972 (11825)
- Hotel Metropole, New Year's Eve menu, 1940 (11391)
- Hove, plans of a proposed ARP reservoir at Palmeira Square, and deeds of 19 Goldstone Crescent, 20th cent (11233)
- Letter from Rebecca Spicknell, with a letterhead showing Kings Road, Brunswick Baths and Western House, Brighton, 1851 (11811)
- Moulsecoomb and Coldean, photographs, c1935-c1955 (11355)
- Moulsecoomb, photographs of St George's Hall, Newick Road, 1977 (11749)
- Ordnance Survey photographs of the junction of Wilson Avenue, Roedean Road and Bristol Gardens, Brighton, c1951 (11542)
- Palace Pier programme for a production of *At Mrs Beams*, 1926 (11299); theatre programme, c1901 (11403)
- Postcards including Brighton and Hove, c1900-1937 (11741)
- Probates, various, 1890-1943 (11585)
- Rottingdean, surveyor's notebook relating to sea defences, 1899 (11615)
- Scrapbooks of various theatre societies, Brighton, c1947-c1966 (11560)
- Shoreham Customs book, 1820 (11576)
- *Sussex Daily News*, 1907-1913 (11417)
- Theatre programmes and ephemera for local events, including Brighton Philharmonic Orchestra, 1993-2009 (11778)
- *The 19th Century Vicarages of Preston Parish, Brighton [1800-1873]* by A D Baker, 2012 (11359)



Front cover: Her Majesty meets staff from The Keep at the official opening

Back cover: Map of Newhaven Harbour by William Figg, 1824 (AMS 7046)