

22/1		Queen Margaret College Settlement Association (QMCSA)
22/1/1	1907	History
22/1/1/1	1907	<i>Chronology of Events in the Growth of Queen Margaret College Settlement, Glasgow, 1897 to 1907</i> Printed leaflet, dated June 1907. 4p. Annotated in pencil 'Helen Rutherford, 17 Huntly Gardens, Glasgow, N2.' Condition: torn along folds, fragile .
22/1/2	1897	Memorandum and Articles of Association
22/1/2/1/1	Late 19 th century	<i>Memorandum of Queen Margaret College Settlement Association</i> . Manuscript, n.d. 4p.
22/1/2/1/2	1897	<i>Queen Margaret College Settlement Association. Memorandum and Articles of Association</i> . Dated 9 November 1897, 11p. Manuscript with various annotations and amendments.
22/1/3	1897-1935	Minute Books of Executive Council Committee met approximately weekly, sometimes fortnightly to discuss issues, appoint staff, and hear reports from different areas of the Settlement. Sending schedules to members, inviting co-operative ventures, personal work within the community. The Council drew up Articles of Association and Constitution.
22/1/3/1	1897-1901	Minute book No. 1 November 1897 - February 1901 With two enclosures.
	22/1/3/1/1	1897 Report of the Interim Executive Committee, 1897. Manuscript, 4p. Inserted at first leaf.
	22/1/3/1/2	1898 Autograph Letter to Miss McMillan, Secretary of QMCSA from Mary J.T. Brown, Hon. Sec. of the Association for Organising Charitable Relief and Repressing Mendacity, Glasgow, dated 6 Jan 1898. 1p. Inserted at first leaf.
22/1/3/2	1901-1904	Meeting minute book No. 2 March 1901 - September 1904 With one enclosure.
	22/1/3/2/1	1904 Manuscript notes on letter headed paper of QMSA, n.d. 2p. Originally inserted at 13 Sep 1904.
22/1/3/3	1904-1908	Meeting minute book No. 3 October 1904 - October 1908 With two enclosures.

		22/1/3/3/1	1909	List of clients with occupations and their conditions. Dated 12 Mar 1909. Manuscript notes in pencil. 1p. Originally inserted 10 Mar 1908 entry.
		22/1/3/3/2	n.d.	Report of Sub Committee, n.d. 5p. Originally inserted 13 Oct 1908 entry.
22/1/3/4	1908-1913	Meeting minute book No. 4 With one enclosure.		November 1908 - February 1913
		22/1/3/4/1	1950	Postcard addressed to Miss Muriel Brunton Geddes, 1 University Gardens, Glasgow, N2, informing of the meeting of the Glasgow Association of University Women on 18 Feb 1950. Guest speaker Dr Ida Seymour of Dept of Health for Scotland. Inserted at first leaf.
22/1/3/5	1913-1917	Meeting minute book 'No. 5'		March 1913 - December 1917
22/1/3/6	1918-1922	Meeting minute book 'No. 6'		January 1918 - October 1922
		22/1/3/6/1	1934	Printed circular giving notice of Special General Meeting, 16 May 1934. 1p. Annotated: 'Vacancy Comm, 1919' on verso. Inserted at 11 Feb 1919.
		22/1/3/6/2	1921	Torn extract, showing part of Report of Executive council 1920-21, with List of Office Bearers. 2p. Inserted at 10 May 1921.
		22/1/3/6/3	n.d.	Typescript list of Office Bearers. n.d. 1p. Inserted at 11 Nov 1922.
22/1/3/7	1922-1929	Meeting minute book 'No. 7'		November 1922 - October 1929
				With one enclosure.

		22/1/3/7/1	1929	Manuscript report of Financial Committee, 1 Oct 1929. 2p. Inserted at 4 Oct 1929.
22/1/3/8	1929-1933	Meeting minute book 'No. 8' October 1929 - November 1933 With one enclosure. 22/1/3/8/1		
			n.d.	Printed rules from University of Glasgow Queen Margaret College Students' Loan Fund. n.d. 1p. Inserted at 14 Jun 1932.
22/1/3/9	1933-1935	Meeting minute book 'No. 9' December 1933 - December 1935 [For continuation see DC22/2/3/1]		
22/1/4	1897-1934	Published Annual Reports		
22/1/4/1	1897-1909	Bound collection of reports (3 rd -12 th). First report typescript bound in. Published reports begin with third report (1899-1900). Ex-Glasgow University Library stock, with usual library markings (SFG D2).		
22/1/4/2	1909-1934	Bound collection of reports (13 th -27 th). Ex-Glasgow University Library stock, with usual library markings (SFG D2). [For continuation see DC22/2/7/1]		
22/1/5	1900-1945	Property and Rents		
22/1/5/1	1900	Lease between Robert Smith Allan and Trustees for Queen Margaret Settlement Association of subjects in Elliot Street and Port Street, Anderston. Dated 22 May 1900. Manuscript. 10p. Robert Smith Allan, merchant & ship owner of R & C Allan, 171 St Vincent St, Glasgow.		
22/1/5/2	1900	Copy of Lease between Robert Smith Allan and Trustees for Queen Margaret Settlement Association of subjects in Elliot Street and Port Street, Anderston, with notes on teinds. Dated 22 May 1900. Manuscript. 15p. Concerning Anderston Girls Club. 22/1/5/2/1	1900	Manuscript notes of the Terms of Lease. 1p.
22/1/5/3	1911	Lease between Queen Margaret College Settlement Association and the Glasgow Day Nurseries Association of premises at 83 Port Street, Anderston. Typescript. 6p.		
22/1/5/4	1907	Memorandum concerning the locating of new premises after ending of lease with Mrs Lauder and Miss Allan. Premises considered, together with costs of rents, are discussed: India St., Port St., and Washington St. Dated 11 December 1907. Manuscript. 3p.		
22/1/5/5	1908-1913	Property valuation relating to Port St.		

		22/1/5/5/1	1908	Valuation by Thomas Binnie & Son of property in Port Street, Anderston. Dated 1 May 1908.
		22/1/5/5/2	1913	Amended provisional valuation of 75/83 Port St. Dated 2 December 1913. Fragile
		22/1/5/5/3	1910	Duties of Land Value. Return Glasgow 13/168. Dated 16 November 1910, with enclosure.
		22/1/5/5/4	1910	Duties of Land Value. Return Glasgow 13/169. Dated 16 November 1910, with enclosure.
		22/1/5/5/5	1910	Duties of Land Value. Return Glasgow 13/170. Dated 16 November 1910, with enclosure.
22/1/5/6	1944			Rental statement for 20-30 Clydeferry Street. Martinmas. See also DC22/2/9/3/5-7
		22/1/5/6/1-7		Enclosures
22/1/5/7	1945			Rental statement for 20-30 Clydeferry Street. Lammas.
22/1/5/8	1945			Rental statement for 20-30 Clydeferry Street. Whitsunday.
		22/1/5/8/1-5		Enclosures
22/1/5/9	1944			Rental statement for Port Street, Martinmas.
		22/1/5/9/1-2		Enclosures
22/1/5/10	1945			Rental statement for Port Street. Whitsunday.
22/1/5/11	1945			Rental statement for Port Street. Lammas.
22/1/6	1931-1944			Free Legal Dispensary [**Data Protection Act applies**] CONTAINS SENSITIVE INFORMATION. This was a scheme for providing legal aid to poor people and appointing lawyers to defend them in Glasgow Police Courts. Dispensary based at 77 Port St., Anderston, Glasgow.
22/1/6/1	1931-1932			QMCSA Free Legal Dispensary casebook Contains names, addresses, occupations and details client's issues. Small notebook with made-up index tags. Entries arranged by client.
22/1/6/2	1932-1935			QMCSA Free Legal Dispensary casebook. Large notebook. Entries by date, no index of clients. With two enclosures.
		22/1/6/2/1	n.d.	Pencil notes, 1p. Inserted between pp 135-136.

		22/1/6/2/2	n.d.	'Danger of the Dotted Line - Don't Sign Read' Printed warning pamphlet regarding hire purchase, 2p.
22/1/6/3	1938-1944	Law Society of University of Glasgow Free Legal Dispensary annual reports, correspondence and papers. Material glued to pages. Two enclosures.		
		22/1/6/3/1	1944	Report by the Convener of the Free Legal Dispensary 1 July 1943 - 30 June 1944. Typescript, with autograph signature, 1p.
		22/1/6/3/2	1944	Report presented to the Law Society of University of Glasgow, 1 November 1943 - 30 September 1944. Dated 26 October 1944, signed Alistair Lindsay. Typescript, with typescript signature.
22/1/6/4	1939-1944	Contains sensitive information. Bundle of correspondence received, with notes, concerning named individuals. Includes those from City of Glasgow Police Force, Corporation of Glasgow and other professional bodies. - Material originally held in clasp folder and marked with punch holes. Some items have been damaged due to original storage. Correspondence was kept in its respective alphabetical order. Original folder, annotated "Robert Moorhead's Trust", has been retained. The material was originally filed under client's surname and not by organisation. Not all letters of the alphabet represented.		
		22/1/6/4/1		Letters A-L (not E, I)
		22/1/6/4/2		Letters M-Z (not N, Q, V, X, Y, Z)
		22/1/6/4/3		Original folder cover
22/1/7	1897-1924	Miscellaneous		
22/1/7/1	1945-1947	Membership register giving names and addresses of members residing in C3 district of Glasgow, 3p.		
22/1/7/2	1898	Autograph letter from the Honorary Secretary of the QMCSA to the Secretary of Queen Margaret College Students' Representative Council concerning the appointment of a representative to the Executive Council. Dated 4 November 1898. 1p. With stamp addressed envelope (22/1/7/2/1).		

22/1/7/3	1924	Zodiac Fair: A Garden Revel of the Months. In aid of the funds of Queen Margaret Settlement which occurred 30-31 May 1924
	22/1/7/3/1	1924 Printed circular giving Preliminary notice of the Fair. Outlines objectives and lists those involved in organising it, 2p.
	22/1/7/3/2	1924 Printed circular detailing each stall (under the name of the zodiac) and lists members associated with each stall, 4p.
	22/1/7/3/3	1924 Hand drawn, coloured plan of the Fair. 1p.
	22/1/7/3/4	1924 Abstract of accounts, dated 14 July 1924. 1p.
	22/1/7/3/5	1924 Printed letter to all who contributed to the Fair from M.G. May, Hon Secretary, dated July 1924. 1p.
22/1/7/4	1924	Large hand drawn, coloured plan of the Fair. With pencil annotations on verso.
22/1/7/5	1908	Printed appeal letter requesting donations. List of previous donors given, dated January 1908. 4p.
22/1/7/6	1897	Second annual report of the Missionary Settlement for University Women, London, 1897. Published pamphlet, reporting on work in India. Includes photographs of women who wrote the reports. Details of contributions given by various Settlements, including Queen Margaret. Note: Staples removed from pamphlet.
22/1/7/7	1899	Autograph letter from Eleanor Lorimer, General Secretary of the Missionary Settlement for University Women, to Miss Bostock, Secretary of the Queen Margaret College Settlement, concerning new members and missionary work. Dated 2 February 1899. 1p.
22/1/7/8	1904	Autograph letter from Helen Gladstone, warden of the Womens' University Settlement, London, requesting a reference for Miss D. Wilkinson who had applied for a years training in social work. Dated 25 August 1904. 1p.

New arrangement

22/1/7		Fund Raising and Donations
22/1/7/1	1897	Second annual report of the Missionary Settlement for University Women, London, 1897. Published pamphlet, reporting on work in India. Includes photographs of women who wrote the reports. Details of contributions given by various Settlements, including Queen Margaret. Note: Staples removed from pamphlet.
22/1/7/2	1908	Printed circular appeal letter requesting donations. List of previous donors given, dated January 1908. 4p.
22/1/7/3	1924	Zodiac Fair: A Garden Revel of the Months. In aid of the funds of Queen Margaret Settlement which occurred 30-31 May 1924.
	22/1/7/3/1	1924 Printed circular giving Preliminary notice of the Fair. Outlines objectives and lists those involved in organising it, 2p.
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	22/1/7/3/6	1924 Printed letter to all who contributed to the Fair from M.G. May, Hon Secretary, dated July 1924. 1p.
	22/1/7/3/7	1924 Printed circular giving Preliminary notice of the Fair. Outlines objectives and lists those involved in organising it, 2p.

22/1/8	1898-1904	Correspondence
22/1/8/1	1898	Autograph letter from the Honorary Secretary of the QMCSA to the Secretary of Queen Margaret College Students' Representative Council concerning the appointment of a representative to the Executive Council. Dated 4 November 1898. 1p. With stamp addressed envelope (22/1/7/2/1).
22/1/8/2	1899	Autograph letter from Eleanor Lorimer, General Secretary of the Missionary Settlement for University Women, to Miss Bostock, Secretary of the Queen Margaret College Settlement, concerning new members and missionary work. Dated 2 February 1899. 1p.
22/1/8/3	1904	Autograph letter from Helen Gladstone, warden of the Womens' University Settlement, London, requesting a reference for Miss D. Wilkinson who had applied for a years training in social work. Dated 25 August 1904. 1p.
22/2/1	1934-1998	History
22/2/1/1	c. 1944	History of the Glasgow University Settlement. Typescript. 2p.
22/2/1/2	c. 1934	Constitution of Glasgow university Settlement, with annotations. Typescript.
22/2/1/3		Untitled typescript on the History of the Glasgow University Settlement. Similar text to 22/2/1/1. 2p.
22/2/1/4	c. 1966	'Universiy Settlement' by I.D. Lloyd-Jones and J.R. Watson. Reprinted from <i>College Courant</i> . 12p. 3 copies.
22/2/1/5	c.1950	'Some observations on the work of the Glasgow University Settlement'. Typescript. 7p. Talk (?) on aspects of youth work club and other work done by Settlement. Appendices cover activities of what boys do in the club.
22/2/1/6	1998	<i>Glasgow University Settlement: A Centennial History</i> , by Robert Hamilton and Jean Macleay. Published by the Dept of Continuing Education, University of Glasgow. Spiral bound, 50p.
22/2/1/7	c.1980s	Photocopy of typescript history detailing the different office locations (including photographs) of the Settlement over the years. 6p.
22/2/1/8	c.1983	Booklet: <i>The Drumchapel Years, 1963-1983</i> , by M.C.R. Buchanan and M.M. MacKenna. 15p.
22/2/1/9	n.d.	Biography of Janet Ann Galloway (1841-1909), founder of the Queen Margaret College Settlement. Single sheet, printed, 1p.
22/2/2	1934-1993	Memoranda and Articles of Association
22/2/2/1	1934	Memorandum and Articles of Association together with byelaws of Queen Margaret Settlement Association: Glasgow University Settlement. Typescript, 15p.

22/2/2/2	1935	Memorandum and Articles of Association together with byelaws of Queen Margaret Settlement Association: Glasgow University Settlement. Draft? 3 copies
22/2/2/3	1950	Memorandum and Articles of Association together with byelaws of Queen Margaret Settlement Association: Glasgow University Settlement.
22/2/2/4a	1981	Announcements of alteration to Bye-laws
22/2/2/4b	1985	Announcements of alteration to Bye-laws
22/2/2/5a	1993	Papers regarding time and place of meeting organised to amend Articles of Association and copy of amended document.
22/2/3	1936-2002	Minutes of the Executive Council
22/2/3/1	1936-1939	Minute Book No. 1: January 1936 - March 1939. Bound book with enclosures. Pages marked from rusty staples and paperclips.
	22/2/3/1/1	1939 Typescript autograph letter of warden outlining terms of service. Dated 11 March 1939. 3p. Originally inserted in Minutes for 14 March 1939.
	22/2/3/1/2	1939 Typescript autograph letter to Mrs Shaw Dunn outlining domestic service arrangements. Dated 27 March 1939. 3p. Originally inserted in Minutes for 18 April 1939.
22/2/3/2	1939-1943	Minute Book No. 2: May 1939 - October 1943. Bound book with enclosures. Pages marked from rusty staples and paperclips.
	22/2/3/2/1	1939 Handwritten Minutes of Executive Council for 31 October [1939] proposing resolutions, with 16 autograph signatures. 1p. Originally inserted in Minutes for 31 October 1939. Slightly crushed.

22/2/3/2/2	1939	Pencil notes of meeting of Finance Committee and others on 13 October [1939]. 5p. Originally inserted in Minutes for 31 October 1939.
22/2/3/2/3a-c	1941	Invalid Children's Aid Association Financial Statement annotated, with two pages of notes of expenses. Originally inserted in Minutes for 14 October 1941 at Invalid Children's Association section.
22/2/3/2/4	1942	Typescript note dated 12 January 1942 from University Settlement Nursery School. 1p. Originally inserted in Minutes for 13 January 1942.
22/2/3/2/5a-c	1942	Typescript and handwritten notes detailing expenses. 3p. Originally inserted in Minutes for 14 April 1942.
22/2/3/2/6	1942	Typescript Minutes entered after the first Meeting of Council following Miss Lochhead's death. n.d. 1p. Originally inserted in Minutes for 8 June 1942.
22/2/3/2/7a-b	1942	Two copies of letters to British Linen Bank from Executive Council detailing authorised signatures. n.d. 2p. Originally inserted in Minutes for 8 June 1942.

22/2/3/3	1943-1948	Minute Book No. 3: November 1943 - October 1948. Bound book, beginning with handwritten Minutes. From Sept 1946 Minutes are typescript and glued to pages of book. With enclosures.
22/2/3/3/1a-e	c.1944	Queen Margaret Club programme and report. 5p. Originally inserted in Minutes for 14 March 1944.
22/2/3/3/2	1944	The 'Lizzie Lochhead Neighbour's Fund' - Committee, Jan 1944. 1p. Originally inserted in Minutes for 14 Mar 1944.
22/2/3/3/3	1944	Types letter (copy) to Miss Rutherford, dated 12 Aug 1944 offering the post of Warden from 1 Sept 1944. Letter unsigned. 1p. Originally inserted in Minutes for 10 Oct 1944.
22/2/3/3/4	1945	Autograph letter from Helen Rutherford to Miss Turnbull, dated 20 Sep 1945, acknowledging her decision to retire from the Council. 1p. Originally inserted in Minutes for 9 Oct 1945.
22/2/3/3/5	1945	Autograph letter from Helen Rutherford to Mrs Shaw Dunn, dated 20 Sept 1945, regretting her decision to retire from the Council. 2p. Originally inserted in Minutes for 9 Oct 1945.

		22/2/3/3/6a-e	1946	List of names of office bearers for different areas of the Settlement. 5p. Note: page 6 is attached to Minute Book (DC22/2/3/3/6f) at 11 Dec 1946.
		22/2/3/3/7	1947	Typed note concerning the Lipton Request Fund. n.d. 1p. Originally inserted in Minutes for 11 Feb 1947.
		22/2/3/3/8	1947	Memorandum from the Warden proposing a scheme for Adult Education. 5p. Originally inserted in Minutes for 24 Feb 1947.
		22/2/3/3/9a-b	1947	Programme for the Mother's Club 1947-1948, arranged on 1 July 1947. 2p. Originally inserted in Minutes for 10 Jun 1947.
		22/2/3/3/10	1947	Agenda for the Consultative Committee for 1 Oct 1947. 1p. Originally inserted in Minutes for 1 Oct 1947.
22/2/3/4	1944-1955			Minutes (loose). Typescript pages glued to paper for inserting in arch-lever folder. Jun 1944 - Mar 1948, May 1954 - Sep 1955.
22/2/3/5	1955-1964			Minutes (loose). Typescript pages glued to paper for inserting in arch-lever folder. With autograph signatures of Christine E Macgregor (Chair). Oct 1955 - Dec 1964.
22/2/3/6	1965-1971			Minutes (loose). Typescript pages glued to paper for inserting in arch-lever folder. Dec 1965 - Dec 1971.
22/2/3/7	1972-1979			Minutes (loose). Typescript pages glued to paper for inserting in arch-lever folder. Jan 1972 - Dec 1979.
22/2/3/8				**MISSING*
22/2/3/9	1961			Notes on meeting of the Executive Council and Sir Hector Hetherington. Dated 24 May 1961. 4p.
22/2/3/10	1937-1954			House Committee Minute Book. Contain list of members of Committee Oct 1937 & 1952 with addresses. Notebook with enclosure.

		22/2/3/10/1	1954	List of members of Committee 53/54. 1p. Originally inserted at rear of book.
22/2/3/11	1937-1938	Premises <i>ad hoc</i> Committee Minute Book, 17 Feb 1937 - 14 Jun 1938. Notebook with enclosure.		
		22/2/3/11/1	1938	Expenditure on Imprest Accounts for five months to Oct 1938. 1p.
22/2/3/12	1980-2002	Minutes of the Glasgow University Settlement Executive Council, Management Committee, Annual General Meeting and other committee meeting minutes.		
		22/2/3/12/1	1980-1984	
		22/2/3/12/2	1985-1989	
		22/2/3/12/3	1990-1994	
		22/2/3/12/4	1995-2002	
22/2/3/13		*MISSING*		
22/2/3/14	1974-1983	Typescript minutes of the Glasgow University Settlement Management Committee of the Family Centre. Loose papers.		
22/2/4	1947-1969	Statements of Accounts and Balance Sheets for Glasgow University Settlement. Items 22/2/4/1-22/2/4/13 prepared by Mann, Judd, Gordon & Co. Chartered Accountants; items 22/2/4/14-22/2/4/22 prepared by Macharg & Son Chartered Accountants. Not all have explanatory notes and most cases each Fund account is detailed.		
		22/2/4/1	1947	For year ended 30 June 1947. End sheet has been from report and loose.
		22/2/4/2	1948	For year ended 30 June 1948.
		22/2/4/3	1949	For year ended 30 June 1949.
		22/2/4/4/1	1950	Statement of Accounts for year ended 30 June 1950.
		22/2/4/4/2	1950	Abstract of Income and Expenditure.
		22/2/4/5/1	1951	Statement of Accounts for year ended 30 June 1951.
		22/2/4/5/2	1951	Abstract of Income and Expenditure.

22/2/4/6/1	1952	Statement of Accounts for year ended 30 June 1952.
22/2/4/6/2	1952	Abstract of Income and Expenditure.
22/2/4/7/1	1953	Statement of Accounts for year ended 30 June 1953.
22/2/4/7/2	1953	Abstract of Income and Expenditure.
22/2/4/8/1	1954	Statement of Accounts for year ended 30 June 1954.
22/2/4/8/2	1954	Abstract of Income and Expenditure.
22/2/4/9/1	1955	Statement of Accounts for year ended 30 June 1955.
22/2/4/9/2	1955	Abstract of Income and Expenditure.
22/2/4/10/1	1956	Statement of Accounts for year ended 30 June 1956.
22/2/4/10/2	1956	Abstract of Income and Expenditure.
22/2/4/11/1	1957	Statement of Accounts for year ended 30 June 1957.
22/2/4/11/2	1957	Abstract of Income and Expenditure.
22/2/4/12/1	1958	Statement of Accounts for year ended 30 June 1958.
22/2/4/12/2	1958	Abstract of Income and Expenditure.
22/2/4/13/1	1959	Statement of Accounts for year ended 30 June 1959.
22/2/4/13/2	1959	Abstract of Income and Expenditure.
22/2/4/14/1	1960	Statement of Accounts for year ended 30 June 1960.
22/2/4/14/2	1960	Abstract of Income and Expenditure.
22/2/4/15/1	1961	Statement of Accounts for year ended 30 June 1961.
22/2/4/15/2	1961	Abstract of Income and Expenditure.

22/2/4/16/1	1962	Statement of Accounts for year ended 30 June 1962.
22/2/4/16/2	1962	Abstract of Income and Expenditure.
22/2/4/17/1	1963	Statement of Accounts for year ended 30 June 1963.
22/2/4/17/2	1963	Abstract of Income and Expenditure.
22/2/4/17/3	1963	Typescript note about contents of Statements. 2p. (enclosure in DC22/2/4/17/1)
22/2/4/18/1	1964	Statement of Accounts for year ended 30 June 1964.
22/2/4/18/2	1964	Abstract of Income and Expenditure.
22/2/4/18/3	1964	Acting Treasurers remarks. Annual Meeting 2 Dec 1964. 2p. (enclosure in DC22/2/4/18/1).
22/2/4/19/1	1965	Statement of Accounts for year ended 30 June 1965.
22/2/4/19/2	1965	Abstract of Income and Expenditure.
22/2/4/19/3	1965	Hon. Acting Treasurers remarks. Annual Meeting 10 Nov 1965. 2p. (enclosure in DC22/2/4/19/1).
22/2/4/20/1	1966	Statement of Accounts for year ended 30 June 1966.
22/2/4/20/2	1966	Abstract of Income and Expenditure.
22/2/4/20/3	1966	Hon. Acting Treasurers remarks. Annual Meeting 22 Nov 1966. 2p. (enclosure in DC22/2/4/20/1).
22/2/4/21/1	1967	Statement of Accounts for year ended 30 June 1967.
22/2/4/21/2	1967	Abstract of Income and Expenditure.

		22/2/4/22	1969	Abstract of Income and Expenditure for year ended 30 June 1969.
22/2/5	1931-1958	Cash books		
22/2/5/1	1931-1938	Warden's Cash book No 2, January 1931-September 1938. Contains costs of materials, groceries and salaries. Attached typescript and handwritten note outlines procedures to be taken with regards to the cash book.		
22/2/5/2	1938-1947	Warden's Cash Book No 3, October 1938-April 1947. Contains costs of materials, groceries and salaries. Note pages of book loose.		
22/2/5/3	1947-1949	Warden's Cash Book No 4, May 1947-August 1949. Contains costs of materials, groceries and salaries.		
22/2/5/4	1949-1951	Warden's Cash Book, July 1949-June 1951. Entries from Cash Book No 4 copied into book.		
22/2/5/5	1951-1957	Warden's Cash Book, July 1951-June 1957.		
22/2/5/6	1957-1959	Warden's Cash Book, July 1957-June 1959		
22/2/5/7	1943-1949	Glasgow University Settlement. Property Accounts, June 1943-September 1949. Accounts from Port Street, Clydeferry Street and Piccadilly Street detailing receipts and expenditures. One enclosure.		
	1948	22/2/5/7/1	1948	Statement of Income and Expenditure on account of Properties 75/98 Port Street and 20/30 Clydeferry Street, for year end 31 may 1948. prepared by M'Clelland, Ker & Co., CA, Glasgow.
22/2/5/8	1949-1950	Glasgow University Settlement. Property Accounts, July 1949-June 1950. Accounts from Port Street, Clydeferry Street and Piccadilly Street detailing receipts and expenditures.		
22/2/5/9	1947-1951	Glasgow University Settlement. Club's Cash Book (formerly Queen Margaret Club), September 1947-June 1951. Receipts and expenditures. Also Queen Margaret Club account for the same period.		
22/2/5/10	1951-1955	Glasgow University Settlement. Club's Account Book (Boys, Girls & Women), July 1951-June 1955. Receipts and expenditures.		
22/2/5/11	1955-1957	Glasgow University Settlement. Club's Account Book (Boys, Girls & Women), July 1955-September 1957. Receipts and expenditures.		
22/2/5/12	1955-1958	General cash book of receipts and expenditure, February 1955-January 1958. Includes receipts and expenditures from 'The Sheiling', July 1957-January 1958.		

22/2/6	1937-1968	Documents related to Companies Act 1929	
			Form 7: Annual returns, giving directors, addresses, position and other business
			Form 9: Particulars of directors, giving names, addresses, positions and other business
			Form 9A: Change of directors or secretaries, listing names, addresses, position and other business
22/2/6/1	1937	22/2/6/1/1	Form 7, 12 January 1937, 5p.
		22/2/6/1/2	Form 9, 20 February 1937, 9p.
22/2/6/2	1960	22/2/6/2/1	Form 7, 21 December 1960, 3p.
		22/2/6/2/2	Form 9A, 21 December 1960, 2p.
22/2/6/3	1961	22/2/6/3/1	Form 9A, 6 December 1961, 2p.
		22/2/6/3/2	Form 7, 21 December 1961, 3p.
22/2/6/4	1962	22/2/6/4/1	Form 7, 21 December 1962, 3p.
22/2/6/5	1963	22/2/6/5/1	Form 9A, 30 January 1963, 2p.
		22/2/6/5/2	Form 9A, 20 March 1963, 2p.
		22/2/6/5/3	Form 9A, 22 November 1963, 2p.
		22/2/6/5/4	Form 7, 18 December 1963, 5p. With continuation sheets 22/2/5/4a-b
22/2/6/6	1964	22/2/6/6/1	Form 9A, 25 January 1964, 2p. Form 9A, 31 January 1964, 2p. Form 7, 16 December 1964, 3p.
22/2/6/7	1965	22/2/6/7/1	Form 9A, 18 March 1965, 2p.
		22/2/6/7/2	Form 7, 24 December 1964, 3p.
22/2/6/8	1966		

		22/2/6/8/1	Form 9A, 11 January 1966, 2p.
		22/2/6/8/2	Form 9A, 3 February 1966, 2p.
		22/2/6/8/3	Form 7, 6 December 1966, 3p.
22/2/6/9	1967		
		22/2/6/9/1	Form 9A, 31 January 1967, 2p. Photocopy
		22/2/6/9/2	Form 9A, 21 June 1967, 2p. Photocopy
		22/2/6/9/3	Form 9A, 2 December 1967, 2p. Photocopy
		22/2/6/9/4	Form 9A, 9 December 1967, 2p. Photocopy
		22/2/6/9/5	Form 7, 22 December 1967, 3p. Photocopy
22/2/6/10	1968		
		22/2/6/10	Form 9A, 1 January 1968, 2p.
22/2/7	1934-2003	Published Annual Reports	
		Continuation of DC22/1/4	
		Reports from 1934 were entitled 'Glasgow University Queen Margaret Settlement Association. Annual Report. The Student Volunteer Service published separate annual reports from 1989 to 1992, after which they were included with the Settlement Annual Reports. For this reason they have been interfiled with the Settlement Annual Reports rather than separated off as a new series. A few reports missing. Reports contain summary financial information with reports from various clubs and organizations associated with the Settlement. Year end for reports was June. Reports from 1948 were issued with coloured paper wrappers. Yearly reports usually contain details of accounts.	
22/2/7/1	1934-1961	Bound volume of reports.	
22/2/7/2	1961-1962	WANTING	
22/2/7/3	1962-1963	Annual report. 24p.	
22/2/7/4	1963-1964	WANTING	
22/2/7/5	1964-1965	Annual report. 30p.	
22/2/7/6	1965-1966	Annual report. 31p.	
22/2/7/7	1966-1967	Annual report. 31p.	
22/2/7/8	1967-1968	WANTING	
22/2/7/9	1968-1969	Annual report. Paper wrappers removed. 32p.	
22/2/7/10	1969-1970	Annual report. Paper wrappers removed. 25p.	
22/2/7/11	1970-1971	Annual report. Paper wrappers removed. 25p.	

22/2/7/12	1971-1972	WANTING
22/2/7/13	1972-1973	WANTING
22/2/7/14	1973-1974	WANTING
22/2/7/15	1974-1975	WANTING
22/2/7/16	1975-1976	Glasgow University Queen Margaret Settlement Association. Folded sheet. Contains report of Executive Council 1975-76, Office Bearers and details of various clubs and centres. Very brief financial information.
22/2/7/17	1976-1977	Glasgow University Queen Margaret Settlement Association. Folded sheet. Contains report of Executive Council 1976-77, Office Bearers and details of various clubs and centres. Very brief financial information.
22/2/7/18	1977-1978	WANTING
22/2/7/19	1978-1979	WANTING
22/2/7/20	1979-1980	WANTING
22/2/7/21a	1981	47 th Annual Report and Accounts for year ending 30 June 1981 Noted at beginning of report a concern of the uncertainties of the future of the Family Centre. 8p. Format is smaller and narrower, with A5 financial sheet as an enclosure.
22/2/7/22a	1982	22/2/7/21b Financial statement. 2p. Annual Report and Accounts for year ending June 1982. 8p. Annotated in red ink.
		22/2/7/22b Financial statement. 2p. Annotated "Deficit next yr £6K"
22/2/7/23a	1983	Annual Report and Accounts for year ending June 1983. 8p.
		22/2/7/23b Financial report. 2p.
		22/2/7/23c Contributions slip for the Settlement 1p.
22/2/7/24a	1984	Annual Report and Accounts for year ending June 1984. 8p.
		22/2/7/24b Financial report. 2p.
22/2/7/25	1985	Annual Report and Accounts for year ending June 1985. 7p
22/2/7/26	1986	MISSING
22/2/7/27a	1987	Annual Report and Accounts for year ending June 1987. 8p
		22/2/7/27b Financial report. 2p.
22/2/7/28a	1988	Annual Report and Accounts for year ending June 1988. A4 booklet. 8p
		22/2/7/28b Financial report. 2p.
22/2/7/29	1989	Annual Report and Accounts for year ending June 1989. A4 booklet. 6p
22/2/7/30	1989-1990	Student Volunteer Service Annual Report, 1989-90. 12p.
22/2/7/31a	1990	56 th Annual Report and Accounts for year ending June 1990. A4 booklet. 6p
		22/2/7/31b Financial report. 2p.
		22/2/7/31c Contributions slip for the Settlement 1p.
22/2/7/32	1990-1991	Student Volunteer Service Annual Report, 1990-91. 12p.

22/2/7/33a	1991	57 th Annual Report and Accounts for year ending June 1991. A4 booklet. 5p.
		22/2/7/31b Financial report. 2p.
22/2/7/34	1991-1992	Student Volunteer Service Annual Report, 1991-92. 12p.
22/2/7/35a	1992	58 th Annual Report and Accounts for year ending 30 June 1992. A4 booklet. 8p. Change of cover to image of the University from Kelvingrove Park.
		22/2/7/31b Financial report, loosely attached to Report. 2p.
22/2/7/36	1992-1993	Student Volunteer Service Annual Report, 1992-93. 22p.
22/2/7/37a	1992-1993	59 th Annual Report and Accounts for year ending 1992-1993. A4 booklet. 8p.
		22/2/7/37b Financial report. 2p.
22/2/7/38	1994	60 th Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 1994. A4 booklet. 16p.
22/2/7/39	1995	61 st Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 1995. A4 booklet. 15p.
22/2/7/40	1996	62 nd Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 1996. A5 booklet. [12p.]
22/2/7/41	1997	63 rd Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 1997. A5 booklet. [12p.]
22/2/7/42	1998	64 th Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 1998. A5 booklet. [12p.]
22/2/7/43	1999	65 th Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 1999. A5 booklet. [12p.]
22/2/7/44	2000	66 th Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 2000. A5 booklet. [12p.]
22/2/7/45	2001	67 th Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 2001. A5 booklet. [12p.]
		Annotation: copy sent to the National Archives annually.
22/2/7/46	2002	68 th Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 2002. A5 booklet. [12p.]
22/2/7/47	2003	69 th Annual Report and Accounts including Report of the Student Volunteer Services. Year ending 2003. A5 booklet. [12p.]
22/2/8	1978-1999	Financial Reports and related material
22/2/8/1	1978-1982	Bundle of papers by the Treasurer Dr martin to the Council 1978-1982 covering analysis, expenditure, salary scales and other financial information. Mainly handwritten with some typescript. 25 items.

22/2/8/2	1978	Statement of Accounts as at June 1978. Prepared by Wardhaugh & McVean, Chartered Accountants, Glasgow
22/2/8/3	1990	Statement of Accounts as at June 1990. Prepared by Wardhaugh & McVean, Chartered Accountants, Glasgow
22/2/8/4	1991	MISSING
22/2/8/5	1992	Statement of Accounts as at June 1992. Prepared by Wardhaugh & McVean, Chartered Accountants, Glasgow
22/2/8/6	1993	Statement of Accounts as at June 1993. Prepared by Finance Office, University of Glasgow.
22/2/8/7	1994	Statement of Accounts as at June 1994. Prepared by French, Jarvie Macharg, CA, Glasgow.
22/2/8/8	1995	Statement of Accounts as at June 1995. Prepared by French, Jarvie Macharg, CA, Glasgow.
22/2/8/9	1996	Statement of Accounts as at June 1996. Prepared by French, Jarvie Macharg, CA, Glasgow.
22/2/8/10	1997	Statement of Accounts as at June 1997. Prepared by French, Jarvie Macharg, CA, Glasgow.
22/2/8/11	1998	Statement of Accounts as at June 1998. Prepared by French, Jarvie Macharg, CA, Glasgow.
22/2/8/12	1999	Governor's Report with Income and Expenditure Account for the year end 1999.
22/2/9	1952-1982	Property and Rents
		Books and documentation related to the properties at Port Street, Clydeferry Street and Drumchapel.
22/2/9/1	1952-1958	Rent Roll Book for properties at Port Street and Clydeferry Street with names of individuals.
22/2/9/2	1954	Correspondence with the Carnegie United Kingdom Trust concerning the sale of Piccadilly House 30 January 1954 to 9 March 1954. 10 items, mainly typescript.
22/2/9/3	1965	Documents of the Glasgow University Settlement sub-committee on accommodation in Drumchapel
	22/2/9/3/1	1965 Memo noting first meeting to be held on 18 February 1965, with annotations concerning Children's Department.
	22/2/9/3/2	1965 Report of the meeting 18 February 1965
	22/2/9/3/3	1965 Letter from Bill Marshall to Mrs Rankine concerning building an extra floor at the Drumchapel building. Dated 24 March 1965
	22/2/9/3/4	Plan of the Drumchapel building

22/2/9/4	1957	Report on examination of Glasgow University Settlement property at 75, 77 & 83 Port Street and at 24/30 Clydeferry Street, by Alexander Bird, master of works. Dated 22 February 1957.
22/2/9/5		Statement of Income and Expenditure on properties 75-98 Port Street and 20-30 Clydeferry Street. See also DC22/1/5/6-11
22/2/9/6	1945	Rental statement for 20-30 Clydeferry Street. End Martinmas 1945. With 4 enclosures.
22/2/9/7	1946	Rental statement for 20-30 Clydeferry Street. End Whitsunday 1946. With 2 enclosures.
22/2/9/8	1946	Rental statement for 20-30 Clydeferry Street. End 28 August 1946. No enclosures.
22/2/9/9	1946	Rental statement for 20-30 Clydeferry Street. End November 1946. With 4 enclosures.
22/2/9/10	1947	Rental statement for 20-30 Clydeferry Street. End February 1947. With 3 enclosures.
22/2/9/11	1947	Rental statement for 20-30 Clydeferry Street. End May 1947. No enclosures.
22/2/9/12	1947	Rental statement for 20-30 Clydeferry Street. End August 1947. With enclosures of cover letter from Biggar, May & Co summarising rents. Dated 11 September 1947.
22/2/9/13	1947	Rental statement for 20-30 Clydeferry Street. End November 1947. With 4 enclosures
22/2/9/14	1948	Rental statement for 20-30 Clydeferry Street. End February 1948. No enclosures.
22/2/9/15	1948	Rental statement for 20-30 Clydeferry Street. End Whitsunday 1948. With 3 enclosures.
22/2/9/16	1945	Rental statement for 83 Port Street. End Martinmas 1945. With 3 enclosures.
22/2/9/17	1946	Rental statement for 83 Port Street. End February 1946. No enclosures.
22/2/9/18	1946	Rental statement for 83 Port Street. End Whitsunday 1946. With 4 enclosures.
22/2/9/19	1946	Rental statement for 83 Port Street. End August 1946. No enclosures.
22/2/9/20	1946	Rental statement for 83 Port Street. End November 1946. With 5 enclosures.
22/2/9/21	1947	Rental statement for 83 Port Street. End Whitsunday 1947. With 4 enclosures including cover letter from Biggar, May & Co summarising rents. Dated 12 March 1947
22/2/9/22	1947	Rental statement for 83 Port Street. End August 1947. No enclosures.
22/2/9/23	1947	Rental statement for 83 Port Street. End November 1947. With 3 enclosures.
22/2/9/24	1948	Rental statement for 83 Port Street. End February 1948. No enclosures.
22/2/9/25	1948	Rental statement for 83 Port Street. End Whitsunday 1948. With 2 enclosures.

22/2/9/26		Three sets of floor plans of Settlement property, unidentified, but possibly Piccadilly House. No date. **FRAGILE** conservation required.
22/2/9/27	1982	Deed of Condition by the City of Glasgow District Council for commercial properties and dwelling houses forming numbers (even only) 94 to one 144 Byres Road and 132 to 136 University Place (formerly called University Avenue), Glasgow in the County of Lanark, with 1:500 plan of Byres Road. Prepared by Maclay, Murray & Spens. 27p.
22/2/9/28	n.d.	Plans of Kingsridge social work office. 9p. (originally DC22/2/15/1).
22/2/10	1903-1986	Clubs and Associated Organisations
22/2/10/1	1946-1951	Minutes of Boys Club Meetings. 21 February 1946 -16 January 1951. Handwritten pages glued into foolscap notebook.
22/2/10/2	1950	Piccadilly House Club. Minutes of the Club Council Meetings. 31 January 1950 - 20 December 1950. Foolscap notebook.
		22/2/10/2/1 Minutes of 4 December 1950, loose. FRAGILE handle with care.
22/2/10/3	1937-1951	Piccadilly House Men & Boys Club. Main Cash Book 6 October 1937 – 1 July 1951. Details cost of income and expenditure with cash movements such as amenities, water rates, electricity.
22/2/10/4	1942-1953	Glasgow University Settlement Boys Club. Cash Book November 1942 – June 1953. Foolscap notebook with 2 enclosures
		22/2/10/4/1a-b Typescript list of names and addresses. 2p.
22/2/10/5	1952-1954	Glasgow University Settlement Boys Club. Cash Book September 1952 – December 1954
		22/2/10/5/1 Glasgow Union of Boys Clubs. Football League placing 1p.
		22/2/10/5/2 Blank membership cards (2 copies). 1p.
22/2/10/6	1947-1954	Glasgow University Settlement Piccadilly House Club. Club Leader's Petty Cash Account 17 September 1947 – 29 June 1949. Details income and expenditure, sundries and amenities. Includes Piccadilly Men's & Boy's Club. Club leaders copy of current account from 1 July 1949 – 30 June 1950.
		22/2/10/6/1 Printed Club card. Savings Bank 1951-1952 of James Malone Feb-mar 1954.

22/2/10/7	1949-1951	Glasgow University Settlement Piccadilly House Boy's and Men's Club. Club Leader's Current Account Petty Cash Book 1 July 1949 – 30 June 1951. Details receipts and expenditures.
22/2/10/8	1949-1950	Glasgow University Settlement Piccadilly House Club. Members Register of Attendance and Subscriptions. Session 1949-1950. Foolscap notebook listing names with date of birth. *Data Protection
22/2/10/9	1903-1914	Queen Margaret Settlement. Girls Club (Thur & Sat). Committee minutes 22 October 1903 – 9 February 1914. Small notebook with loose pages. Several have been torn out, noticeably between October and December 1909. Unclear whether meeting took place between these dates as there appears to be remains of notes on some.
	22/2/10/9a-b	Detached pages from notebook 4p. a- 2 February 1914 b- 9 February 1914
	22/2/10/9/1	List of questions. Pencil manuscript n.d. 2p.
	22/2/10/9/2	Autograph letter from Helen Rutherford to Miss Peterkin, dated 6 February 1914 thanking her and the Girl's Club for their sympathy in regards in the death of her sister. 1p.
	22/2/10/9/3	Manuscript note in pencil. 2p.
22/2/10/10		Not found in original catalogue. Not used
22/2/10/11	1918-1919	Anderston Girls' Club Magazine
	22/2/10/11/1	Typescript carbon copies of magazine October 1918 – March 1919. Contains a mix of news, history, prose, fiction and verse. Originally held together with fastenings (now removed) and contained in specially made folder.
	22/2/10/11/2	Folder which contained DC22/2/10/11/1. Decorated with initials AGC in green. Requires conservation to remove adhesive label and stabilize binding.

22/2/10/12	1956	<p>Lizzie Lockhead Fund. Subscription book with names and addresses for Play Centre 1956, with various enclosures of notes relating to a play. 22/2/10/12a-o Notes relating to the play “The Princess Who Would Not Smile”. In eight scenes. Contains dialogue, equipment, costumes designs, and prompts. Manuscript & typescript. 15 items.</p>
22/2/10/13/1	1943-1959	<p>Lizzie Lockhead Good Neighbourhood Fund. Finances August 1943 – June 1959. Contains credits, debits and receipts. Foolscap notebook. 22/2/10/13/1a-b Typescript document outlining the establishment of the Fund in honour of Lizzie Lockhead (d. 1943). 2p. Annotated: 11 October 1943.</p>
22/2/10/13/2	1966-1968	<p>Lizzie Lockhead Good Neighbourhood Fund. Financial statements, local relief 1966-1968. With loose manuscript material possibly used to compile final statements. Also contains letters dated 1967.</p>
22/2/10/14/1	1969-1971	<p>Lizzie Lockhead Good Neighbourhood Fund. Financial statements, 1969-1971. Loose manuscript monthly statements of credit, debits and receipts.</p>
22/2/10/14/2	1972-1974	<p>Lizzie Lockhead Good Neighbourhood Fund. Financial statements, 1972-1974. Loose manuscript monthly statements of credit, debits and receipts.</p>

22/2/10/15	**Data Protection** 1928-1933	<p>Queen Margaret College Settlement Association and Invalid Children's Aid Association Case Notes.</p> <p>The files were begun under the Queen Margaret Association before name changed to the Invalid Children's Aid Association (ICAA) in July 1928 though files still retained original name for the first years. The ICAA forms have slight change in layout.</p> <p>Material contains names, addresses and associated material referring to well-being of children, their parents, with notes from authorities and organizations.</p> <p>Order of the files was retained as received by Glasgow University Archives. Files have numbers, dates, and names. The original index system was not included in the deposit. The files give details of family and children, occupations, religious background and income. Details of the child or children receiving assistance are given with correspondence and notes from various authorities, hospitals and institutions. Information received and visits made to the individuals are listed on the case cover sheet. The original letters and documents were attached with fasteners which were replaced with brass paperclips. Files are in poor condition due to original storage.</p> <p>Separate list of surnames, files numbers and dates are on Excel spreadsheet.</p>																		
		<table border="0"> <tr> <td data-bbox="624 1070 794 1111">22/2/10/15/1</td> <td data-bbox="868 1070 938 1111">1928</td> <td data-bbox="979 1070 1426 1144">QMCSA Files dated July 1928 – September 1928</td> </tr> <tr> <td data-bbox="624 1144 794 1184">22/2/10/15/2</td> <td data-bbox="868 1144 938 1218">1929-1930</td> <td data-bbox="979 1144 1426 1218">QMCSA Files dated April 1929 – December 1930</td> </tr> <tr> <td data-bbox="624 1218 794 1258">22/2/10/15/3</td> <td data-bbox="868 1218 938 1258">1931</td> <td data-bbox="979 1218 1426 1292">QMCSA Files dated February 1931 – November 1931</td> </tr> <tr> <td data-bbox="624 1292 794 1332">22/2/10/15/4</td> <td data-bbox="868 1292 938 1332">1932</td> <td data-bbox="979 1292 1426 1366">QMCSA Files dated January 1932 – November 1932</td> </tr> <tr> <td data-bbox="624 1366 794 1406">22/2/10/15/5</td> <td data-bbox="868 1366 938 1406">1933</td> <td data-bbox="979 1366 1426 1440">QMCSA Files dated January 1933 – May 1933</td> </tr> <tr> <td data-bbox="624 1440 794 1480">22/2/10/15/6</td> <td data-bbox="868 1440 938 1480">1933</td> <td data-bbox="979 1440 1426 1514">QMCSA Files dated May 1933 – December 1933</td> </tr> </table>	22/2/10/15/1	1928	QMCSA Files dated July 1928 – September 1928	22/2/10/15/2	1929-1930	QMCSA Files dated April 1929 – December 1930	22/2/10/15/3	1931	QMCSA Files dated February 1931 – November 1931	22/2/10/15/4	1932	QMCSA Files dated January 1932 – November 1932	22/2/10/15/5	1933	QMCSA Files dated January 1933 – May 1933	22/2/10/15/6	1933	QMCSA Files dated May 1933 – December 1933
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22/2/10/15/6	1933	QMCSA Files dated May 1933 – December 1933																		
22/2/10/16	**Data Protection** 1934-1945	<p>Invalid Children's Aid Association (ICAA)</p> <table border="0"> <tr> <td data-bbox="624 1632 794 1693">22/2/10/16/1</td> <td data-bbox="868 1632 938 1693">1934-1935</td> <td data-bbox="979 1632 1426 1706">ICAA Files January 1934 – December 1935</td> </tr> <tr> <td data-bbox="624 1706 794 1747">22/2/10/16/2</td> <td data-bbox="868 1706 938 1747">1936</td> <td data-bbox="979 1706 1426 1780">ICAA February 1936 – December 1936</td> </tr> <tr> <td data-bbox="624 1780 794 1821">22/2/10/16/3</td> <td data-bbox="868 1780 938 1821">1937</td> <td data-bbox="979 1780 1426 1854">ICAA Files January 1937 – December 1937</td> </tr> <tr> <td data-bbox="624 1854 794 1915">22/2/10/16/4</td> <td data-bbox="868 1854 938 1915">1938-1939</td> <td data-bbox="979 1854 1426 1928">ICAA Files January 1938 – November 1939</td> </tr> <tr> <td data-bbox="624 1928 794 1986">22/2/10/16/5</td> <td data-bbox="868 1928 938 1986">1940-1942</td> <td data-bbox="979 1928 1426 2002">ICAA Files February 1940 – September 1942</td> </tr> </table>	22/2/10/16/1	1934-1935	ICAA Files January 1934 – December 1935	22/2/10/16/2	1936	ICAA February 1936 – December 1936	22/2/10/16/3	1937	ICAA Files January 1937 – December 1937	22/2/10/16/4	1938-1939	ICAA Files January 1938 – November 1939	22/2/10/16/5	1940-1942	ICAA Files February 1940 – September 1942			
22/2/10/16/1	1934-1935	ICAA Files January 1934 – December 1935																		
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22/2/10/16/5	1940-1942	ICAA Files February 1940 – September 1942																		

		22/2/10/16/6	1943	ICAA Files January 1943 – June 1945
		22/2/10/16/7	1938-1942	Files without case numbers and index cards
22/2/10/17	1942-1953			ICAA Cash Book July 1942 – June 1953. Details income and expenditure. Annotated note: “Transactions from 1 July 1953 are included in the Warden’s Cash Book”. Foolscap notebook.
22/2/10/18	1954-1958			Old Ladies Club. Subscription Book 1954-1957. With names and addresses with amount paid.
		22/2/10/18/1	1958	Leaflet: The Warden’s Christmas Fund. 3 copies. Annotated on verso with names, including new members 1958
22/2/10/19	1956-1959			Women’s Club Bank 1956-1957 Details amounts held by each member. Small square notebook.
		22/2/10/19/1	1959	Glasgow University Settlement Savings Bank 1958-1959. Club Card belonging to Mrs Hollywood.
22/2/10/20	1949-1958			A selection of papers covering the Settlements activities: Outward Bound Mountain School, Cumberland Theatre production at the Athenaeum Theatre Girl Guides and Brownies St Andrews Ambulance Association Junior Corps for boys and girls (with letter covering Corp’s history) Staff appointments for various activities with timetables.
22/2/10/21	1947-1948			Queen Margaret Youth Club Committee. Minute Book September 1947 – October 1948. Small square notebook
22/2/10/22	1977-1980			Minutes of meetings of: Parents Project for Adult Skills (PPAS) 1979-1980 Parents Aid to the Mentally Handicapped 1977-1979
				The project began in 1977 under the Glasgow University Settlement’s Family Centre in Drumchapel to provide skills for school leavers with learning disabilities. Also contains a contents list and history of the PPAS.
22/2/10/23	1979-1981			Summer Play Schemes. Reports and accounts 1979-1981.
22/2/10/24	1945-1952			GUS Former Students’ Association (Formed 1945). Newsletters and Minutes 1945-1952. Not complete; only 3 newsletters (one numbered 12) and 3 Minutes.
22/2/10/25	1967			GUS in Drumchapel. August 1967. Overview reports of the Drumchapel Settlement, including brief historical background. Typescript. 3 items, 9 leaves.

22/2/10/26	1964-1981	Drumchapel Family Centre Reports, 1964-1981. Centre established in 1964. Various reports mainly Caseworker reports advising Committee and University, with Housemaker Reports. 22/2/10/26/1 1964-1969 22/2/10/26/2 1976-1981
22/2/10/27	1967-1968	Reports concerning the future development of Glasgow University Settlement in Drumchapel October 1967 – March 1968. Contains historical information. 4 items
22/2/10/28	1974	Overview and procedures of the Family Centre, Drumchapel. 17p.
22/2/10/29	1978-1982	Family Centre Management Committee Minutes October 1978 – January 1982
22/2/10/30	c1963	Proposal documents for setting up Family Centre in Drumchapel. c1963.
22/2/10/31	1964-1979	Papers, correspondence, Minutes, flyers, financial statements relating to the Citizen's Advice Bureau in Drumchapel in connection with GU Settlement. Also contains information on the Citizen's Advice Bureau in Strathclyde Region. The CAB in Drumchapel opened in 1965.
22/2/10/32		MISSING
22/2/10/33	c1970	Folded leaflet, published: <i>Family Service Units, a Silver Jubilee Appeal – 25 years of service to families under stress.</i> Family Service Unit, London, c1970.
22/2/10/34	1950-1956	Leaders Council Minutes (January 1950 - January 1951) and papers of the Scottish Association of Boy's Clubs. Minutes of the Executive Committee of Glasgow and West of Scotland Association of Girl's Clubs September 1955 – February 1956.
22/2/10/35	1979-1986	Minutes, papers and correspondence related to the Drumchapel Citizen's Advice Bureau. 1979-1986. Includes annual reports, financial statements and published material of other CAB centres, Glasgow Council for Voluntary Services and Scottish Consumer Council.
22/2/10/36	1968	Housebound Club, Christmas 1968. Member list and copy of letter noting gift of £20 to members. 4 items.
22/2/11	1938-1982	Correspondence
22/2/11/1	c1950	Handwritten letter from Mrs Christine Macgregor, Chairman of Council of Settlement, to Sir Hector Hetherington on financial problems, including suggestion that Port Street activities should be given up to concentrate on the Piccadilly work. 5 March [c1950] 4p.
22/2/11/2	1948	Copy typescript letter from Sir Hector Hetherington to Robert Bruce, the City Engineer, seeking information on the future development of Anderston. Dated 12 April 1948. With note made after their discussion, 26 April 1948. 2p.

- 22/2/11/3 1938 Handwritten letter from Mrs Shaw Dunn to Sir Hector Hetherington announcing the name of the new premises in Piccadilly and Clydeferry Streets to be Anderston House. Dated 7 April 1938. 2p.
- 22/2/11/4 1938 Handwritten letter from Elspeth McLay, Honorary Secretary, to Sir Hector Hetherington on the decision to close the Settlement in the event of war. Dated 7 June [1938]. 3p.
- 22/2/11/5 1939 Typescript letter from Enid Batten, British Association of Residential Settlements, to Sir Hector Hetherington offering help with the difficulties of the Glasgow University Settlement. Dated 15 December 1939. With corresponding reply dated 21 December 1939. 2p.
- 22/2/11/6 1939 Handwritten letter from Miss Maude Mary, interim Honorary Secretary, to Sir Hector Hetherington on the re-opening of Settlement House as a residence. Dated 11 September 1940. With corresponding reply dated 13 September 1939. 3p.
- 22/2/11/7 1941 Typescript letter from Enid Batten, British Association of Residential Settlements, to Sir Hector Hetherington on the desirability of appointing a suitable warden. Dated 12 March 1941. 2p.
- 22/2/11/8 1937 Draft letter in typescript for the Rev A.C. Craig to frame appeal to Colonel J.M. Mitchell of the Carnegie UK Trustees, soliciting their interest in an important scheme for the development of work among boys and young men in Glasgow. Dated 17 February 1937. 4p.
- 22/2/11/9 1960-1964 Mrs M Rankin, Convener: correspondence concerning the administration of the Glasgow University Settlement in Drumchapel. 19 items.
- 22/2/11/10 1964-1968 Mrs M Rankin, Convener: correspondence concerning the Settlement's *Week's Good Cause* appeal on the BBC 10 January 1965. 34 items.
- 22/2/11/11 1965 Mrs M Rankin, Convener: correspondence including details of the Settlement's move from Anderston to Drumchapel; the retirement of Miss Skinner, warden. 51 items.
- 22/2/11/12 1965-1966 Mrs M Rankin, Convener: correspondence, receipts, relating to finances; list of members of Executive council 1965/1966. 33 items.
- 22/2/11/13 1965-1969 Mrs M Rankin, Convener: correspondence concerning personnel, applicants and appointments 64 items.
- 22/2/11/14 1966 Mrs M Rankin, Convener: correspondence including details of the Settlement's move to Drumchapel and administration in Drumchapel; list of members of Executive council 1966/1967; Minutes of the Executive Council 4 October and 15 November 1966. 54 items.
- 22/2/11/15 1966-1968 Mrs M Rankin, Convener: correspondence and minutes relating to the Glasgow Playgrounds Association. 9 items.
- 22/2/11/16 1966-1971 Mrs M Rankin, Convener: correspondence, minutes and financial statements concerning the Citizen's Advice Bureau operated in Drumchapel. 51 items..

22/2/11/17	1967	Mrs M Rankin, Convener: correspondence re general administration, minutes and notes. 51 items.
22/2/11/18	1967-1968	Mrs M Rankin, Convener: correspondence re fund raising activities. 27 items.
22/2/11/19	1968	Mrs M Rankin, Convener: correspondence re Settlement in Drumchapel, including resignation of Honorary Secretary. 20 items.
22/2/11/20	1968-1971	Mrs M Rankin, Convener: correspondence re Glasgow Pre-school Playgroups Association; St Mark's Drumchapel pre-school playgroup; newsletters and minutes. 73 items.
22/2/11/21	1969	Mrs M Rankin, Convener: correspondence re general administration, finance and minutes. 30 items.
22/2/11/22	1969	Mrs M Rankin, Convener: correspondence re appointment of a social worker, Drumchapel Community Centre; co-operation with the School of Social Study in the running of the Family Centre; UN Association. 13 items.
22/2/11/23	1972-1976	Mrs M Rankin, Convener: correspondence re future role of the Glasgow University Settlement; draft reports. 27 items.
22/2/11/24	1975	Mrs M Rankin, Convener: correspondence re the Family Centre at Drumchapel, annual Corporation grant, resignations from Settlement Council, the Settlement's working priorities, personnel and salaries, with a report over-viewing the Centre. 16 items.
22/2/11/25	1914-1976	Mrs M Rankin, Convener: correspondence re application to Regional Council for financial support. Contains a copy of the Petition for Lining by the Corporation of Glasgow to the Queen Margaret College Association per Lizzie Lochhead, 6 May 1914. 16 items.
22/2/11/26	1975-1982	Mrs M Rankin, Convener: general correspondence, notes and articles mainly concerning the Family Centre. 10 items.
22/2/11/27	1963	Letter from the City of Glasgow Society of Social Service to Hon Secretary offering to accommodate the Settlement in their office premises in 37 Inchfad Drive, Drumchapel. 1 item.
22/2/11/28	1965	Mr J R Watson, Hon Secretary: correspondence re office accommodation at Drumchapel; the resignation of the Warden; the appeal broadcast; and annual reports. 39 items.
22/2/11/29	1966	Mr J R Watson, Hon Secretary: general correspondence and notes. Letter from the City of Glasgow Society of Social Service, who feel they should be acknowledged in the pamphlet <i>University Settlement</i> , dated 8 November 1966. 8 items.
22/2/11/30	1970	Mrs Mary Sneddon, Hon Secretary: correspondence re the appointment of a new representative to the Settlement Council; the Combined Charities Thrift Shop; salary scales; and the accommodation of UNO international students. 20 items.
22/2/11/31	1971-1974	Mrs M Rankin, Convener: re salaries; student training at the Family Centre; the opening of a Thrift Shop; and the appointment of a community organiser. 21 items.

22/2/11/32	1969-1973	Mrs M Rankin, Convenor: re lease of premises in 37 Inchfad Drive, Drumchapel; correspondence from the Edinburgh University Settlement; salaries; handwritten notes. 30 items.
22/2/11/33	1973	Mrs M Rankin, Convenor; correspondence re Drumchapel Family Centre <i>Week's Good Cause</i> Appeal on the BBC; annual report of the Family Centre 1973; and of the property at Inchfad Drive, Drumchapel. 29 items. (See also appeal by Lady Wilson DC22/2/13/2)
22/2/11/34	1974	Mrs M Rankin, Convenor: correspondence re rent arrears of Corporation tenants in Drumchapel; and staff appointments and salaries to the Family Centre; gifts to the Settlement. 16 items.
22/2/11/35	1976	Correspondence to and from Mrs Halnan, Convener; Mrs M C R Buchanan, Secretary: correspondence from Drumchapel Citizen's Advice Bureau; and Glasgow Students' Charities Appeal acknowledging donations; concerning staff resignations; Drumchapel Thrift Shop; appeals, Family Centre. 52 items.
22/2/11/36	1977	Mrs M C R Buchanan, Secretary: correspondence from Drumchapel Citizen's Advice Bureau; and Glasgow Students' Charities Appeal acknowledging donations. 11 items.
22/2/11/37	1978	Mrs M C R Buchanan, Secretary: general correspondence. 4 items.
22/2/11/38	1998	Correspondence related to the Centennial Celebration and Appeal. Includes 'A Deed of Covenant' form. January 1998. 4p. 4 items. (Originally DC22/11/39)
22/2/11/39	1964-1973	Correspondence with the Church of Scotland Home Board, with notes, minutes and reports. Also some material on the Richmond Fellowship and City of Birmingham Education Department. 61 items.
22/2/12	c1930	News Items & Ephemera
22/2/12/1	c1930s	Newspaper cuttings from local papers on Settlement activities, plays and events. Some cuttings have retained newspaper details. Some also have photographs, including that of Liz Lockhead. *Fragile*
22/2/12/2	n.d.	Handwritten poems and verse by Settlement staff. 7 items.
22/2/12/3	n.d.	Proposed seal for the Glasgow University Settlement. Drawing. (Originally DC22/2/15/3)
22/2/13	1955-1970	Lectures and Talks
22/2/13/1	n.d.	Five lectures – handwritten concerning topics related to Settlement work. 23 + 6 + 4 + 11 + 14p respectfully.
22/2/13/2/1	1967	"Weeks Good Cause". An appeal on behalf of Glasgow University Settlement by Professor Murdo Ewen MacDonald. Transmission Sunday 7 May 1967. BBC: Scottish Home Service. Typescript 3p.

22/2/13/2/2	1970	“Weeks Good Cause”. An appeal on behalf of Glasgow University Settlement by Lady Wilson. Transmission Sunday 8 February 1970. BBC Scotland Radio 4. Typescript 3p.
22/2/13/3/1	c1950	“Some observations on the work of the Glasgow University Settlement”. Typescript 7p.
22/2/13/3/2	1955	“Some observations on the work of the Glasgow University Settlement Boy’s Club 1955/56, and a sample personal survey of the boys who attended”. Typescript 3p.
22/2/13/4	n.d.	Glasgow University Settlement: Memorandum on work among men and boys. N.d. Typescript 4p.
22/2/14	c1950	Photographs B/W photographs of activities and people at the GUS at Anderston.
22/2/14/1		“View from Settlement House in the last days of Anderston”. Showing children playing in tenement back courts. (originally DC22/2/14/3). Image 24 x 17.5cm, mounted on card 36 x 27.5cm.
22/2/14/2		Close-up of children playing in tenement back courts. Image 24 x 17.5cm mounted on card 36 x 27.5cm.
22/2/14/3		Children playing football in street. Image 17.5 x 24cm, mounted on card 27.5 x 33cm.
22/2/14/4		Two children playing in street. Image 17.5 x 24cm, mounted on card 28 x 34cm.
22/2/14/5		“Mrs Rodney Hirst and the Club at Anderston”. Close-up of Mrs Hirst with adults. Image 19 x 23.5cm, mounted on card 28 x 32cm.
22/2/14/6		Mrs Hirst in Club performing an activity with audience. Image 19 x 23.5cm, mounted on card 28 x 33cm.
22/2/14/7		Close-up of Club audience. Image 19 x 23.5cm, mounted on card 28 x 32.5cm.
22/2/14/8		Close-up of Club audience, another view. Image 23 x 19cm, mounted on card 34.5 x 27.5cm.
22/2/14/9		Tea at the Club. Image 19 x 23.5cm, mounted on card 28 x 32cm.
22/2/14/10		“The women of Anderston enjoy a musical game”. Image 19 x 23.5cm, mounted on card 28 x 31cm.
22/2/14/11		Close-up of Club audience. Image 12 x 16.5cm, mounted on card 20 x 23.5cm.
22/2/14/12		“A good gossip”. Image 16.5 x 12cm, mounted on card 24.5 x 19.5cm.
22/2/14/13		Three women doing activity together. Annotated on verso with names and address, one of which is male. Image 22 x 16.5cm
22/2/14/14		Group of boys doing wood work and using plaster moulds. Image 16.5 x 22cm
22/2/14/15		Group photograph of female children posing for camera. Image 17 x 22cm.

22/2/15	1998-2002	Settlement Bursary Scheme
22/2/15/1	1999	Mrs Eileen Reynolds, Secretary, to Dr. Sadie Orr regarding Bursary Scheme for Mature Students. Dated 8 March 1999. 1p. (Originally DC22/2/11/40)
22/2/15/2	n.d.	Bursaries for mature students. Two items explaining the scheme to applicant. N.d. (Originally DC22/2/15/14)
22/2/15/3	1998	Blank application form for Mature Student's Bursary 1998/1999. 2 p. (Originally DC22/2/15/15)
22/2/15/4	2002	Blank application form for Mature Student's Bursary 2002/2003. 2p. (Originally DC22/2/15/15)
22/2/15/5	1999	Photocopy from Glasgow University Staff Newsletter 3 March 1999, page 7, concerning Student Hardship Committee. 1p. (Originally DC22/2/12/2)
22/2/16	1922-1974	Publications and Reports
22/2/16/1	1922	<i>Settlements and their Outlook: An account of the First International Conference of Settlements.</i> Toynebee Hall, London, July 1922. Published by the Continuation Committee of the International Conference of Settlements & P.S. King & Son Ltd., 1922. Frontis. 192p.
22/2/16/2	1969	<i>The New Challenge in Social Work.</i> By Prof. Lady Gertrude Williams. The Berl Wober Memorial Lecture, 8 May 1969. 24p.
22/2/16/3	c1966	<i>The Future of Scottish Social Work.</i> By A.J. Rowe, 29p. Concerning the proposal to re-organise the social work services in Scotland. c1966.
22/2/16/4	1951	<i>The Glasgow Council for Community Service in Unemployment (1932-1950): A Brief History.</i> By William Glen, MA. 39p. Dated 7 September 1951 from inscription (Originally DC22/2/15/2)
	1952	22/2/16/4/1 Typescript letter from William Glen, dated May 1952, explaining the reason behind the history, which was a request from the Chairman George Laidlaw (Sir)
22/2/16/5	1948	Glasgow University Settlement. Joint report by Miss Grace Drysdale and Mr James Wilkie. Autograph typescript, 6p. Dated 31 May 1948 (Originally DC22/2/15/5)
22/2/16/6	1951	<i>Social Services in the City of Glasgow. Directory 1951.</i> Published by the Glasgow University Settlement, 77 Port St., Glasgow. 89p. (Originally DC22/2/15/6)
22/2/16/7	1974	<i>Supplement to the Directory of Social Services.</i> Glasgow, 1974. Published by the Department of Social Administration and Social Work, University of Glasgow. 16p. Supplement to the 1971 Directory.

- 22/2/16/8 1967 *Poverty: A Short History and Study of Present Poverty in a Glasgow Housing Scheme.* By Jean M. Wardrope. Graduate Dissertation, June 1967. Typescript. 24p. (Originally DC22/2/15/7)
- 22/2/17 1942-1956 **British Association of Residential Settlements.**
The University settlements created since the 1880s were organised into The Federation of Residential Settlements (FRS) in 1920. It changed its name to The British Association of Residential Settlements in 1927, and became affiliated to the International Federation of Settlements (founded 1926). A further name change occurred in 1967 to The British Association of Settlements, and then The British Association of Settlements and Social Action Centres in 1974. Its purpose was to represent the various University settlements, and, later, community centres throughout the country.
- 22/2/17/1 1942-1956 Annual Reports
1942-1943 22/2/17/1/1 Annual Report 1942-1943. Published. 8p.
1952-1953 22/2/17/1/2 Annual Report 1952-1953. Typescript foolscap 4p.
1954-1955 22/2/17/1/3 Annual Report 1954-1955. Typescript foolscap 6p.
1955-1956 22/2/17/1/4 Annual Report 1955-1956. Typescript foolscap 4p.
- 22/2/17/2 1953-1956 Conference Reports
1953 22/2/17/2/1 Report of the Northern Settlements' Conference on 28 February and 1 March 1953. Typescript foolscap 4p.
1953 22/2/17/2/2 Report of the Autumn Conference. October 1953. Typescript foolscap 24p.
1954 22/2/17/2/3 Report of the Spring Conference. 1954. Typescript foolscap 10p.
1954 22/2/17/2/4 Report of the Autumn Conference. 1954. Typescript foolscap 10p.
1954 22/2/17/2/4/1 Some matters for consideration at the 1954 Autumn conference.
Conference Paper A: Topics for Discussion. Typescript 2p.
1954 22/2/17/2/4/2 Conference Paper B: Settlement Aims. Typescript 4p.
1954 22/2/17/2/4/3 Conference Paper C: The organization and administration of voluntary services. Typescript 5p.
1954 22/2/17/2/4/4 Conference Paper D: Youth Work. Typescript 3p.
1954 22/2/17/2/4/5 Conference Paper E: Some recent developments of Settlement work. Typescript 3p.

	1955	22/2/17/2/5	Report of the Spring Conference. 1955. Typescript foolscap 16p.
	1955	22/2/17/2/6	Report of the Autumn Conference. 1955. Typescript foolscap 15p.
	1956	22/2/17/2/7	Report of the Spring Conference. 1956. Typescript foolscap 10p.
22/2/17/3	c1955-1956	Bulletins.	
			Contain news of various settlement activities, vacancies and notices.
	1955	22/2/17/3/1	September, Special Number c1955. 14p.
	1956	22/2/17/3/2	January, Special Number c1956. 12p.
	1956	22/2/17/3/3	March, Special Number 1956. 12p.
	1956	22/2/17/3/4	May, Special Number 1956. 12p.
	1956	22/2/17/3/5	July-Aug, 1956. 8p. "Second year of publication".
	1956	22/2/17/3/6	Sept-Oct, 1956. 10p.
22/2/17/4	1954	Other papers	
	1954	22/2/17/4/1	Minutes of the Annual General Meeting at Toynbee hall, 8 May 1954. Typescript, 2p.
	1954	22/2/17/4/2	Report of the meeting of the Council of the International Federation of Settlements held in Naples, 1-4 June 1954.
	n.d.	22/2/17/4/3	"A place for records in group work", by Nancie Dawson. N.d. Typescript 8p.
	n.d.	22/2/17/4/4	"the group has been making figures out of pipe cleaners". Report on activities of a group of boys. N.d. Typescript 2p.

22/2/18**Student Volunteer Service**

Student Volunteer Service published separate annual reports from 1989 to 1992, after which they were included with the Settlement Annual Reports (see DC22/2/7)