

Transcribed extracts from Trustees' Minute books, (prior to) February 1896 as far as July 1897.

were to make further arrangements & then report to the St Mary's Hall Trustees.
Agreed that the Xmas Vacation should commence on the 18th Dec. now instant, & that the pupils should return again on the 16th January.
Agreed that the Private Telephone Line from the Hall to the Police Fire Office in Bedford Street be arranged for as suggested by Mr Cawthorne at the rental of £5.15. per annum.

R. Snowden Smith, M.P.

Meeting of Trustees, St. Mary's Hall, February 17. 1896

Present. The Revd Preb. Snowden Smith.
The Revd Chas. Griffith.
Robert J. Gill, Esq.
C. H. Malden, Esq.

The proceedings opened with prayer.
The Minutes of the last meeting were read & affirmed.
A letter was read from Mr Bathurst regretting he was unable to be present. Also from Mr Roxby and Mr Barton to the same effect.
Mr Gill reported to the Trustees that in pursuance of the resolution passed at the last meeting he duly attended at Mr Griffith's office & had produced to him the Title Deeds & documents set out in the schedule of 1893 except those written in red ink.
A letter from Sir Chas. A. Elliott, K.S.I.R. etc. to the Hon. Sec. was read accepting the office of Trustee.

were to make further arrangement and then report to the SMH Trustees.
Agreed that the Xmas vacation should commence on the 18th December, now instant, and that the pupils should return again on the 16th January.
Agreed that the Private Telephone Line from the Hall to the Police Fire Office in Bedford Street be arranged for as suggested by Mr Cawthorne at the rental of £5.15. per annum.

R Snowden Smith.

Meeting of Trustees SMH February 17th 1896

Present The Revd Preb. Snowden Smith,

The Revd Chas Griffith,

Robert J Gill Esq.

C H Malden Esq.

The proceedings opened with prayer.

The Minutes of the last meeting were read and affirmed.

A letter was read from Mr Bathurst regretting he was unable to be present. Also from Mr Roxby and Mr Barton to the same effect.

Mr Gill reported to the Trustees that in pursuance of the Resolution passed at the last meeting he duly attended at Mr Griffith's office and had produced to him the Title Deeds and documents set out in the Schedule of 1893 except those written in red ink. A letter from Sir Chas A Elliott K.S.I.R etc. to the Hon .Sec. was read accepting the office of Trustee.

The following Scholarships were awarded.

The 2nd Elliott Scholarship to Helen Graham

The Babington Scholarship to Emily Gillett, re-elected

The Trustees ditto to Agnes Hobbins

The Catherine Dighton entrance exhibition to Gertrude Hancox

The draft deed of Foundation of the Babington Scholarship was considered and Mr Gill requested to see the Solicitor upon it and get the deed confirmed.

The draft Report was considered and finally approved

Agreed the Easter vacation should commence on April 1st and terminate on April 22nd, the Summer vacation on 29th July for seven weeks and the Xmas vacation on 18th December for four weeks.

The draft of the Treasurer's account with SMH was considered and approved subject to audit.

A resolution was passed requesting Mr Arthur Fox to audit the accounts of 1895.

The draft prospectus was considered, revised and approved.

The dates for the Examinations suggested by the Principal were approved.

R Snowden Smith

A Meeting of the Trustees of SMH 30th March 1896

Present The Rev Preb. Snowden Smith,

Rev John Barton,

Rev Chas Griffith

R J Gill

Proceedings were opened with prayers.

Minutes of the last meeting were read and affirmed.

Letter was read from Mr Bathurst expressing

Trustees.
The following Scholarships were awarded.
The 2nd Elliott Scholarship to Helen Graham.
The Babington Scholarship to Emily Gillett re-elected.
The Trustees do. to Agnes Hobbins.
The Catherine Dighton entrance exhibition to Gertrude Hancox.
The draft deed of Foundation of the Babington Scholarship was considered & approved & Mr Gill requested to see the Solicitor upon it & get the deed engrossed.
The Draft Report was considered & finally approved.
Agreed that the Easter Vacation should commence on April 1 and terminate on April 22. The Summer Vacation on 29th July for seven weeks, and the Xmas Vacation on 18th Dec for four weeks.
The draft of the Treasurer's Account with St. Mary's Hall was considered & approved subject to audit.
A resolution was passed requesting Mr Arthur Fox to audit the accounts of 1895.
The draft prospectus was considered, revised, & approved.
The dates for the examinations suggested by the Lady Principal were approved.

R. Snowden Smith, M.P.

Meeting of Trustees, St. Mary's Hall, 30th March 1896.

Present The Rev Preb. Snowden Smith
Rev John Barton.
Rev Chas. Griffith
R J Gill Esq.

Proceedings were opened with prayer.
Minutes of the last meeting were read & affirmed.
Letter was read from Mr Bathurst expressing

his regret that he would be unable to attend.
The following candidates were selected for admission
provided there were vacancies:-
Taylor, Kathleen
Sibthorp, Ada
Giddens, Ellen Mary
Jones, Violet R.S.
Hancox, Amy.
and it was also decided that the previous election
of Miss Sibthorp should be conditionally confirmed
notwithstanding she was just over 14, & that
she should be admitted for one term provided
her health was good & that her attainments
were considered by the Lady Principal to be
sufficient.
It was decided that L. Hutchinson's fees not having
been paid her place be declared vacant.
The Nellie Jones Scholarship was renewed to
Maud E. Gillett for one year.
The Hon. Treasurer was empowered to draw a
cheque for £60 in payment of the contract
with W. Pelling for laying out the Tennis Courts.
Mr Barton moved & it was unanimously agreed
that
If in future any Trustee shall allow two
years to elapse without during such period
having attended any meeting of the Trustees
it shall then immediately become the duty
of the Sec. for the time being to send a notice
to suggest to such Trustee the desirability of
his resigning his Trusteeship (and in addition
if such Trustee is also a Trustee of St Mark's
Church, his Trusteeship of St Mark's Church) &
such notice shall be accompanied by a copy of this resolution.

His regret that he would be unable to attend.

The following candidates were selected for admission provided
there were vacancies:

Taylor, Kathleen,
Sibthorp, Ada,
Giddens, Ellen Mary,
Jones, Violet R S,
Hancox Amy

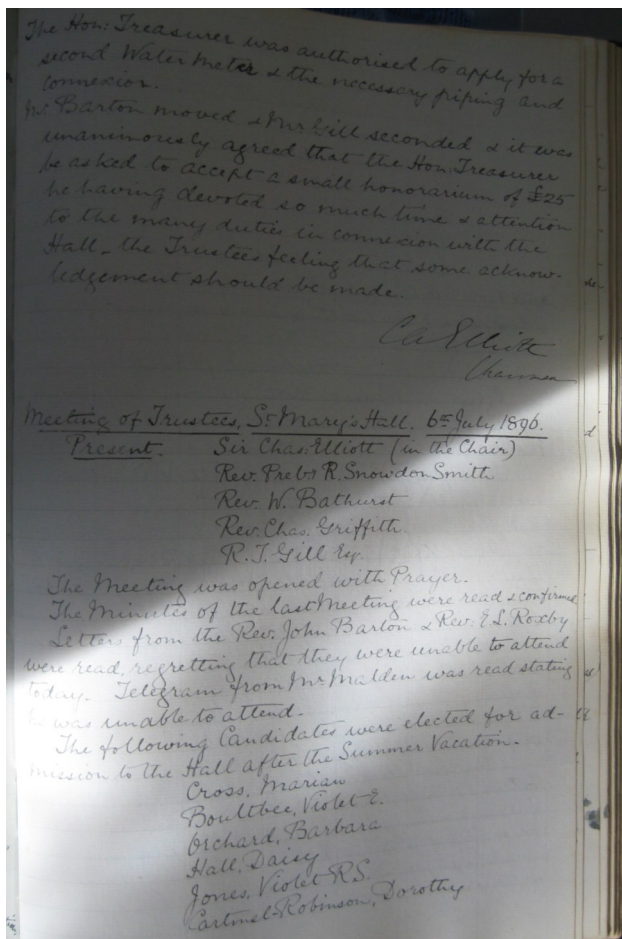
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If in future any Trustee shall allow two years to elapse without
during such period having attended any meeting of the Trustees
it shall immediately become the duty of the Sec. for the time
being to send a notice to suggest to such Trustee the desirability
of his resigning his Trusteeship and in addition is such Trustee is
also a Trustee of St Mark's Church, his Trusteeship of St. Mark's
Church and such notice shall be accompanied by a copy of this
resolution.



The Hon Treasurer was authorised to apply for a second water meter and the necessary piping and commission.

Mr Barton moved and Mr Gill seconded and it was unanimously agreed that the Hon treasurer be asked to accept a small honorarium of £25 he having devoted so much time to the many duties in connection with the Hall, the Trustees feeling that some acknowledgment should be made

C Elliott.

Meeting of Trustees SMH 6th July 1896

Sir Chas Elliott (in the Chair)

Rev Preb. R Snowdon Smith

Rev W Bathurst

Rev Chas Griffith

R J Gill Esq.

The Meeting was opened with Prayers.

The Minutes of the last Meeting were read and confirmed.

Letters from the Rev John Barton and Rev E L Roxby were read regretting they were unable to attend today. Telegram from Mr Maldon was read stating he was unable to attend.

The following Candidates were elected for admission to the Hall after the Summer vacation:

Cross, Marian, Boulthec, Violet, E, Orchard, Barbara, Hall, Daisy, Jones, Violet R S, Cartmel-Robinson, Dorothy, Hancox, Amy Hannah, Young, Marion Hannah, Parr, Lena Lillie E, Bloomer Dorothy, Smith, Winifred L Snowdon, Barnett, Hilda, Barnett, Irene, Billing, Mary, Geary, Isabella Edith; and Norah Willoughby Curtois was also elected for admission provided there was a vacancy after the Summer vacation.

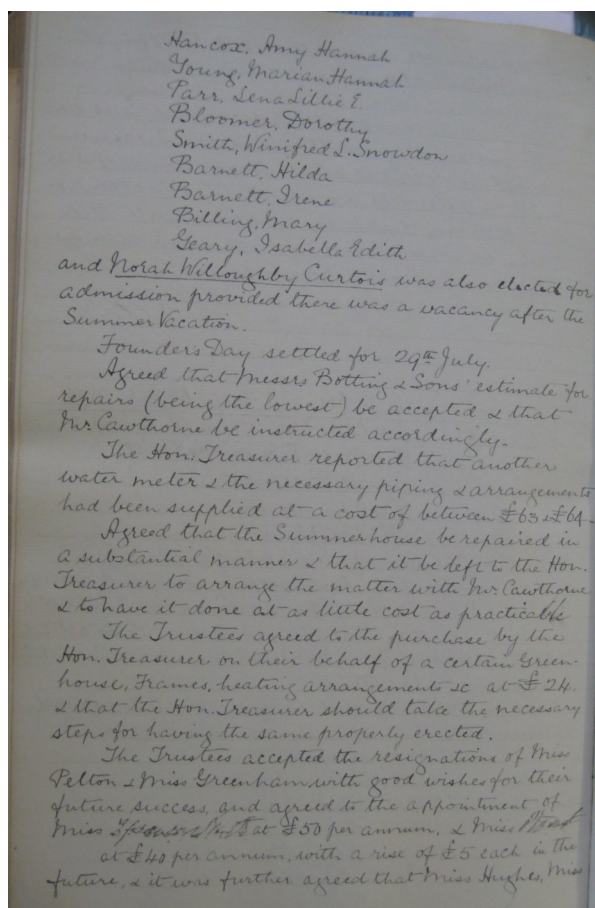
Founders Day was settled for 29th July.

Agreed that Messrs. Botting and Sons estimate for repair being the lowest) be accepted and that Mr Cawthorne be instructed accordingly.

The Hon. Treasurer reported that another water meter and the necessary piping and arrangements had been supplied at a cost of between £63 and £64

Agreed that the Summerhouse be repaired in a substantial manner and that it be left to the Hon. Treasurer to arrange the matter with Mr Cawthorne and to have it done at as little cost as was practicable. The Trustees agreed to the purchase by the Hon. Treasurer on their behalf of a certain Greenhouse, frames, heating arrangements etc. at £24 and that the Hon. Treasurer should take the necessary steps for having the same properly erected.

The Trustees accepted the resignations of Miss Pelton and Miss Greenham with good wishes for their future success and agreed to the appointment of Miss (illegible) at £50 per annum and Miss (illegible) at £40 per annum with a rise of £5 each in the future and it was further agreed that Miss Hughes, Miss...



Ragg & Miss Clark should each have an increase of salary of £5 per annum.
Agreed that certain silver spoons the property of the Hall, 105 oz. should be sold for £13.2.6. the amount offered by Messrs. Mappin & Webb & that money expended on plated articles & cutlery.

C. Elliott

Meeting of Trustees, St Mary's Hall, 15th Oct. 1896.

Present. Sir Chas. Elliott (in the Chair)
Rev. Preb. R. Snowdon Smith
Rev. Chas. Griffith
R. J. Gill Esq.

The proceedings were opened with prayer.

The minutes of the last meeting were read & affirmed.

Letters expressing regret at their inability to attend were read from the Rev. Ed. Roxby, the Rev. J. Barton, & Mr. John Deacon, & a telegram to the same effect from Mr. H. C. Malden.

It was decided to award the Catherine Dighton entrance exhibition fund to Isabella Edith Geary.

It was decided that prize day should be fixed for the 8th Decr & that Lady Elliott be asked if she would kindly consent to distribute the prizes on the occasion.

It was decided on the request of the Lady Principal that E. Wordgate & M. Snowdon Smith (who are shortly going in for a public examination) should be allowed for the present to drop the piano lessons at the discretion of the Principal.

It was decided to authorise Mr. Arthur Griffith to write forthwith to Mr. Sparris & Mr. Heaven & demand immediate payment of arrears.

Ragg and Miss Clark should each have as mistresses of salary of £5 per annum. Agreed that certain silver spoons the property of the Hall, 105 oz. should be sold for £13.2.6. the amount offered by Messrs. Mappin and Webb and that money expended on plated articles and cutlery.

C Elliott

Meeting of Trustees, St Mary's Hall, 15th October 1896

Present: Sir Charles Elliott (in the Chair)

Rev Preb R Snowdon Smith

Rev Chas Griffith

R J Gill Esq.

The proceedings were opened with prayers. The minutes of the last meeting were read and affirmed. Letters expressing regret at their inability to attend were read from the Rev Ed Roxby, the Rev J Barton, Mr John Deacon and a telegram to the same effect from Mr H C Maldon.

It was decided to award the Catherine Dighton entrance exhibition to Isabella Edith Geary.

It was decided that prize day would be fixed for the 8th December and that Lady Elliot be asked if she would kindly consent to distribute the prizes on the occasion.

It was decided on the request of the Lady Principal that E Wordgate and M Snowdon Smith who are shortly going in for a public examination should be allowed for the present to drop the piano lessons at the discretion of the Principal.

It was decided to authorise Mr Arthur Griffith to write forthwith to Mr Sparris and Mr Heaven and demand immediate payment of arrears.

Present Sir Chas. Elliott K.C.S.I. etc. (in the Chair)
 Rev. Preb. R. Snowdon Smith,
 Rev. Chas. Griffiths,
 R. J. Gill Esq.

The Proceedings were opened with Prayer.
 Letters were read from the Rev John Barton, &
 Chas. H. Malden & Rev. E. L. Roxby expressing regret
 that they were unable to attend.

The Minutes of the last meeting were read
 & affirmed.

The following Candidates were provisionally
 elected for admission provided there were vacancies
 after the Easter Vacation.
 Elsie Gordon Evans
 Eva Mary Kay
 Enid Mary Chidlow.

It was decided not to award the Catherine
 Dighton Exhibition as no candidate attained
 the required standard.

The Annual Report was finally settled
 and approved.

The Balance Sheet was accepted & approved
 subject to audit, & it was agreed to request
 Mr. Arthur Fox to again act as Auditor.

Proposed by Sir Chas. Elliott & seconded by R. J. Gill
 & carried unanimously that in future the
 Trustees' Meetings be held at 2.30 p.m. instead of
 3.30 p.m.

The following dates were settled for Vacations.
 Easter Vacation April 14 to April 29. Summer do July 29
 to Sept. 16. Christmas Vacation to commence on
 22nd December.

The Trustees accept the resignation of Miss
 Churcher & Miss Ragg, & appoint on the recommenda-

Present Sir Chas Elliott K.C.S.I etc. (in the Chair)
 Rev Preb. R Snowdon Smith
 Rev Chas Griffith
 R J Gill Esq.

The proceedings were opened with Prayers.

Letters were read from the Rev John Barton and Chas H Malden
 and Rev E L Roxby expressing regret that they were unable to
 attend.

The Minutes of the last meeting were read and affirmed.

The following Candidates were provisionally elected for admission
 provided there were vacancies after the Easter vacation.

Elsie Gordon Evans, Eva Mary Kay, Enid Mary Chidlow.

It was decided not to award the Catherine Dighton Exhibition as
 no candidate attained the required standard.

The Annual Report was finally settled and approved.

The Balance Sheet was accepted and approved and it was agreed
 to request Mr Arthur Fox to again act as Auditor.

Proposed by Sir Chas Elliott and seconded by R J Gill and carried
 unanimously that in future the Trustees' meetings be held at 2.30
 p.m. instead of 3.30 p.m..

The following dates were settled for vacations.

Easter vacation April 14 to April 29 Summer ditto from July 29 to
 Sept 16. Christmas vacation to commence on 22 December.

The Trustees accept the resignation of Miss Churcher and Miss
 Ragg and appoint on the recommendation of the Lady Principal
 Miss H E Jones and Miss Vane Thomas at the same salaries.

It was decided that an application be made to the Town Council
 that the water supply through the Eastern Meter (to the Buildings)
 be in future supplied by rate.

It was decided to let the Tennis Courts at £12 per annum and that
 half the rent be paid in advance the balance at the close of the
 season and that tenants be restricted to the use of the ground by
 themselves, their families and friends by invitation and that £6 be
 remitted from Dr Barlow's rent for 1896.

Resolved that the best thanks of the Trustees be given to Miss
 Elliott for her kind gift of a Greenhouse and that the Hon Sec be
 asked to write to that effect.

R Snowdon Smith

Meeting of Trustees SMH, 4th July 1897

Present Rev Preb. Snowdon Smith
 Rev E L Roxby
 Rev Chas Griffith
 R J Gill Esq.

The proceedings opened with Prayers.

The Minutes of the last meeting were read and affirmed.

Letters were read from Sir Cha Elliott, the Rev J Barton and Mr
 Deacon expressing regret that they were unable to attend.

The following candidates were elected for admission next term
 provided there were vacancies.

tion of the Lady Principal Miss H. E. Jones & Miss
 Vane Thomas at the same salaries.

It was decided that an application be made to
 the Town Council that the Water Supply through
 the Eastern Meter (to the Buildings) be in future
 supplied by rate.

It was decided to let the Tennis Courts at
 £12 per annum & that half the rent be paid in
 advance the balance at the close of the season
 & that Tenants be restricted to the use of the
 ground by themselves their families, & friends
 by invitation; & that £6 be remitted from
 Dr. Barker's rent for 1896.

Resolved that the best thanks of the Trustees
 be given to Miss Elliott for her kind gift of
 a Greenhouse & that the Hon. Sec. be asked to
 write to that effect.

R. Snowdon Smith

Meeting of Trustees, St. Mary's Hall. 14th July 1897.

Present: Rev. Preb. Snowdon Smith
 Rev. E. L. Roxby.
 Rev. Chas. Griffiths.
 R. J. Gill Esq.

The Proceedings opened with Prayer.

The Minutes of the last meeting were read &
 affirmed.

Letters were read from Sir Chas. Elliott, the Rev.
 J. Barton, & Mr. Deacon expressing regret that they
 were unable to attend.

The following Candidates were elected for
 admission next term provided there were vacancies.

Additional page from Minute Book / Trustees' records not transcribed as affording too many difficulties but included for interest. If any member wishes to offer a transcription this will be greatly appreciated.

Term, be not allowed a day of election for the following
that the vacancies thereby caused be filled up at
that election.

2. That pupils leave the school at the close of the
Term in which they are of the age of eighteen unless
by the special leave of the Trustees on the recom-
mendation of the Lady Principal.

3. That the above rules be incorporated in the
Prospectus.

Certain Salaries were discussed & the following
arrangements were made - (C.)
On the recommendation of the Lady Principal, a re-
adjustment of certain salaries of Governesses was
sanctioned. - A new French Governess to receive
£65 instead of £70, a new Science Mistress also
£65 instead of £70. Miss E. Potter & Miss
Churcher, who have been working diligently
in the Hall for some years to have each their
salary raised £5. This therefore will entail
no additional expence on the General Funds.

The attention of the Trustees having been called to
the fact that Miss Pletts' rent to the extent of
£31.5/- was in arrear the Trustees earnestly
request her to pay the same forthwith and
desire the Hon: Sec: to write to Miss Pletts
accordingly.

E. J. Pletts