

CLASS: Administrative Records
SECTION: Trustees Papers
REFERENCE NUMBER: A/1

A/1/a/1-39 Trust deeds for Moody's Gardens, formerly described as 1½ acres of land in the Vine Garden Ground, Westminster, the nucleus of the site of Westminster College.

A/1/a/40-93 Trust deeds for Horseferry Road, northern section: No. 4,5 and 6, demolished soon after they were purchased in 1847 by the Trustees of the College, and numbers 132, 134, 136 and 138, immediately to the north of these.

A/1/a/94-155 Trust deeds for Horseferry Road, southern section: No. 7,8 and 9 (later 130, 128 and 126).

A/1/a/156-203 Trust deeds for Medway Street.

A/1/a/204-222 Trust deeds for New Peter Street, Chadwick Street and miscellaneous.

A/1/a/223-230 Foundation and general deeds.

A/1/a/231-246 Maps and plans, including those of Westminster College, North Hinksey, and adjacent areas.

A/1/a/247- Appendix.

A/1/b/1 Trustees Minute Book, 1883-1924

A/1/b/2 Trustees Minute Book 1924-1933

A/1/c/1 Minutes of meetings of Trustees and Standing Committee, 1951-55

A/1/c/2-4 Minutes of meetings of Westminster/Oxford Sub-Committee, 1954-59

A/1/c/5 Minutes of meetings of the Westminster/Oxford Sub-Committee and the Westminster College Development Committee, 1959-63

A/1/c/6 Minutes of meetings of Westminster College Development Committee (mainly duplicates of 5, with additional papers), 1959-63.

CLASS: Administrative Records
SECTION: Papers of the Governing Body
REFERENCE NUMBER: A/2

A/2/a/1 Minute Book, 1909-20

A/2/a/2 MISSING

A/2/a/3 Minute Book, 1929-40

A/2/a/4 Minute Book (Bristol Emergency Committee), 1939-45

A/2/a/5 Minute Book, 1945-55

A/2/a/6 Minutes and Reports, 1953-

A/2/b/1 Minutes of House and Finance Committee, Westminster College, 1938-39

A/2/c/1 Register of staff, Westminster Training College (dates are those of earliest and latest appointments recorded), 1875-1937.

A/2/c/2 Duplicate of 1.

A/2/d/1 Papers relating to Instrument of government. 1966-67.

A/2/d/2 Instrument and Articles of government, 1990

CLASS: Administrative Records
SECTION: Papers of Principals of Westminster College
REFERENCE NUMBER: A/3

Papers of John Scott (Principal 1851-68)

A/3/a/1 Certificate confirming oaths of allegiance and supremacy and declarations against Popery and in favour of the Christian Faith, 1812.

A/3/a/2 Duplicate of **1**.

A/3/a/3 Letters regarding a £7,000 grant for the foundation of a Wesleyan Normal College and Practicing Schools at Westminster, 1849.

A/3/a/4 Duplicate and typescript of **3**.

A/3/a/5 Extracts from the minutes of the Wesleyan Education Committee appointing John Scott the first Principal of the new Wesleyan College, 1851.

Papers of J.H. Rigg (Principal 1868-1903)

A/3/b/1 Set of College rules signed by Rigg, 1894 [MISSING].

Papers of Herbert B. Workman (Principal 1903-30)

A/3/c/1-2 Principal's Log books, 1903-14

A/3/c/3 Items found in 2: Library Catalogue; College Timetable; Roll of Honour from the First World War; Westminster War Bulletin, loose copies; Outline of future engagements (1914-16).

A/3/c/4 'Rules and Usages', 1906.

A/3/c/5 Admissions applications, 1921-23

A/3/c/6 Testimonials about students and former students, 1921-23

A/3/c/7 Letter from Workman to the City Valuer about the supposed sale of the College to the Post Office, 1939.

A/3/c/8 Letter from Workman regarding Students' Funds, 1924.

A/3/c/9 Westminster Training College War Bulletin, 1916-19

Papers of Archibald Walter Harrison (Principal 1930-40)

A/3/d/1 General Correspondence, 1932-39.

A/3/d/2 Reports etc. concerned with teacher training circulated within the University of London, 1932-39.

A/3/d/3 Copies of accounts and financial statements of Westminster College, 1933-37.

A/3/d/4 Illustrated off-print of 'Westminster College, by the Principal'.

A/3/d/5 Minutes of meetings of, and summaries of papers given before, various religious societies and conferences.

A/3/d/6 Copy of "War-Time Dispersal of Westminster College" by A.W. Harrison (*Methodist Recorder*, 23rd November 1939).

A/3/d/7 Letters to Harrison regarding James Smetham, and notes on Smetham by Mrs. Harrison, 1936-55.

A/3/d/8 Copies of correspondence with members of College Staff, 1935-38.

Papers of J.S. Ross (Principal 1940-53)

A/3/e/1 Memorandum from Ross, as Master of Method, about preparations for his lessons, 1925.

A/3/e/2 Postcard from a student, apologising for lateness, 1929.

A/3/e/3 Letter from a student about teaching practice arrangements, 1933.

A/3/e/4 Correspondence regarding the College organ, 1939-53. Also, financial statements of the War Memorial fund, 1924 and 1952, and donations by students to the Organ Fund, up to 1940.

A/3/e/5 Copies of Ross' wartime newsletters to students and former students of Westminster College, 1941-45.

A/3/e/6 Volumes of testimonials about students and former students of Westminster College, 1942-61.

A/3/e/7 Correspondence regarding disciplinary procedures, 1947. [CLOSED]

A/3/e/8 Correspondence regarding *The Story of Westminster College, 1851-1951*, 1949-51.

A/3/e/9-10 Papers regarding the College's centenary celebrations, and the visit of H.R.H. The Princess Elizabeth, 1950-51.

A/3/e/11 Obituary to J.S. Ross, and the Order of Service for his memorial service, 1975.

A/3/e/12-13 Files of testimonials about former students, 1949-55 and 1948-53. [CLOSED].

Papers of H. Trevor Hughes (Principal 1953-69)

A/3/f/1 General Correspondence, 1954-63.

A/3/f/2-3 Correspondence with the University of Oxford regarding the relocation of the College, 1953-4 and 1955-58.

A/3/f/4 Correspondence with the Oxford Department of Education regarding the relocation of the College, 1954-60.

A/3/f/5 Correspondence with the Ministry of Education, and copies of correspondence between the Ministry and the Methodist Education Committee regarding the administration of Westminster College, 1959-63.

A/3/f/6-7 Correspondence and notes of meetings with Messrs. Seely and Paget, architects of Westminster College, Oxford, 1954-58 and 1959-62.

A/3/f/8-11 Papers relating to the building of Westminster College, Oxford, 1956-62.

A/3/f/12 Papers relating to the official opening of Westminster College, Oxford, 1960.

A/3/f/13 Account of the history of Westminster College from 1953 to 1959, including part of a speech made by Hughes at the College's official opening in Oxford, c.1960.

A/3/f/14 Correspondence and circulars relating to the probable form of the BEd. after its recommendation in the Robbins Report of 1963, 1963-69.

A/3/f/15 Register of Students, 1963-65.

A/3/f/16 Letters of application to the College, 1964-5.

A/3/f/17 Correspondence with the Department of Education and Science about increases in staff, 1966-68.

A/3/f/18-21 Files of testimonials, 1956-59.

A/3/f/22 Letters inviting H.M. The Queen, or H.R.H. The Duke of Edinburgh to the official opening of Westminster College, Oxford, 1960.

Papers of Donald Crompton, Principal 1969-81 (A/3/g)

A/3/g/1 -3 Minutes of meetings of the Oxford Delegacy for Educational Studies, its related committees and related correspondence. 1967-78.

A/3/g/4 -5 Papers of, and other material relating to, the Oxford Delegacy for Educational Studies Area Training Organisation Sub-Committee of Enquiry into teacher training. Including a paper by Crompton on 'The Purpose of a College of Education'. 1970-71.

A/3/g/6 Correspondence and papers regarding the future of the Oxford validated BEd. degree. 1969-71.

A/3/g/7 Papers of the Oxford Delegacy for Educational Studies Degree Committee and the Students' Liaison Sub-Committee. 1970-79.

A/3/g/8 Internal memoranda etc. and correspondence with other training colleges regarding the future of the BEd. and Postgraduate Certificate of Education courses, 1971-78.

A/3/g/9 Correspondence regarding the future of the BEd. degree in light of the James Committee's report, 1971-72.

A/3/g/10 Correspondence regarding the future of the BEd. degree in light of the White Paper 'Education: A Framework for Expansion', and papers of the Delegacy working party on training college submissions to the General Board, 1973-75.

A/3/g/11-12 Papers considering future co-operation between the University and local teacher training colleges, 1975-77.

A/3/g/13 Copies of official publications concerning teacher training, including the James Committee's report (1972), 'Education: A Framework for Expansion' (1972) and the Oxford University 'Report of the Joint Committee on Teacher Training' (1973).

A/3/g/14 Correspondence with officials at the University of Oxford, 1971-78.
[CLOSED]

A/3/g/15 Reports on debates relating to teacher-training colleges in Congregation, and related papers, 1973-75. [CLOSED]

A/3/g/16 Correspondence about the campaign on behalf of teacher-training colleges preceding the debates of 1973-75. [CLOSED]

A/3/g/17 'Westminster College: Relationship with the University', a paper written by Crompton regarding the Oxford/Westminster relationship between 1971 and 1978. [CLOSED].

A/3/g/18 Correspondence with students regarding their exam results, 1969-80.
[CLOSED]

A/3/g/19 Miscellaneous papers regarding the BEd. degree, 1970-80.

A/3/g/20 Minutes and informal reports of the Westminster College BEd. Committee, and correspondence with its committee, 1970-75.

A/3/g/21 Correspondence and memoranda regarding the tuition of training-college students, 1970-72.

A/3/g/22 General correspondence, 1976-79. [CLOSED].

A/3/g/23 Correspondence regarding the installation of closed-circuit television (CCTV) at the College, 1967-75.

A/3/g/24 Correspondence with the Methodist Education Committee regarding amendments to the Instrument of Government, 1968-70.

A/3/g/25 Correspondence regarding exchange visits by Westminster College students, 1969-76.

A/3/g/26 General correspondence with the Methodist Education Committee, 1969-76.

A/3/g/27 Correspondence with the Methodist Education Committee about student grants, 1970-80.

A/3/g/28 Correspondence regarding the future of the BEd. degree, 1971-78.

A/3/g/29 Papers of a conference of principals of colleges of higher education held at York, July 1970.

A/3/g/30 Correspondence with the Association of Teachers in Colleges, and the booklet 'Higher Education and Preparation for Teaching', 1970.

A/3/g/31 Papers connected with the appointment of a new headmaster at Queen's College, Taunton, 1973. [CLOSED]

A/3/g/32 Invitations issued to the College Principal, 1974-78.

A/3/g/33 Correspondence regarding the possibility of ministerial training at Westminster College, 1978-79.

A/3/g/34 General correspondence, 1971-

A/3/g/35 Minutes of the teaching and research committee of the Delegacy for Educational Studies, and the minutes of the Delegacy, 1967-78.

A/3/g/36 Minutes of the professional committee of the Delegacy for Educational Studies, 1967-78.

A/3/g/37 General file of papers, including copies of correspondence connected with the 1972 White Paper on teacher-training and its immediate aftermath at Oxford and in its associated teacher-training colleges, 1971-73.

A/3/g/38 Papers of the Oxfordshire County Council Joint Working Party on the future development of higher education in the Oxford area, and related correspondence, 1972-3.

A/3/g/39 Papers relating to applications for the post of the Head of the department of Educational Studies at the College, 1975. [CLOSED]

A/3/g/40 Correspondence relating to job references for former students, 1975-81.

A/3/g/41 Notice of a memorial service for Donald Crompton. Appreciations of Crompton from the Westminster Club Bulletin and the Methodist Recorder, 1983-84.

A/3/g/42 Article on Crompton from the Oxford Times, 1981.

CLASS: Administrative Records
SECTION: Registrars' Papers
REFERENCE NUMBER: A/4

A/4/a/1 'Roll of Men in the King's Forces'. A Register of students and former students who served in the First World War, with details of service, 1914-20. Also a printed 'Record of Service in the Great War, 1914-1919'. 3 copies. Also an alphabetical listing of Wesleyan teachers.

A/4/a/2 Alphabetical register of students, 1860-1939.

A/4/a/3 Autograph book containing signatures of students and college officers with their places of origin. Initialled 'J.S.R.' (J.S. Ross), 1908-29.

A/4/a/4-6 Registers of students, 1931-37.

A/4/a/7-12 Registers of students, 1945-81 (incomplete series).

A/4/b/1 Card-Index of Old Westminsterians who attended the College before 1914, and of deceased Westminsterians.

A/4/c/1 Lists of students registering for the Oxford B.Ed. degree and related correspondence with the Oxford University Department of Educational Studies, 1976-79.

A/4/d/1 Class-list for second year Christmas examinations, 1884.

A/4/d/2-3 Westminster College Directory of former students, 1938 and 1949.

CLASS: Administrative Records
SECTION: Papers of Bursars of Westminster College
REFERENCE NUMBER: A/5

A/5/a/1 Account book of staff salaries, 1910-45.

A/5/a/2 Account book for the Westminster College Trust Estate, 1941-57.

A/5/a/3 Miscellaneous statements of accounts, 1940-58.

A/5/b/1 Papers relating to the use of Westminster College during the Second World War, and claims made for compensation for damage, 1938-43.

A/5/b/2 Papers relating to wartime damage to the College buildings, 1944.

A/5/b/3 Papers relating to the de-requisitioning of Westminster College, and the re-equipping of the college for use, 1945-58.

A/5/b/4 Report on buildings required in the event of the College relocating to Elmstead Woods, Kent, c1950.

A/5/c/1 Agreement between the Methodist Education Committee and the RAF for the letting of the college sports grounds at Tooting, 1940.

A/5/c/2 Copy of *Noteworthy* (issued by the Ministry of Information), 26th April 1940; Ministry of Food stamps for soap; circular about butter and margarine rationing, 1940-48.

A/5/c/3 Instructions to ARP Officers, Westminster District, 1940.

A/5/c/4 London County Council map for No.3 Brigade Fire Station (Pimlico) showing location of bombs dropped during 1940-41 Blitz period, c1941.

A/5/c/5 Land Registry Map with stickers indicating location and type of bombs dropped on Westminster 1939-45.

**CLASS: Administrative Records
SECTION: Papers of Librarians and Archivists
REFERENCE NUMBER: A/6**

A/6/a/1 Librarian's Reports, 1965-69.

A/6/a/2 Memoranda, minutes, notes and correspondence connected with the proposal to appoint an archivist at Westminster College, 1980.

A/6/a/3 Copies of Archivist's reports and papers on the archives, 1982-83. MISSING

A/6/b/1-2 Correspondence regarding archival accessions, 1951-83.

A/6/b/3 Correspondence regarding archival accessions, 1983-85. MISSING

CLASS: Administrative Records
SECTION: Academic Board and Tutors' Meeting Records
REFERENCE NUMBER: A/7

A/7/a/1-2 Minute-book of the Academic Board, 1950-67.

A/7/a/3 Minutes and proceedings of the Academic Board, 1967

A/7/a/4 Minutes and proceedings of the Academic Board, 1968. MISSING

A/7/a/5-15 Minutes and proceedings of the Academic Board, 1969-81.

CLASS: Administrative Records

SECTION: Records of College Committees (other than Academic Board)

REFERENCE NUMBER: A/8

A/8/a/1	Admissions and Records Committee, 1970-76.
A/8/a/2-3	BEd. Course Control Committee, 1976-78.
A/8/a/4-6	Buildings Committee, 1969-79
A/8/a/7-8	Catering Sub-Committee, 1971-75.
A/8/a/9	Certificate Committee, 1968-75.
A/8/a/10	Working Party on College Courses, 1967-73.
A/8/a/11	Course Development Unit, 1973-74.
A/8/a/12	Course Development Committee, 1974-79.
A/8/a/13	Educational Resources Committee, 1971-74.
A/8/a/14	Educational Technology Committee, 1969-74.
A/8/a/15	Finance Committee, 1969-79.
A/8/a/16	Academic Finance Committee, 1970-80.
A/8/a/17-18	Heads of Subjects Committee, 1971-77.
A/8/a/19	In-Service Committee, 1969-75.
A/8/a/20	Library Committee, 1969-77.
A/8/a/21	Playing Fields Committee, 1969-77.
A/8/a/22-23	Post-graduate Committee, 1970-79.
A/8/a/24	Professional Committee, 1972-75.
A/8/a/25	Resources Management Committee, 1973
A/8/a/26	Resources Committee, 1976-80
A/8/a/27	Schools Committee, 1969-75.
A/8/a/28	Staffing and Timetabling Committee, 1979-80. MISSING
A/8/a/29	Student Progress Committee, 1970-78.
A/8/a/30	Student Workshop Committee, 1973.
A/8/a/31	Technicians' Committee, 1971-73.
A/8/a/32	Theatre Committee, 1971-73.

A/8/a/33 Working Party on College Reorganisation., 1973-77.

A/8/a/34 Domestic Committee, 1975-78.

A/8/a/35 Research Committee, 1980. MISSING.

A/8/b/1-2 Correspondence and papers regarding proposals for a 'forest garden', 1973-79.

A/8/c/1 Duplicate minutes of the Academic Board and College Committees, 1975-79.
MISSING.