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PORTSMOUTH CITY RECORDS OFFICE

1360A

H. TOWNSEND
BRICKMAKER AND BUILDER

1868-1948

INTRODUCTION

The papers in this collection relate to the activities of Harry Townsend who owned a brickfield in Chelmsford Road, Copnor, in the late 1920's - early 1930's. He was responsible for building developments in the Mayfield Road/Kirby Road area of North End, and Gladys Avenue, Cowplain, in the same period. The family lived in North End in the 1920's but later moved to Oak Lodge, Longwood Avenue, Cowplain, a bungalow built by Harry Townsend. When he died in June 1931 the business was taken over by his son Harry Cecil Townsend.

The records also include an account book of W.Goddard of The Forge, Westbourne. The Goddards were relatives of the Townsend family.

1360A/1 BUILDING DEVELOPMENT

1360A/1/1 Brickyard Records

- 1 Brickyard account book (including at back details of cartage to Kirby Road, 1930-31), 1 August 1930-20 October 1933 (alternate months)
- 2 Brickyard account book, 1 February 1932-22 September 1933 (alternate months)
- 3 Invoices (1 bundle), 1924-27
- 4 Accounts and letters (1 bundle), 1930-34

2 Development of Kirby Road area

- 1 Letters of agreement re purchase of land from Winchester College [3 items], 1926-27
- 2 Conveyance of land in Kirby Road from J.E.Pink to H.Townsend, 1931
- 3 Draft agreement for sale and purchase of land in Kirby Road with 2 items of correspondence, 1933
- 4 Statement of accounts re Chelmsford Road and Stubbington Avenue, nd, c1930
- 5 2 plans and letter from architect, A.J.Dennison re housing in Kirby Road, 1931

3 Building Specifications

- 1 Sketch book containing notes re progress of building in Kirby Road, with sketches re Gladys Avenue and an account of brick production, 1931
- 2 Specifications for 20 houses to be built in Mayfield Road, 1929
- 3 Specifications for 2 houses and a shop to be built in Gladys Avenue, Cowplain, 1929
- 4 Catherington RDC approval notice for erection of a store shed at Longwood Avenue, 1928
- 5 Agreement for making of bricks between H.C.Townsend and party unknown but signed W.Shipp, nd
- 6 RIBA Schedule of Conditions for Building Contracts (uncompleted)
- 7 Specification of work (uncompleted)

1360A/1/3 Building Specifications [continued]

8 Builder's agreement (uncompleted)

9 Architects' plans and elevations for properties
in Cowplain and North End [28 items], 1920-c1930

4 Rateable Values

Bundles including correspondence, notices of provisional
apportionment, demand notes and receipts:

1 1931

2 1932

3 1933

4 1934-35

5 1936

6 1937

7 1938

8 1939-40

9 1941-42

10 1943-44

5 Drainage

1 Applications to drain premises in Cowplain [3 items]
1931

2 Correspondence with Surveyor, Havant & Waterlooville
UDC, 1932

3 Invoices for installation of drains, 1932

4 Drainage plans, [6 items] nd

6 Private Street Works

1 Correspondence and invoices, 1934-5

2 Notice re numbering of houses, 1939

7 Water Supply

1 Correspondence re supplementary water supplies, 1943

1360A/1/8 Byelaws

- 1 Byelaws of Catherington RDC re New Streets and Buildings, 1924
- 2 Byelaws of Catherington RDC re Slaughter-houses, 1928
- 3 Borough of Portsmouth Building Bye-laws, 1904
- 4 " " " " " 1910

1360A/2 ESTATE MANAGEMENT

1360A/2/1 Financial Records

- 1 Sales Ledger, 1 October 1929 - 2 February 1934
- 2 Purchase Ledger, 1 April 1930 - 30 September 1933
- 3 Private Cash Book (including profit and loss accounts and employees timesheets), 1 June 1921 - 7 November 1925
- 4 Cartage diary, 2 June 1930 - 9 September 1932
- 5 Wages summaries, 7 April 1928 - 27 March 1931
- 6 Wages summaries, 22 May 1931 - 28 October 1933
- 7 Statement of accounts for year ending 31 March 1928
- 8 Analysis of accounts, 1933-34
- 9 Loose time sheets [3 items], 1932

2 Rent Statements

- 1 Landlord's rent book re properties in Gladys Avenue, Cowplain, 4 January 1930 - 24 September 1934
- 2 Rent statements for properties mostly in Cowplain, 1933-45
- 3 Rent statements for properties in Cowplain payable to Mrs Collier, 1938-45

3 Administration

- 1 Estate agents' correspondence, 1936-45
- 2 Estate agents' correspondence re Mrs Collier's properties, 1934-45
- 3 Solicitors' correspondence and statements of account, 1930-1944

1360A/2/3 Administration [continued]

- 4 Contract for sale of 55 Monmouth Road, 1921
- 5 Memorandum of agreement re sale of Stubbington Avenue, 1928
- 6 Tenancy agreement, nd
- 7 Claims and compensation for war damage, 1941-44
- 8 Correspondence with Cross family re their tenancy of Stakes Field, Bishops Waltham, 1936-44
- 9 Scale of professional charges of the Portsmouth Gosport and District Auctioneers' Estate Agents' and Valuers' Association, 1944

1360A/3 BUILDING MAINTENANCE

- 1360A/3/1 Bundle of estimates and reports of repairs re property at Cowplain, 1928-36
- 2 Bundle of estimates for repairs, 1929-36
 - 3 Bundle of invoices for goods and labour, 1930-40
 - 4 Bundle of invoices for goods and labour, 1932-34
 - 5 Bundle of invoices for repairs to property at Cowplain, 1932-36
 - 6 Bundle of miscellaneous correspondence, mostly re Kirby Road, 1931-33
 - 7 *Instructions for Fixing Geysers*, pub. by British Commercial Gas Association, 1930
 - 8 Lloyd Boards' price list, nd

1360A/4 PERSONAL AND FAMILY PAPERS

1360A/4/1 Family Documents

- 1 Account book of W. Goddard, The Forge, Westbourne, 1868-77
- 2 Receipts for the right of burial in Westbourne Parish issued to W.R.Goddard, 1927
- 3 Marriage certificate of Harry Townsend and Helena Poulton, 1895
- 4 Letters and receipts re burial of Mrs Helena Townsend, 1935-37
- 5 Driving licences of Harry Townsend [2 items], 1928-29 and 1930-31

1360A/4/2 Financial Documents

- 1 Income tax returns and miscellaneous correspondence, 1926-33
- 2 *Income Tax Handbook* by J.R.Norman, 1931
- 3 Receipt for cost of conveyance and mortgage re 13 Paddington Road, purchased by Mr Townsend, 1925
- 4 Letter re interest owed by Mr Townsend on properties, 1937
- 5 Estate account of M.J.McLaughlin, deceased, W.R.Goddard and H.C.Townsend executors, 1948
- 6 Letter re bankruptcy of L.R.Cross, nd
- 7 Papers re bankruptcy of James Edward Wedge, 1930
- 8 Share Prospectus for W.Pink & Sons, Ltd, 1934
- 9 Letters re debt owned to Mr Townsend [3 items], 1930
- 10 Insurance policies and correspondence, mostly re motor vehicle, 1930-33

3 Miscellaneous

- 1 Wireless receiving licence, 1935
- 2 Two letters to Mr Townsend, nd
- 3 Electrolux Ltd Payments card, 1934-35
- 4 Gauntletts' Dairies order book, 1935
- 5 Campions (Bakers) Ltd order book, 1935
- 6 Bundle of receipts for domestic items and motor car accessories, 1931-35
- 7 *On the Road: new regulations, local bye laws, etc., extracts from information which all drivers are required to know*, 1930
- 8 *Unemployment and the Unemployed: the Explanations of Regulations for Benefits*, Portsmouth Trades Council, nd
- 9 Malcolm's Map of Portsmouth, nd
- 10 Charpentier's New Map of Portsmouth, nd
- 11 Great Western Railway map, nd
- 12 Metallurgical Temperature Chart