

Sevenoaks Library

**This catalogue was digitised by The National Archives as part of the National
Register of Archives digitisation project**

NRA 29837



The National Archives

FEB 1987



KENT ARCHIVES OFFICE
WEST KENT BRANCH OFFICE

WU5

Records of Hooker Bros., printers of Westerham

Deposited by Hooker Brothers (Printers) Ltd. for Riverhead Library
29 September 1986

Note:

All unpublished material in this collection is subject to a 30 year embargo, i.e. no unpublished document will be produced unless it is at least 30 years old.

FAMILY

F1 Documents concerning the deaths of Mary Ann and Charles Hooker (including correspondence, death certificate, doctor's and undertaker's bills) 1 bdl. 1876-1905

ESTATE

E1	Copy deeds and agreements for land in Westerham	(3 docs)	1866-1883
2	Estate and legal correspondence concerning Hooker Bros. property in Westerham	(1 bdl)	1885-1935
3	Copy presentments to Westerham Manor concerning land in Westerham [including Copy Minutes of Court Baron nd.]	(1 bdl.)	1897 + nd
4	Inventory and Valuation of plant and fittings at Hooker Bros premises, High Street, Westerham [with some correspondence] [v. detailed]	(1 bdl.)	1907
5	Schedule of deeds relating to Hooker Brothers mortgage of property at Westerham, with a notice of an increase in rate of mortgage interest.	(2 docs)	1920-1936
6	Inventory and valuation of plant and fittings at High Street premises [v. detailed]	(1 bdl.)	1934
+7	Report and Valuation of High Street, Westerham premises [with some correspondence]	(1 bdl.)	1970-1973

+ see Note

FINANCIAL RECORDS

A1	Cash Book	(1 sml vol)	1912-1915
2	Ledger	(1 file)	1913-1929
3	"	(1 sml vol)	1914-1935
4	"	(1 sml vol)	1926-1934
5	Wages Accounts	(1 sml vol)	1919-1929
6	Estimates (for printing work)	(1 sml vol)	1927-1934
7	Receipts, accounts	(1 bdl.)	1927-1943
+8	Balance Sheets, Trading, Profit and Loss Accounts, Statements of Liabilities and assets	(2 bdls.)	1932-1970
+9	Correspondence with Commissioners of Inland Revenue, P.A.Y.E. records	(1 bdl.)	1932-1975
+10	Correspondence with Accountants concerning Audit, Income Tax, Annual Accounts etc.	(1 bdl.)	1934-1970
11	Correspondence concerning overdraft	(1 doc.)	1938
+12	Correspondence with Accountants concerning death of C.W. Hooker, financial matters, increase in number of directors, retirement of A.W. Hooker	(3 docs)	1948-1966
+13	Overtime books [including volume giving wages of staff on 25 November 1955]	(12 sml vols)	1952-1971
+14	Papers re Audit	(1 bdl.)	1960-1971
+15	Various rough accounts, pay sheets [including record of Xmas gifts and bonuses]	(1 bdl.)	1961-1975
+16	Agreements concerning loans for motor car and scooter [Hooker Bros. to employees?]	(2 docs.)	1962-1963
17	Copy Guarantee to Bank	(1 doc.)	nd.

+ See Note.

BUSINESS

Business Papers

B1/1	Printed circulars, including Board of Trade Wages and Hours Inquiry Circular and Questionnaire 1907 [partly completed] Ministry of Supply Return of Stocks of Printers Type Metal 1943 [completed], British Federation of Master Printers Circular and Scale of Wages.	(4 docs.)	1907-1943
+2	Correspondence, invoices etc. re machinery and plant	(1 bdl.)	1895-1974
3	Circulars, accounts etc. re printing of Voters Lists	(1 bdl.)	1918-1920
+4	Correspondence	(1 bdl.)	1932-1962
+5	Correspondence R.A. Hooker and Kurt Doherr	(1 doc.)	1966
+6	Papers re Transfer of Shares, takeovers	(1 bdl.)	1968-1981
7	Floor plan of Hooker Bros. premises with scale cardboard cutouts to show floor area used	(1 doc.)	nd.

Examples of work produced

B2/1	Westerham Herald [printed by Hooker Bros. ^{11/11} 1935] (1 bdl.)	1901-1934
	September 28 1901	
	January 1 1910	
	July 26 1919 (Peace Supplement)	
	January 6 1923	
	June 21 1924	
	January 31 1925	
	March 19 1927	
	July 23 1927	
	October 20 1928	
	August 1 1931	
	December 22 1934	
2	Westerham Herald Cuttings containing advertisements for Hooker Bros. (3 docs.)	1902-1935
	June 28 1902	
	October 11 1911	
	May 11 1935	

+ See Note

BUSINESS

Examples of work produced (cont.)

B2/3	Sample book	(1 vol)	1884-1889
4	Complimentslips, Advertising leaflets, invitation cards [Not clear whether latter are actual invitations or examples of work, although a few are marked to members of the Hooker family]	(1 bdl.)	1909-1975
5	"European War 1914-15 - Resolution of Protest, Official Correspondence and other data relating to the Destruction of Historic Monuments during the war"	(1 doc.)	1915
6	Letterheads, programmes, circulars	(1 bdl.)	1917-1956
7	Programmes, reports, booklets Including "Arab Horse Families - and Introduction and Guide to the Stud Book" by P.J. Gazder 1976	(1 bdl.)	1928-1976
8	Advertising leaflets, Beetle Drive Card, Westerham Gala Day Programmes	(1 bdl.)	1952-1962
9	Calendar 1958 for the "Tally Ho" PH. Westerham	(1 bdl.)	1958
10	Brochure for The Wolfe Society	(1 doc)	1959
11	Industrial and Trade Brochures etc.	(1 bdl.)	1963-1972
12	Advertising leaflet, Desk Diary, Calendar	(3 docs)	1964
13	Calendars, brochures, books Including "Directory of Pure Arabian Studs in GB and Eire" 1973 and 1975, "From an Acorn to an Oak Tree" by Lt. Col. Durtnall 1975, "Farming in Europe" by Lawrence Gould	(1 bdl.)	1964-1985
14	"History of Knockholt, Kent" by G.H. Warlow	(1 doc.)	1965
15	Winston Churchill Souvenir Programme	(1 bdl.)	1967
16	"Drawings for Amherst Lodge and Sennocke Lodge etc."	(1 bdl.)	nd.
17	"A Fragment of Autobiography" by E. Sackville-West	(1 doc)	nd.
18	Shop Notice Placards	(5 docs)	nd.
19	"The Birthplace of Wolfe - Westerham and its Associations"	(sml. vol.)	nd.

LEGAL

L1	Draft Articles of Partnership between Charles William and Alfred James Hooker	(1 doc.)	1907
2	Draft/Copy Apprenticeship Indenture Harold Russell Howard of Westerham to Hooker Bros. as printer	(1 doc.)	1913
3	Conversion of Partnership to Private Limited Liability Company; Correspondence, Agreement, Memorandum of Association, Appointment of Bankers	(1 bdl.)	1946
+4	Insurance and Pension Scheme; Policies, Schemes etc. for Insurance of Building at High Street, Westerham	(1 bdl.)	1956-1982
+5	Service Agreement, Hooker Bros. and R.A. Hooker	(2 docs.)	1970

+ See Note

MISCELLANEOUS

Z1	Royal Exchange Assurance; copies of relevant parts of Insurance policies, articles etc. insured, premium etc. etc. [A member of Hooker family was Insurance Agent for company?]	(1 vol.)	1869-1949
+2	Ditto	(1 vol.)	1916-1966
3	Notes, newspaper cuttings etc. on history of Hooker Bros. (including reprint from "Westerham Herald" on death of Charles Hooker 1900)	(1 bdl.)	1900-1969
4	Register of Aliens (under the Aliens Restriction (Amendment) Order 1915) [blank]	(2 docs.)	1917
5	Letter and receipt from Westerham Volunteer Fire Brigade to A.J. Hooker re Haystack Fire at Delagarde Farm 1921 [Insurance Agent connection as Z1+2?]	(2 docs.)	1921
6	"The Compositors and Printers Handbook" 1946	(1 sml vol)	1946
7	Catalogues of stock engravings and illuminated addresses	(3 docs)	1916 + nd
8	Letter from ? to "Dear Brother"; from SS. Bellini en route from Gibraltar to USA.	(1 doc.)	nd

+ see Note