

Survey and location lists, Business Archives Council of Scotland

African Lakes Co Ltd Location List

Summary of extent: 2 deed boxes of records; 4 small boxes of glass plate negatives; 2 transfer boxes of photographs and misc. documents; several loose items

Corporate records deed box

<i>[1878-1991]</i>	Minute books (1878-1991), cash books, agenda books and annual reports and accounts	Deed box containing c13 volumes
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Transfer box containing:

<i>Early 20th cent.</i>	Postcard album of Nyasaland commissioned by company	1 volume
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	Insurance schedules	1 bundle
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<i>20th cent.</i>	ACL telegraphic code book and correspondence	1 volume
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<i>1930s, 1950s</i>	Press cuttings (Glasgow papers)	2 volumes
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Thesis

<i>1970s</i>	PhD thesis of Dr Macmillan on the company's history until the 1914-1918 War	Photocopied pages
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Titles deeds and plans deed box

<i>1880s-?</i>	Company title deeds, plantation plans, maps and charts;	c70 items
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<i>1910s</i>	Staff compensation payment agreements	1 file
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<i>1914</i>	Press cuttings (Glasgow papers)	1 volume
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n.d. Land sale correspondence 1 file

n.d. Title deeds 2 large parcels

Photographs and negatives

1920s Staff photograph albums 2 volumes

Late 19th/early 20th cent. Glass plate negatives showing workers, staff, African scenes, animals, factories and plantations. Good condition 4 small boxes

Late 19th/early 20th cent. Loose photographs, several taken from glass negatives 1 transfer box

Late 19th cent. Mr Moir personal photograph album showing his family and servants in Africa. Mr Moir was CEO and a Glaswegian by birth. [Cover missing] 1 album.

1970s Large framed images created from glass plate images c15 framed images

Staff contract books

1884-1920s, 1950s Staff contract books including records of service, interview questions, doctor's notes, contract details, personal details, notes on service. Predominantly central-belt Scots who went to Africa. c6 volumes

Specification books

1890s-1910s Steamer and engineering specification books for items ordered from 2 volumes

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predominantly Scottish firms including ships, engines, toilets, boilers etc for the Zambezi trade. Includes a letter employing mercenaries to kill Arab slave traders.

Artefacts

<i>n.d.</i>	Ship model: SS Empress, built at the Blackhill yard, Glasgow	1 model
<i>n.d.</i>	Cheque writing machines	2 machines
<i>n.d.</i>	African Lakes envelope seal, featuring the company flag and ALCL initials	1 seal
<i>1893?</i>	African Lakes Co Ltd seal featuring a thistle	1 seal

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Records of

Scottish Legal Life Assurance Society

life assurers, Glasgow

Records transferred to Glasgow City Archives
December 2007



BUSINESS ARCHIVES COUNCIL OF SCOTLAND

Supplied by

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Surveying Officer
December 2007**

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Scottish Legal Life Assurance Society, Glasgow, Scotland

Key:

Secretary's safe, shelf 1 (S.1 etc.)

Basement safe, area 2 (B.2 etc.)

Where no company name is given the records are those of Scottish Legal Life Assurance Society.

S.1	1860- 1910	Board of Management minutes	27 volumes
S.1	1962- 1978	Board of Management minutes	16 volumes
S.1	1984- 1986	Committee No 3 Minutes	1 volume
S.1	1966- 1969	Society expenditure committee	1 volume
S.1	1945- 1971	Rules revision committee	1 volume
S.1	1973- 1976	Committee No 1 minutes	1 volume
S.2	1865- 1952	Scottish United Reform Friendly Society Minutes	11 volumes
S.2	1922- 1926	Rules Revision Committee minutes	1 volume
S.2	1977- 1978	File: Sons of Scotland Temperance Friendly Society extract of board meetings	1 file
S.2	1971- 1972	File: Transfer of engagements Aberdeen & Northern Friendly Society	1 file
S.2	<i>n.d.</i>	File: Centenary brochures of other friendly	1 file (7

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		societies	volumes)
S.2	<i>1970s</i>	Computer management tenders/proposals	6 files
S.2	<i>1951-1852</i>	SLLAS Bowling Club members book	1 volume
S.2	<i>1947-1949</i>	SLLAS Bowling Club members book	1 volume
S.2	<i>1878-1903</i>	Scottish United Reform Friendly Society Edinburgh & Leith District minute book	1 volume
S.2	<i>1891-1892/ 1892-1894</i>	Rules revision committee minutes / Credential committee minutes	1 volume
S.2	<i>1892-1989</i>	Revision and Rules amendments minutes	1 volume
S.2	<i>1955</i>	Centenary conference sederunt book	1 volume
S.2	<i>1917</i>	Scroll minute book	1 volume
S.2	<i>1855-1859</i>	Scroll minute book	1 volume
S.2	<i>1868-1970</i>	Scroll minute book	1 volume
S.2	<i>1875-1876</i>	Scroll minute book	1 volume
S.2	<i>1876-1878</i>	Scroll minute book	1 volume
S.2	<i>n.d.</i>	Nomination register (unused)	2 volumes

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S.2	<i>1929-1937</i>	District [committee?] minute books	15 volumes
S.2	<i>1883-1937</i>	Hull District minute book	1 volume
S.2	<i>1883-1980</i>	Leeds District minute book	1 volume
S.2	<i>1883-1950</i>	Greenock District minute book	1 volume
S.2	<i>1903-1924</i>	Pontypridd District minute book	1 volume
S.2	<i>1883-1940</i>	Arbroath District minute book	1 volume
S.2	<i>1989-1996</i>	Leicester District minute book	1 volume
S.2	<i>1893-1898</i>	Delegation Allowances & Fares book	1 volume
S.2	<i>1894-1939</i>	Scrapbook of news cuttings relating to Friendly Societies	1 volume
S.2	<i>1930s</i>	Reports and Minutes of Annual Delegates meeting	1 bundle
S.2	<i>Early 20thcent.</i>	District papers sent to secretary	1 bundle, c200 docs
S.2	<i>1902-1953</i>	SLLAS Golf Club minutes, members books, competition and prize books	6 volumes
S.2	<i>1918-</i>	Building specifications and bills of quantities for building of Bothwell Street	1 bundle (c40

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	<i>1929</i>	offices and other society properties	documents)
S.2	<i>Early 20th cent.</i>	Miscellaneous loose legal opinions, prospectuses and papers	c40 items
S.3	<i>1911-1920s</i>	Circulars guard book	1 volume
S.3	<i>1863-1960</i>	Stirlingshire Friendly Assurance Society minutes	6 volumes
S.3	<i>1894-1909</i>	Quinquennial valuations	6 volumes
S.3	<i>1897-1903</i>	File: Correspondence with Registrar of Friendly Societies	1 file
S.3	<i>1929</i>	File: "Miscellaneous" including transcripts of public inquiries	1 file
S.3	<i>1932-1933, 1937-1938</i>	File: Rules revision committee minutes	1 file
S.3	<i>1891-1894</i>	Scroll minutes: Properties Committee / Investments Committee	1 volume
S.3	<i>1887-1889</i>	Board of Management minutes	1 volume
S.3	<i>1894-1895</i>	Board of Management minutes	1 volume
S.3	<i>1922-1923</i>	Board of Management minutes	1 volume
S.3	<i>1885-</i>	Treasurers Scroll cash book	1 volume

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1886

S.3	<i>1892-1893</i>	Secretary's Scroll minute book [district committee?]	1 volume
S.3	<i>c1931</i>	Souvenir brochure 1852-1931	1 volume
S.3	<i>1933-1934</i>	District minute book	1 volume
S.3	<i>1955-1977</i>	General finance committee minutes	1 volume
S.3	<i>1846-1895</i>	Friendly Bread Association Ltd minute book No 3	1 volume
S.3	<i>1922-1923</i>	Management Meeting Minute book	1 volume
S.3	<i>1893-1897</i>	Register of Delegates	1 volume
S.3	<i>1906-1912</i>	Minute book of Annual General Meetings	1 volume
S.3	<i>1920-1922</i>	Minute book of Annual General Meetings	1 volume
S.3	<i>1970-1978</i>	Indexes to committee minutes	5 volumes
S.Dr1	<i>Mid-late 20th cent.</i>	Take over files and branch records	c50 files
S.Dr2	<i>mid-late 20th cent</i>	Irish legislation files	
	<i>Mid-late</i>	Valuation reports, Triennial and	c20 files

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	<i>20th cent.</i>	Quinquennial valuations	
S.Dr3	<i>Late 20th cent.</i>	Pension Fund valuation	c20 files
S.Dr4	<i>Late 20th cent.</i>	Correspondence with regulator	c20 files
S.Bx1	<i>20th century</i>	Materials used for the 150 anniversary book including correspondence, photographs and publicity materials	1 transfer box
S.Bx2	<i>1995</i>	Rules	1 volume
S.Bx2	<i>1901</i>	London [premium] collectors book	1 volume
S.Bx2	<i>1911-1912</i>	Nominations stub books	2 volumes
S.Bx2	<i>1924-1948</i>	Assurance tables	7 volumes
S.Bx2	<i>1886-1910</i>	Report and minutes of annual meeting of delegates	16 volumes
S.Bx2	<i>1952</i>	Centenary publication: <i>A Century of Progress</i>	1 volume
S.Bx2	<i>c1930</i>	<i>Scottish Legal Life Assurance Society, 95 Bothwell Street</i> brochure celebrating opening of the new building	2 volume
S.Bx2	<i>1920s</i>	Photograph of drawing of 95 Bothwell Street	1 volume
S.Bx2	<i>1929</i>	Grant of Arms [in presentation box]	1 scroll
S.Bx2	<i>n.d.</i>	Photo albums of company buildings	2 volumes

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S.Bx2	1993	Spiers Gumley, surveyors, valuation of SLLAS properties in Scotland	1 volume
S.Bx3	1904-1954	Valuation reports	2 copies
S.Bx3	1956-1970	Valuation reports	1 volume
S.Bx3	<i>n.d.</i>	Assurance tables	1 volume
S.Bx3	1793, 1856	Envelope containing certificate of registration (1856); insurance policy document of Westminster Society (1793)	2 items
S.Bx3	2002	<i>150 years of Service</i> – anniversary brochure	1 volume
S.Bx3	1950-1952	Secretary's Annual Meeting reports	1 volume
S.Bx3	1897	Rules	1 volume
S.Bx3	1856-1893	Rules	1 volume
S.Bx3	1879-1934	Treasurer's Quinquennial reports	1 volume
S.Bx3	<i>mid-20th cent.</i>	Photograph album of dinner events	1 volume
S.Bx4	1889-1898	Letterbook	1 volume
S.Bx4	<i>n.d.</i>	[Anniversary?] sederunt book	1 volume
S.Bx4	<i>n.d.</i>	Printing dies	7 items

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S.Bx4	<i>n.d.</i>	Advertisement news cuttings	c4 cuttings
S.Bx4	1948- 1959	Branch sheets	1 volume
S.Bx4	1912- 1915	Annual meeting reports	1 volume
S.Bx4	1893- 1895/ 1879- 1894	Annual meeting reports / Quinquennial reports	1 volume
S.Bx4	1930- 1947	Balance sheets	1 volume
S.Bx4	1956- 1958	Treasurer's annual meeting reports	1 volume
S.Bx4	1962- 1964	Treasurer's annual meeting reports	1 volume
S.Bx4	1965- 1967	Treasurer's annual meeting reports	1 volume
S.Bx4	1956- 1970	Valuation reports	1 volume
S.Bx4	1864- 1952	Assurance tables	8 volumes
S.Bx4	1947	Scottish United Reform Friendly Society Prospectus	1 volume
S.Bx4	1909	Rules	1 volume
S.Bx4	<i>n.d.</i>	Scottish Life Health Assurance Rules	1 volume

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S.Bx4	1883	Policy contributions book [laminated]	1 item
S.Bx4	1990	Policy contributions book [laminated]	1 item
S.Bx4	Late 20 th cent	Adult Policy pro-forma sheet [laminated]	1 item
S.Bx4	20 th cent.	Miscellaneous laminated policy documents/news cuttings previously on display	c10 items
S.Bx5	1968- 1988	President's Annual Meeting Reports	17 volumes
S.Bx5	1974- 1981	Reports and Minutes of Annual Meeting of Delegates	8 volumes
S.Bx5	1963	Special report of Board of Management to the AGM	1 volume
S.Bx5	1948	Report of Special Committee to consider board salary staff and personnel	1 volume
S.Bx5	1964	Assurance Tables	1 volume
S.Bx5	1967	Assurance Tables	1 volume
S.Bx5	n.d.	Agent's Handbook	1 volume
S.Bx5	n.d.	Prospectus	1 volume
S.Bx6	1977- 1979	Rules revision committee minutes	1 file
S.Bx6	1972- 1978	File: Superannuation for Directors & officials correspondence	1 file
S.Bx6	1972-	File: Superannuation for staff	1 file

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1978

S.Bx6	<i>1975- 1987</i>	Reports and Minutes of Annual Meeting of Delegates	10 volumes
S.Bx6	<i>1979</i>	Rules	1 volume
S.Bx6	<i>1964</i>	Assurance tables	1 volume
S.Bx6	<i>c1972</i>	Decimalisation and four-weekly accounting brochure	1 volume
S.Bx6	<i>1976</i>	Rules	1 volume
S.Bx6	<i>1961- 1971</i>	Rules	1 volume
S.Bx6	<i>1956- 1970</i>	Valuation reports	1 volume
S.Bx6	<i>1914, 192 4, 1929, 1933</i>	Rules	4 volumes
S.Bx6	<i>n.d.</i>	Rules of Directors' and Officials' superannuation fund	1 volume
S.Bx6	<i>1991</i>	Report and Minutes of Special Meeting of Delegates	1 volume
S.Bx6	<i>1987- 1988</i>	Rules revision committee minutes	1 volume
S.Bx6	<i>1994</i>	Certificate of registration of Memorandum & Rules [framed]	1 item
S.Bx6	<i>1980- 1995</i>	Reports and Minutes of Annual Meeting of Delegates	12 volumes

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S.Bx6	<i>1979, 1982,198 8</i>	Rules	3 volume
B.1	<i>1960s / 1970s</i>	Committee minute books (Agencies, Printing & Office, Reorganisation, Policy committee)	c5 volumes
B.1	<i>?</i>	Cash books for money received from agents	c26 vols
B.1	<i>1960s / 1970s</i>	Indexes to committee minutes	6 volumes
B.1	<i>1939</i>	Dewsbury District minute book	1 volume
B.1	<i>1883- 1900</i>	Reading District minute book	1 volume
B.1	<i>1939- 1941</i>	Luton District minute book	1 volume
B.1	<i>1883- 1951</i>	Workington District minute book	1 volume
B.1	<i>1883- 1976</i>	Forfar District minute book	1 volume
B.1	<i>1821- 1957</i>	Mountain Ash District minute book	1 volume
B.2	<i>n.d.</i>	Printing dies	c20 loose
B.2	<i>Early 20th cent.</i>	Pearl Assurance court papers	1 bundle
B.2	<i>1938-</i>	Scroll minutes	

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1939

B.2		Director attendance books	
B.2	1930s	District [committee] minute books (rubbish – tell very little)	3 volumes
B.2	Early-mid 20 th cent.	Loose legal case papers	c20 small bundles
B.3	1939- 1945	AGM papers (returns etc.)	
B.3	n.d.	Statutory declarations re: loans	1 bundle
B.3	n.d.	Ryan legal case papers	1 bundle
B.3	n.d.	Memo of Inspection of District Agencies	?
B.3	n.d.	Letters of Death, resignation etc.	?
B.3	1929- 1931	Commissioner investigations	?
B.3	1941- 1949	Policy committee minutes	?
B.3	1956	File: Amendments to rules	1 file
B.3	1961	Amendments to rules	1 file
B.3	1950s	Superannuation files	c6 files
B.3	1970s	Committee minutes	6 volumes
B.3	?	Deputation books	2 volumes
B.4	1961- 1973	Committee minutes	2 volumes

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B.4	<i>1937- 1963</i>	Annual returns to registrar	13 files
B.4	<i>1924- 1939</i>	Board of Management minutes	14 volumes
B.5	<i>1883- 1947</i>	Amendment to Rules working papers	4 drawers
B.6	<i>1916- 1966</i>	Register of Delegates [Listed in each volume by region noting who is chair, secretary and delegates elected to attend to annual meeting with home addresses]	21 volumes
	<i>1956- 1959</i>	Board of Management minutes	4 volumes
	<i>1963- 1976</i>	Committee minutes	2 volumes + indexes
B.7	<i>1946- 1960s</i>	Board of Management minutes	20 volumes