

2002.36 Handlist compiled by Penny Feltham of archive material remaining with Roger Cooper

Number	Description	Date	Notes	Location
1	T R Bridson, Bolton Bleach Works Stamp book		Empty, leaves removed	Ancoats
2	Big black binder		Empty	Ancoats
3	Ledger Balance Book		Empty	Ancoats
4	Day Book/Cash Book Shipping, insurance, telegrams, expenses	1942-1953		Ancoats
5	Order Book Ledger No.23 4161-5390 Gives sample number, dyer weight, colour, maker, description and client	1936-1939		Ancoats
6	Private Ledger No.13 Income, expenditure, directors, investment, rent, tax, etc. Includes records for Petco from 1976-1990	1950-1976		Ancoats
7	Domestic Ledger No.22 Accounts payable Lists suppliers by name	1940-1948		Ancoats
8	Petty Cash No.18	c.1944	Locked	Ancoats
9	General Orders No.74 A-J Orders by customer	1938-1949		Ancoats
10	General Orders No.73 A-J	1933-1938		Ancoats
11	Ledger C	1928-1939		Ancoats
12	Journal No.27	1940-1953		Ancoats
13	Bank account book Robert Stavert personal account	1845-1849		Ancoats
14	Black ledger Orders	1951-1955		Ancoats
15	Private Letter Book	1843-1844		Ancoats
16	Private Ledger	1838-1839		Ancoats
17	Reports No.4 Salesmen's reports on South American companies	1906-1916		Ancoats
18	Account Book	1835-1837		Ancoats

19 Label scrapboks		Unmarked black ledger	Ancoats
20 Ledger	1879-1973	Latter date refers to renewals of Trade Marks	Ancoats
Trade Mark stamp book			
21 Sample Book 2501-2791	1939-1959		Ancoats
22 Bank Book No.60	1948-1957		Ancoats
23 Blue Ledger labelled L2		1958	Ancoats
Accounts with Cuba			
24 Merchandise Purchase Book		Empty	Ancoats
25 Invoice Journal	1925-1966		Ancoats
26 Invoice Journal	1926-1951		Ancoats
27 Invoice Book	1938-1954		Ancoats
28 Journal No.19	1937-1946		Ancoats
Manufacturers			
29 Journal No.28	1953-1955		Ancoats
30 Ledger C		1941 Locked	Ancoats
31 General Orders No.3 K-Z	1933-1938		Ancoats
32 Ledger		1938	Ancoats
General Orders No.74			
33 Inventory & valuation of Stavert Zigomala Warehouse		1909 Blue bound book	Ancoats
34 Ledger Bank Book 61		1953	Ancoats
35 Ledger Account	1860-1868		Ancoats
36 P. Clegg & Co. Ltd Minute Book	1924-1984	Mill in Nelson purchased by Stavert Zigomala	Ancoats
37 Ledger	1953-1977	Minshull Street Packing Warehouse, a related firm	Ancoats
Investment and other accounts			
38 Cash Book	1953-1959	In blue Fellowes box	Ancoats
39 Cheque & paying in book		In blue Fellowes box	Ancoats
Stavert Zigomala			
40 Company registration details in envelope	c.1970	In blue Fellowes box	Ancoats
41 Company registration details in envelope	c.1970	In blue Fellowes box	Ancoats
42 Black Ledger Balances	1941-1968	In blue Fellowes box	Ancoats
43 Journal No.1	1953-1956	In blue Fellowes box	Ancoats
Minshull Street Packing Co. Ltd			
44 P. Cleg	1924-1966	In blue Fellowes box	Ancoats
Shares, directors, annual returns ledger			
45 Stavert Zigomala General Ledger	1953-1969		Ancoats

46 Salaries Book	1962-1969		Ancoats
47 Share Certificates P. Clegg & Co. Ltd	1924-1966		Ancoats
48 Register of Directors' Interests		Empty	Ancoats
49 Share Register P. Clegg (Four Crests) Ltd.	1953-1966	Minshull Street Packing Warehouse becomes P. Clegg (Four Crests) Ltd. in 1951. P. Clegg (Four Crests) Ltd is Cooper's shirt business	Ancoats
50 Share Register Stavert Zigomala	1953-1966		Ancoats
51 Envelope of stocks and shares	c.1971		Ancoats
52 Register of Directors' Shareholdings Stavert Zigomala	c.1948		Ancoats
53 Copies of Annual Returns 721-1440			Ancoats
54 CU Insurance Folder, containing: Items relating to Portico Library 1970s Correspondence to Buenos Aires agents and South American affairs generally c.1935 Letters informing of company's change in name 1953 Half a photograph showing Myles Cooper and Hargreaves, annotated n.d. Credit notes of references/commercial references c.1914	1914-1970s		Ancoats
55 Correspondence from Myles Link Cooper re representative in Central America	1930s		Ancoats
56 Correspondence from Myles Link Cooper re representative in Central America	1930s		Ancoats
57 Blue folder containing papers relating to Dorman & Smith		Myles Cooper invested in Dorman & Smith, shareholdings went to other side of the family, Roger Cooper's uncle	Ancoats
58 Ledger Shipments	1936-1943		Ancoats
59 Ledger Private estimates	1946-1955		Ancoats

60 Ledger	1926-1934		Ancoats
Orders (shipments and estimates)			
61 Ledger	1926-1934		Ancoats
Orders (shipments and estimates)			
62 Ledger	1926-1934	Annotated	Ancoats
Orders (shipments and estimates)			
63 Schedule of trading results	1923-1945		Ancoats
Stavert Zigomala			
64 Directors' Minute Book	1923-1965		Ancoats
Golden Wonder box containing:	1941-1965	Recommended action:	Newton Street
Correspondence from M L Cooper to Myles Cooper re company in Argentina 1941		Transfer	
Capital repayment warrants 1956		Destroy	
Stock dividends (Myles Cooper) 1941-1948		Transfer	
Malburnian Club 1935		Destroy	
Membership list St James Club 1965		Transfer	
Trade Mark Registration		Transfer	Newton Street
Ledgers		1857 Transfer	Newton Street
Property of Stavert			
Cartes de Nuances (2)		Transfer	Newton Street
Ledgers	1960-1965	Transfer	Newton Street
Shares? (2)	1965-1970		
Ledger	1885-1914	Transfer	Newton Street
Statistics, profits			
Ledger	1940-1953	Transfer	Newton Street
Wage Books			
Piece Dyers Colour Book		Transfer	Newton Street
Ledger	c.1950	Transfer	Newton Street
Running Lines Order Book			
Ledger		1948 Transfer	Newton Street
Stock Book			
Memorandum & Articles of Association		1954 Transfer	Newton Street
Ledgers	1905	Transfer	Newton Street
Sales to South America	1933		
	1941		

Workbook			Newton Street
Myles Cooper			
Cat labels package		Transfer	Newton Street
P. Clegg (Four Crests) Ltd			
Copper plate			Newton Street
Business correspondence re Lee Bank Mill		1964 Transfer	Newton Street
Inventory of Lee Bank Mill		1941 Transfer	Newton Street
Private Receipts Book		1885 Transfer	Newton Street
Company Minute Book	1923-1965	Transfer	Newton Street
Private Ledger		1923 Transfer	Newton Street