



PATRON

the Right Hon. Lord Inglewood

The officers of the Society
are as listed in the current
issue of the Society's *Newsletter*
and on its website.

The Society is a member of:
the Federation of Family
History Societies,
the North West Group of Family
History Societies,
The Scottish Association of
Family History Societies,
the Lancashire Parish Register Society
and the Friends of Cumbria Archives.

Registered as a charity No. 518393

Amended and Reprinted 2008

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ABOUT THE SOCIETY

Welcome to Cumbria Family History Society. This booklet is intended to give members some idea about how the Cumbria Family History Society works and to provide an introduction to family history research in Cumbria.

The Society was founded in October 1976 to help Cumbrians, and people with Cumbrian ancestors, to carry out their family history researches. Geographically, the area covered by the Society is the modern County of Cumbria, which consists of the whole of the pre-1974 counties of Cumberland and Westmorland, together with the part of Lancashire lying to the north of Morecambe Bay - Furness and Cartmel or 'Lonsdale North of the Sands' - and the West Riding of Yorkshire parish of Sedburgh.

The Society's membership is not confined to Cumbria and other parts of the British Isles, or even the English-speaking nations, but is, in fact, world-wide.

Organisation of the Society

Activities of the Society are run by the council, which is elected each year by the Annual General Meeting. There are no 'Branches'; with chairman, secretary, etc., but local groups meeting occasionally, funded from the centre. These local groups are normally organized by the members of the council who live in the area.

The Newsletter

The Society publishes a quarterly *Newsletter* which carries contributed articles on all aspects of family history including: biographies of individuals, short family histories, record sources, tips on research techniques, extracts from and short transcripts of documents, information about record offices and other news items. The Editor always welcomes articles and notes of interest. Members with the same family interest are encouraged to contact one another through the Members Interests section

Members may also advertise in the *Newsletter* for help with their researches for a small fee. For new members the first twenty words and name and address are free, a small charge is made for extra words up to a maximum of thirty five.

Website

The Society's website provides current information about membership, subscriptions, activities, publications, past newsletters and pedigree briefs etc - it can be found at: www.cumbriafhs.com

Publications

In addition to the quarterly Newsletter, the Society has an ongoing programme of Cumbrian publications. An updated list and order form are included as a centre fold in the May and November Newsletters and on the website.

Publications include a complete, indexed, full transcription of the 1851 census for the whole of the present county of Cumbria. An index of the 1891 census for Kendal. Indexes to Copeland Wills 1541-1857 and Carlisle Diocese Marriage Bonds 1668-1788 (three volumes will be published in due course to complete the series). Lists of "Strays" - references to Cumbrians found outside the county, including some 9,000 living in the Liverpool area in 1851. Transcripts of Monumental Inscriptions and some Parish Registers, as well as individual publications such as "What happened in Gt. Grandmama's Time - Life in Cumberland 1600-2000" and "The Diary of John Bragg of Whitehaven 1771-1790".

A new venture has been the production of a C.D. containing an index of over 90,000 persons named in Carlisle Consistory Court Wills 1727-1778.

All publications are available by post from the Publications Distributor, from the bookstall at conferences and at the major family history fairs which we attend.

Meetings, Conferences, Seminars and Family History Fairs

Regular meetings are held in London and West Cumbria (occasionally at other venues). These usually feature a guest speaker on a topic of interest followed by questions or a discussion. Some meetings take the form of a "workshop" giving members the opportunity to help each other. Other events are strictly social affairs such as the "Eat & Meet" evenings held in local pubs/hotels.

At least one residential weekend conference is held annually, plus one day conferences or seminars. A well balanced programme of lectures, sometimes given by Archivists from the Cumbria or Lancashire Record Offices, perhaps an outing to a local place of interest, and plenty of good food and company are a successful recipe.

The Society normally has a stand at the U.K.'s major family history fairs including the North West Group of Family History Societies' Fair held in the autumn. It is also represented at relevant events throughout the county. At all these events members and non-members are able to buy the Society's publications and obtain advice on researching their families in Cumbria.

Details of all meetings, conferences, fairs' etc. appear inside the front cover of each Newsletter and on the Society's website.

Projects

Many members were involved in the transcription of both the 1851 and the 1881 census, the latter being a National Project sponsored by the Genealogical Society of Utah (GSU). The results of this splendid project are now freely available on the Internet www.familysearch.org or on both C.D. and microfiche (many Record Offices and Libraries have copies). Westmorland was one of the first counties to be published.

Current projects include transcribing, indexing and publishing Monumental Inscriptions, also transcribing and entering burials on the National Burial Index (NBI) database. Other co-operative projects have involved the Lancashire Parish Register Society

Transcripts of the registers of Lonsdale North of the Sands and the Society of Genealogists *National Index of Parish Registers*.

In addition to the published transcripts, Society member Mr. N Ramsden has compiled an index of the 1851 census for the Copeland District - the area of South Cumberland lying between the rivers Derwent and Duddon. The index includes all persons found in this part of the census. For a fee of £1.00 or \$2.00 (USA or Canada) searches can be made for individuals (blanket searches for a surname cannot be undertaken.) The information provided includes: Name, age, place of birth, residence and census reference. Enquiries to: Mr. N. Ramsden, 64 Santon Way, Seascale, Cumbria, CA20 1NF.

Affiliations

The Society is a member of the Federation of Family History Societies, the North West Group of Family History Societies, the Scottish Association of Family History Societies and the Lancashire Parish Register Society, as well as being a founder member of the Friends of Cumbria Archives. Indeed there are close ties with County Archive's staff who speak regularly at meetings and conferences. The Society is also represented on the Cumbria Archives Advisory Panel.

Subscriptions

Annual subscriptions run from 1 January to 31 December. Current rates in the Newsletter and on the Website. Subscriptions may be conveniently paid through PayPal on the Cumbria Family History website and by standing order.

How you can help the Society

All family history societies are run on a mutual help basis. Few, if any, have paid officers. The Cumbria FHS is no exception. All the officers put in a great deal of their own time to run the Society, many of them have a full-time job as well. There are a number of things which individual members can do to make life easier for them and, ultimately, improve the Society.

Please don't expect the Secretary or other Officers to carry out research for you, much as they like to be in record offices, they do have other lives to lead. It is much better to ask other members via the 'Help Wanted' section in the *Newsletter*.

Financially you can help by paying your subscriptions promptly each year in January. Renewals can be done via the CFHS website through PayPal. If you pay by banker's order (details are available from the Membership Secretary), please remember to update it as necessary and to cancel the old one.

All publications are produced by ordinary members, not by a nameless 'they'. Volunteers are always needed to help transcribe documents, index or type publications and it can be very relaxing pottering about in a quiet churchyard transcribing the gravestones in the summer.

When writing to other members, please enclose a stamped, addressed envelope (sae) or two International Reply Coupons (IRC). It is also considerate to write and say 'thank you' when you have received a reply - if you don't then your correspondent may not help the next person to ask.

If you have any suggestions to help further the aims of the Society, don't be shy about letting the Secretary, or any other officer know. Remember it is **your** Society and can only be as successful as **you** make it.

FAMILY HISTORY RESEARCH IN CUMBRIA

This section gives a brief overview of some of the record sources you are likely to need to consult.

Having carried out your preliminary research - looking in the family 'archive' and talking to other family members - you will need to look at documents held in a number of places, both inside and outside the county. It is important to appreciate that the modern county of Cumbria has only been in existence since 1974. Before this date the area comprised the ancient counties of Cumberland and Westmorland and parts of Lancashire and Yorkshire. This means that a number of original records are housed outside the county and that in many classifications schemes in libraries, etc, it may be necessary to look for information under the former county names.

Civil Registration

Since 1 July 1837, all births, deaths and marriages have had to be registered with a local registrar or, in the case of marriages, superintendent registrar. Once registered, copies are centralized and a national index prepared. The index is accessible at The National Archives. It is also available, on microfiche at many libraries around the country. The indexes give only limited details, for full information you will need to buy a certificate.

To order a certificate it is necessary to know the district in which the event occurred. The registration districts in Cumberland were: Alston, Penrith, Brampton, Longtown, Carlisle, Wigton, Cockermouth, Whitehaven and Bootle. In Westmorland: East Ward, West Ward and Kendal. Lonsdale North of the Sands comprised one district, Ulverston, until 1876 when Barrow-in-Furness district was created from the southern part of it. Sedbergh in the West Riding of Yorkshire was a district in itself.

The nineteenth century censuses

A national census has been carried out in England and Wales every ten years - except 1941 - since 1801. With very few exceptions, those for 1801 - 1831 contain no information on named individuals. The returns from 1841 to 1901 are accessible for research. For 1841 they give details of address, individual's name, sex, approximate age, occupation and an indication of whether the person was born in the county he or she lived in at the time of the census. From 1851 the detail is more useful, it includes: address, name, relationship to the head of the household, marital condition, precise age, occupation and place of birth.

Microfilm copies of the returns for the whole of England and Wales, the Channel Islands and the Isle of Man are available at the National Archives in London. Copies of the returns for Cumbria are available at local libraries within the County. For Furness and Cartmel, they are also to be found at the Lancashire Record Office at Preston.

For 1901 they are also available on the Internet at the National Archives Office website at - www.nationalarchives.gov.uk

Society members have transcribed and indexed the 1851 census returns for the county, which are published in sections. See publication insert in newsletter or the Society's Internet page. Transcripts and indexes for the 1881 census, by county, for the whole country are available on the Internet at www.familysearch.org and on C.D. or microfiche at the FRC, Latter Day Saints' Family History Centres (see below), and at larger libraries, including Carlisle. Cumbria's Record Offices hold copies of the Cumberland and Westmorland sections.

A census of Westmorland was carried out in 1786, but only the returns for the north of the county survive in large numbers and they have been published. The originals are held in Kendal Record Office. Listings of householders in Whitehaven and Maryport in Cumberland at various times in the late eighteenth century are at Carlisle Record Office, with copies in the Society of Genealogists' Library.

Parish Registers

These are the records most often used by family historians in record offices. They give details of baptisms (rarely births), marriages and burials (rarely deaths) in local churches or chapels. They typically begin in the mid - or late - seventeenth century and run to date; a few start as far back as 1538. Before the start of civil registration in 1837 they were the main source for recording these events.

Researchers familiar with researching the small parishes of the south and midlands areas of England are sometimes confused by the sub-parish organisation of the large parishes in the northern counties. Most large ancient parishes were divided for convenience into chapelries. It is in these chapels that many baptisms, marriages and burials took place. However some chapels were not licensed for burials and marriages, so these events may have taken place in the mother church or any other nearer chapel which was licensed. Note that during the period from 1753 to 1837, under the terms of Hardwick's Marriage Act, all marriages were to take place in the parish church, but in the north many were allowed to take place in Anglican chapels.

The International Genealogical Index (IGI) compiled by the GSU, is an index to baptisms and marriages in hundreds of parish and chapel registries. It is by no means complete - Westmorland is particularly under - represented. However it is a good place to start looking for an event. **Note: the IGI is an index to, not a substitute for, the original records which should always be consulted.**

Probate records

Wills, letters of administration (often abbreviated to 'admons') and inventories can provide much personal detail about our ancestors. We can find out about their status, attitudes, property and goods. Where a will includes bequests to relatives a great deal can be found out about family relationships.

Since 1858, wills have been proved in District Probate Registries, with copies housed centrally in the Principal Probate Registry whose search room is at First Avenue House, 42 - 49 High Holborn, London WC1 (020 7947 6939) . In some cases wills may be proved in a registry convenient for the executors and not in the district where the testator lived. Annual indexes for the whole of England and Wales are available at The National Archives and in the District Registries. They are also available at a number of record offices, including Carlisle and Preston. Copies can be obtained by post from:

Postal Searches and Copies Department, York Probate Sub-registry, 1st Floor, Castle Chambers, Clifford Street, York, YO1 9RG (01904 666777).

Before 1858, wills were proved in church courts as follows:

Carlisle Diocese

People dying with property in Cumberland north of the river Derwent (with the exception of Alston and Upper Denton) and in the East and West Wards of Westmorland had their wills proved in the Consistory Court of Carlisle. These wills are to be found in the Record Office in Carlisle.

Durham Diocese

Alston and Upper Denton are in the diocese of Durham. People from those two parishes had their wills proved in the Consistory Court of Durham. They are now in Durham University Library.

Chester Diocese

Wills of those who lived in the Kendal Ward of Westmorland, Cumberland south of the river Derwent or Lonsdale North of the Sands were proven in the Archdeaconry Court of Richmond in Yorkshire. The relevant wills are held in the Lancashire Record Office in Preston.

Persons dying with property in more than one diocese in the north of England, had their wills proved in the Prerogative Court of York (PYC). These wills are kept at the Borthwick Institute in York - see below. Wills of those with property in both the north and the south of the country were proved in the Prerogative Court of Canterbury (PPC), and are available on film at the Family Record Centre.

Monumental Inscriptions

Monumental Inscriptions (MI's) include monuments inside the church and those outside in the churchyard. Gravestones can date from the mid seventeenth century, inside the church they are often earlier. They can provide details of date of death, age at death, occupation, residence and relationships of individuals. Many have been transcribed and published, some by the Society.

The Local Studies Library at Kendal has an index to the MI's in many Westmorland churches and churchyards.

Property records

Records of property, including deeds and manorial records often give details of relationships. Many are available in solicitors' collections deposited in the various record offices. (see below)

Transcripts of records

Many records, particularly parish records, have been transcribed by a number of organizations and private individuals. In many cases they are available in libraries inside and outside the county. When using transcribed documents **it is essential to remember that they are transcripts, and however carefully they have been checked, they are likely to contain errors** - the original document or a photocopy or microfilm/fiche copy should be checked whenever possible.

Apart from Cumbria FHS, the main societies transcribing and publishing Cumbria's records are the Cumberland & Westmorland Archaeological & Antiquarian Society and Lancashire Parish Register Society.

CUMBRIA'S RECORDS

The modern county of Cumbria is served by a number of record offices: some lie within the county and are part of Cumbria Archive Service; some offices in adjacent counties, for a number of reasons, hold records relating to Cumbria; a number of private archives are accessible to the public - some via the Cumbria Archive Service; and finally there are offices holding national records where documents referring to the county are held.

Cumbria's Record Offices

Unlike many other counties, Cumbria operates a decentralized archive service based on four public record offices in Barrow-in-Furness, Carlisle, Kendal and Whitehaven. Each office is responsible for the records of its own geographical area although there are some exceptions; for example, the Lowther Archive, which relates to the extensive Lowther family estates in Cumberland and Westmorland, is held in the Record Office in Carlisle. All offices hold the IGI for Cumbria and transcripts and/or microfilms of the various 19th century censuses. All offices have photocopying facilities.

The Offices do not operate a booking system for visitors, but Cumbria is a member of the County Archive Research Network (CARN) and all researchers require a reader's ticket. To be issued with a ticket you will need some form of identity, showing name, address and signature such as a driver's licence. A guide for genealogists entitled *Cumbrian Ancestors: A Guide for Genealogical Researchers* is available from each office. A professional research service is available for a fee for those unable to make personal visits to the Record Offices.

Website for all the Cumbria Record Offices is www.cumbria.gov.uk/archives

Barrow-in-Furness

Cumbria Record Office and Local Studies Library, 140 Duke Street, Barrow-in-Furness, LA14 1XW, Tel 01229 407377

E-mail: barrow.record.office@cumbriacc.gov.uk

Opened in 1979, the Barrow RO holds the records for that part of Cumbria which was in Lancashire until 1974. In particular it has the parish records for most of Low Furness, but many of the parish records for High Furness and the Cartmel peninsular are kept in Kendal. The Bishop's transcripts for the whole of Lonsdale North of the Sands are here. Many manorial documents for the area, dating from the sixteenth to twentieth centuries are also held. Some official records, e.g. Quarter Sessions records, are still held with the main (Lancashire) county series at The Lancashire Record Office, Preston. The Record Office is combined with the Barrow Local Studies Library. Check website for opening times

Carlisle

Cumbria Archive Centre, Lady Gillford's House Petteiril Bank Road, Carlisle CA1 3AJ
Tel. 01228 227285

E-mail: carlisle.archives@cumbriacc.gov.uk

This is the headquarters for the Cumbria Archive Service and opened in 1962 (relocated premises in 2011). It looks after records relating to the historic county of

Cumberland including: Cumberland Quarter Sessions records; extensive holdings of (Cumberland) parish registers; records of the diocese of Carlisle, including bishop's transcripts, title records and probate records; estate (e.g. Lowther), family and business records. Check website for opening times.

Kendal

Cumbria Record Office, County Offices, Kendal, LA9 4RQ. Tel 01539 713540.

E-mail: kendal.record.office@cumbriacc.gov.uk

Also opened in 1962, this office hold records relating to the historic county of Westmorland, including Westmorland Quarter Sessions records. There are extensive holdings of (Westmorland) parish registers and bishop's transcripts as well as parish registers for Sedbergh, Garsdale and Dent (formerly part of the West Riding of Yorkshire) and Hawkshead, Coniston, Torver and Cartmel (formerly part of Lancashire North of the Sands). Estate and family records include the Hothfield (Clifford papers) and the Fleming of Rydal papers and microfilm copies of some Carlisle, Kendal and Furness wills. Check website for opening times.

Whitehaven

Cumbria Record Office and Local Studies Library, Scotch Street, Whitehaven

CA28 7BJ Tel. 01946 506420 E-mail: whitehaven.record.office@cumbriacc.gov.uk

This office opened in 1996 and combines parish, family, business and estate records for the area of Cumberland south and west of the River Derwent and north of the River Duddon with the renowned Daniel Hay Library local studies collection. Check website for opening times

Other Record Offices

Lancashire Record Office

Bow Lane, Preston, PR1 2RE Tel. 01772 533039;

E-mail: recordoffice@ed.lancscc.gov.uk

Internet web site: www.archives.lancashire.gov.uk

Holds a variety of records relating to Cumbria. In particular: probate records for the Furness (Lonsdale North of the Sands), Kendal (South Westmorland) and Copeland (South Cumberland) Deaneries of Chester Diocese; marriage licence bonds and allegations for the same area; Lancashire quarter sessions records (including Lonsdale North of the Sands), with card index in search room; microfilm of Bishop's Transcripts for Lonsdale North of the Sands; many family papers, relating to Lonsdale North of the Sands in particular; printed topographies; maps; family and local histories; theses; etc.

The Borthwick Institute of Historical Research

University of York, Helsington, York, YO10 5DD. Tel. 01904 321166.

Internet web site: www.york.ac.uk/borthwick

Has some probate records for Cumbria - see above.

Durham University Library, Archives and Special Collections

Green Section, Palace Green, Durham, DH1 3RN. Tel. 0191 383 3253

E-mail: PG.Library@durham.ac.uk

Internet web site: www.dur.ac.uk/Library/asc/

Probate records for part of Cumberland - see above.

The National Archives

Ruskin Avenue, Kew Richmond, Surrey, TW9 4DU. Tel. 020 88763444

E-mail: enquiry@nationalarchives.gov.uk

Internet web site: www.nationalarchives.gov.uk

Houses legal records and the records of central government for the medieval period to the present day for England and Wales. The most important sources for family historians are discussed in *Tracing your ancestors at the Public Record Office*, published by HMSO.

There is also a bookshop selling National Archives and other relevant publications.

Society of Genealogists (SoG)

14 Charterhouse Buildings, Goswell Road, London EC1M 7BA. Tel. 020 7251 8799

Internet Website: www.sog.org.uk email: Elibrary@sog.org.uk

The Society of Genealogists' Library is the finest in Europe for the study of British, and particularly English, family history. It's collections include published and unpublished parish register transcripts; the IGI on CD-ROM and a number of previous microfiche editions; indexes to probate and marriage licence allegations from most countries; almost all published census indexes, including 1881 for England, Wales and Scotland on CD-ROM; transcripts of monumental inscriptions. The Society has progressive book publishing, and courses and lectures programmes.

The SoG publishes quarterly *The Genealogists Magazine* and *Computers in Genealogy*. For Computers in Genealogy: www.sog.org.uk/cig

Church of Jesus Christ of Latter Day Saints (LDS or "Mormon")

A number of Latter Day Saint's Temples have a 'Family History Centre' associated with them. These centres are open to the general public without charge. They hold the IGI, usually on CD-ROM as well as the latest Fiche version; the 1881 census index and a number of other finding aids.

They can obtain on loan, for a small fee, copies of the film of parish registers or other documents held by their main library in Utah.

CHAPMAN COUNTY CODES

England [ENG]

BDF Bedfordshire
BRK Berkshire
BKM Buckinghamshire
CAM Cambridgeshire
CHS Cheshire
CMA Cumbria post 1974
CON Cornwall
CUL Cumberland
DBY Derbyshire
DEV Devonshire
DOR Dorsetshire
DUR Durham

Wales [WLS]

AGY Anglesey
BRE Breconshire
CAE Caernarvonshire
CGN Cardiganshire
CMN Carmarthenshire
DEN Denbighshire
FLN Flintshire
GLA Glamorganshire
MER Merionethshire
MGY Montgomeryshire
MON Monmouthshire
PEM Pembrokeshire

Ireland [IRL]

CAR Carlow
CAV Cavan
CLA Clare
COR Cork
DON Donegal
DUB Dublin
GAL Galaway
KER Kerry
KID Kildare
KIK Kilkenny
KGS King's (Offally)
LNR Leinster

ERY East Riding Yorks
 ESS Essex
 GLS Gloucestershire
 HAM Hampshire
 HEF Herefordshire
 HRT Hertfordshire
 HUN Huntingdonshire
 IOW Isle of Wight
 IOS Isles of Scilly
 KEN Kent
 LAN Lancashire
 LEI Leicestershire
 LIN Lincolnshire
 LND London
 MDX Middlesex
 NFK Norfolk
 NRY North Riding Yorks
 NTH Northamptonshire
 NBL Northumberland
 NTT Nottinghamshire
 OXF Oxfordshire
 RUT Rutland
 SAL Salop (Shropshire)
 SHR Shropshire (Salop)
 SOM Somerset
 STS Staffordshire
 SFK Suffolk
 SRY Surrey
 SSX Sussex
 WAR Warwickshire
 WES Westmorland
 WIL Wiltshire
 WRY West Riding Yorks
 WOR Worcestershire
 YKS Yorkshire

Isle of Man [IOM]

Channel Isles [CHA]

ALD Alderney
 GSY Guernsey
 JSY Jersey

RAD Radnorshire

Scotland [SCT]

ABD Aberdeenshire
 ANS Angus (Forfarshire)
 ARL Argyllshire
 AYR Ayrshire
 BAN Banffshire
 BEW Berwickshire
 BUT Buteshire
 CAI Caithness
 CLK Clackmananshire
 CRM Cromartyshire
 DFS Dumfriesshire
 DNB Dunbartonshire
 ELN East Lothian
 ELG Elginshire (Morayshire)
 FIF Fife
 FOR Forfarshire (Angus)
 INV Inverness-shire
 KCD Kincardineshire
 KRS Kinross-shire
 KKD Kirkcudbrightshire
 LKS Lanarkshire
 LNL Linlithgowshire
 MLN Midlothian
 MOR Morayshire (Elginshire)
 NAI Nairshire
 OKI Orkney
 PEE Peebleshire (Tweeddale)
 PER Perthshire
 RFW Renfrewshire
 ROC Ross and Cromarty
 RSS Ross-shire
 ROX Roxboroughshire
 SEL Selkirkshire
 SHI Shetlands
 STI Sterlingshire
 SUT Sutherland
 TDD Tweeddale (Peebleshire)
 WLN West Lothian
 WIS Western Isles
 WIG Wigtonshire

LET Leitrim
 LEX Liex (Queen's)
 LIM Limerick
 LOG Longford
 LOU Louth
 MAY Mayo
 MEA Meath
 MOG Monaghan
 OFF Offally (King's)
 QNS Queen's (Leix)
 ROS Roscommon
 SLI Sligo
 TIP Tipperary
 WAT Waterford
 WEM Westmeath
 WEX Wexford
 WIC Wicklow

Northern Ireland [NIR]

ANT Antrim
 ARM Armagh
 DOW Down
 FER Fermanagh
 LDY Londonderry
 TYR Tyrone

Chapman codes are standard abbreviations, used by family historians, for counties in the British Isles. It is advisable to use them, especially for data that is likely to be put in to a computer- such as the Society Members' Interests.

Note: Take care not to confuse modern Cumbria (CMA)- which includes Cumberland, Westmorland and parts of Lancashire and Yorkshire- with the old county of Cumberland (CUL).

CUMBRIA FAMILY HISTORY SOCIETY

CONSTITUTION

1. Name

The Society shall be called the 'Cumbria Family History Society' (hereinafter referred to as 'the Society').

2. Objectives

The objects of the Society shall be:

- a) to promote and encourage the public study of British family history, genealogy, heraldry and local history with particular reference to Cumbria;
- b) to promote the preservation, security and accessibility of archival material.

In furtherance of the above objects but not further or otherwise the Society shall have the following powers:

- i) to hold lectures and discussions and organise research visits for Society members and interested members of the general public;
- ii) to hold and maintain a library of printed and other works for the use of Society members and interested members of the general public;
- iii) to preserve and transcribe or publish original source materials including documents and monumental inscriptions;
- iv) to pursue collaborative actions with similar societies and with established supportive bodies such as churches, libraries, record offices and educational institutions;
- v) to support the activities of the Federation of Family History Societies in its pursuit of these and similar objectives.

3. Membership

Membership of the Society shall be open to all persons showing genuine interest in the support of the Society's objectives, and shall consist of Ordinary Members, Honorary Members and Associate Members.

- a) Ordinary Members - any individual seeking membership may be elected at a meeting of the Council by a majority of those present.
- b) Honorary Members - the Council may elect up to ten Honorary Members who are distinguished in genealogy, heraldry and social history or who have done valuable work for the Society.
- c) Associate Members - the Council shall have the discretion to admit persons or societies whether incorporated or unincorporated to associate Membership upon such terms as the Council shall decide.

4. Subscription

The subscription for Ordinary Membership of the Society shall be such sum or sums as may be decided from time to time by the Council and until otherwise determined shall be payable on election and annually in advance on the first day of January in each year.

5. Cessation of Membership

Members may retire on one month's previous notice in writing and any member failing to pay the annually subscription within one month of the date upon which it becomes payable shall be deemed to have resigned.

Any Member whose activities, in the opinion of the Council are detrimental to the interest of the Society may be expelled from the membership by the Council and such Member shall have a right of appeal to the Society in a General Meeting.

6. Officers

a) **Honorary Officers**-The officers of the Society shall include Patron, President and any number of Vice-Presidents who the Council shall have the power from time to time to appoint. The offices of the Patron, President and Vice-President shall be honorary offices, tenable for life or until resignation or until terminated by resolution of the Society in a General Meeting and shall entitle the holders to all privileges of Ordinary Membership. Honorary Officers may attend Council meetings but shall not be entitled to vote. The Chairman may invite the Patron, President or any Vice-President attending any General meeting of the Society or Council meeting to preside at such meetings.

b) **Council** - The Council of the Society shall be the Chairman, Vice Chairman, Treasurer and Secretary and nine ordinary members elected annually by the Society at its Annual General Meeting. Nominations shall be made with the consent of the nominee and sent to the Secretary at least ten days before the Meeting.

c) **Trustees** - there shall be not less than two and no more than four Trustees of the Society who shall be appointed from time to time as necessary by the Council from among the Ordinary or Honorary Members of the Society who are willing to be so appointed.

A Trustee shall hold office during his or her life or until he or she shall resign by notice in writing given to the Council or until a resolution removing him or her from office shall be passed at a Council Meeting by a majority comprising two thirds of the members present and entitled to vote.

All land and investments of the Society shall be held by the Trustees for the time being in their own names so far as necessary and practicable for the use and benefit of the Society. The Trustees shall in all respects act in regard to any property of the Society held by them in accordance with the directions of the Council and shall have power to sell, lease, mortgage or pledge any property to the Society.

7. Management

The affairs of the Society shall be managed by the Council and the Council shall have power:

a) to fill any casual vacancies which may occur in the Council until the next election;

b) to co-opt for specific purposes no more than two further members who shall serve until the next Annual Meeting;

c) to appoint sub-committees and such sub-committees may consist of persons the majority of whom must also be members of the Council provided all acts and proceedings of sub-committees shall be fully and promptly reported back to the Council.

d) the quorum of all meetings of the Council shall be five.

8. General Meetings

- a) The Annual General Meeting of the Society shall be held at such time not more than nine months from the end of the Society's financial year as the Council shall determine to receive a Report of the preceding year, to receive and pass the audited accounts of the Society, to elect the Council, to appoint auditors for the ensuing year and to conduct such other business as the Council shall decide.
- b) A special General Meeting of the Society may be called at any time by the Council to conduct such business as the Council may think fit.
- c) Twenty eight days prior written notice shall be given by the Secretary to all members of the Society of all General Meetings and shall set out the terms of all the resolutions being proposed at the meeting.
- d) The quorum of all Meetings of the Society shall be ten.

9. Alterations to the Constitution

The Constitution may be altered by a resolution duly passed at any General Meeting of the Society provided that no alteration to the Constitution may be made that would have the effect of prejudicing the legal status of the Society as a Charity.

10. Dissolution

If a Special Resolution to wind up the affairs of the Society shall have been duly proposed and carried at a General Meeting by at least two thirds of those present, so much of the assets shall be realized as may be necessary to discharge the liabilities of the Society and all the remaining assets shall be made over to one or more charitable institutions or societies having charitable objects similar to those of the Society as the Council shall decide.