



Portsmouth
CITY COUNCIL

Local History



Guide to Sources
at
Portsmouth City Records Office
and
Portsmouth Central Library

August 2007

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Introduction

Portsmouth City Council's Culture Group is the principal guardian of our rich collection of books, archives and other materials which are key sources for the history of the City. In this booklet you will find a brief guide to show which records are held at the City Record Office (PCRO) and which are held at the Central Library (PCL).

Local history at Portsmouth Central Library

The public library service in Portsmouth began in 1883 and it is known that there was already a small collection of local history books by the following year. Since then, books and other materials have been collected on the history of Hampshire (including Bournemouth and Christchurch), West Sussex and the Isle of Wight. Within that area, the main emphasis is on Portsmouth itself, with a slightly lesser emphasis on the Gosport, Fareham, Havant, Petersfield and Chichester districts. Apart from books (including directories), the library collects local newspapers and magazines, pamphlets and printed ephemera (including posters), maps and photographs. Books are shown on the City Libraries catalogue (available online at www.portsmouth.gov.uk/learning see under 'Libraries'), while other materials are indexed in various ways.

The local history collection is one of the four Historical Collections at Portsmouth Central Library. Intending readers should bring one of the following as identification: Portsmouth City Libraries ticket, County Archive Research Network (CARN) card, other proof of name and address such as a driving licence, a current student card, or current armed forces ID card.

Newspapers and census returns are on microfilm or microfiche and it is advisable to book a film or fiche reader a week or so in advance of any visit.

Contact details:

Historical Collections Librarian
Central Library
Guildhall Square
Portsmouth
PO1 2DX

Tel: (023) 9268 8046 (for enquiries)

Tel: (023) 9268 8045 (for microfiche/film reader bookings)

E-mail: reference.library@portsmouthcc.gov.uk

Website: www.portsmouth.gov.uk/learning (select 'Libraries' from the list)

Opening Hours:

Monday–Friday 09.00-19.00

Saturday 09.00-17.00

Sunday 12.30-16.00

(Special arrangements apply for Christmas and Bank Holidays)

Local history at Portsmouth City Record Office

For many years, the city charters and records of local government, together with the town seals and money, were kept in a secure chest and cared for by the borough cofferers. Through the centuries the city's archives have also been held in the old town house on the High Street in Old Portsmouth and the gaol on Penny Street before being transferred to the Guildhall. It was sheer luck that the records survived the bombing of the Guildhall in 1941. The City Record Office was established in 1960 in the rebuilt Guildhall and it moved to the Museum Road site in 1976.

The archives come from various sources: Portsmouth City Council and its predecessors; local churches (Anglican, Roman Catholic and Non Conformist); hospitals; businesses; local groups, clubs and societies; families and individuals. The records relate primarily to Portsmouth but also cover the surrounding areas (for example, the boundaries of the Diocese of Portsmouth extend beyond that of the City; we therefore hold records of parishes in the deaneries of Gosport, Fareham and Havant).

The archives include photographs, postcards and maps, as well as handwritten, typed and printed items on paper and parchment. Most records are held on long term/indefinite loan, but a number of collections have been donated to the Record Office. Most records are available for consultation in the Searchroom (but please note that some records are too fragile to be consulted or are subject to closure). The Searchroom is located in the main City Museum and Record Office building in Museum Road.

Researchers should bring one of the following as proof of identity: Portsmouth City Libraries ticket, County Archive Research Network (CARN) card, or other proof of name and address, such as a driving licence, a current student card or current armed forces ID card. We do not operate a booking system for microfiche but we do appreciate advance notice of document requests.

Contact details:

Portsmouth City Museum and Record Office
Museum Road
Portsmouth
PO1 2LJ

Tel: 023 9282 7261 (please ask for the Searchroom)

E-mail: searchroom@portsmouthcc.gov.uk

Website: www.portsmouthrecordsoffice.co.uk

Opening hours: Monday to Friday 10.00–17.00

Closed public holidays and 24-26 December. In addition, we normally close for stocktaking (around 2 weeks in December).

Guide to Sources

Apprenticeships

PCRO Few apprenticeship records have survived but there are a number of indentures available in the Record Office. A names index for 1654-1797 is available in the Searchroom.

Businesses

PCRO Thousands of records relating to breweries, public houses, corset factories, ironmongers, builders, chemists, water and gas companies etc. Please see indexes in the Searchroom.

PCL Published histories

Cemetery Records (see also Parish Records)

PCRO	Mile End Cemetery	1831 – 1955 registers on microfilm Index to names on Searchroom shelf
	Milton	1912 – 1946 registers 1912 – 1980s index on microfiche
	Highland Road	1854 – 1901 registers on microfilm 1854 – 1901 card index 1854 – 1980s index on microfiche
	Kingston	1856 – 1902 registers on microfilm 1856 – 1980s index on microfiche
	Anns Hill Cemetery, Gosport	1855-1953 burial registers on microfiche

Census Returns

PCRO 1841 copy of original returns for Hampshire on CD-ROM
1851 copy of original returns for Portsmouth & South East Hampshire on microfilm
1861 copy of original returns for Portsmouth area on CD-ROM
1881 Great Britain on CD-ROM; transcripts for south of England on microfiche
1891 copy of original returns for Portsmouth & South East Hampshire on microfiche
1901 copy of original returns for Portsmouth & South East Hampshire on microfiche
Street indexes to all returns up to 1901
Names indexes to Hampshire 1851, 1891 (and southern England 1881)

Census Returns (continued)

- PCL 1801-1991 Statistics for Hampshire
- 1841, 1851, 1861, 1871, 1881, 1891 & 1901 copies of original returns for Portsmouth & South East Hampshire on film (to 1881) and fiches (1891 & 1901)
Street indexes to all returns up to 1891; street indexes to Borough of Portsmouth only for 1901.
Name indexes to all of Hampshire 1851 and 1891.
- 1881 transcripts on fiches for Hampshire, Dorset, Wiltshire, Berkshire, Sussex and the Royal Navy including name indexes.
1881 Great Britain on CD-ROM

Clubs and Societies

- PCRO Records include those of the Boy Scouts, Girl Guides, sports clubs (including Portsmouth Football Club), musical societies, freemasons, political parties and much more besides! Please see indexes in the Searchroom.
- PCL Lists of local societies in Kelly's and other Directories
Lists published by the library service
Published histories
- Minutes and reports of meetings of the Portsmouth Literary and Philosophical Society
1824-1858, 1869-1893, 1901-1955

Coroners

- PCRO Pre-1953 records have not survived. Hampshire Record Office holds post-1953 coroners records for Portsmouth and South-East Hampshire – please contact them for advice.
Please note that closure periods apply
- PCL Reports of inquests can sometimes be found in newspapers

Council records

PCRO	Portsmouth City Council: minutes of council and committees e.g. finance, planning, health, education, housing etc Historic records of City Council departments from 1835. Please consult separate indexes in the Searchroom.
PCL	Published Borough/City Council minutes 1895 to date Unbound committee minutes mid 1970s to date Published Hampshire County Council minutes 1889 to date

Deeds

PCRO	Many firms of solicitors in Portsmouth have deposited pre-registration title deeds. Deeds have also been deposited by other organisations, families and individuals. An alphabetical street index is available in the Searchroom.
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Directories

PCL	Bailey's (Portsmouth extract)	1783
PCL	Sadler's (Portsmouth extract)	1784
PCL	Universal British Directory (fiches) Portsmouth & Gosport extracts in hard copy	1794-8
PCL	Holden's (Portsmouth extract)	1811
PCL	Pigot's (Portsmouth extract)	1823
PCL	Pigot's Hampshire (fiche)	1828
PCL	Pigot's Hampshire (copy)	1830
PCL	Pigot's Southern England & S. Wales	1830
PCRO	Robsons Commercial Directory (7 counties)	1839
PCL	Pigot's Hampshire	1844
PCL	Post Office Hampshire & S E England (not London)	1847
Both	Slater's Hampshire	1851
Both	Hunts Hampshire Directory	1852
Both	Post Office Directory, Hampshire	1855
PCL	Craven's Hampshire	1857
Both	White's History Gazette & Directory of Hampshire & Isle of Wight	1859
PCL	Simpson's Portsmouth	1863
PCL	Harrod's (Portsmouth extract)	1865
Both	Post Office Directory, Hampshire & Isle of Wight	1867
Both	Butcher's Boro. Of Portsmouth	1874/5
Both	Post Office Hampshire/Wiltshire/Dorset	1875
Both	White's Hampshire Directory	1878
PCL	Chamberlain's Portsmouth	1879
Both	Kelly's Hampshire Directory	1880
PCL	Chamberlain's Portsmouth	1881

Directories (continued)

PCL	Kelly's Hampshire	1885
Both	Kelly's Portsmouth	1886
PCL	Stevens' Portsmouth	1887
PCL	Chamberlain's Portsmouth	1887
PCL	Kelly's Portsmouth	1888
PCL	Kelly's Hampshire	1889
PCRO	Kelly's Hampshire/Wiltshire/Dorset Directory	1890
PCRO	Hampshire/Wiltshire/Berkshire Directory	1890
Both	Kelly's Portsmouth	1890
Both	Kelly's Portsmouth	1892
PCL	Kelly's Portsmouth	1894
PCL	Kelly's Hampshire	1895
Both	Kelly's Portsmouth	1896
PCL	Kelly's Portsmouth	1897
PCL	Kelly's Portsmouth	1898
Both	Kelly's Hampshire Directory	1899
PCL	Kelly's Portsmouth	1899
PCL	Kelly's Portsmouth	1900
Both	Kelly's Portsmouth	1901
PCL	Kelly's Portsmouth	1902
Both	Kelly's Hampshire & IOW Directory	1903
PCL	Kelly's Portsmouth	1903
Both	Kelly's Portsmouth	1904
PCL	Kelly's Portsmouth	1905
PCL	Kelly's Portsmouth	1906
Both	Kelly's Hampshire Directory	1907
PCRO	Portsmouth & Southampton District Trade Directory	1907/8
PCL	Kelly's Portsmouth	1908
PCL	Kelly's Portsmouth	1909
PCL	Kelly's Portsmouth	1910
PCL	Kelly's Hampshire	1911
PCRO	Kelly's Portsmouth	1912
PCL	Kelly's Portsmouth	1913
PCL	Kelly's Portsmouth	1914
PCRO	Kelly's Hampshire/Wiltshire/Dorset Directory	1915
PCL	Kelly's Hampshire	1915
PCL	Kelly's Portsmouth	1917
PCL	Kelly's Portsmouth	1918
PCRO	Kelly's Hampshire	1920
PCL	Kelly's Portsmouth	1920
Both	Kelly's Portsmouth	1921
PCL	Kelly's Portsmouth	1922
Both	Kelly's Portsmouth	1923
Both	Kelly's Hampshire Directory	1923
PCL	Kelly's Portsmouth	1924
PCL	Kelly's Portsmouth	1925
PCL	Kelly's Portsmouth	1926

Directories (continued)

PCL	Kelly's Portsmouth	1927
PCL	Kelly's Portsmouth	1928
Both	Kelly's Portsmouth	1929
PCL	Kelly's Portsmouth	1930
PCL	Kelly's Portsmouth	1931
Both	Kelly's Hampshire	1931
PCL	Kelly's Portsmouth	1932
PCL	Kelly's Portsmouth	1933
PCL	Kelly's Portsmouth	1934
Both	Kelly's Hampshire & Isle of Wight Directory	1935
Both	Kelly's Portsmouth	1935
PCL	Kelly's Portsmouth	1936
PCL	Kelly's Portsmouth	1937
PCL	Kelly's Portsmouth	1938
PCRO	Hampshire & Isle of Wight Trades Directory	1938/9
Both	Kelly's Hampshire & Isle of Wight Directory	1939
PCL	Kelly's Portsmouth	1939
Both	Kelly's Portsmouth	1940
Both	Kelly's Portsmouth	1946
Both	Kelly's Portsmouth	1948
Both	Kelly's Portsmouth	1951
Both	Kelly's Portsmouth	1953
Both	Kelly's Portsmouth	1956
Both	Kelly's Portsmouth	1958
Both	Kelly's Portsmouth	1960
Both	Kelly's Portsmouth	1962
Both	Kelly's Portsmouth	1964
Both	Kelly's Portsmouth	1966
Both	Kelly's Portsmouth	1967
Both	Kelly's Portsmouth	1969
Both	Kelly's Portsmouth	1971
Both	Kelly's Portsmouth	1972
Both	Kelly's Portsmouth	1973
Both	Kelly's Portsmouth	1975
Both	Kelly's Portsmouth	1976

PCL Portsmouth area telephone directories 1938 to date

PCL Kelly's and similar directories for main towns in Hampshire (various dates)

PCL Last issues of Kelly's directories for many counties (c.1939) and for many towns (mostly 1970s)

Electoral Registers

PCRO	Portsmouth	1835 to date
	Havant	1949 –1972
	Portchester and Fareham	1936 – 1938
PCL	Portsmouth	1932 to date
	Havant area	1949 - 2001
	Fareham, Gosport, Petersfield areas	1961 - 2001

Family Papers

PCRO Local families such as Hulbert Jackson, Hoad, Padwick and thousands of others can be found in the indexes in the Searchroom – records include diaries, correspondence, photographs etc

The catalogues for some family collections are on the Access to Archives website www.a2a.org.uk

PCL Published histories of families
Published biographies and autobiographies

General Register Office indexes

PCL Microfiche copies of the indexes to births, marriages and deaths in England and Wales 1837-2000

Hospitals

PCL Published histories

PCRO*	St Mary's Hospital	1906 – 1931
	Municipal Maternity Hospital	1920 – 1934
	Infectious Diseases Hospital	1870 – 1965
	Langstone Sanatorium	1911 – 1950
	Eye & Ear Hospital	1921 – 1971
	Royal Portsmouth Hospital	1849 – 1974
	St James Hospital	1873 - 1974

***Please note that closure periods apply**

[there is a national database on the existence and location of hospital records at the following address:

www.nationalarchives.gov.uk/hospitalrecords]

International Genealogical Index

PCRO British Isles on microfiche

PCL The World on microfiche

Leisure activities

PCRO Records relating to cinemas, theatres, public houses, beaches, piers, swimming baths & other sports facilities. Includes holiday guides, posters, minutes, photographs, programmes etc. Please see indexes in the Searchroom.

PCL Holiday guides to Portsmouth & Southsea 1775 to date (not every year)
Posters and playbills

Maps

Ordnance Survey

PCRO 1857–1950 6” Scale for Parts of Portsea Island and Southern Hampshire
1860–1941 25” Scale for Portsmouth
1860–1942 25” Scale for Hampshire
1911–1939 25” Scale for Sussex
Copies of earlier maps which are held elsewhere.

PCL All series of Ordnance Survey at PCL (except 1:500 & 1:1250) cover some areas outside Portsmouth.
Draft 1” series c1797
6” series to 1940
1:10000 post 1945
25” series c1860, 1873/4, 1895/6 & 1930s
1:2500 post-1945
1:1250 post-1945
125” (1:500) 1861/1865 and 1872-1879

Tithe Maps

PCRO 1838 Tithe maps and apportionments for Bedhampton, Portchester, Portsea, Widley and Wymering. We hold tithe maps (but no apportionment) for Fareham, Farlington, and Warblington; and the apportionment (but no map) for Alverstoke

Military Sources

Army records

PCL *Army List* 1766 to date (officers only)

PCL Guides to Army Records

Navy records

PCRO Collections include service certificates and souvenir programmes as well as personal letters of naval personnel. Records of the Royal Sailors Rest and the Royal Marine and Naval Orphanage are held along with plans, photographs and postcards of the Dockyard, barracks and naval or military groups and events.

PCL The Naval Collection & Lily Lambert McCarthy Collection are major sources for the history of navies worldwide. Published books relating to the Royal Navy and Portsmouth are available. There are naval periodicals, 2000 photographs of ships etc. Published transcripts of operational records in volumes issued by the Navy Records Society

Plans of Barracks

PCRO Plans of Cambridge, Clarence and Victoria Barracks

Monumental Inscriptions

PCRO Please see the indexes in the Searchroom for monumental inscriptions (i.e writings on headstones and other monuments in churches and churchyards)

Newspapers

PCL Local newspapers 1799-date, mostly on microfilm
Hampshire Telegraph 1799-1976
Portsmouth Times 1850-1928
Hampshire Post 1877-1913
Evening News 1878 to date
Some other titles with short runs, e.g. *Southsea Observer* 1874-6

Indexes to the *Hampshire Telegraph* 1799-1942 and *Evening News* 1933 to date (1984 to date computerised)
Cuttings files 1933 to date: biography, topography
Local and naval items from the *Illustrated London News* 1842-1922

Parish Records

PCRO Parish registers of baptisms, marriages and burials (from the 16th century to the present day), churchwardens' accounts, vestry minutes, church plans, photographs etc for Church of England parishes in the deaneries of Portsmouth, Gosport, Fareham and Havant.

Detailed catalogues of parish holdings are available in the Searchroom. Many registers are indexed by surname.

See Parish Register Guide for list of Anglican parish registers (along with Roman Catholic and Non-Conformist registers) - available in hard-copy format or online at:
www.portsmouthrecordsoffice.co.uk

PCL Microfiche copies of some parish registers of Portsea Island churches

Published histories of local churches and guidebooks

Published monastic cartularies e.g. Southwick

Photographs

PCRO Thousands of photographs including major collections such as City Engineers, City Architects etc. Please see photographs index in the Searchroom.

PCL Collection of loose photographs including 1000 pictures of Portsmouth taken 1984-1986 (Lubbock photographs). These and most published books of old photographs of Portsmouth (at least 20) are indexed in the Local History Collection index.

Plans

PCRO Major collections such as the Cogswell architects collection. Please see plans index in the Searchroom.

Poor Law and Board of Guardians

PCRO	Poor Law Records, Parish of Portsmouth 1737–1900 Poor Law Records, Parish of Portsea 1860-1924 Records of the Board of Guardians and Public Assistance Committee of the Portsea Island Union 1838-1980 (Please note that few settlement records have survived)	} Portsea Island Union records from 1838
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Postcards

PCRO	Thousands of postcards are available, showing local scenes.
PCL	Some 1200 postcards are in stock, all indexed in the Local History Collection index.

Rate Books

PCRO	Portsea	1700-1802 1815-1885, 1891, 1896 1901, 1906, 1911, 1921, 1931, 1941 1951
	Portsmouth	1730-1759 1781-1896

Schools*

PCRO	Portsmouth School Board	1871 – 1903
	Chief Education Officer	1927 – 1973
	Albert Road School, Southsea	1875 – 1958
	All Saints School, Portsea	1862 – 1940
	Arundel Street Schools, Landport	1865 – 1946
	Binstead Road School, Buckland	1883 – 1983
	Conway Street School, Landport	1872 – 1940
	Copnor Road School	1907 – 1968
	Cosham School	1863 – 1939
	Cottage Grove School, Southsea	1873 – 1947
	Court Lane School, Cosham	1940 – 1975
	Drayton Road School, North End	1896 – 1970
	Flying Bull Lane School, Landport	1874 – 1976
	Francis Avenue School, Southsea	1897 – 1976
	Fratton School	1909 – 1958
	Garrison School, Old Portsmouth	1947 – 1973
	George Street School, Buckland	1899 – 1968
	Hillside School, Paulsgrove	1940 – 1975
	Hill View School, Paulsgrove	1967 – 1974
	Hilsea Modern School	1946 – 1975

Schools* (continued)

Junior Technical School	1913 – 1958
Kent Street School, Portsea	1872 – 1976
Langstone School	1936 – 1983
Lyndhurst Road School, North End	1920 – 1955
Lyndhurst Road Secondary Modern	1946 – 1975
Meon Road School, Milton	1928 – 1975
Mile End House School, Portsmouth	c1920 - 1986
Milton Church Hall	1912 – 1927
Milton Schools	1875 – 1975
New Road School, Buckland	1913 – 1980
Northern Parade School, Hilsea	1946 – 1975
Paulsgrove Secondary Modern	1969 – 1975
Penhale Road School, Fratton	1949 – 1974
Portsdown Modern (for boys)	1936 – 1975
Portsdown Modern (for girls)	1969 – 1975
Portsdown Junior School	1945 – 1975
Portsea Infants School	1880 – 1929
Portsmouth and Portsea Free Ragged School	1863 – 1933
Portsea Beneficial Society and Schools	1737 – 1964
Reginald Road School, Eastney	1906 – 1981
St Lukes School, Landport	1865 – 1967
Solent Road School, Farlington	1939 – 1975
Stamshaw School	1887 – 1965
Wellington Place School, Buckland	1883 – 1975
Wimborne Road School, Southsea	1916 – 1966

For catalogues, visit the Access to Archives website at www.a2a.org.uk. The majority of school records consist of log books, which chart day to day activities in the school. Very few admission registers have survived. ***closure periods may apply**

PCL Some published school histories and magazines, including *The Portmuthian* (Portsmouth Grammar School) 1912-1916 and most years from 1930 to date

Transport

PCRO Records relating to railways, buses, trams, ferries, ships, paddle steamers, floating bridges, motor vehicles and coaches. Including plans, photographs, timetables, posters, official guides, Acts of Parliament, minutes, reports, driving licences, crew lists etc.

PCL Numerous published histories of local railways, buses and ferries
Local bus and train timetables 1940s to date (access by arrangement)

War

- PCRO Records relating to various conflicts including World War Two. Please see indexes to conflicts in the Searchroom.
Records of World War II include a map showing where German bombs fell on Portsmouth, Air Raid Precautions files, photographs, ration books, ID cards, oral history interviews etc
- PCL Copies of war cuttings in two volumes
Local newspapers on microfilm
Published books, e.g. *Smitten City*
History of the local evacuation schemes
Records of the Corporation volume 1936-1945
German maps and aerial photos of WWII Portsmouth targets
- Names on the Southsea Naval War Memorial published by the Commonwealth War Graves Commission (WWI and WWII)
Portsmouth and the Great War, ed. W G Gates includes names on the memorial next to the Guildhall
- [to search for service personnel killed during the two World Wars, visit www.cwgc.org]

Wills

- PCL Calendars of Wills and Administrations (England & Wales) on microfiche 1858-1943
Wills at Hampshire Record Office (indexes on microfiche, also available at PCRO)
- PCRO Some private collections contain wills. See indexes in the Searchroom.

Workhouses

- PCRO Records of the workhouses in Portsmouth, including admission and discharge registers, lists of poor in the workhouse, journals, day books, creed registers and workhouse plans
- [visit www.workhouses.org for information on workhouses across the British Isles]