

Contents

Welcome	3
Section A: Getting Started	4
Section B: Researching Your Article	9
1. Introduction	11
2. Landownership	17
3. Economic History	24
4. Social History	28
5. Religious History	34
6. Local Government	41
Section C: Preparing Your Draft Article	45
1. What to aim for	45
2. Submitting your article	48
3. Citing your sources	51
4. Standard abbreviations	57
Section D: Checklist of Essential Sources	62



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Welcome

Welcome to this Handbook for volunteers researching and writing parish or township histories for the Victoria County History of Cumbria. We hope that the following pages will act as an essential toolkit to guide you as you undertake your research. The Handbook contains guidance on all aspects of researching and writing the history of a parish or township for the VCH Cumbria project. Its aim is to supplement the advice provided by the VCH national website in the online guide to 'Writing a Parish History', complementing the national guidance by drawing attention to sources and themes of particular relevance to the history of local communities in Cumbria.

The Handbook is divided into four sections:

Section A lays out some of the points to consider before you embark on research and writing: how you might like to organise your work; what first steps you should take; the ground rules for contributing to the project.

Section B forms the bulk of the Handbook and provides detailed guidance on each of the sections of a VCH parish or township article, to complement that given in the VCH national website.

Section C lays out what we require from you when you come to the stage of drafting your article, including advice on style and approach, how to submit your drafts, and how to cite your sources.

Section D consists of a checklist of the essential sources we expect all contributors to consult for each article they write.

We hope that you find the Handbook useful and that it will answer most of your questions. We look forward to working with you as, together, we take the VCH Cumbria project forward.

Good luck with your research!

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Section A: Getting Started

1. Before you start:

- Discuss your article with the Project Director or Volunteer Co-ordinator to make sure that you are clear how the area to be covered by your article is defined for VCH purposes (whether it is a single township or the whole of an ancient parish, for example).
- Take a look at the 'Jubilee Digest' for the place you are studying on the Cumbria County History Trust website by clicking on the map at <http://www.cumbriacountyhistory.org.uk/map> This will provide a quick overview of its history and ought to identify the institutions (places of worship, schools etc) within the boundaries of your parish/township.
- **PLEASE DO NOT EMBARK ON RESEARCH WITHOUT FIRST CONTACTING THE VOLUNTEER CO-ORDINATOR, TO MAKE SURE THAT NO ONE ELSE IS ALREADY WORKING ON AN ARTICLE FOR THE SAME PLACE!**

2. How to work: individually or in a group?

We aim to enable volunteers to contribute to the VCH project in whatever ways they feel most comfortable. While some will wish to work on all aspects of the history of a particular place, we recognise that others may prefer to concentrate on one topic (perhaps researching this subject for several places) or on collecting material about a specific period of history. Consider how you would feel most comfortable contributing to the project. Would you prefer to work individually, taking full responsibility for the article for a particular parish or township, and gaining the satisfaction of 'ownership' of that article? Or would you prefer to work as part of a group, enabling you to concentrate on those aspects of the research which particularly interest you and gaining support from fellow group members?

If you would prefer to work as a member of a group, please contact the Volunteer Co-ordinator as soon as possible: it will probably take time to set up a group. If working in a group, take a look at the separate briefing paper on

‘Working Together: Guidance for Research Groups’ (available on the project website at <http://www.cumbriacountyhistory.org.uk/briefing-papers>)

However you decide to work, you will be invited to join group meetings for training and support. Once you begin to draft your article, you will receive detailed individual feedback and have the opportunity for one-to-one supervisory meetings.

3. First steps

- **Identify your key sources.** The first task should be to draw up a list of sources, both published and manuscript. The ‘Checklist of Essential Sources’ (below, pp. 62-69) includes most of the core sources that are likely to be available for most places – and you will need to work your way through the indexes to these as your research progresses. However, you also need to be aware of other sources which relate to your parish/township in particular. Use the six databases listed under ‘Preliminary Finding Aids’ (below, p. 62) to draw up a bibliography specific to the place you are researching. This will include both published work (in *Transactions of Cumberland & Westmorland Antiquarian & Archaeological Society*) and archives held both locally and elsewhere. You should also search for other published studies on the history of your parish or township, including local histories and articles in scholarly journals – searching the Lancaster University Library Catalogue (http://primo-se1.lancs.ac.uk/primo_library/libweb/action/search.do?mode=Basic&vid=LUL_VU1&tab=catalogue&) by the name of the place in question ought to yield quick results here.
- **Take a walk** (or, at least, a virtual walk). Whether or not you know the place you are researching intimately, we suggest that you explore it *on foot* (or, possibly on a bicycle or on horseback – but not in a car!) with a large-scale (1:25,000 or, even better, Six-Inch) map in your hand early in your research. If you are unable to walk over the ground, you could explore your parish/township on the satellite images on Google Maps, using the Street View facility to take a virtual walk through built-up areas. Buildings (particularly the inscriptions they sometimes carry) can

be read as historical sources, as can churchyards and other cemeteries. Get a feel for the lie of the land, patterns of land use, the layout of tracks and roads. Where you can, follow the parish/township boundary (are there boundary stones or other markers?). Much can be gained by looking – and knowing the landscape can often be vital in helping to interpret documentary sources.

- ***Plan your line of attack.*** If you read this Handbook from cover to cover you may end up feeling out-faced! VCH research is demanding, both in its breadth and the depth that is required. As so often in a complex project, the solution lies in breaking the task into manageable portions, so, once you have completed the initial searches, start by focusing on one of the sections of the article. Which one you choose is up to you (though we suggest that you leave the Introduction until the end). There is something to be said for starting with Landownership, as establishing the outlines of landownership across the centuries will almost certainly help when it comes to other sections, particularly Economic History and Local Government.
- ***Decide how you are going to keep your research notes.*** We ask you to retain (and eventually to archive) your research notes and other raw materials (such as photocopies of documents) in either hard copy or electronic form, so that there will be a paper (or 'e-paper') trail back to the primary sources from which your article has been built. The working papers and research notes will remain your private property but the County Editor may well need to consult them during the editorial process. Before you start work in earnest, decide on a system – it might be helpful to think in terms of keeping a file (whether physical or electronic) for each section of your article, together with a file for sources which provide evidence for more than one section.

4. Ground rules: research discipline

Working as part of project involving numerous researchers requires all concerned to be sensitive to the need for communal disciplines, even though much of your time will be spent ploughing a lonely furrow among the archives

or at the computer. The following advice is offered in the hope of ensuring the smooth running of the project:

- ***Honour your commitment to the project.*** If circumstances prevent you from completing a task you have offered to undertake, please let the Volunteer Co-ordinator know as early as possible, so that someone else can take the work on.
- ***Avoid treading on the toes of fellow volunteers:*** please check with the Director or Volunteer Co-ordinator before you embark on your research to make sure that the place or topic has not already been assigned to someone else (particularly important if you are working as part of a team).
- ***Always adhere to good practice when using archive sources.*** Follow the Search Room rules for users of archives in record offices, remembering that these may vary in detail from one repository to another.
- ***Before approaching owners of records in private ownership, please check with the Director or Volunteer Co-ordinator,*** who will be able to advise and to provide a letter of introduction if one is needed. When consulting private archives, do nothing which might in any way damage the reputation of the project or the Trust. The wishes of archive owners in relation to handling and copying of documents should always be respected.
- ***Only post on the project website material which you have obtained permission to publish.*** In particular, remember that in no circumstances should you post an image of a document taken for VCH research without the owner's consent.

5. Time frame

The VCH has been going for 113 years, so don't feel that you must complete your article by the end of next month! Conversely, try to avoid relaxing into such a slow pace that progress grinds to a halt. Researching and writing for the VCH is painstaking, methodical work and you must give yourself time for checking, pursuing leads and – importantly – thinking and digesting your

material. Don't rush! We suggest that you discuss the time frame in which you'll work on your article with the Director when you embark on it and monitor progress at regular intervals. As a guideline, a volunteer putting in, say, a day or two per week should probably expect to complete the draft of an article for a rural parish or township in around a year.

Section B: Researching Your Article

The following notes provide guidance for researching each section of a VCH parish or township history for the VCH Cumbria project. They should be read in conjunction with the general guidelines on 'Writing a Parish History' which are available on the national VCH website:

<http://www.victoriacountyhistory.ac.uk/local-history/writing-parish-history>

The guidance notes on the pages below are complementary to the national guidelines, and draw attention to specific sources for Cumbria and to distinctive aspects of Cumbrian local history with which you will need to be familiar when you embark on your research.

A VCH parish or township history follows a set template and the notes below are arranged under each of the standard sections, as follows:

1. Introduction
2. Landownership
3. Economic History
4. Social History
5. Religious History
6. Local Government

The guidance in Section B is addressed to those researching and writing articles on rural parishes and townships, as these will form the vast majority of the articles in Cumbria. Articles for towns will be longer and have a somewhat different structure – guidance for volunteers working on the history of urban settlements will be given separately.

Townships and parishes

One distinctive feature of Cumbria's history which affects the arrangement of VCH articles for the county is the frequent lack of coincidence between the boundaries of ancient ecclesiastical parishes and those of the unit of civil administration, the township or 'constablewick'. In Cumbria some ancient ecclesiastical parishes covered vast areas, embracing numerous townships, each of which often functioned as a discrete local community, coinciding with a

separate manor or estate. We are using the civil parishes as they existed around 1900 as the basis for dividing the counties of Cumberland and Westmorland into units for the preparation of articles. Some civil parishes (particularly in the Cumberland lowlands) were the successors to entire ancient parishes; others (especially in Westmorland) represented single townships. As a consequence, some articles for VCH Cumbria will deal with what was historically a single township, while others will deal with the whole of an ancient parish.

If the civil parish you are researching coincides with an ancient ecclesiastical parish, you will find that the national guidelines can be followed throughout. If the civil parish you are researching represents a township which was part of a larger ancient parish, some sections of the guidelines (particularly the Religious History section) will be less applicable. For these larger ancient parishes a separate short article will be needed, covering the history of the parish church and the administrative history of the parish as a whole. Again, separate guidance will be given to individual volunteers.

1. Introduction

In many ways the introduction is a synthesis of the more detailed accounts in the other sections of the article: it is thus preferable that it should be drafted AFTER the rest of the article.

These notes are intended to complement the national VCH Guidance Notes (at <http://www.victoriacountyhistory.ac.uk/local-history/introduction>) and should be read in conjunction with them. The Guidance Notes for the introductory section are very full and are particularly helpful in listing the key sources to be consulted – these notes should be seen as a gloss to the national guidelines.

Your account should cover the prescribed topics; in many rural townships/parishes they can probably be grouped together as follows. Note that we suggest that you incorporate the ‘Buildings’ section into the discussion of Settlement and that ‘Events’ should only be included sparingly! The Introduction should thus be structured as follows:

- Description and location; area; boundaries and extent
- Landscape
- Settlement (including domestic buildings)
- Communications
- Population and Social character
- (Events – if appropriate)

Guidance on each sub-section

1. Description and location; area; boundaries and extent

There is some overlap and repetition in these sections of the national VCH Guidance Note; hence the suggestion that they might be grouped into one section of the Introduction. The key elements, and the order in which they might be treated, are as follows:

- An introductory description, which may be no more than ‘a small rural township in the ancient parish of X’, and its location (e.g. ‘on the edge of the Lake District, five miles west of Penrith’)
- Where appropriate, a thumbnail sketch of the place could be included in this opening paragraph, mentioning prominent natural or manmade

features (e.g. ‘embracing extensive mosslands on the Solway lowlands’; ‘contains the three villages of X, Y and Z’); aspects of the local economy (‘a former coal-mining village’); and perhaps major historical sites (‘the prominent earthworks of the Roman fort of Old Carlisle lie close to the western edge of the township’).

- The place-name, its meaning and the significance of the name could be discussed here, as the name is often a key piece of early evidence about the ‘origin of the parish’. Something along the lines of: ‘The name Askham probably derives from Old Norse *askum* (‘at the ash trees’), suggesting that ash woodland was a distinguishing feature of the landscape in the Scandinavian period’. For interpretation of the place-name, use the standard modern works of reference, namely:
 - A.M. Armstrong, A. Mawer, F.M. Stenton and Bruce Dickens, *The Place-Names of Cumberland*, English Place-Name Society Vols XX-XXII (Cambridge, 1950-52) [cite as *PNC*]
 - A. H. Smith, *The Place-Names of Westmorland*, English Place-Name Society Vols XLII-XLIII (Cambridge, 1967) [cite as *PNW*]
 - D. Whaley, *Dictionary of Lake District Place-Names*, English Place-Name Society Regional Series 1 (Nottingham, 2006) [cite as *Dict. LDPN*]
 - **Do not use older place-name studies, nor popular works!**
- Acreage of the township/parish and emergence or establishment of its boundaries. Use the Ordnance Survey 1st edition Six-Inch map (available at www.british-history.ac.uk/map.aspx?pubid=270) to obtain the acreage. Describe the shape of the area within the boundaries and the historic boundaries themselves: what did they follow (streams; watersheds; roads; field boundaries)?
- Administrative sub-divisions: where you are writing the history of the whole of an ancient parish which included several townships, mention these components and give their locations and, if possible, acreages. Some Cumbrian townships were subdivided for certain purposes, e.g. highway maintenance. These will be discussed in detail in the Local Government section but should be mentioned here.
- Changes in area as a result of the redrawing of civil parish boundaries.

2. Landscape

The suggestions in the Guidance Note should be followed, though reference to the place-name and its meaning will probably have been dealt with earlier. A mention of the extent of common waste before enclosure (or where it survives today) could be included – along the lines of the information in the ‘Jubilee Digests’.

Underlying geology, both ‘solid’ (the bedrock) and ‘drift’ (the overburden of superficial material such as boulder clay, sand, gravel or peat, for example) should be described – not in detail but in relationship to landform and to its exploitation as building material or as raw material for industry. The Geological Survey maps are the key source here.

A Digital version of Britain’s geology which volunteers may find useful is now available through the British Geological Survey website. To use it, go into www.bgs.ac.uk, click on ‘Discovering Geology’ and open the ‘Geology of Britain viewer’. This allows the user to zoom in on any part of Britain. By using the zoom facility Information is viewable at scales of 1:625,000 up to 1:50,000 (about 1” to the mile). To obtain detail on geographical location users can switch from ‘no transparency’ which presents geological detail only to ‘full transparency’ which shows underlying roads and place names. A geological key is also available which can be activated from the base map at whatever scale you are working.

For soils, use the Soil Survey of England & Wales 1:250,000 map, sheet 1 (Northern England) and the accompanying volume, R. A. Jarvis et al, *Soils and their Use in Northern England* (Harpden: Soil Survey of England & Wales Bulletin No. 10, 1984). For places in Cumberland, some of the topographical descriptions in Thomas Denton’s *Perambulation of Cumberland 1687-8* provide a vivid glimpse of soil and farming types as perceived by a 17th-century commentator.

As with British Geological Survey maps, a digitized version of soils in England and Wales is now available, this time courtesy of the National Soil Resources Institute (NSRI) at the University of Cranfield. The viewer is called ‘Soilscapes’ and can be viewed at www.landis.org.uk/soilscapes/. The Soilscapes viewer can be used by CCHT volunteers to produce summary soils information for specific locations anywhere in Cumbria. As with the BGS digimaps, zoom facilities are available to examine maps at different scales and information is available, for any location, on soil texture, drainage status and fertility. Bear in mind that that

this information relates to the time of mapping and that mapping took place in the twentieth century.

3. Settlement (including domestic buildings).

This section should aim to provide an account of the development of the settlement pattern from the earliest record to the time of writing. Again, this is a section which it will make sense to write only after you have established the demographic and economic history of the parish/township – periods of economic expansion and population growth will have generated new settlements, whether these are new farmsteads in the 13th century; rows of industrial workers' cottages in the 19th or dormitory housing in the 20th. At least the following four topics should be included in this section:

- **Archaeological evidence** for pre-medieval settlement should be summarised but not discussed in great detail. If, for example, there are physical remains of prehistoric field systems or Romano-British 'native' settlements, the location and suggested chronology of these should be summarised and their relationship to the medieval settlement pattern described.
- For the **medieval and early modern settlement pattern** use place-name evidence (the earliest reference to the name of a farm or hamlet provides a *terminus ante quem*, at least, particularly when it is used as a habitative surname, confirming that people lived there – such occurrences are marked 'p' in *PNC & PNW*), rentals, surveys, parish registers, probate indexes etc.
- The section is probably the appropriate place to include material on **domestic buildings**, particularly vernacular building styles as well as the location and date of churches and manor houses (which will be described more fully in later sections). Describe the local building materials and any survivals of early forms (e.g. 'clay dabbins'). Datestones may allow you to say something about phases of rebuilding.
- For **settlement change in the century 1750-1850** you will have to rely on estate records and title deeds, though remember that the Land Tax schedules can be useful to identify and date the building of villas and other private residences in rural areas. The printed county maps by Thomas Donald (for Cumberland, 1774) and Thomas Jeffreys (for

Westmorland, 1770) are sufficiently detailed to be useful in establishing the pattern of settlement in the 1770s.

- **Settlement change from mid-19th century to early-mid-20th** can be traced in outline from successive editions of Six Inch (1:10,560) and, more particularly, Twenty-Five Inch (1:2,500) maps. For the details, other sources, such as title deeds and the 1910 Valuation records (particularly the 'Field Books' in TNA, IR58) should be consulted.
- **Council housing and private housing estates:** these should be dated and described briefly. Local government minutes and planning applications are the key sources (recent planning applications are available online: remember that the Lake District National Park Authority – not the District Council – is the planning authority for places within the national park boundary). Barn conversions (and conversions of other buildings) are a feature of many modern rural communities: there is no need to give a blow-by-blow account, but a statement giving some idea of the scale and chronology of the phenomenon should be included. (Conversions of places of worship and schools etc will be mentioned elsewhere in the article when discussing those institutions.)

4. Communications

The Guidance Note provides full and helpful advice, which should be followed. Again the county maps, particularly those by Donald (Cumberland, 1774) and Jeffreys (Westmorland, 1770) are useful here.

5. Population and social character

Population: estimates for each parish in the 16th and 17th centuries will be found in Andrew B. Appleby, *Famine in Tudor & Stuart England* (Liverpool, 1978), pp. 198-201.

Social character: most of the topics mentioned in the national Guidance Note will be treated in the Social History section. In the Introduction it would be appropriate to provide a thumbnail sketch of the kind of community the township/parish was. A brief sentence or two should suffice, along the lines of: 'The lords of the manor were non-resident after c.1450. From the 16th to the 19th century, the township was dominated by independent yeomen holding by customary tenantry.' OR 'The scattered community of small farmers and

cottagers was replaced between 1920 and 1990 by a largely wealthy retired population, as ribbon development of housing took place along the main road and farmhouses were sold separately from their land.'

6. Events

Events should only be included where they were of national or international importance (e.g. the submission of the northern kings to Athelstan at Dacre in 927).

Note that the VCH no longer includes a separate section on 'Worthies': significant individuals are now treated under Social History. Exceptionally, a notable individual might be mentioned in the Introduction where the association represents a major part of the individual's life and the place's history (Wordsworth at Grasmere, would be an obvious example).

2. Landownership

These notes are intended to complement national VCH guidance notes (at <http://www.victoriacountyhistory.ac.uk/local-history/manors-and-estates>) and should be read in conjunction with them.

Where to start will depend in part on the part of Cumbria in which the township/parish you are researching lies:

For Cumberland, start with:

- *John Denton's History of Cumberland*, ed. A. J. L. Winchester. Surtees Society Vol. 213 and CWAAS Record Series Vol. XX (Woodbridge, 2010). [only partial coverage but very useful for the medieval estates of which his accounts survive. Where possible, use the footnotes to go back to the primary sources (*Cal. Inq. p. m.* etc) and cite these rather than Denton himself.]
- *Thomas Denton: a Perambulation of Cumberland 1687-1688, including descriptions of Westmorland, The Isle of Man and Ireland*, ed. A. J. L. Winchester with M. Wane. Surtees Society Vol. 207 and CWAAS Record Series Vol. XVI (Woodbridge, 2003). [again, where possible check his statements in independent sources]

For Westmorland:

- J. F. Curwen, *The Later Records relating to North Westmorland or the Barony of Appleby*, CWAAS (Kendal, 1932).
- W. Farrer, *Records relating to the Barony of Kendale Vols. I and II*, ed. J. F. Curwen; and J. F. Curwen, *Records relating to the Barony of Kendale Vol. III*, CWAAS Record Series Vols IV-VI (Kendal, 1923-6).

These sources focus on the medieval (and, to a lesser extent, early-modern) centuries.

The story of landownership should be followed through to the time of writing. The section should start with an overall picture of landownership in the parish/township (was there one dominant estate or was landownership divided, for example?) and then trace each major unit of landholding (i.e. manor or substantial landed estate) in turn.

The following sources should be consulted to work out **manorial descent**:

- Tithe commutation award: the schedule provides an indication of the pattern of landownership in a township/parish c.1840
- Enclosure award: since the lord of the manor usually owned the wastes of the manor, (s)he will be named in the enclosure act/award.
- 19th-century trade directories, which usually give the names of not only the lord of the manor but the 'principal landowners' as well.
- Valuation Records under the 1910 Finance Act (a.k.a. 'The Lloyd George Domesday'): the 1:2500 OS plans and the 'Domesday Books' (available in CAS) provide details of landownership in 1910.

Title deeds and charters are another important resource for tracing manorial descent. Numerous collections of title deeds have been deposited with CAS. Many can be found in private estate collections such as the Lonsdale Collection (D/Lons) at CAS (Carlisle).

For the medieval period there are also the cartularies of Cumbrian monastic houses, most of which are now available in print:

- Brownbill, J., ed., *The Coucher Book of Furness Abbey. Vol. II, Parts ii and iii*, Chetham Society new series 76, 78 (1916, 1919) [these sections of the Furness cartulary contain most of the Cumbrian material]
- Burton, J.E. ed., *The Cartulary of Byland Abbey*, Surtees Society, 208 (2004)
- Grainger, F. & W.G. Collingwood, ed., *The Register and Records of Holm Cultram*, Cumberland and Westmorland Antiquarian and Archaeological Society, Record Series, 7 (1929)
- Prescott, J. E., ed., *The Register of the Priory of Wetherhal*, (London and Kendal, 1897).
- Todd, J.M. ed., *The Lanercost Cartulary (Cumbria County record Office MS DZ/1)*, Surtees Society, 203; Cumberland and Westmorland Antiquarian and Archaeological Society, Record Series, 11 (1997)
- Wilson, J. ed., *Register of the Priory of St. Bees*, Surtees Society, 126 (1915)

Title deeds are also important for tracing the history of some of the more recent large landed estates, including The National Trust and Forestry Commission. Both have records in CAS which detail the sale and lease of property.

Printed auction catalogues are another source of information for the history of estates in the modern era. As well as throwing light on how the estate was managed in its final years, these catalogues usually include a note on the vendor's title and the basis for the sale. Collections of catalogues can be found in local studies libraries and record offices.

Central government records may provide further details of manorial descent:

- Charter, Close and Patent Rolls provide details of royal grants and gifts, sales of land or permission to buy and sell, wardship and marriage.
- Fine Rolls give the deaths of many landholders.
- Inquisitions post mortem.

Indexed volumes to all of these can usually be found in local record offices or local studies libraries as well as Lancaster University Library. Many of these sources are also now available on the web and can be searched by place name:

- *Calendar of Fine Rolls, Henry III*: <http://www.frh3.org.uk/>
- *Calendar of Patent Rolls, 1216-1452*:
<http://www.uiowa.edu/~acadtech/patentrolls/>

Owing to the overlap between the history of an estate and the history of the families that owned it, printed pedigrees can prove useful. All peerage and baronetage families should be checked in *Complete Peerage* or *Complete Baronetage*. The articles in these books are preferred to Burke and Debrett, although Burke, in particular, often gives more detail about recent generations.

For untitled gentry families Burke's *Landed Gentry* is the best source. Burke's Family Index (Burke's Peerage, 1976) is a consolidated index to all the pedigrees in all the company's publications.

For the **manor house** and other houses at the heart of landed estates, start with:

- M. Hyde and N. Pevsner, *Cumbria: Cumberland, Westmorland and Furness*. The Buildings of England (London, 2010).

- Royal Commission on Historical Monuments, *Westmorland* (London, 1936); Now fully on-line on British History Online: <http://www.british-history.ac.uk/source.aspx?pubid=1297>
- J. F. Curwen, *The Castles and Fortified Towers of Cumberland, Westmorland and Lancashire North-of-the-Sands*, CWAAS Extra Series XIII (Kendal, 1913).
- *CW1, CW2, CW3*: these contain numerous, often well-researched, articles on castles and manor houses.
- guidebooks (use only as a starting point: you should aim to check for independent evidence of statements they contain).

The following provides a useful guide to both primary and secondary sources about individual buildings:

- Denis R Perriam and John Robinson, *The Medieval Fortified Buildings of Cumbria: an illustrated gazetteer and research guide*, CWAAS Extra Series XXIX, 1998.

Other Features

For details about other manorial features, such as woods, mills, parks, tenure and labour services, or the manor court, you will need to consult manorial records belonging to that particular manor.

There are several types of document which detail the key components of a manor and its administration. They include:

- *Extents* - surveys that list the component elements of a manor and their monetary value. These include the capital messuage, the demesne, meadow, pasture and woodland, mills, fisheries and warrens, money from free and unfree holdings, labour services of villain tenants and the monetary equivalent, and court revenues.
- *Custumals* – a survey or rental which includes details of the rents, services and customs by which tenants held their land (including any labour services). Some give ages, many give marginal notes of when tenancies began, new leases or copies were made and added lives, dates of deaths, previous tenants etc.

- *Surveys* - written descriptions of the manor. Occasionally accompanied by a map, but these seldom survive. A full manorial survey will give details not only of each holding and cottage on the manor, but also of the tenants. *Terriers* are surveys arranged topographically, field by field.
- *Accounts* - detailed records of the individual elements of the manor, how they were managed and what they yielded through the agricultural year. They date from the early 13th century but are most commonly found from the 1270s.
- Court Records - including court rolls, court books and verdict sheets for both courts baron and courts leet.¹ The main business of the manor court was to act as a land registry for holdings on the manor, to uphold the lord's privileges and resolve neighbourly disputes. Records will name the lord of the manor, the steward holding the court, jury members and those who failed to appear. They also provide details of when and where the court was held.

Note that the manor court need only be briefly mentioned in this section and should dealt with more thoroughly under 'Local Government'. Therefore, it will be more important to look at surviving court records when working on that section rather than here.

In keeping with VCH principles, you will only be able to comment on manorial features if original source evidence survives; up to one-third of places described as manors have no surviving records. More records survive from the period after 1500 than before.

Until 1733 manorial records were written in formulaic Latin, although the 'meat' of many court records are in English from the sixteenth century onwards.

¹ The court baron dealt largely with internal matters on the estate, including infringements of the lord's rights, agrarian disputes between tenants and changes of tenancy. The court leet represented the arm of royal justice by dealing with minor breaches of the peace and public order and administering the provisions of a series of Tudor statutes.

Locating Manorial and Estate Records

The Manorial Documents Register (MDR) will help you locate manorial records: search by the name of the manor or parish at

<http://www.nationalarchives.gov.uk/mdr/>. Be aware that some places were subject to overlapping levels of manorial authority, from the immediate local manor to a unit of higher lordship such as a barony. Therefore, it may be necessary to search for records under the names of *both* the manor and the overlordship to have a more complete list of records. For more information about units of overlordship and Cumbrian manorial records, see <http://www.lancs.ac.uk/fass/projects/manorialrecords/>

There are numerous collections of Cumbrian manorial and estate records, many, but by no means all, of which are in CAS. Three major collections are:

- **Leconfield Collection available through CAS (Whitehaven), D/Lec:** Lord Egremont's records relating to the honour of Cockermouth and baronies of Allerdale, Egremont and Wigton. The manorial and estate records from the 16th century onwards are grouped into two main sets, those covering the Percy manors and those relating to the Wharton manors.
- **Lonsdale Collection at CAS (Carlisle), D/Lons:** The core of the medieval holdings of the Lowther family was comparatively small but purchases across the 16th and 17th centuries resulted in numerous manors in Cumberland and Westmorland coming into the family's hands; earlier manorial and estate records were often transferred to the Lowthers with the estates they purchased.
- **Howard of Naworth Collection at Durham University Library, Archives & Special Collections, HN:** includes large volumes of manorial and estate records for Gilsland barony, a major overlordship comprising over twenty member manors. This extensive archive also includes material relating to certain Cumberland manors lying outside the barony. A copy of the 4-volume catalogue of the collection is available at CAS (Carlisle).

Remember that the records of local firms of solicitors and estate agents, who often acted as stewards and land agents for lords of Cumbrian manors, can also be very useful.

Further Reading

Aston, T.H., 'The Origins of the Manor in England with a Postscript', in T.H. Aston, et al., *Social Relations and Ideas: essays in honour of R.H. Hilton* (Cambridge: Cambridge University Press, 1983)

Bailey, Mark, *The English Manor, c.1200-c.1500: selected sources translated and annotated* (Manchester: Manchester University Press, 2002)

Beckett, J.V., 'The decline of the small landowner in eighteenth and nineteenth-century England; some regional considerations', *Agricultural History Review*, 30.2 (1982), 97-111

Beckett, J.V., 'Absentee landownership in the later seventeenth and early eighteenth centuries: the case of Cumbria', *Northern History*, 19 (1983), 87-107

Bush, M.L., 'Tenant right under the Tudors: a revision revised', *Bulletin of John Rylands University Library of Manchester*, 77 (1995), 161-88

Harvey, Paul, *Manorial Records* (London: British Records Association, 1984; rev. ed., 1999)

Holdsworth, Philip, 'Manorial administration in Westmorland 1589-1693', *Transactions of Cumberland & Westmorland Antiquarian & Archaeological Society*, 3rd series, 5 (2005), 137-64.

Hoyle, R.W., 'An ancient and laudable custom: the definition and development of tenant rights in north-western England in the sixteenth century', *Past and Present*, 116 (1987), 24-55

Winchester, A.J.L., 'Regional Identity in the Lake Counties: Land Tenure and the Cumbrian Landscape', *Northern History*, 42 (2005), 29-48

Winchester, A.J.L. and E.A. Straughton, 'Sources in local history: finding and using manorial records', *Local Historian*, 37 (no. 2, May 2007), 120-6

3. Economic History

These notes are intended to complement the national VCH Guidance Notes (at <http://www.victoriacountyhistory.ac.uk/local-history/writing-parish-history/economic-history>) and should be read in conjunction with them. The Guidance Notes include detailed advice on the key sources on which your account should be based. These notes aim to draw your attention to sources relating specifically to Cumbria.

Your account should be structured thematically, and should cover the following topics:

- Agricultural History
- Trade and Industry
- Mining and Quarrying
- Other businesses and service industries
- Economic History since 1945

There will be something to say about Agricultural History for all rural parishes/townships and you should aim to include material on Economic History since 1945 whatever the nature of the community. How much material, if any, you include under the remaining headings will obviously depend on the particular history of the place in question.

Woodland: you will see that the Guidance Notes go into some detail about woodland, even though it is not given a separate sub-heading above. If there is a significant amount of woodland in the parish/township, we suggest that it should be treated in a separate section, which should give its extent, nature and ownership, drawing a distinction between ‘*ancient*’ (i.e. *semi-natural deciduous woodland*), the uses of which (charcoal manufacture; swill-making, for example) should be charted, and *forestry plantations*, which should be treated as a separate aspect of economic activity.

Essential Starting Points

Ordnance Survey Six-Inch maps and 1:2,500 plans. Where economic activity affects the landscape – a forestry plantation, mill, mine, quarry or factory, for example – large-scale OS maps and plans enable you to pinpoint it on the ground. Comparing a succession of editions of the 6”/1:10,000 maps should allow you to chart such features from the mid-19th century to the present day.

Directories. Trade directories often mention such activity as mining, as well as listing businesses. Again, consulting successive directories, from Parson & White (1829) to Kelly's Directories of the early 20th century, will provide an overview of economic activity at local level in the modern era.

Census Returns. Check the population statistics on the project website (click on the appropriate ward under 'Census for Cumberland and Westmorland 1801-2001' at <http://www.cumbriacountyhistory.org.uk/cumbria-wide-resources> to see whether there are any comments on the reasons for population increase or decrease (new mines opening, for example). See also below ('Census Enumerators' Books').

Seventeenth-century antiquaries. For earlier periods, the writings of some of the antiquaries can be useful. In particular, Thomas Denton (*Perambulation of Cumberland and Westmorland, 1687-8*) provides a considerable amount of evidence for economic activity in the later 17th century. Sir Daniel Fleming's 'Description of Cumberland, Westmorland and Furness' (1671) and Thomas Machell's account of southern Westmorland in 1692 (printed as *Antiquary on Horseback*, ed. Jane M Ewbank (1963)) are also worth consulting. For a later period, John Housman's 'Notes' at the foot of the page in William Hutchinson's *History of Cumberland* (1794) also provide some local economic information.

1910 Valuation Office records ('Lloyd George Domesday'). The 'Domesday Books', which are held in Cumbria Archive Centres, provide details of land holdings and businesses in 1910. The much more detailed 'Field Books' (TNA, IR 58) provide much more detail on the use of buildings, etc.

Two obvious sources of evidence for local economic history may simply require too much time-consuming analysis for the purposes of a VCH parish/township article, though you might consider whether they might be sampled or whether you might be able to make use of analyses carried out by other local historians:

Census Enumerators' Books. The occupational data recorded from 1841 (heads of household only; comprehensively from 1851) to 1911 provides a very fine-grained picture of economic activity, including (under the name of the proprietor) details of the numbers of men employed on farms and in other businesses. For a modest-sized township or parish, extracting the latter data would not be too time-consuming. Remember also that for parts of north Westmorland only a census of 1787 survives, which provides comparable data: published as *Vital Statistics: the Westmorland 'Census' of 1787*, ed. Loraine Ashcroft (1992).

Probate inventories. A vital source for reconstructing local economies in the period c.1550 to c.1750. For farming, they often provide details of crops grown and livestock kept, and valuations of tools, raw materials or stock in trade can provide evidence of crafts and manufacturing. Full analysis of all inventories across this period would be very time-consuming, even for a small rural community. Sampling might be possible (all inventories over a couple of 10-year periods?) or selected inventories might be examined, using the details of occupations given in published lists of probate bundles (e.g. *Index to Wills proved in the Consistory Court of Carlisle 1661-1750*, ed. Susan Dench (1998), which contains a place index).

Key Sources

The following lists are merely a starting point; you will find other sources described in the Guidance Notes.

Agricultural History

- Manorial and estate records (surveys, estate plans, manor court records, estate accounts, etc, from 13th century to 20th)
- Tithe plans (Cumbria Archive Service, DRC 8): for patterns of occupation and land use c.1840; also field-name evidence of past land use patterns.
- Enclosure awards: CAS, QRE/1 (for Cumberland) and WQ/RI (for Westmorland)
- Agricultural statistics: parish summaries, 1866 to late 20th century (TNA, MAF 68)
- National Farm Survey, 1941-3 (TNA, MAF 32)
- Common land database: searchable database, giving acreage of each common and number of rights registered under the Commons Registration Act 1965, at: <http://common-land.com/>

Mining and Quarrying

- OS maps and plans; directories (see above)
- Records of mining and quarrying companies (check CASCAT)
- Manorial and estate records (since mineral rights were usually vested in the lord of the manor)

- Two secondary sources, which provide a wealth of information on individual mines are:
 - John Postlethwaite, *Mines and Mining in the Lake District* (1913) and
 - Oliver Wood, *West Cumberland Coal 1600-1982/3* (1988)

Trade and Industry

- Trade directories (from 19th century)
- Local directories (common in middle decades of 20th century).
- Local newspapers (advertisements, as well as reports)
- Company records (check CASCAT)
- Travellers' diaries, particularly from the 18th century, e.g.
 - K. Morgan (ed.), *An American Quaker in the British Isles: the travel journals of Jabez Maude Fisher, 1775-1779* (British Academy, 1992)
 - *R.R. Angerstein's Illustrated Travel Diary, 1753-1755: Industry in England* (ed. T and P Berg, 2001)

Economic History after 1945

- Oral testimony
- Local newspapers
- Community and parish plans (will also be useful for Social History section): for overview of occupations etc in early 21st century. These were prepared for over 70 parishes in Cumbria: for a list, see http://www.cumbriaaction.org.uk/images/uploads/Parish_Plans_Gazette_October_2004.pdf. Those for Carlisle District are available in full at: http://www.carlisle.gov.uk/business/rural_communities/community_and_parish_plans.aspx

4. Social History

These notes are intended to complement the national VCH Guidance Notes (at <http://www.victoriacountyhistory.ac.uk/local-history/writing-parish-history/social-history>) and should be read in conjunction with them. As well as providing guidance on the topics which should be covered in the 'Social History' section and detailed advice on key sources, the Guidance Notes also include links to a series of useful background papers on the following topics:

- Community organisations since 1945
- Education 1870-1944 Act
- Education post-1944
- Charities and Poor Relief: early history
- Charities and Poor Relief: 19th and 20th century developments.

The following notes aim to draw your attention to sources relating specifically to Cumbria. Your account should be structured thematically, and should cover the following topics:

- Social structure and character
- Community activities
- Education
- Welfare

1. Social structure and character

This is one of the more amorphous sections of a parish/township history, the aim being to encapsulate the socio-economic character of the place and how this has changed across the centuries. The VCH National Guidelines provide a helpful list of the sort of questions which you should ask. The following are some of the sources which should prove useful in answering them:

- Estate records. Rentals and surveys may provide information about the number of cottagers (or other inhabitants without landed holdings) in relation to the farming section of the community, as well as an indication of the balance between large and small farms. Where the lord of the manor was non-resident, you should try to identify who in the community acted as his agent and represented lordly power.

- Taxation records. The fragmentary Poll Tax returns which survive for the barony of Westmorland for 1379 include some occupational data (Carolyn C. Fenwick (ed.), *The Poll Taxes of 1377, 1379 and 1381: Part 2, Lincolnshire-Westmorland* (OUP for British Academy, 2001)). The Hearth Tax returns include, from 1664, a list of householders exempted from payment because they were comparatively poor, which provides an indication of the socio-economic composition of the community in the later 17th century. The Cumberland returns are rather fragmentary but those for Westmorland have been published: Colin Phillips, Catherine Ferguson and Andrew Wareham (eds), *Westmorland Hearth Tax Michaelmas 1670 & Surveys 1674-5*. British Record Society Hearth Tax Series Vol. VI and CWAAS Record Series Vol. XIX (London: British Record Society, 2008 [*recte* 2010]).
- Census records. In an ideal world the census enumerators' books for each census, 1841-1911 inclusive, could be used to ascertain social character by analysing: occupational structure; locals versus migrants (using the place of birth data); numbers of servants; etc. Unless this information has already been captured (perhaps by a local history society), you will probably not have time to carry out a full analysis. For parts of north Westmorland only, remember the 'census' taken in 1787: Loraine Ashcroft (ed.), *Vital Statistics: the Westmorland 'Census' of 1787* (Curwen Archives Trust, 1992).

To help you approach this section, you may find it useful to consult (as contextual reading) some of the published secondary studies charting social structure and social change in individual Cumbrian communities; see:

- | | |
|---------------|--|
| J.D. Marshall | 'Agrarian wealth and social structure in pre-industrial Cumbria', <i>Economic History Review</i> 2nd ser. 33 (1980), 503-21. |
| J. V. Beckett | 'The decline of the small landowner in 18th and 19th century England: some regional considerations', <i>Agric. Hist. Review</i> , 30, (1982), 97-111 |
| J. V. Beckett | 'Absentee landownership in the later seventeenth and early eighteenth centuries: the case of Cumbria', <i>Northern History</i> , XIX (1983) |

- N. Gregson 'Tawney revisited: custom and the emergence of capitalist class relations in north-east Cumbria, 1600-1830', *Economic History Review*, 2nd series, 42 (1989), 18-42
- A. J. L. Winchester 'Wordsworth's "Pure Commonwealth"? Yeoman dynasties in the English Lake District, c.1450-1750', *Armitt Library Journal* 1 (1998), 86-113.
- Jonathan Healey 'Agrarian Social Structure in the Central Lake District, c. 1574-1830: The Fall of the "Mountain Republic"?', *Northern History*, 44 (2) (2007), 73-91.
- A. H. Duxbury 'The decline of the Cumbrian yeoman: Ravenstonedale: a case study', *CW2*, 94, (1994) 201-213
- D. Uttley 'The decline of the Cumbrian yeoman: fact or fiction?' *CW3* 7 (2007), 121-33 and 'The decline of the Cumbrian "yeoman" revisited', *CW3* 8 (2008), 127-46.
- I. D. Whyte 'The customary tenants of Watermillock c.1760-c.1840: continuity and change in a Lake District township', *CW3* 9 (2009), 161-74

2. Community activities

Again, the national Guidance Notes are very helpful in spelling out what should be covered: use them as a checklist of the sorts of activities and organisations which should be described in this section. Distinctively Cumbrian community activities for which an eye should be kept open include rushbearing rituals; fox hunting; hound trailing; cock fighting; shepherds' 'merry neets'; communal funeral and wedding customs (e.g. the 'bidden' wedding); wrestling; horse racing on common land; rugby league; social activities associated with fairs.

You will undoubtedly encounter evidence for a range of social and cultural activities in sources used principally for other sections (e.g. references to clubs and societies in the records of churches or factories; rushbearings or village wakes mentioned in churchwardens' accounts). Key sources include:

- Trade directories: these usually include mention of a range of societies and clubs
- Ordnance Survey maps: successive editions of the Six-Inch and 1:2500 maps show the physical manifestations of several of the sorts of

activities which should be covered in this section: inns; theatres; reading rooms; temperance halls; golf courses; public parks etc.

- Manor court records can be surprisingly useful for earlier periods, including references to local customs, such as fox-hunting.
- Since some community activities, notably village and community halls, were run by local charities, their records are sometimes found among the records of charities: see the online guide to records of Charities held in Cumbria Archive Centres at:
http://www.cumbria.gov.uk/archives/Online_catalogues/Nonofficial/charity.asp
- Oral evidence may well be valuable here. Some local history societies have recorded the memories of elderly folk over the past 20 years or so; long-term residents who are still alive may be able to shed light on communal activities not recorded elsewhere. The officers of local societies may have records detailing the foundation and development of their organisations.

3. Education

The best starting points will be directories (notably *Bulmer's History and Directory of Cumberland* (1901) and *Directory of Westmorland* (1906)) and the 1818 Parliamentary survey of schools (which have been used when compiling the 'Jubilee Digests'). These should enable you to draw up a list of pre-20th century schools in your parish/township.

The location of schools can be gleaned from Ordnance Survey 1st edition Six- or Twenty-Five-Inch maps; the architectural history of some schools buildings is summarised in Hyde & Pevnser, *Cumbria* (Buildings of England series, 2010).

Since most early schools were connected to a parish church or chapel of ease (and schoolmasters were required to be licensed by the bishop), the visitation surveys should be consulted next, namely:

- EITHER William Nicolson, *Miscellany Accounts of the Diocese of Carlile: with the Terriers Delivered to Me at My Primary Visitation* (CWAAS, 1877) [for Carlisle diocese pre-1856] OR *The Cumbria Parishes 1714-1725 from Bishop Gastrell's Notitia, with additions by Bishop Porteous*

1778-1779, ed. L.A.S. Butler, CWAAS Record Series Vol. XII (Kendal, 1998) [for parishes in Chester diocese pre-1856]

- 'The Diocesan Book of Walter Fletcher, Chancellor of Carlisle Diocese, 1814-46'; copies of the relevant entries, transcribed by Dr. Jane Platt, will be made available to volunteers working on particular parishes.

For many schools, your main source is likely to be the records of the school itself, most of which are now deposited in Cumbria Archive Centres. Enter the name of the school into CASCAT or use the following **online guides** which link to detailed descriptions of the records:

- for records of individual schools (which include such sources as managers' minutes, log books and admissions registers):
http://www.cumbria.gov.uk/archives/Online_catalogues/official/schools.asp
- for records of School Boards, 1870-1902:
http://www.cumbria.gov.uk/archives/Online_catalogues/official/sb.asp

Remember that your account is a history of education in your parish/township, rather than simply an account of the school(s). If the local school closed, where did children go for schooling? You ought also to try to capture the less formal end of educational provision, such as 'dame schools' – for the 19th century, trade directories can enable you to identify private schools of this type.

4. Welfare

The focus here is on all aspects of welfare, including poor relief, charities, medical services and institutions such as orphanages, hospitals and nursing homes. Charities for the relief of the poor should be mentioned here; other charities will be mentioned in their appropriate place (e.g. under Education or Community Activities). The balance between what to include here and what to reserve for the discussion of poor relief in the Local Government section is not completely clear from the national Guidance Notes. I suggest that you focus here on the experience of the poor, in terms of the sort of relief they received, and reserve discussion of the administration of the Poor Laws for the Local Government section.

The national Guidance Notes provide clear advice on key sources for charities. For Cumbria, remember the online guide to records of charities held in Cumbria Archive Centres at:

[http://www.cumbria.gov.uk/archives/Online_catalogues/Nonofficial/charity.as](http://www.cumbria.gov.uk/archives/Online_catalogues/Nonofficial/charity.asp)

[p](http://www.cumbria.gov.uk/archives/Online_catalogues/Nonofficial/charity.asp) For poor relief, the accounts of the parish or township overseer(s) of the poor will be the key source before 1834, where they survive.

5. Religious History

These notes are intended to complement national VCH Guidance Notes (at <http://www.victoriacountyhistory.ac.uk/local-history/writing-parish-history/religious-history>) and should be read in conjunction with them.

The key sources for this section will depend in large part on whether your township/parish lay before 1856 in the Diocese of Carlisle (northern Cumbria, north of the Derwent – Dunmail Raise – Stainmore line) or in the Archdeaconry of Richmond, which formed part of the Diocese of Chester from 1541 (southern Cumbria, south of that boundary).

1. Starting points

- *CW1, CW2, CW3*: these contain numerous articles on individual places of worship, many of which are well-researched and provide useful data.
- Church guidebooks can be useful as a starting point – but remember that you should aim to check for independent evidence of the statements they contain.
- 19th-century trade directories (e.g. Mannix & Whellan, *Dir. Cumb* (1847); Bulmer, *Dir. Cumb.* (1901)), which often summarise the institutional history of the Anglican church and list of places of worship of other denominations: www.historicaldirectories.org
- 1851 Religious Census (PRO, HO129), which includes returns from all places of worship, giving numbers attending services on 30 March 1851 (a wet day!), details of the building and when it was erected, number of sittings etc. Records are arranged by Registration District:
 - Cumberland: HO129/564 (Alston) to 572 (Bootle)
 - Westmorland: HO129/573 (East Ward) to 575 (Kendal)

Note that returns are missing for some parishes.

For the **church building**:

- M. Hyde and N. Pevsner, *Cumbria: Cumberland, Westmorland and Furness. The Buildings of England* (London, 2010).
- Royal Commission on Historical Monuments, *Westmorland* (London, 1936). Now fully on-line on British History Online: <http://www.british-history.ac.uk/source.aspx?pubid=1297>
- *The Church Notes of Sir Stephen Glynne in Cumbria 1833-1872*, ed. L.A.S. Butler, CWAAS Extra Series Vol. XXXVI (Kendal, 2011)

2. 'Origins of the church and parish' sub-section

C. M. L. Bouch, *Prelates and People of the Lake Counties* (Kendal: Titus Wilson, 1948) contains lists detailing evidence for the dates of foundation of churches and chapels, which often allow one to short-circuit the standard sources (*Taxatio* and *Valor Ecclesiasticus*), though *Calendar of Entries in Papal Registers* ought to be checked:

- *Taxatio Ecclesiastica Angliae et Walliae, auctoritate Papae Nicholas IV circa 1291*, ed. T. Astle and J. Caley (RC, 1802) See: www.hrionline.ac.uk/taxatio
- *Valor Ecclesiasticus, temp. Henrici VIII*, ed. J Caley and J Hunter, 6 vols. (RC, 1810-34). Latin only, in record-type.
- *Calendar of entries in the papal registers relating to Great Britain and Ireland: Papal Letters*, ed. W H Bliss and others, 14 vols. (HMSO, 1893-1960). Now fully on-line on British History Online: www.british-history.ac.uk/catalogue.aspx?type=3&gid=150

For the antiquity of **church dedications**:

- T.H.B. Graham and W.G. Collingwood, 'Patron saints of the diocese of Carlisle', *CW2* 25 (1925), 1-27

3. 'Patronage, Income and Endowment' sub-section

The key sources to obtain an overview are the snapshots provided by 18th- and 19th-century episcopal visitation records.

For the ***pre-1856 diocese of Carlisle***:

- William Nicolson, *Miscellany Accounts of the Diocese of Carlile: with the Terriers Delivered to Me at My Primary Visitation*, (George Bell and Sons, 1877). This contains Bishop Nicolson's notes on the parishes in his diocese, made at his primary visitation in 1703.
- 'The Diocesan Book of Walter Fletcher, Chancellor of Carlisle Diocese, 1814-46'. This is a manuscript in private hands, a scholarly edition of which is currently being prepared for publication by Surtees Society by Dr Jane Platt. Copies of the relevant entries will be made available to volunteers working on particular parishes.

For those ***parishes in the diocese of Chester until 1856***:

- *The Cumbria Parishes 1714-1725 from Bishop Gastrell's Notitia, with additions by Bishop Porteous 1778-1779*, ed. L.A.S. Butler, CWAAS Record Series Vol. XII (Kendal, 1998)

Property belonging to a living will be listed in *glebe terriers*, late 17th to early 19th centuries, preserved in parochial or diocesan archives.

Where a living was appropriated to a religious house, details will usually be found in the cartulary of the monastic house in question. Those in print for Cumbrian houses are:

- *The Coucher Book of Furness Abbey. Vol. II, Parts ii and iii*, ed. J. Brownbill, Chetham Society new series Vols. LXXVI and LXXVIII (1916, 1919) [these sections of the Furness cartulary contain most of the Cumbrian material]
- *The Cartulary of Byland Abbey*, ed. J.E. Burton, Surtees Society CCVIII (2004)
- *The Lanercost Cartulary (Cumbria County record Office MS DZ/1)*, ed. J.M. Todd, Surtees Society, CCIII; CWAAS Record Series XI (1997)
- *The Register and Records of Holm Cultram*, F. Grainger & W.G. Collingwood, CWAAS Record Series VII (1929)

- *Register of the Priory of St. Bees*, ed. J. Wilson, Surtees Society CXXVI (1915)
- *The Register of the Priory of Wetherhal*, ed. J.E. Prescott (London and Kendal, 1897).

For other Cumbrian houses, check the material in W. Dugdale, *Monasticon Anglicanum: a history of the abbies and other monasteries....in England and Wales*, ed. J. Caley et al., 6 vols (London, 1846)

4. 'Religious Life' sub-section

This is likely to be the longest part of the Religious History section of your article. Depending on the size and complexity of your parish/township, it may be necessary to further divide this into chronological sub-sections (see the VCH National Guidance Notes). The account for a township without an Anglican church will obviously be much briefer than that for a parish with an ancient parish church and one or more nonconformist places of worship. The section should aim to paint a picture of the character of religious life in the community and how it changed across time. The role played by local clergy should be described and the section should also include material on the character of worship, how church buildings were changed as styles of worship changed, church music and choirs, for example. Each of the following classes of record should be consulted:

Parish records – the contents of the 'parish chest', most of which are now deposited under the terms of the Parochial Records Measure of 1975 with Cumbria Archive Service, where they have the reference PR (WPR at Kendal and YPR at Whitehaven). Many extend back to the 18th century; some as far back as the 16th. Key documents which contain evidence for the religious life of the parish community include churchwardens' accounts, vestry minutes, registers of services and church inventories.

Diocesan records – the records generated by the system of ecclesiastical administration, specifically:

- *Bishops' registers* contain ordinations and appointment of clergy among many other matters. Those for Carlisle diocese from 1292 to 1972 are in Carlisle Archive Centre, reference DRC 1. The surviving medieval registers have been published by the Canterbury and York Society (CYS) as follows (copies are available in Carlisle Library):

- *John Halton 1292-1324* ed. W N Thompson (CYS vols 12, 13, 1913)
 - *John Kirkby 1332-52 and John Ross 1325-32* ed. R L Storey (CYS vols 79 and 81, 1993-5)
 - *Gilbert Welton 1353-62* ed. R L Storey (CYS vol 88, 1999)
 - *Thomas Appleby 1363-95* ed. R L Storey (CYS vol 96, 2006)
- *Parish bundles.* For parishes and chapelries formerly in Chester diocese collections of documents concerning clergy appointments etc are preserved in parish bundles transferred to Cumbria Archive Service, reference DRC 10.
 - *Diocesan visitation records.* The records generated by the visitation process, whereby the church authorities enquired into the state of church fabric, clergy and lay morals, can shed valuable light on the religious life of a parish:
 - For parishes in Carlisle diocese: CAS (Carlisle), DRC 5/22 et seq. Visitation call books, 1731 to modern times; DRC 5/128-131. Churchwardens' presentments, 1690, 1696-1717, 1734, 1737.
 - For parishes formerly in Chester Diocese: Lancashire Record Office, Preston, ARR/15: visitation records, 'Compert books' etc., from 1665. Cheshire Record Office, EDA 6; EDV 7: articles of enquiry 18th and 19th centuries, recording incumbents' answers to enquiries about services, patronage, nonconformists etc.
 - The archbishop of York also carried out visitations. Records of these 'metropolitan visitations' survive in the Borthwick Institute, York, for Carlisle diocese in 1693/4 and for Chester diocese for several visitations between 1571 and 1694.
 - *Ecclesiastical court books.* Cases ('causes') brought before the church courts included disputes about clergy discipline etc, which are relevant to this section of a VCH article. Many cases concerned tithes (which may be useful for the 'Patronage, Income and Endowment' section) and matrimonial matters (which generally aren't relevant). The early eighteenth-century court books for Carlisle diocese are discussed in

Mary Kinnear, 'The Correction Court in the Diocese of Carlisle, 1704-1756', *Church History*, 59 (1990), pp 191-206.

- For the diocese of Carlisle: Consistory court records (1571-1990s) are held at CAS (Carlisle), DRC 3 and DRC 5
- For the diocese of Chester: Consistory court books in Cheshire Record Office, EDC 1
- Cases which went on appeal to the archbishop's court are in the Borthwick Institute, York, and are listed in W.J. Shiels, *Ecclesiastical Cause Papers at York: files transmitted on appeal 1500-1993* (Borthwick Texts and Calendars, 1983).

Clergy records. Once you have established the names of as many of the clergy who served the parish as possible, try to discover something of their career and biographical details. Were they young men or old? Local or not? University-educated? What was their religious outlook? Did they go on to higher office? Biographical sources for Church of England clergy include:

- For the period between 1540 and 1835, the Clergy of the Church of England Database: <http://www.theclergydatabase.org.uk>.
- For the period since 1855 use Crockford's *Clerical Directory*, parts of which are available online at <http://www.crockford.org.uk>.

Remember also to check the registers of alumni of the ancient universities:

- *Alumni Cantabrigienses*, Part 1, to 1751, Part 2, 1752-1900, comp. J. Venn and J. A. Venn (Cambridge, 1927-1954)
- *Alumni Oxonienses*, 1500-1714; 1715-1886, ed. J. Foster (Oxford, 1888-92)

5. Nonconformist History

For general guidance on the records of non-Anglican denominations, see Michael Mullett, *Sources for the History of English Nonconformity 1660-1830* (British Records Association, Archives and the User No. 8, 1991).

In addition to the key sources listed above (1851 Religious Census; 19th-century trade directories, for example), start with:

- B. Nightingale, *The Ejected of 1662 in Cumberland and Westmorland*, 2 vols. (Manchester, 1911). This not only lists Puritan ministers who lost their livings at the Restoration but also much detail of the incumbents of each parish in the two counties in the 17th century.
- Nonconformist meeting house certificates from 1689, when nonconformist places of worship were required to be registered with Quarter Sessions or with the diocesan authorities.

For **Quakers**, start with:

- David M. Butler, *The Quaker Meeting Houses of Britain*, 2 vols (London, 1999) [The standard work, which (for Cumbria) updates and should be used in preference to his *Quaker Meeting Houses of the Lake Counties* (London, 1978)].
- *The First Publishers of Truth*, ed. Norman Penney (London, 1907). [Prints the text of return requested by London Yearly Meeting in 1720 about the origins of each Quaker meeting].

For **Roman Catholics** see:

- Registers of papist estates: useful for establishing Roman Catholic families [CAS, QRR/12/21]
- 'Compert Books' and churchwardens' presentments include lists of 'Papists' in the later 17th century.
- **Protestation Returns** of 1641-2, which include the names of Recusants who refused to take the oath of protestation. The Westmorland Protestation Returns are available in print: *Westmorland Protestation Returns 1641-2*, ed. M.A. Faraday, CWAAS Tract Series vol. XVII, 1971. Copies of the original Cumberland Protestation Returns are available through the VCH Cumbria Project office.

The administrative records of many nonconformist denominations have been deposited with Cumbria Archive Service. The excellent CAS online Guide to Ecclesiastical Records takes you straight to the records of different denominations:

http://www.cumbria.gov.uk/archives/Online_catalogues/ecclesiastical.asp

6. Local Government

These notes are intended to complement the national VCH Guidance Notes (at <http://www.victoriacountyhistory.ac.uk/local-history/writing-parish-history/local-government>) and should be read in conjunction with them. The Guidance Notes tend to be orientated towards southern England, assuming that the article you are writing will be dealing with the whole of an ancient parish, whereas many of the articles for VCH Cumbria will treat other administrative entities, usually a township or a chapelry. These notes aim to highlight some of the northern English particularities you are likely to encounter and to draw your attention to sources relating specifically to Cumbria.

Your account should be structured thematically, as described in the Guidance Notes, which will mean that it is broadly chronological, running from manorial government in the medieval and early modern period, through parish/chapelry/township government in 16th-19th centuries, to modern local government. The section should thus cover the following topics:

- Manorial government
- Parish and/or township government
- Post-1894 arrangements in relation to Rural and Urban Districts

1. Manorial government.

You will have established the manorial structure of the parish/township in the 'Landownership' section; the focus of this section will be on the manor courts: their powers (court baron or court leet); frequency/regularity of sittings; business transacted; officer appointed – in other words the role they played in managing the community's affairs.

In order to identify surviving records, consult the online Manorial Documents Register (MDR), which covers all manorial documents, wherever they are held, including those which remain in private hands. The whole of Cumbria is covered, though the database is arranged by historic counties. The MDR will be found at <http://www.nationalarchives.gov.uk/mdr/default.htm>

You may also find the Cumbrian Manorial Records website (a resource constructed during the preparation of the MDR for Cumbria in 2005-06) useful. It contains examples of many different classes of manorial records and guidance

on their interpretation. It is at <http://www.lancs.ac.uk/fass/projects/manorialrecords/>

Two glosses:

- *Courts of superior lordships*. Much of Cumbria consisted of large compact units of overlordship (e.g. baronies of Kendal, Copeland, Greystoke and Gilsland; the seigniorship of Millom, lordship of Furness, honour of Cockermouth), which retained some jurisdiction over places within their boundaries. These superior jurisdictions are described in the Cumbrian Manorial Records website at <http://www.lancs.ac.uk/fass/projects/manorialrecords/cumbria/index.htm> For the purposes of your article, evidence of the continuing involvement of such superior courts (e.g. 'turnsmen' from the township attending the superior court; the court hearing cases and receiving presentments from or making orders concerning the township) should be noted.
- *'Twenty-four men'*. Several Cumbrian parishes/manors possessed governing bodies known as the 'twenty-four' (sometimes the 'eighteen'). Though they bear similarities with 'select vestries', self-perpetuating oligarchies running *parish* affairs, which are found in many other parts of England, in Cumbria they often seem to have been manorial in origin. If you encounter such a body in your parish/township, try to establish whether they are part of manorial or parochial jurisdiction. The following article should be helpful: Thompson, B L, 'The Windermere "Four and Twenty"', *Transactions of Cumberland & Westmorland Antiquarian & Archaeological Society*, new series **54** (1954), 151-64

Further reading: There have been several studies of manorial administration in Cumbria which will provide useful context:

- Dilley, Robert S, 'The Cumberland court leet and use of the common lands', *Transactions of Cumberland & Westmorland Antiquarian & Archaeological Society*, new series **67** (1967), 125-51.

- Holdsworth, Philip, 'Manorial administration in Westmorland 1589-1693', *Transactions of Cumberland & Westmorland Antiquarian & Archaeological Society*, 3rd series, **5** (2005), 137-64.
- Straughton, Eleanor A. *Common Grazing in the Northern English Uplands, 1800-1965*, Edwin Mellen Press, 2008 [relevant for the decline of manorial administration and what replaced it]
- Winchester, Angus J L, *The Harvest of the Hills: rural life in northern England and the Scottish Borders, 1400-1700*, Edinburgh University Press, 2000 [especially Chapter 2, 'Law, Custom and Good Neighbourhood'].

2. Parish/township government

It is in this section that the differences between northern English local administration and the southern English parochial norm (assumed in the Guidance Notes) are most marked. Before embarking on this section, please read the following article, which tries to lay out the main features of regional variation:

Angus J L Winchester, 'Parish, township and tithing: landscapes of local administration in England before the nineteenth century', *The Local Historian*, 27 (1) (1997), pp. 3-17.

Perhaps the key point is that, while a cluster of administrative responsibilities – highway maintenance; relief of the poor; tax collection and peace-keeping (i.e. the constable's role) – fell to the parish in southern counties, these were often divided between parish, chapelry and township in the North. It is therefore important to distinguish between different administrative roles:

- *Constables* were, strictly-speaking, township, not parish, officers. A complexity in Cumbria is that it is sometimes necessary to draw a distinction between 'township' and 'constablewick', since territories which were termed townships were sometimes grouped together under one constable.
- *Poor law administration*. The 1662 Act of Settlement and Removal allowed townships to maintain their poor independently, so separate overseers are sometimes found for each of the townships within an

ancient parish. Note, however, that a good number of middle-sized multi-township parishes in Cumberland continued to maintain their poor as single units, with the result that the ancient parish, rather than the township, is more often the ancestor of the modern civil parish in Cumberland than in Westmorland, where townships generally operated independently for Poor Law purposes.

- *Highways maintenance*. In the North, this was generally undertaken at township (or manorial) level and sometimes even at sub-township level.

The key sources for this section of the article are the annual accounts of parish/township officers, the overseer(s) of the poor, the constable and the surveyor of highways. If they survive, these are most likely to be found among the records of ancient ecclesiastical parishes or inherited by the modern civil parish and found in their records. The detailed lists of these collections are available online through the excellent online Guides on the CAS website:

For ecclesiastical parish records, see:

http://www.cumbria.gov.uk/archives/Online_catalogues/Ecclesiastical/parish.asp

For civil parish records, see:

http://www.cumbria.gov.uk/archives/Online_catalogues/official/pcs.asp

Note, however, that the township did not have a communal repository equivalent to a 'parish chest' and that occasionally township records survive among private papers. CASCAT is therefore an important finding aid for sources for this section.

3. Post-1894 arrangements in relation to Rural and Urban Districts

This section is likely to be brief. The local government unit into which a parish/township was placed after 1894 can most readily be ascertained by consulting either *Bulmer's Directory* (Cumberland 1901; Westmorland 1906) or Frederic A Youngs Jnr, *Guide to the Local Administrative Units of England Volume II; Northern England* (Royal Historical Society, 1991).

Records of the civil parish council (particularly minute books) (see above) should be consulted, to ascertain its composition and activities (here the 'political life' aspects, alluded to in the national VCH Guidance Notes, may be relevant).

Section C: Preparing Your Draft Article

1. WHAT TO AIM FOR

1. Principles

VCH articles are intended to be definitive works of reference, so it is important always to uphold the core principles which underpin VCH writing:

Accuracy. Always aim for the greatest degree of precision and accuracy possible: the article will only become definitive if these aims are met. This means being constantly vigilant when making notes and drafting your text (it is only too easy to transcribe '1857' as '1875'!). **Check everything.** Accuracy also means ensuring that your interpretations are correct and checking all assumptions (are you certain that the 'Thomas Smith' mentioned in one source is the same 'Thomas Smith' you have encountered in another? When a source refers to 'Ambridge school', are you sure you are correct in assuming that it is referring to the National School in the village which you know about from other sources?). If you encounter discrepancies between the information in two different sources, do all you can to resolve them and to get to the truth.

Going back to primary sources. The VCH prides itself on going back to original sources and not relying on secondary works. By all means use published local histories as a starting point but don't take anything on trust and look up the sources on which the author relied. You will almost certainly be consulting a wider range of sources than most published local histories do.

Consistency. In order to ensure consistency between articles, it is important that each is built on a comparable level of research. To that end, the VCH has traditionally used a checklist of sources, all of which are consulted. The **Checklist of Sources** for the VCH Cumbria project is given below (pp. 62-69): **you will be asked to confirm that you have checked all the sources listed there for information about the place you are researching.**

Citing your sources. Remember that you should cite the source of *all* factual statements. This should be done using footnotes and following the conventions outlined in 'Citing Your Sources' (below pp. 51-56). It is therefore vital that, when making notes, you take care to record the exact source of the information (including page number if a printed source or full record office reference if a manuscript).

2. Length

The projected length of your article will be discussed with you as you embark on your research and writing. Brevity is the touchstone – for many rural townships in Cumbria, around 5,000 words should be needed to cover all the topics required by the VCH.

3. Content and Style

The arrangement and content of your article should follow the guidelines laid out in the national VCH online Guidance Notes to ‘Writing a Parish History’ (<http://www.victoriacountyhistory.ac.uk/local-history/writing-parish-history>), supplemented by the Cumbria-specific advice given (pp. 11-44). Be sure to cover all the required topics under each section of your article.

Style is more subjective, but the touchstones of what is required for a VCH article are precision, succinctness and clarity. Please note the following general points:

- **Write in the past tense**, avoiding terms such as ‘now’ or ‘at the present time’. You are writing a history of the place in question from the earliest record to the time of writing, with the intention that your article will remain a definitive source for many years to come. So, do not write ‘*the manor house is now a care home for the elderly*’; instead write ‘*in 2012 the manor house was a care home for the elderly*’.
- **Don’t mention sources in the text**. There is no need to say ‘*Mannix and Whelan’s directory of 1847 lists John Smith as owner of the quarry*’, since the directory will be cited in your footnote. ‘*John Smith owned the quarry in 1847*’ conveys the necessary information in far fewer words.
- **Avoid value judgements**. A discriminating description of a building or landscape can add life and interest to the article but avoid including personal value judgements. It might be tempting to describe the manor house as having ‘*a breathtakingly beautiful Georgian facade*’ or a council estate as being ‘*drab*’, but such phrases should be avoided. Likewise, avoid passing judgement on individuals. A man should only be described as ‘*a mean, tight-fisted landlord*’ if you can substantiate that perception in a source cited in a footnote. It would be better to make it clear that such a judgement was the view of those who know him, rather than your own assessment (you could say that he was ‘*regarded by some*

contemporaries as being grasping and avaricious', for example, as long as you have evidence to substantiate this).

- **Synthesise.** A VCH parish or township history is largely factual but should, ideally, be more than a string of facts. The aim should be to understand (and convey in as few words as possible) the historical processes behind the facts. So, *'Thomas Bloggs founded Ambridge National School in 1846; it was enlarged in 1863'* gives the bare facts but begs several questions. Who was Bloggs? Why did he found the school? Why was it enlarged when it was? How much better it would be to attempt to link the bald facts to other aspects of the parish's history: *'Thomas Bloggs, the curate at St John's church who was concerned by the lack of educational provision for the children of coal-mining families, founded Ambridge National School in 1846; it was enlarged in 1863 to accommodate the increase in population after the sinking of the Albert and Edward pits'*.
- **Make every word count.** Write as concisely as possible, as you will need to squeeze a lot of factual information into a tight word limit. 'VCH style' can seem frustratingly spare and clinical and doesn't give the author much freedom to express themselves! But this is necessary in a work of reference – remember that you are writing something akin to an encyclopaedia entry.

4. Footnotes

Your footnotes are there to enable your readers to go straight to the sources on which you have drawn. Fine footnotes are an art form! The aim is to provide full and precise information as succinctly as possible and the VCH has developed very effective ways of achieving this. Follow the conventions given in the 'Citing Your Sources' section (below, pp. 51-56) to the letter. Remember that, if you have used archive material in private hands, you should give a full and accurate attribution (providing the same degree of specificity as you would for an archive in a record office, for example) and include an acknowledgement of thanks.

2. SUBMITTING YOUR ARTICLE

The following guidelines should be followed when preparing your draft article for submission to the Project Director and/or Volunteer Co-ordinator.

Presentation

- Draft articles should be word processed as Word files, double-spaced using Times New Roman or Arial font in size 12 font.
- Please use the automatic footnoting facility and present your notes as footnotes rather than endnotes. While drafts are being prepared footnotes should be numbered consecutively from 1 for each section of the township history. Use footnotes to cite references only, with brief explanations as necessary. They should not carry extended comment or a subordinate argument separate from the text.
- Please follow to the letter the prescribed conventions for laying out footnotes and abbreviations as given pp. 51-61.
- Margins should be set to 'normal' (Word 2007), or 2.54cm top, bottom, left and right.
- The title and section headings should be written in block capitals.

Submitting Your Draft

- Please submit one section of the township history at a time, so that it can be read and commented on by the Project Director and/or Volunteer Co-ordinator.
- At the top of each draft section should be the name of the township/parish, your name (the author) and the date the draft was submitted, as well as the section heading (e.g. Landownership).
- Make sure that the draft is double-spaced before submitting as this makes it easier to read it. Keep to single-spacing for footnotes.
- Drafts should be submitted as an email attachment so that the Project Director and/or Volunteer Co-ordinator can provide feedback using the Word comments facility.

- Please submit maps and illustrations as separate files; do not embed them in the text.

Feedback

We aim to provide you with feedback on your draft within a comparatively short time – but please be aware that it may take us several weeks to undertake the detailed reading and consideration required.

- Comments will be made on your draft using the Comment facility on Word. So, please be prepared for your draft to be returned covered with lots of electronic ‘red ink’!
- We’ll be looking at how well your draft fulfils the requirements laid out in the VCH national Guidance Notes and in this Handbook, so you can expect to receive comments on
 - the quality and quantity of the research you have undertaken
 - how well you have interpreted the evidence you have found
 - points requiring further research and/or clarification
 - citation of evidence in footnotes
- We aim to discuss our comments on your draft with you in person, as well as through email/telephone contact.

Revision of drafts.

In the nature of the project, the completion of a first draft is merely the start of a long journey towards publication. Draft articles will be submitted to the Director or Volunteer Coordinator, who will edit them and, in many cases, return them to the author(s) for further revision: volunteers should thus expect that changes, sometimes involving additional research, will be required before their article is accepted. The Director and Volunteer Coordinator reserve the right to make changes to drafts submitted to them as part of the project. Once completed to the required standard, articles will be posted online on the VCH Cumbria project website (<http://www.cumbriacountyhistory.org.uk/>) and may subsequently also be placed on the Cumbria pages of the national VCH website. It is likely to be several years before completed articles are edited by VCH headquarters and published in either printed or electronic form: further revision will almost certainly be required at that stage. This may be undertaken by someone other than the original author(s) of the article.

Authorship.

Full acknowledgement of authorship will be given when an article is published, whether online or in print. In cases where an author has drawn together materials researched and/or analysed by other volunteers, acknowledgement of the role of other members of the research team will also be given.

Copyright

Once a draft has been accepted for posting on the VCH Cumbria project website, the author(s) will be asked to sign a statement transferring copyright to the Cumbria County History Trust. When a draft article is subsequently posted on the VCH national website, copyright will be transferred to the University of London, which owns the Victoria County History. Note that assigning copyright applies only to the article itself – it in no way prevents a volunteer from using the research on which the article is based in any way they like.

3. CITING YOUR SOURCES

The footnotes are an integral and vitally important part of a VCH article, enabling the reader to pursue the history of the place by delving further into the sources you have consulted. Crafting your footnotes successfully is thus a key part of writing for the VCH – and you should expect it to take time to master the skill! The following notes provide guidance for writing footnotes when submitting drafts for the project. ***Please read these notes carefully and follow the instructions to the letter. Correct citation of sources is an important part of the discipline of writing for the VCH.***

The VCH uses the footnoting system common in Humanities subjects, in which a footnote number in the text refers to a note giving details of the reference. Standard abbreviations are used for many of the sources which are frequently cited in VCH articles: these are given pp.57-61. **You should use the standard abbreviation where appropriate: the following guidance should be followed for sources not covered by the list of abbreviations.**

1. MANUSCRIPT SOURCES

- The broad rule is: repository name (or abbreviation, e.g. 'TNA', 'CAS', 'BL') followed by reference number (Examples a and c, below) or description, if the repository's form of reference is insufficient to lead the reader to the exact piece of paper or parchment you are citing (Example b).
- If the manuscript is a volume, you should give the page or folio number on which the information you cite is to be found (Example a). If unpaginated, an alternative identification should be given (e.g. date of entry) (Example d).
- For archives held in private hands, give a description of the document, followed by the name of the person or institution in whose hands it is and the year in which you consulted it (Example e).
- Material in sound, image or film archives should be cited using the same conventions as for manuscript material.
- Neither quotation marks nor underlined titles are used.

Here are some examples:

- a CAS (Carlisle), D/Lons/W8/12/1, p. 235.
- b CAS (Whitehaven), D/Lec, box 300, Brown's survey 1758, Wasdale Head.
- c TNA, ADM74/2/16.
- d Keswick Museum 4692, 12 Oct. 1688.
- e Eskdale Commoners' Association Minute Book 1967-1980, 8 May 1968 (courtesy of Eskdale Commoners' Association, 2008).

2. PRINTED PRIMARY SOURCES

Abbreviations are used for many of the frequently cited printed sources (trade directories, Thomas Denton's *Perambulation of Cumberland*, the *Calendar of Inquisitions Post Mortem* etc) – see the list of standard abbreviations pp. 57-61. Where an abbreviation is not given in that list, full details should be given, as follows:

- Title of volume
- Editor
- Series and volume number (if appropriate)
- Place and date of publication
- Page number (or, if documents are numbered, as in *Calendar of Inquisitions*, document number).

Examples of sources on the list of standard abbreviations:

Denton's History, 101.

Cal. Inq. p.m. VII, no. 279.

Citing sources not on the list:

Antiquary on Horseback, ed. J.M. Ewbank (CWAAS Extra Series XIX, Kendal, 1963), 99.

An American Quaker in the British Isles: the travel journals of Jabez Maude Fisher, 1775-1779, ed. K. Morgan (Oxford: British Academy, 1992), 293.

3. NEWSPAPERS AND PERIODICALS

- Title (in italics)
- Date; page number

- Only the main title of the paper need be given. Omit 'A' or 'The' except for *The Times*.
- If an article is authored, give author, title and pages.

Westmorland Gazette, 7 Sept. 1984, p. 4.

Gentleman's Magazine, Feb. 1751, opp. p. 51.

4. WEB SITES

- If you have obtained information from a website, you must cite the site and web page precisely in your footnote. Only cite a website when the information is not available elsewhere; in particular do not cite a website for digitised images of a printed source (e.g. trade directories; newspapers). In these circumstances, cite the source which has been digitised.
- Be precise; vague references to 'the web' will not suffice. The full citation is necessary, followed by the date on which you accessed the site.

<http://www.pastpresented.ukart.com/beach/index.htm> (Accessed 25 July 2012)

5. BOOKS

The first citation of a book should include the following information:

- Author (with initials preceding surname)
- Full Title (in *italics*, use a colon to separate main title and any subtitle)
- Name of the series in which the book appears (if any) and volume number in that series
- Place of publication and year of publication in parentheses
- Page number(s) on which the material cited can be found. Note that the VCH does not preface the page number(s) with 'p.' or 'pp.'

- Where there is more than one edition of a book, you should cite the reference from the edition you have used, irrespective of the original publication date.

S. Denyer, *Traditional Buildings and Life in the Lake District* (London, 1991), 6.

R. Sharpe, *Norman Rule in Cumbria 1092-1136*, CWAAS Tract Series XXI (Kendal, 2006), 21.

6. CHAPTERS IN EDITED COLLECTIONS

- The first citation should include:
- Author's name (as above)
- Title of chapter in single quotation marks
- The word 'in' followed by the names of the editor(s), title and publication details of the book (as above)
- First and last page numbers of the chapter cited or page number(s) of a specific reference.

R.W. Brunskill, 'Vernacular Building Traditions in the Lake District' in J.R. Baldwin and I.D. Whyte, *The Scandinavians in Cumbria* (Edinburgh, 1985), 135-160.

7. ARTICLES IN JOURNALS

- Author's name (as above)
- Title of article, in single quotation marks
- Title of journal (in *italics*) omitting 'A' or 'The'
- Volume number, in lower case roman or arabic numerals
- Year of publication
- First and last page numbers of the article or page number(s) of a specific reference
- **NB Do not italicise the title of the article - only the journal.**

N. Gregson, 'Tawney revisited: custom and the emergence of capitalist class relations in north-east Cumbria, 1600-1830', *Economic History Review*, 2nd series, 42 (1989), 18-42.

R. G. David, 'The slate quarrying industry in Westmorland: Troutbeck, Kentmere and Longsleddale', *CW2*, lxxxvii (1987), 215-235.

8. DISSERTATIONS AND THESES

- Author
- Title of thesis/dissertation in single quotation marks
- Title of degree, university and date
- Page references (if necessary)

G.L. Murfin, 'Popular Leisure in Cumbria, 1870-1939', unpublished PhD thesis, University of Lancaster, 1987.

9. PERSONAL OR LOCAL KNOWLEDGE

Some information on the recent history of a place will come from your own personal knowledge or from talking to neighbours. If it is possible to corroborate such information from a written source, this should be done and the source cited. If this is not possible (e.g. 'Lady Agnes was remembered as a domineering figure who rode through the village in the 1930s on a fine black mare'), you should use the form 'Local inf.' followed by the date. If your informant is happy to be named (be sure to check; do not assume this), you could use the form 'Inf. from Mrs S. Jackson, Penrith, 2011'.

10. SECOND AND SUBSEQUENT CITATIONS

The simplest way of referring to a published work already cited in a previous footnote is to use the abbreviated author/title method. You give the reference in full (as detailed above) the first time. Then give the author's surname, a brief title, and the relevant page number(s) in subsequent references within your chapter. **Do not use the form *op. cit*'**

First reference:

4. A. J. L. Winchester, *Landscape and society in medieval Cumbria* (Edinburgh, 1987), 83.

Second and subsequent references:

14. Winchester, *Landscape*, 41-3.

4. STANDARD ABBREVIATIONS

<i>Alum. Cantab.</i>	J. and J. A. Venn, <i>Alumni Cantabrigiensis to 1751</i> (1920) and <i>Alumni Cantabrigiensis II: 1751-1900</i> (1940)
<i>Alum. Oxon.</i>	J. Foster, <i>Alumni Oxoniensis 1500-1714</i> (1891-2) and <i>Alumni Oxoniensis 1714-1886</i> (1888)
AWL	R.S. Boumphrey, C.Roy Hudleston and J. Hughes, <i>An Armorial for Westmorland and Lonsdale</i> , Kendal: Lake District Museum Trust and CWAAS Extra Series XXI, 1975.
BL	British Library
<i>Book of Fees</i>	<i>Liber Feodorum. The Book of Fees commonly called Testa de Nevill, reformed from the earliest MSS by the Deputy Keeper of the Records. Part I (AD 1198-1242)</i> (London, 1920)
Bulmer, <i>Dir. Cumb.</i>	<i>Bulmer's History and Directory of Cumberland</i>
Bulmer, <i>Dir. Westmd</i>	<i>Bulmer's Directory of Westmorland</i>
Butler, <i>Cumbria Parishes</i>	<i>The Cumbria Parishes 1714-1725 from Bishop Gastrell's Notitia, with additions by Bishop Porteous 1778-1779</i> , ed. L. A. S. Butler. CWAAS Record Series Vol. XII (Kendal, 1998).
<i>Cal. Charter R</i>	<i>Calendar of Charter Rolls</i> , 6 vols [Hen. III to Hen. VIII] (London, 1903-27).
<i>Cal. Close</i>	<i>Calendar of Close Rolls</i> , 47 vols [Ed. I to Hen. VII] (London, 1892-1963).
<i>Cal. Inq. p.m.</i>	<i>Calendar of Inquisitions Post Mortem and other analogous documents</i> , 20 vols [Hen. III to Hen. V] (London, 1904-1995).
<i>Cal. Pat.</i>	<i>Calendar of Patent Rolls</i> , 72 vols [Hen. III to Eliz. I] (London, 1891-1982).
<i>Cal. SP Dom.</i>	<i>Calendar of State Papers, Domestic</i> . 12 vols [Edw. VI to Jas. I] (London, 1856-72).

Camden, <i>Brit.</i>	W. Camden, <i>Britain, or a Chorographical Description of ... England, Scotland and Ireland</i> , trans. P. Holland (London, 1610).
CAS	Cumbria Archive Service. The name of the appropriate Archive Centre should be given in parentheses: e.g. CAS (Kendal)
CDS	<i>Calendar of Documents relating to Scotland preserved in Her Majesty's Public Record Office, London</i> , ed. J. Bain, 4 vols [1108-1509] (London, 1881-8).
Census	Census Report (printed)
CFH	C. Roy Hudleston and R.S. Boumphrey, <i>Cumberland Families and Heraldry</i> , CWAAS Extra Series XXIII (Kendal, 1978).
<i>Complete Peerage</i>	G. E. C[okayne], <i>The Complete Peerage of England, Scotland, Ireland, Great Britain and the United Kingdom: extant, extinct and dormant</i> , revised edition. 14 vols (Vols 1-13: London, 1910-1959; Vol. 14: Stroud, 1998).
Curwen, <i>Castles</i>	J. F. Curwen, <i>The Castles and Fortified Towers of Cumberland, Westmorland and Lancashire North-of-the-Sands</i> , CWAAS Extra Series XIII (Kendal, 1913).
CW1	<i>Transactions of Cumberland & Westmorland Antiquarian & Archaeological Society</i> , old series (1866-1900).
CW2	<i>Transactions of Cumberland & Westmorland Antiquarian & Archaeological Society</i> , new series (1901-2000).
CW3	<i>Transactions of Cumberland & Westmorland Antiquarian & Archaeological Society</i> , third series (2001-).
CWAAS	Cumberland & Westmorland Antiquarian & Archaeological Society.

<i>Denton's History</i>	<i>John Denton's History of Cumberland</i> , ed. A. J. L. Winchester. Surtees Society Vol. 213 and CWAAS Record Series Vol. XX (Woodbridge, 2010).
Denton, <i>Perambulation</i>	<i>Thomas Denton: a Perambulation of Cumberland 1687-1688, including descriptions of Westmorland, The Isle of Man and Ireland</i> , ed. A. J. L. Winchester with M. Wane. Surtees Society Vol. 207 and CWAAS Record Series Vol. XVI (Woodbridge, 2003).
<i>Dict. LDPN</i>	D. Whaley, <i>Dictionary of Lake District Place-Names</i> , English Place-Name Society Regional Series 1 (Nottingham, 2006).
DUL	Durham University Library, Archives and Special Collections.
<i>EEA 30: Carlisle</i>	<i>English Episcopal Acta 30: Carlisle 1133-1292</i> , ed. D. M. Smith (Oxford, 2005).
FF Cumb.	F. H. M. Parker, 'A calendar of the Feet of Fines for Cumberland, from their commencement to the accession of Henry VII', <i>CW2</i> , 7 (1907), 215-61.
<i>Glynne's Notes</i>	<i>The Church Notes of Sir Stephen Glynne for Cumbria (1833-1872)</i> , ed. Lawrence Butler. CWAAS Extra Series XXXVI (Kendal, 2011).
HER	Historic Environment Record
<i>Holm Cultram</i>	<i>The Register and Records of Holm Cultram</i> , ed. F. Grainger and W.G. Collingwood. CWAAS Record Series Vol. VII (Kendal, 1929).
Hutchinson	William Hutchinson, <i>History of the County of Cumberland and some places adjacent</i> , 2 vols (Carlisle, 1794).
Hyde & Pevsner, <i>Cumbria</i>	M. Hyde and N. Pevsner, <i>Cumbria: Cumberland, Westmorland and Furness</i> . The Buildings of England (London, 2010).
Kelly, <i>Dir. Cumb.</i>	<i>Kelly's Directory of Cumberland</i>
<i>L. & P. Hen. VIII</i>	<i>Letters and Papers, Foreign and Domestic, of the Reign of Henry VIII, preserved in the Public Record Office, the British Museum and elsewhere in England</i> , 23 vols in 38 (London, 1862-1932).

<i>Lanercost Cart.</i>	<i>The Lanercost Cartulary</i> , ed. J.M. Todd. Surtees Society Vol. 203 and CWAAS Record Series Vol. XI (Gateshead, 1997).
<i>Later Recs N. Westm.</i>	J. F. Curwen, <i>The Later Records relating to North Westmorland or the Barony of Appleby</i> , CWAAS (Kendal, 1932).
Mannix & Whellan, <i>Dir. Cumb.</i>	Mannix & Whellan's <i>Directory of Cumberland</i> (1847)
<i>Monasticon</i>	W. Dugdale, <i>Monasticon Anglicanum: a history of the abbies and other monasteries ... in England and Wales</i> , ed. J. Caley <i>et al.</i> , 6 vols (London, 1846).
N&B	Joseph Nicolson and Richard Burn, <i>The History and Antiquities of the Counties of Westmorland and Cumberland</i> , 2 vols. (London, 1777; facsimile reprint with introduction by B.C. Jones, Wakefield, 1976).
Nicolson, <i>Misc. Acct.</i>	William Nicolson, <i>Miscellany Accounts of the Diocese of Carlisle</i> , ed. R. S. Ferguson (Carlisle, 1877)
Nightingale, <i>Ejected of 1662</i>	B. Nightingale, <i>The Ejected of 1662 in Cumberland and Westmorland</i> , 2 vols. (Manchester, 1911).
ODNB	<i>Oxford Dictionary of National Biography</i> .
OE	Old English
OED	<i>Oxford English Dictionary</i>
ON	Old Norse
OS	Ordnance Survey
Parson & White, <i>Dir. C. & W.</i>	W. Parson & W. White, <i>History, Gazetteer and Directory of the Counties of Cumberland and Westmorland with that part of the Lake District in Lancashire</i> (Leeds, 1829)
<i>Plac. Abbrev.</i>	<i>Placitorum Abbreviatio, Richard I – Edward II</i> , ed. G. Rose and W. Illingworth (London, 1811).
PNC	A.M. Armstrong, A. Mawer, F.M. Stenton and Bruce Dickens, <i>The Place-Names of Cumberland</i> ,

- English Place-Name Society Vols XX-XXII
(Cambridge, 1950-52).
- PNW* A. H. Smith, *The Place-Names of Westmorland*,
English Place-Name Society Vols XLII-XLIII
(Cambridge, 1967).
- RCHME* Royal Commission on the Historical Monuments of
England
- Rec. Kend.* W. Farrer, *Records relating to the Barony of
Kendale Vols. I and II*, ed. J. F. Curwen; and J. F.
Curwen, *Records relating to the Barony of Kendale
Vol. III*, CWAAS Record Series Vols IV-VI (Kendal,
1923-6).
- Reg. St Bees* *The Register of the Priory of St Bees*, ed. James
Wilson. Surtees Society Vol. 126 (Durham, 1915).
- Reg. Wetheral* *The Register of the Priory of Wetherhal*, ed. J. E.
Prescott (London and Kendal, 1897).
- Rot. Chart.* *Calendarium rotulorum chartarum et inquisitionum
ad quod damnum*, ed. J. Caley (London, 1803).
- Rot. Litt. Claus.* *Rotuli litterarum clausurum in Turri Londinensi
asservati*, ed. T.D. Hardy, 2 vols (London, 1833-44).
- TNA* The National Archives, Kew
- VCH Cumb.* *The Victoria History of the County of Cumberland*,
ed. James Wilson (London, 1901-5; reprinted
1968).

Section D: Checklist of Essential Sources

All the following should be searched for evidence relating to the parish/township under study. Remember that by no means all of these sources will yield information about a particular place – even ‘standard’ sources, such as Tithe Plans, were not produced for all parishes – and that other sources, not specifically mentioned below, may well prove vital to unlock the history of your chosen parish or township.

1. Preliminary finding aids

The initial task should be to construct a bibliography of sources additional to those listed in subsequent sections of this checklist. Search by the name of the parish/township you are studying (Note, though, that it will sometimes also be necessary to search under the name of settlements within the parish/township, where the name of a significant settlement is not the same as that of the administrative unit, e.g. Burneside, which is part of Strickland Ketel township).

TNA Catalogue	http://www.nationalarchives.gov.uk/catalogue/
CASCAT	http://www.archiveweb.cumbria.gov.uk/CalmView/default.aspx
Manorial Documents Register	http://www.nationalarchives.gov.uk/mdr/
<i>Transactions of CWAAS</i>	Can be searched from 1866 to present to varying degrees of depth online at http://cumbriapast.com/cgi-bin/ms/main.pl?action=transindex
Historic Environment Records	The Heritage Gateway website (http://www.heritagegateway.org.uk/gateway/) provides searchable access to (inter alia) Lake District National Park Historic Environment Record and the National Monuments Record (which can also be searched by place at http://www.pastscape.org.uk/mapsearch.aspx)
British History Online	http://www.british-history.ac.uk/ - search using ‘Text Search’ facility.

2. Maps, Plans and Surveys

Ordnance Survey Six-Inch (1:10,560) maps	Check all available editions from c1860 to modern times
18th-century county maps:	Thomas Donald, <i>Historic Map of Cumberland, 1774</i> (CWAAS Record Series XV, 2002); Thomas Jeffery, <i>Historic Map of Westmorland, 1770</i> (CWAAS Record Series XIV, 2001)
Tithe plans and apportionments	CAS, DRC/8
Enclosure awards	Cumberland: CAS, QRE/1; Westmorland: CAS, WQ/R1
Geological Survey maps	One-Inch maps, both Solid and (particularly) Drift; British Geological Survey website www.bgs.ac.uk ; Soilscapes website www.landis.org.uk/soilscapes/
Inland Revenue 1910 'Domesday Book' and plans	Cumberland: CAS, TIR/4; Westmorland: WTDV/2
National Farm Survey	TNA, MAF 32

3. Contemporary Descriptions

Leland	<i>The Itinerary of John Leland</i> , ed. L. Toulmin Smith (London, 1964)
Camden	William Camden, <i>Britain, or a Chorographical Description of ... England, Scotland and Ireland</i> , trans. P. Holland (London, 1610).
Fleming	Sir Daniel Fleming's 'Description of Cumberland, Westmorland and Furness' (1671) in E. Hughes (ed), <i>Fleming-Senhouse Papers</i> (1961), pp. 3-64
Thomas Denton	<i>Thomas Denton: a Perambulation of Cumberland 1687-1688, including descriptions of Westmorland, The Isle of Man and Ireland,</i>

	ed. A. J. L. Winchester with M. Wane. Surtees Society Vol. 207 and CWAAS Record Series Vol. XVI (Woodbridge, 2003)
Thomas Machell's account of south Westmorland, 1692	<i>Antiquary on Horseback</i> , ed. Jane M. Ewbank (1963)
Celia Fiennes	C. Morris (ed.), <i>The Illustrated Journeys of Celia Fiennes 1685-c.1712</i> (1982)
Daniel Defoe	Daniel Defoe, <i>A Tour through the Whole Island of Great Britain</i> (1724-6; Penguin edition, 1971)
Hutchinson (Housman's Notes)	'Notes' at the foot of the page in William Hutchinson's <i>History of Cumberland</i> (1794)
Housman	John Housman, <i>Topographical Description of Cumberland, Westmorland, Lancashire and part of the West Riding of Yorkshire</i> (Carlisle, 1800),
Travellers' accounts	including accounts of Lake District tourists since later 18th cent. See also: <ul style="list-style-type: none"> • <i>An American Quaker in the British Isles: the travel journals of Jabez Maude Fisher, 1775-1779</i>, ed. K. Morgan (British Academy, 1992) • <i>R.R. Angerstein's Illustrated Travel Diary, 1753-1755: Industry in England</i>, ed. T and P Berg (2001)
Lysons, Magna Britannia, Vol. 4 (Cumberland)	Available on British History Online
Trade Directories (from Parson & White, 1829 to mid-20th cent)	Many of 19th-cent directories are available at www.historicaldirectories.org
Cumbrian Regional Plan	P. Abercrombie and S A Kelly, <i>Cumbrian Regional Planning Scheme</i> (1932)

4. Administrative Records

4.1 Central government

PRO Calendars	<p>The indexes to the following calendars should be searched:</p> <p><i>Rotuli Chartarum 1199-1216</i> [available on Google Books]</p> <p><i>Calendar of Charter Rolls</i>, 6 vols</p> <p><i>Calendar of Inquisitions Post Mortem</i> [26 vols covering 1236-1447]</p> <p><i>Calendar of Inquisitions Post Mortem Henry VII</i>, 3 vols</p> <p><i>Calendar of Miscellaneous Inquisitions</i> [8 vols, covering 1219-1485]</p> <p><i>Calendar of Patent Rolls</i> (searchable online for period 1216-1452: http://www.uiowa.edu/~acadtech/patentrolls/)</p> <p><i>Calendar of Fine Rolls</i> (searchable online for reign of Henry III: http://www.frh3.org.uk/)</p>
Protestation returns	<p>Cumberland: Parliamentary Archives, HL/PO/JO/10/1/82 (photocopies available)</p> <p>Westmorland: M. A. Faraday (ed.), <i>The Westmorland Protestation Returns 1641/2</i>, CWAAS Tract Series XVII (Kendal, 1971).</p>
Census	Enumerators' books, 1841-1911
Religious Census, 1851	TNA, HO129. Available online at: http://www.nationalarchives.gov.uk/documentsonline/digital-microfilm.asp
Taxation	<p>Search the 'E179' database for taxation records in TNA, which include Lay Subsidies, Poll Tax and Hearth Tax: http://www.nationalarchives.gov.uk/e179/</p> <p>Some taxation records for Cumbria are in print, as follows:</p>
	J. P. Steel, <i>Cumberland Lay Subsidy</i> (Kendal, 1912)

	C. C. Fenwick (ed.), <i>The Poll Taxes of 1377, 1379 and 1381; part 2, Lincolnshire-Westmorland</i> (British Academy, 2001) [partial survival for barony of Westmorland only]
	C Phillips, C Ferguson & A Wareham (eds), <i>Westmorland Hearth Tax Michaelmas 1670 and Surveys 1674-5</i> (British Record Society and CWAAS, 2010)
Land Tax	Cumberland: CAS, Q/RP/1; Westmorland: CAS, WQ/RLT

4.2 Local government. Many of the catalogues of holdings in CAS can be accessed online through the guides on CAS website, as detailed below:

Parish administration	For detailed lists of records held by CAS see http://www.cumbria.gov.uk/archives/Online_catalogues/Ecclesiastical/parish.asp (for ecclesiastical parishes) and http://www.cumbria.gov.uk/archives/Online_catalogues/official/pcs.asp (for parish councils since 1894)
Urban Districts, Municipal Boroughs, etc	For detailed lists of records held by CAS check the following http://www.cumbria.gov.uk/archives/Online_catalogues/official.asp Consult the lists under each of the relevant headings.
Quarter Sessions	The catalogues of Quarter sessions records can be accessed through: http://www.cumbria.gov.uk/archives/Online_catalogues/public/qs.asp
Schools	For detailed lists of records of individual schools see http://www.cumbria.gov.uk/archives/Online_catalogues/official/schools.asp and for School Board records, see http://www.cumbria.gov.uk/archives/Online_catalogues/official/sb.asp
Common Land Registers	Held by Commons Registration Officer, Cumbria County Council. Summary data available on searchable online database at: http://common-land.com/

4.3 Religious administration

Episcopal Acta, Carlisle	<i>English Episcopal Acta 30: Carlisle 1133-1292</i> , ed. D. M. Smith (Oxford, 2005).
Papal taxation, 1291	<i>Taxatio Ecclesiastica Angliae et Walliae, auctoritate Papae Nicholas IV circa 1291</i> , ed. T. Astle and J. Caley (RC, 1802): www.hrionline.ac.uk/taxatio
Papal letters	<i>Calendar of entries in the papal registers relating to Great Britain and Ireland: Papal Letters</i> , ed. W H Bliss and others, 14 vols. (HMSO, 1893-1960). Now fully on-line at: www.british-history.ac.uk/catalogue.aspx?type=3&gid=150
Diocesan administration	The catalogues of diocesan records held by CAS can be accessed through http://www.cumbria.gov.uk/archives/Online_catalogues/Ecclesiastical/diocesan.asp
Bishops' registers	Carlisle diocese, 1292-1972: CAS, DRC 1.
	<p>Medieval registers in print:</p> <p><i>John Halton 1292-1324</i> ed. W N Thompson (CYS vols 12, 13, 1913)</p> <p><i>John Kirkby 1332-52 and John Ross 1325-32</i> ed. R L Storey (CYS vols 79 and 81, 1993-5)</p> <p><i>Gilbert Welton 1353-62</i> ed. R L Storey (CYS vol 88, 1999)</p> <p><i>Thomas Appleby 1363-95</i> ed. R L Storey (CYS vol 96, 2006)</p>
Visitation records (Carlisle diocese)	<ul style="list-style-type: none"> • CAS, DRC 5 • William Nicolson, <i>Miscellany Accounts of the Diocese of Carlile: with the Terriers Delivered to Me at My Primary Visitation</i> (1877) • 'The Diocesan Book of Walter Fletcher, Chancellor of Carlisle Diocese, 1814-46' (TS transcript available).

Visitation records (Chester diocese)	<ul style="list-style-type: none"> • Lancs Archives, ARR/15; Cheshire Record Office, EDA 6; EDV 7 • <i>The Cumbria Parishes 1714-1725 from Bishop Gastrell's Notitia, with additions by Bishop Porteous 1778-1779</i>, ed. L.A.S. Butler, CWAAS Record Series Vol. XII (Kendal, 1998)
Metropolitan Visitations	Borthwick Institute, York: Carlisle diocese 1693/4; Chester diocese 1571-1694
Nonconformist admin records	Lists of records for each denomination held by CAS can be accessed through: http://www.cumbria.gov.uk/archives/Online_catalogues/ecclesiastical.asp

4.4 Landholding Records (see also Maps, Plans and Surveys, above)

Book of Fees (or <i>Testa de Nevill</i>)	<i>The Book of Fees</i> ed C. G. Crump and others, (3 vols, London, 1920-1931)
Feet of fines	F. H. M. Parker, 'A calendar of the Feet of Fines for Cumberland, from their commencement to the accession of Henry VII', <i>CW2</i> , 7 (1907), pp. 215-61.

5. Other essential printed sources

M Hyde & N Pevsner, <i>Cumbria</i> (Buildings of England series, 2010)
<i>John Denton's History of Cumberland</i> , ed. A. J. L. Winchester. Surtees Society Vol. 213 and CWAAS Record Series Vol. XX (Woodbridge, 2010)
C. Roy Hudleston and R.S. Boumphrey, <i>Cumberland Families and Heraldry</i> , CWAAS Extra Series XXIII (Kendal, 1978).
R.S. Boumphrey, C.Roy Hudleston and J. Hughes, <i>An Armorial for Westmorland and Lonsdale</i> , Kendal: Lake District Museum Trust and CWAAS Extra Series XXI, 1975.
B. Nightingale, <i>The Ejected of 1662 in Cumberland and Westmorland</i> , 2 vols. (Manchester, 1911)
David M. Butler, <i>The Quaker Meeting Houses of Britain</i> , 2 vols (London, 1999)
<i>The Church Notes of Sir Stephen Glynne in Cumbria 1833-1872</i> , ed. L.A.S. Butler,

CWAAS Extra Series Vol. XXXVI (Kendal, 2011)
<i>Vital Statistics: the Westmorland 'Census' of 1787</i> , ed. Loraine Ashcroft (1992)
D R Perriam & J Robinson, <i>The Medieval Fortified Buildings of Cumbria</i> (CWAAS Extra Series XXIX, 1998)
A.M. Armstrong, A. Mawer, F.M. Stenton and Bruce Dickens, <i>The Place-Names of Cumberland</i> , English Place-Name Society Vols XX-XXII (Cambridge, 1950-52).
A. H. Smith, <i>The Place-Names of Westmorland</i> , English Place-Name Society Vols XLII-XLIII (Cambridge, 1967).
D. Whaley, <i>Dictionary of Lake District Place-Names</i> , English Place-Name Society Regional Series 1 (Nottingham, 2006).

6. Other online sources

Community and parish plans	for a list, see http://www.cumbriaaction.org.uk/images/uploads/Parish_Plans_Gazette_October_2004.pdf . Those for Carlisle District are available in full at: http://www.carlisle.gov.uk/business/rural_communities/community_and_parish_plans.aspx
Church of England clergy database	http://www.theclergydatabase.org.uk
Commons Commissioners' adjudications	Alphabetical list at http://www.acraew.org.uk/index.php?page=cumbria

And finally, two sources which must not be forgotten!

Google	A place-name search can yield a wealth of leads!
Local knowledge	Talking to people who have lived in the place under study for some time can both provide essential information about changes within living memory and also uncover local archive sources which remain in private hands.