

Sealed 4th June 1915.

1384

15.

County—BEDFORD.

Parish—HOUGHTON CONQUEST.

Charities—Archer.

Bryan.

Clerke (Almshouse and School), except educational endowment.

Clerke (Clothing).

Fowler.

Wylde.

B.
1,195.

Scheme, including—

Determination of Educational Endowment in variation of Order of 4th September 1903.

CHARITY COMMISSION.

In the Matter of the following Charities, in the Parish of HOUGHTON CONQUEST, in the County of BEDFORD:—

Charity.	Particulars of Origin or Government.
ARCHER, the Reverend THOMAS	Will proved at Bedford 2nd March 1630; Scheme of Charity Commissioners of 3rd May 1881.
BRYAN, JOHN	Will dated 4th August 1655; Said Scheme.
CLERKE, Sir FRANCIS, for Almshouse and School, with the exception of the part thereof determined by an Order made by the Charity Commissioners on the 4th September 1903 under the Board of Education Act, 1899, s. 2 (2), to be held for or applicable to educational purposes.	Indenture of Feoffment dated 5th June, 8th Charles I. (1632); Said Scheme.
CLERKE, Sir FRANCIS, for Clothing.	Said Indenture dated 5th June 8th Charles I.; Said Scheme.
FOWLER, Mrs. VILLIERS	Will dated 19th February 1708; Said Scheme.
WYLDE, Sir EDMUND	Will dated 20th October 1621; Said Scheme.

and

In the Matter of "The Charitable Trusts Acts, 1853 to 1914."

The Board of Charity Commissioners for England and Wales, upon an application made to them on the 6th January 1914, in writing, signed by

The Reverend HERBERT WALTER MACKLIN, the then Rector of the above-mentioned Parish; and

ALBERT JAMES STANBRIDGE, and

FRANCIS BROWN, the
ALFRED STANBRIDGE, wardens of the said Parish; and
the then Trustees of the above-mentioned Houghton Pillinge, Retired Farmer;

And after due notice of the intentions aforesaid
according to the direction of the Board, make this Order published
principal outer door of the Post Office of Houghton Conquest on the 27th
April 1914 (being more than one calendar month before the date hereof);
and also sent through the post to

The Reverend ROBERT KATER,
of Houghton Conquest; and the present Rector
being the only present Trustee of the Charities
said application, at his last known place of abode in Great Britain or Ireland,
on the 5th May 1915:

And after due consideration of all objections made to the proposed
Order and suggestions for the variation thereof:

And after due communication of the draft of the subjoined Scheme to
the Parish Council of Houghton Conquest:

Do hereby Order as follows:—

The subjoined Scheme is approved and established the Scheme for
the regulation of the Charities.

SCHEME.

1. *Administration of Charities.*—The above-mentioned Charities and the endowments thereof specified in the First Schedule hereto, and all other endowments (if any) of the said Charities, shall be administered and managed as to give effect to the provisions of this Scheme.

2. *Transfer of Stock to Official Trustees.*—All sums of Stock comprised in this Scheme and not already held by "The Official Trustees of Charitable Funds" shall be transferred, under the authority of a further Order of the Charity Commissioners, into the name of the said Official Trustees.

DETERMINATION OF EDUCATIONAL ENDOWMENT.

3. *Educational Foundation of Clerke and Wylde.*—It is hereby determined, in variation of the above-mentioned Order of the 4th September 1903, that the endowments specified in the Second Schedule hereto are held for, or ought to be applied to, educational purposes, in addition to the yearly sum of 16*l.* specified in the said Order. The said educational endowments, including the said yearly sum of 16*l.*, shall constitute the endowment of a separate Educational Foundation to be called the Clerke and Wylde Educational Foundation, herein-after called the Foundation.

4. *Charity of Sir Francis Clerke for Almspeople.*—The above-mentioned Charities of Sir Francis Clerke for Almshouse and School with the exception of the parts thereof hereby or by the said Order determined to be held for, or applicable to, educational purposes shall henceforth be called the Charity of Sir Francis Clerke for Almspeople.

UNITED CHARITIES.

5. *United Charities.*—The Charities with the exception of the Foundation shall be administered and managed by the body of Trustees herein-after constituted, under the title of the United Charities, herein-after called the Charities.

Trustees.

6. *Trustees.*—The body of Trustees of the Charities shall, when complete, consist of five competent persons, being

One Ex-officio Trustee, and
Four Representative Trustees.

7. *Ex-officio Trustee.*—The Ex-officio Trustee shall be—

The RECTOR for the time being of the Parish of Houghton Conquest.

8. *Representative Trustees.*—The Representative Trustees shall be appointed by the Parish Council of Houghton Conquest. Each appointment shall be made for a term of three years at a meeting convened and held according to the ordinary practice of the Council. The Chairman of the meeting shall forthwith cause the name of each person appointed to be notified to the Trustees or their Clerk. The person appointed may be, but need not be, a member of the Council.

9. *First Representative Trustees.*—The first Representative Trustees shall be appointed as soon as possible after the date hereof, and their names shall be notified to the said Rector, on behalf of the Trustees.

10. *Declaration by Trustees.*—No person shall be entitled to act as a Trustee, whether on a first or any subsequent entry into office, until after signing in the minute book of the Trustees a declaration of acceptance and of willingness to act in the trusts of this Scheme.

11. *Determination of Trusteeship.*—Any Representative Trustee who is absent from all meetings of the Trustees during a period of one year, and any Trustee who is adjudged bankrupt or makes a composition or arrangement with his creditors, or who is incapacitated from acting, or who communicates in writing to the Trustees a wish to resign, shall thereupon cease to be a Trustee.

12. *Vacancies.*—Upon the occurrence of a vacancy the Trustees shall, at their next meeting, cause a note thereof to be entered in their minute book, and in the case of a vacancy in the office of Representative Trustee shall cause notice thereof to be given as soon as possible to the said Council. Any competent Trustee may be re-appointed.

Meetings and Proceedings of Trustees.

13. *Ordinary Meetings.*—The Trustees shall hold at least two ordinary meetings in each year.

14. *First Meeting.*—The first meeting of the Trustees shall be summoned by the said Rector, or, if he fails for two calendar months after the date of this Scheme to summon a meeting, by any two of the Trustees:

15. *Chairman.*—The Trustees shall at their first ordinary meeting in each year elect one of their number to be Chairman of their meetings for the year. They shall make regulations for supplying his place in case of his death, resignation, or absence. The Chairman shall always be re-eligible.

16. *Special Meetings.*—A special meeting may at any time be summoned by the Chairman or any two Trustees upon four days' notice being given to all the other Trustees of the matters to be discussed.

17. *Quorum.*—There shall be a quorum when two Trustees are present at a meeting.

18. *Voting.*—Every matter shall be determined by the majority of votes of the Trustees present and voting on the question. In case of equality of votes the Chairman shall have a casting vote, whether he has or has not previously voted on the same question, but no Trustee shall in any other circumstances give more than one vote.

19. *Minutes and Accounts.*—A minute book and books of account shall be provided and kept by the Trustees. All proper accounts in relation to the Charities shall in each year be made out and certified in such manner as the Charity Commissioners require, and copies thereof shall be transmitted to the said Commissioners, and published in conformity with the provisions of the Charitable Trusts Acts.

20. *General Power to make Regulations.*—Within the limits prescribed by this Scheme the Trustees shall have full power from time to time to make regulations for the management of the Charities, and for the conduct of their business, including the summoning of meetings, the deposit of money at a proper bank, the custody of documents, and the appointment as Clerk during their pleasure of one of themselves (without salary) or of some other fit person.

Management of Real Property.

21. *Allotments Extension Act, 1882.*—The Trustees shall let and otherwise manage in conformity with the provisions of the Allotments Extension Act, 1882, such of the lands belonging to the Charities as are subject to the provisions of the

Fourth Section of that Act. The Trustees may set apart and let in allotments in the manner prescribed by and subject to the provisions of the said Act any portion of the land belonging to the Charities other than buildings and the appurtenances of buildings.

22. *Management and Letting of Property.*—Subject as aforesaid, all the property of the Charities not required to be retained or occupied for the purposes thereof shall be let and otherwise managed by the Trustees. In every case public notice of the intention to let any land or other property shall be given by the Trustees in such manner as they consider most effectual for ensuring full publicity. The Trustees shall not create any tenancy in reversion after more than 3 years of any existing term, or for more than 21 years certain, or for less than the improved annual value at rackrent, without the sanction of the Charity Commissioners or a competent Court.

23. *Leases.*—The Trustees shall provide that on the grant by them of any lease the lessee shall execute a counterpart thereof; and every lease shall contain covenants on the part of the lessee for the payment of rent and the proper cultivation of the land, and all other usual and proper covenants applicable to the property comprised therein, and a proviso for re-entry on non-payment of the rent or non-performance of the covenants.

24. *Repair and Insurance.*—The Trustees shall keep in repair and insure against fire all the buildings of the Charities not required to be kept in repair and insured by the lessees or tenants thereof.

Branches.

25. *Branches.*—The Charities shall be administered in Branches, as follows:—

- (1) The Almshouse Branch, which shall consist of—
 - (a) The endowments of the Charity of Sir Francis Clerke for Almspeople, subject to the payment out of the rentcharge of 24*l.* belonging to that Charity of the yearly sum of 16*l.* belonging to the Foundation; and
 - (b) The endowment of the Charity of Sir Edmund Wylde, subject to the payment out of the income thereof of the yearly sum of 6*l.* belonging to the Foundation; and
- (2) The Poor's Branch, which shall consist of the remaining endowments of the Charities.

Outgoings and Expenses.

26. *Expenses of Management.*—The Trustees shall first defray:—

- (1) The costs of repairs and insurance, and all other charges and outgoings payable by them in respect of the property of the Almshouse Branch, out of the income of that Branch;
- (2) The like costs, charges and outgoings payable in respect of the property of the Poor's Branch, out of the income of that Branch;
- (3) All the proper costs, charges and expenses of and incidental to the joint administration and management of both Branches, out of the income thereof so far as may be rateably.

27. *Application of Income.*—Subject to the payments aforesaid, the yearly income of the Charities shall be applied by the Trustees in the manner and to the objects herein-after prescribed.

Application of Income of Almshouse Branch.

28. *Payments to Educational Foundation.*—The Trustees shall pay to the Governing Body of the Foundation—

- (1) Out of the said rentcharge of 24*l.*, the said yearly sum of 16*l.*;
- (2) Out of the income of the Charity of Sir Edmund Wylde, the said yearly sum of 6*l.*

29. *Benefit of Almspeople.*—Subject as aforesaid, the Trustees shall apply the income of the Almshouse Branch for the benefit of the Almspeople of the Branch in conformity with the provisions in that behalf herein-after contained.

30. *Almsrooms.*—The Almsrooms belonging to the Charity of Sir Francis Clerke for Almspeople and the property heretofore occupied and used therewith shall be appropriated and used for the residence of the Almspeople in conformity with the provisions of this Scheme.

31. *Absence from Almsrooms.*—No Almsperson shall be absent from the Almsrooms for a period exceeding 24 hours without the consent in writing of the Trustees or their Clerk; but in special cases such consent may, for any sufficient reason, be given retrospectively after the absence has occurred.

32. *Rooms not to be let.*—No Almsperson shall be permitted to let or part with the possession of the room allotted to him or her or, except with the special permission of the Trustees, to suffer any stranger to share the occupation of the same or of any part thereof.

33. *Saving for existing Almspeople.*—Appointments of Almspeople under this Scheme shall be made without prejudice to the interests of the existing Almspeople.

34. *Number and Qualifications of Almspeople.*—The full number of Almspeople shall be six. The Almspeople hereafter appointed shall be poor persons of good character, who have resided in the Parish of Houghton Conquest for not less than two years next preceding the time of their appointment, who have not during the last of those years received Poor-law relief other than medical relief, and who from age, ill-health, accident, or infirmity, are, wholly or in part, unable to maintain themselves by their own exertions.

35. *Stipends of Almspeople.*—There shall be paid to each Almsperson out of the income of the Almshouse Branch, by weekly or other periodical payments as the Trustees think fit, such a stipend as the Trustees may from time to time fix, having regard to the needs and circumstances of the respective Almspeople and to the income of the Branch and other circumstances; provided that the Trustees, instead of paying the whole amount of the stipend to any Almsperson in money, may from time to time expend the whole or any portion thereof for his or her benefit as they think fit.

36. *Payment of Stipends and Conduct of Inquiries.*—The Clerk of the Trustees, or some other person appointed by them for the purpose, shall pay the stipends to the Almspeople, and conduct any inquiries with regard to them and to applicants for appointment.

37. *Notice of Vacancy.*—Upon the occurrence of the first vacancy among the Almspeople after the date of this Scheme, a notice (which may be according to the Form annexed hereto), specifying the qualifications required from candidates and the proper mode of applying for appointment as an Almsperson, shall be sufficiently published in the Parish by advertisement or otherwise. A similar notice shall be similarly published upon every vacancy occurring after a period of twelve calendar months from the previous notice, or, if the Trustees think fit, oftener.

38. *Applications for Appointment.*—All applications for appointment shall be made in the first place in writing, in such manner as the Trustees may direct, to an officer of the Trustees, and shall be made within one calendar month of the publication of the notice herein-before referred to. The officer shall enter the statements of each applicant on a form provided by the Trustees, and shall take such steps as they may direct to verify the statements, and shall thereupon prepare and send to each Trustee a list of all applications. No appointment of an Almsperson shall be made unless his or her name appears on the list; and, except in case of physical disability, the Trustees shall before appointing any applicant require him or her to attend in person. Every applicant must be prepared with sufficient testimonials and other evidence of his or her qualification for the appointment.

39. *Appointments of Almspeople.*—Every appointment of an Almsperson shall be made by the Trustees, and shall be made at a special meeting to be held as soon as conveniently may be after an interval of one month from the occurrence of the vacancy to be filled up, allowing a reasonable time for publication of notice and for inquiries as to the applicants.

40. *Selection of Almspeople.*—The Almspeople shall be selected under the following conditions:—

- (1) After full investigation of the character and circumstances of the applicants, and inquiry whether they have shown reasonable providence, and whether and to what extent they may reasonably expect assistance from relations or others;
- (2) Where claims are equal, preference shall be given to those applicants who have been longest resident in the Parish.

For the purpose of this clause the Trustees may avail themselves of the agency of any Charity Organisation Society, or other like agency.

41. *Register.*—The Trustees shall provide and keep a book in which shall be entered the name, age, and description of every person appointed to be an Almsperson, the date of every appointment, and the date and occasion of every vacancy. They shall also keep a register of all applications for appointment.

42. *Removal of Almspeople.*—(1) The following persons shall be removed from being Almspeople :—

- (a) Any Almsperson hereafter appointed who receives Poor-law relief other than medical relief ;
- (b) Any Almsperson detained under lawful authority as a person suffering from mental disease ;
- (c) Any Almsperson becoming an inmate of any Poor-law Institution for the purpose of receiving medical relief.

(2) If, in the opinion of the Trustees, any Almsperson is guilty of insobriety, insubordination, breach of regulations, or immoral or improper conduct, or is disqualified for retaining his or her appointment by having become entitled to a sufficient income from sources other than the Charities, or on account of mental or other disease or from any other cause, or if in any case it appears that any Almsperson has been appointed without having the required qualifications, the Trustees, upon proof thereof to their satisfaction, may remove the Almsperson.

(3) Upon the removal of any Almsperson the Trustees shall take possession of the room occupied by him or her, and may proceed to appoint another Almsperson in his or her place.

(4) In any case of such misconduct as aforesaid the Trustees may suspend the payment of the stipend to the Almsperson, either wholly or in part, during such time as they think fit.

(5) Any Almsperson removed under head (b) or (c) of section (1) of this clause, or on account of mental or other disease under section (2) of this clause, may, on recovery, be re-appointed without previous notice being given of the vacancy to be filled up, and need not possess the qualifications as to residence and previous non-receipt of Poor-law relief.

43. *Regulations.*—The Trustees may from time to time prescribe such reasonable regulations as they consider expedient for the government of the Almspeople, provided that the same shall not be at variance or inconsistent with any of the provisions of this Scheme, and by such regulations may provide that the Almspeople shall render such assistance to each other as is within their power.

Application of Income of Poor's Branch.

44. *Distribution of Bread.*—The Trustees shall apply, in respect of the endowment of the Charity of John Bryan, a yearly sum of 50s. out of the income of the Poor's Branch in the distribution of bread on Sundays among the poor of the Parish of Houghton Conquest.

45. *Existing Trusts.*—The Trustees shall apply the part of the income of the Poor's Branch derived from the endowment of the Charity of Sir Francis Clerke for Clothing in accordance with the existing trusts affecting that endowment as declared by the above-mentioned Indenture dated 5th June, 8th Charles I. (1632).

46. *General Benefit of Poor.*—Subject as aforesaid, the Trustees shall apply the income of the Poor's Branch in making payments, under one or more of the following heads, for the benefit either of the poor of the Parish of Houghton Conquest generally, or of such deserving and necessitous persons resident therein as the Trustees select for this purpose, and in such way, as they consider most advantageous to the recipients, and most conducive to the formation of provident habits :—

I. Subscriptions or donations in aid of the funds of—

- (a) Any Dispensary, Infirmary, Hospital, or Convalescent Home, whether general or special, upon such terms (so far as may be) as to enable the Trustees to secure the benefits of the institution for the objects of the Charities ;
- (b) Any Provident Club or Society established in or near Houghton Conquest, for the supply of Coal, Clothing, or other necessaries :

II. Contributions towards—

- (a) The provision of Nurses for the Sick and Infirm ;
- (b) The provision of duly certified Midwives to attend women in childbirth ;

- (c) The travelling expenses of Patients to and from such institutions as are above-mentioned in paragraph I. (a);
- (d) The cost of the Outfit on entering upon a trade or occupation, or into service, of any person under the age of 21 years;
- (e) The cost of providing proper care and supervision (including any necessary cost of locomotion) for poor persons requiring temporary change of air or special protection or treatment:

III. The supply of—

- (a) Clothes, Linen, Bedding, Fuel, Tools, Medical or other aid in Sickness, Food or other articles in kind;
- (b) Temporary relief in money, by way of loan or otherwise, in case of unexpected loss, or sudden destitution.

Provided that the income of the Poor's Branch shall in no case be applied in aid of any rates for the relief of the poor or other purposes, or so that any individual or institution may become entitled to a periodical or recurrent benefit therefrom.

General Provisions.

47. *Appropriation of Benefits.*—The appropriation of the benefits of the Charities shall be made by the Trustees from time to time at meetings of their body, and not separately by any individual Trustee or Trustees.

48. *Trustees not to be personally interested.*—No Trustee shall take or hold any interest in property belonging to the Charities otherwise than as a Trustee for the purposes thereof, and no Trustee shall receive any remuneration, or be interested in the supply of work or goods, at the cost of the Charities.

QUESTIONS UNDER SCHEME.

49. *Questions under Scheme.*—Any question as to the construction of this Scheme, or as to the regularity or the validity of any acts done or about to be done under this Scheme, shall be determined conclusively by the Charity Commissioners, upon such application made to them for the purpose as they think sufficient.

FORM OF NOTICE.

In the Matter of the ALMSHOUSE BRANCH of the UNITED CHARITIES,
in the Parish of HOUGHTON CONQUEST, in the County of BEDFORD.

The Trustees of these Charities give notice that they will on the day of 19 , proceed to elect an Almsperson to fill a vacancy in the number of Almspeople of the Almshouse Branch of the Charities. The election will take place at o'clock on that day, at . Poor men or women of good character who have been resident in the Parish of Houghton Conquest for two years at least, who have not during that period received Poor-law relief other than medical relief, and who from age, ill-health, accident, or infirmity are unable to maintain themselves by their own exertions, are eligible for the appointment. Preference will be given to those who have shown reasonable providence, and to those who have been longest resident in the Parish.

Application for the appointment must be made in the first place in writing to the Trustees or their Clerk at , fourteen days at least previously to the election. Every applicant must state his or her name, address, age, and occupation, and must be prepared to produce sufficient testimonials and other evidence of his or her qualification for the appointment, and, except in case of physical disability, to attend in person.

Signed

{ Clerk to
the
Trustees.

FIRST SCHEDULE.

ENDOWMENTS.

Description.	Extent or Amount.	Tenant, Person liable, or Persons in whose Name invested.	Gross Yearly Income.
<i>Charity of The Reverend Thomas Archer.</i>			
Land at Millbrook and Houghton Conquest, known as Poor's Pightle.	A. R. P. 5 3 11	George Juffs, yearly	£ s. d. 10 0 0 <i>Sold. 1937</i>
<i>Charity of John Bryan.</i>			
Consols	£ s. d. 125 5 2	"The Official Trustees of Charitable Funds."	3 2 8
<i>Charities of Sir Francis Clerke for Almshouse and School.</i>			
Building at Houghton Conquest, containing on the ground floor six rooms occupied by the Almspeople and two sitting-rooms formerly occupied by the Schoolmaster and now by the Caretaker, and on the upper floor four rooms.			
The site of the said building.			
Offices and outbuildings used by the Almspeople.			
Offices and outbuildings formerly used for the purposes of the School.			
Garden, yard and well, occupied and used by the Almspeople, and Caretaker.			
Garden formerly occupied by the Schoolmaster.			
A pightle known as the School Close, situate at Houghton Conquest.	A. R. P. 1 0 0	William Smart, yearly	2 10 0
Rentcharge of 24 <i>l.</i> issuing out of the Manor of Dame Ellensbury in Houghton Conquest.	—	Duke of Bedford	8 0 0
NOTE.—Under the above-mentioned Order of the 4th September 1903 and the foregoing Scheme a yearly sum of 16 <i>l.</i> part of this rentcharge belongs to the above-mentioned Educational Foundation.			
Two Pounds Ten Shillings per cent. Annuities.	£ s. d. 150 10 7	Reverend Herbert Walter Macklin, Francis Brown, Albert James Stanbridge.	3 15 0
Cash in Bank	39 0 0		
<i>Charity of Sir Francis Clerke for Clothing.</i>			
Rentcharge issuing out of a farm at Wootton Pillinge.	—	Sidney Sussex College, Cambridge	10 0 0
<i>Charity of Mrs. Villiers Fowler.</i>			
Rentcharge issuing out of an estate known as the Montagne Estate, in the Parishes of Hawnes and Houghton Conquest.	—	John Garton and others	5 0 0

Description.	Extent or Amount.	Tenant, Person liable, or Persons in whose Name invested.	Gross Yearly Income.
Charity of Sir Edmund Wylde. Land at Aspley Guise - -	A. R. P. 11 0 0	Alfred T. Henman, yearly -	£ s. d. 19 7 0
<p>NOTE.—Under the foregoing Scheme a yearly sum of 6<i>l.</i> out of the net yearly income derived from the property of this Charity belongs to the said Educational Foundation.</p> <p style="text-align: center;"><i>now provided by Educational Foundation</i></p>			

Sold
5/8/25
4/9/25

NOTE.—The real estate of the Charities was vested in "The Official Trustee of Charity Lands" by an Order of the Charity Commissioners of the 5th January 1877.

SECOND SCHEDULE.

ENDOWMENTS DETERMINED BY THE FOREGOING SCHEME TO BE HELD FOR, OR APPLICABLE TO, EDUCATIONAL PURPOSES.

1. The whole of the building belonging to the Charities of Sir Francis Clerke for Almshouse and School, with the exception of the six rooms on the ground floor occupied by the Almspeople.
2. The site of the said building.
3. The offices and outbuildings formerly used for the purposes of the School of the said Charities.
4. The garden formerly occupied by the Schoolmaster of the said School.
5. Right of access to and user of the well belonging to the said Charities and so much of the front yard as gives access to the rooms formerly occupied by the Schoolmaster.
6. The pightle known as the School Close, belonging to the said Charities.
7. The sum of 150*l.* 10*s.* 7*d.* Two Pounds Ten Shillings per cent. Annuities belonging to the said Charities.
8. The sum of 39*l.* Cash standing to the credit of the said Charities in the Bank.
9. A further sum of 16*l.* Cash to be provided out of the funds of the said Charities.
10. A yearly sum of 6*l.* out of the net yearly income derived from the property of the Charity of Edmund Wylde.

Now
for
Share
See
V.C.L.S.
21/9/62
11/10/62
9
06
22/9/62

Sealed by Order of the Board this 4th day of June 1915.

L.S.