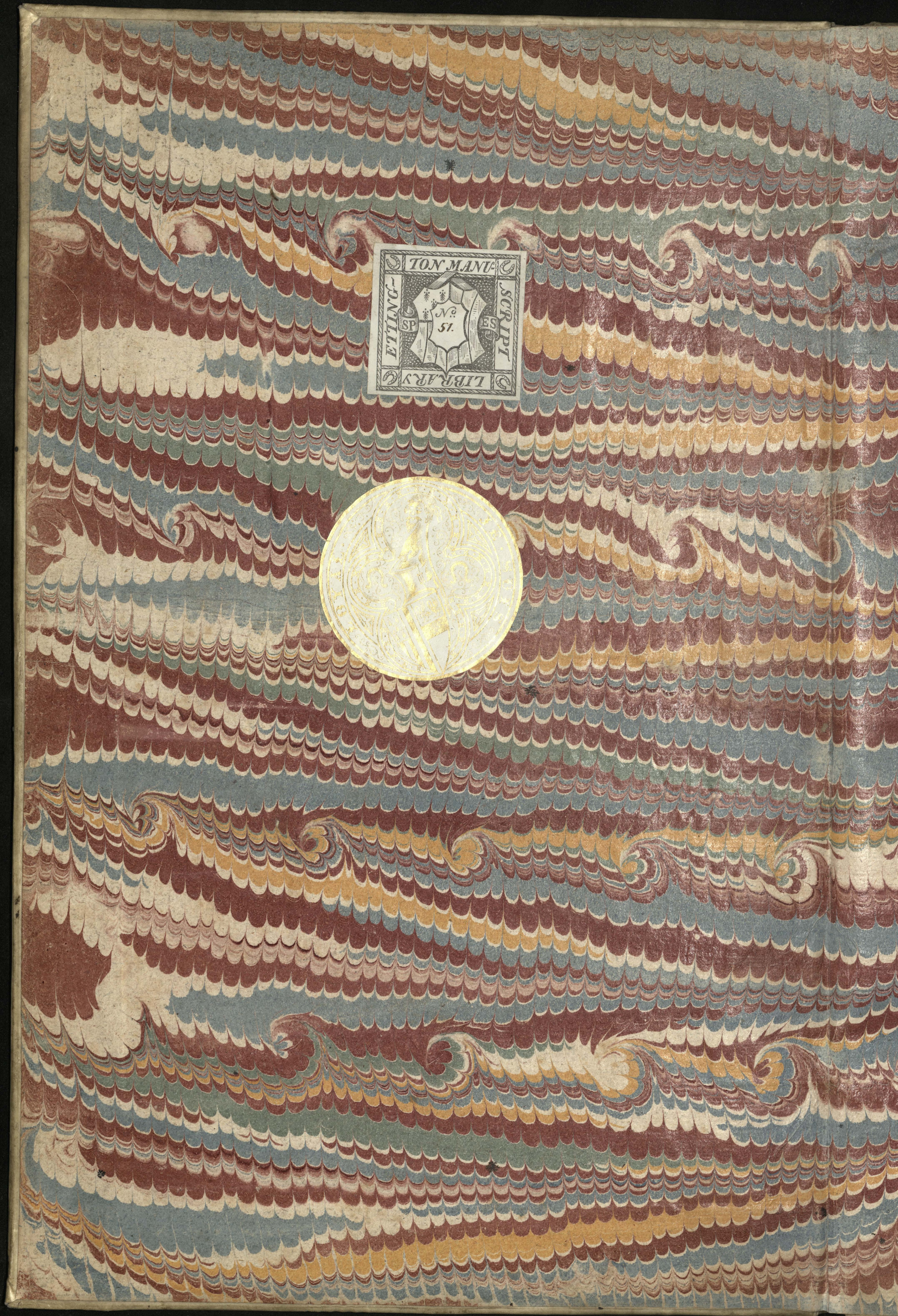




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Elizabeth II 2017





No. — 81.

This MS. came from Sidney St: & I suppose must
have belonged to Lovell Stenlope Esq: —

Bought for the Royal Library for £7.
at Christie's sale on 23 June 1954
(lot 102).

Copy of
*The Establishment of the Yearly Charge of the Salaries
to the Officers and Servants of His Majesty's House to
Commence the first day of July 1761.*

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George R^o

The Salaries to our Household Officers and
 Servants that are Employed in the several Offices
 and places to attend our present Service to Comence
 the first day of July 1761.

		Salaries		Allowances		
		£	s	£	s	£
			d		d	
	William Earl Talbot Lord Steward	14	60			
	Piercy Earl of Thomond Treasurer	12	00			
	Henry Arthur Earl Powis Comptroller	12	00			
	Honble James Greenville Cofferer	5	00			
Board of Green Cloth	John Harris Esquire Master of the Household	5	00	5	18	
	Thomas Townsend Esquire Clerk of the Green Cloth	5	00	5	18	11486
	John Evelyn Esquire Clerk of the Green Cloth	5	00	5	18	
	Henry Bridgeman Esquire Clerk Comptroller	5	00	5	18	
	Simon Fanshawe Esquire Clerk Comptroller	5	00	5	18	
	Sir Francis Henry Drake Baronet Clerk Compt ^r	5	00	5	18	
	Honble John Grey Esquire Clerk Comptroller	5	00	5	18	
	Edward Godfrey Yeoman	1	00			
Accounting House.	Edward Salter Yeoman	8	00			296
	John Staples Groom	5	00			
	John Webster Groom	5	00			
Pantry	William Stukeley Gentleman	2	00			290
	Hugh Hughes Groom	6	00			
	Robert Walden Porter	3	00			
Buttry	Robert Butcher Gentleman	2	00			390
	Robert Brett Yeoman	1	00			
	William Hayes Groom	9	00			

		Salaries.	Allowances	
Wine Cellar	Thomas Stillingsfleet Gentleman	300		} 520
	John Dolignon Yeoman	120		
	Henry Dawson Groom	100		
Spicery and Chandry	John Burton Clerk	200		
	Edmund Stevens Assistant Clerk	100		
	Christopher Watson Porter	30		
Confectionary	Richard Robinson Yeoman	50		
	Thomas Street Yeoman	50		
	Frederick Kuhff	40		
Envy	William Jewist Gentleman	200		} 450
	Edward Constant Yeoman	100		
	Ann Pavonarius } Joint Laundress	120	30	
	Elizabeth Redeker }			
Kitchen .	John Secker Esquire Clerk Compt ^r of the Kitchen	400	100	} 2745
	Charles Weston Clerk of the Kitchen	150	100	
	William Holford under-Clerk	100	50	
	Charles Ramus Junior Clerk	40		
	Peter Kennedy Deliverer of Greens	60		
	James Vassar Keeper of the Butter and Eggs	60		
	Trevor Rowland Porter	30		
	John wall Porter	30		
	Daniel Philpot Esq ^r first Master Cook	150	87-10	
	Charles Brexton Esq ^r second Master Cook	130	87-10	
	Henry Tegetmeyer Yeoman of the Mouth	70	60	
	Louis Boutoure Yeoman	70	60	
	Robert Maybank Groom	60	40	
	Benjamin Smith Groom	60	40	
	John Dixon Child	50	40	
William Weybrow Child	50	40		

Salaries. Allowances.

George Harris Scowter	40	40
James Hilbord Scowter	40	40
Griffith Garmous Turnbroach	30	
Thomas Weston Turnbroach	30	
Humphry Wheelwright Turnbroach	30	
Thomas Wynne Turnbroach	30	
James Billingley Turnbroach	30	
Richard Mooney Turnbroach	30	
Edward Pullin Doorkeeper	30	
John Brown Doorkeeper	30	
Vincent Bean Soil-carrier	20	
John Smith Soil-carrier	20	
William Leyson Servant to the Scowters	30	
Samuel Stratford	30	

Pastry.

William Roberts Yeoman	50	
John Potts Groom	40	
Joseph Hill Turner	30	

Scullery

Evan Rice Yeoman	70	
Simon Knight Groom	60	
Rebecca Harris Whitner	30	
Robert Emms Pankeeper	30	
Richard Warren Pankeeper	30	
Jane Edge Powder Scowter	30	

Coat-yard

Joseph Harpur Reynolds Esquire Clerk	170	
Thomas Porter Yeoman	120	
Michael Best Porter	40	
William Palmer Porter	40	
Edward Griffith	40	

Harbingers

James Rivett Esquire Gentleman Harbinger	60	
Robert Parsons Yeoman	50	
Thomas Stone Yeoman	50	
Henry Bright Yeoman	50	

		Salaries.	Allowanc ^e
	Harvey Basset Yeoman	50.	
	William Dobson Yeoman	50.	
Ice-house	Charles Eldridge Keeper of the Icehouse	150.	150.
Debentures.	John Elliott Esquire first Clerk of the Debentures	30.	} 50.
	John Thompson second Clerk of the Debenture	20.	
	Edward Thomas Esquire Sergeant	120.	
	Thomas Sedlay Yeoman	50.	10.
	William Gardiner Yeoman	50.	10.
	John Ratcliffe Yeoman	50.	10.
	William Armitage Yeoman	50.	10.
Porters at the Gate.	William Manby Groom	40.	10.
	Richard Spike Groom	40.	10.
	Jonah Harritts Groom	40.	10.
	Hugh Mason Porter at Somerset House	40.	10.
	Basil Rogers Porter at the water gate	30.	10.
	Francis Matthews Porter and Lamplighter	20.	10.
Cartakers	Benjamin Stephenson Yeoman	50.	} 90.
	Joseph Johnson Groom	40.	
Almonry	John Eddows Yeoman	50.	} 90.
	Robert Gibson Groom	40.	
Kn ^t . Marshal	Sir Sidney Meadows Knight Marshal	26.	
Marshal-men.	Edward Huddle Marshal-man	20.	} 146.
	James Calf Marshal-man	20.	
	Peter Gwynn Marshal-man	20.	
	Henry Cackett Marshal-man	20.	
	Robert Lee Marshal-man	20.	

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Salaries. Allowances

	Randal Carter Marshal-Man	20.						
Officers of the Verge.	Hugh Hughes Coroner	30.		} 60.				
	Jegon Wellard Clerk of the Verge	30.						
Tail-Sartakers	Samuel Mathews	2.	13.	4				
	Edmund Gotch	2.	13.	4				
	Thomas Hill	2.	13.	4				
	Edward Collier	2.	13.	4				
				} 10. 13. 4				
Cock & Coyer	John Slater	10.	5.					
Wine Porters.	Cobly	2.		} 4.				
	Hinton	2.						
Water Engine Turner	Clift Page	25.						
Watchman at St James's	Charles Parrat	27.	7.	6.	18.	45.	7.	6
Bellringer	George Pitcher Bellringer	25.						

	Benjamin Couch Clerk to the Master of the Household	20.		
	A Writer to Thomas Townsend Esquire	150.		
	A Writer to John Evelyn Esquire	150.		
	A Writer to Henry Bridgeman Esquire	150.		
	A Writer to Simon Fanshawe Esquire	150.		
	A Writer to Sir Francis Henry Drake Baronet	150.		} 1150.
	A Writer to the Honble John Grey Esquire	150.		
	Archimedes Stone Messenger to the Board of Green-Cloth	40.	36.	
	Bryan Broughton Chamber-keeper to the Green Cloth	40.		
	Thomas Hammond Chamber keeper to the Green Cloth	40.		
	John Gann Porter to the Board of Green Cloth	40.		
	Elizabeth Fox necessary Woman to the Green Cloth	35.		

	Salaries	Allowances
Robert Spike Table Decker to the Kings Waiters	18. 5.	—
Nathaniel Grove Table Decker to the Chaplains	18. 5.	—
Robert Drake Storekeeper of his Majesty's Wines	100.	—
Henry Godde Keeper of the ffire Buckets	—	30.
Moseley Bennet Keeper of the Park Gate at Kensington	27.	—
Robert Packer Cistern Cleaner	—	55. 13. 6

George R

To the Auditor of the Exchequer for directing Orders for payment and in lieu of fees	50.
To the Cofferer for Portage of Money Standards and Losses in the Receipt of Money	40.
To the Clerk of the Pells in lieu of fees	20.
To the Cofferer's Clerk for writing Books of wages transcribing Accounts making Entries and Journals	43. 3. 4.
To the same his fee for one per Cent on Imprests for His Majesty's particular Service	60.
To the Master of our Jewell House in lieu of Lodgings	80.
To Anna Maria Voyce Washer of the Coarse Linen used in the Kitchens and several offices of the House	30.
To the Housekeeper of Kensington for a Servant to keep the gates	36. 10.
To the Housekeeper at Hampton Court for a Bellringer	12. 3. 4
To the same for a Servant to watch the said Palace	18. 5.
For watching his Majesty's Palace at Kensington at twelve pence per Night	18. 5.
To the Clerk Winchester in lieu of all Bills for breeding and keeping the Pheasants in Bushy park	200.

To the keeper of his Majesty's Library in lieu of firing	30
To Thomas Gesborne Esq. ^r Physician to His Majesty's Household in lieu of Diet	} 182. 10
To the Pages of the Bedchamber in lieu of a Diet Wine, firing, Candles and all necessaries	} 365
To Elizabeth Brandenburg in Consideration of her Close and Constant Attendance on his Majesty and in lieu of all manner of Eating and Drinking at four Shillings per day	} 73
To the French and Dutch Chaplains for providing Bread wine and Candles for the Communion	} 29. 4
To the Poet Laureat in lieu of a Butt of Sack	30
To Abigail Cocksedge in lieu of all Necessaries one Shilling per day	18. 5
To the poor and other parish Duties for his Majesty's House at Newmarket	} 13. 11. 6
To the Confessor of his Majesty's Household in lieu of Bread Beer and firing	} 12
To the fees of Venison what our Lord Steward shall think proper for that Service	
Relief to be given in case of Sickness or poverty to poor inferior Servants of the Household	} 50
To the several poor Widows and such of his Majesty's Servants as the Officers of the Green Cloth shall think necessary to be allowed Six pence per Day in lieu of Bread and Beer their number not to exceed Ten	} 91. 5
To making fires in the Guard Chamber presence Chamber and all other Rooms under the Lord Chamberlain	} 27. 7. 6
For Sweeping and cleaning the Household Offices and carrying away the Soil	} 27. 7. 6
For Sweeping the Stair Cases providing Wheelbarrows carrying away the Soil of the Kitchen Sweeping before the French and Dutch Chappels and Ringing the Bell for Morning Prayers	} 49. 12. 6

~~For the maintenance of the officers of the~~
~~of the~~

~~100~~

For green Cloth, for Carpets, Chairs, Cushions, &c for the white
Staves officers, and the Accompting House

70.

George R.

Pensions granted by our Predecessors
and continued by us.

Knighly worth	100.
Elizabeth Hounsliffe	30.
Susan Castres	20.
Martha Lisney	18. 5
Jane Greengrass	18. 5
Alicia Barry	18. 5
John Ludovic ^s Ducummin	10.
William Tomlin	10.
Mathew Wall	10.
	<u>£ 234. 15.</u>

A Proportion of Venison to be served Yearly
into the Larder for His Majesty's Expence
and for the Household.

From the Twentysfourth day of June to the thirteenth of September	44
For the Lord Steward	3
For M ^r . Treasurer and M ^r . Comptroller	4
For the Cofferer Master of the Household Six officers of the Green Cloth and Clerk Comptroller of the Kitchen	9
In all	<u>60 Brace</u>
The like number of Does in the Winter Season	60 Brace

George R.

Ordinances to be Observed for the well
Governing of our House. —

Our Will and Pleasure is, that the Lord Steward
Treasurer and Comptroller of our House and the Officers of
our Board of Green Cloth do take care and see that this Book
of our Establishment of the Salaries and Allowances to our
Servants and the incidental Charges of our Household and all
the Directions therein contained be strictly observed and duly
complied with. —

Our Will and Pleasure is that this our Book of
Establishment do continue in force till the first day of January
next and no longer unless We shall signify our Pleasure for its
further Continuance. —

Our Will and Pleasure also is, And We do command
and direct the Method prescribed in the Book of Rules and
Orders signed by us for the making up the accounts of the severall
Offices of our Household to be duly observed And We do hereby
Command the Clerk of our Board of Green Cloth attending forthwith
to cause a Copy of the Rules for making up the accounts in each Office to
be transcribed and sent signed by him to the person in every Office
whose Business it is to make up the accounts thereunto belonging

And our Will and Pleasure is that as we have made an
ample Addition to the Salaries of the Servants under the Direction of
our Lord Steward No such Servant do presume to make any Perquisites

or receive any gratuity whatever from any Tradesman employed by us or Demand any fees Excepting the Certificate fees usually paid at the Board of Green Cloth, ^{the customary fee to the Cofferer of our Household, and the Debenhuce fee.} And We do hereby direct our Lord Steward to dismiss from our Service any of our Servants who shall be detected in such practices And We do strictly Enjoin the Clerk of our Board of Green Cloth attending forthwith to give notice to our Lord Steward of the Discovery of any such Misbehaviour.

And our will and Pleasure also is that no Servant Employed in our Kitchen or Pastry do presume to give, sell, or carry away, or permit any provisions to be sold or carried away from our House and that no Servant in any part of our House do presume to give carry away or receive a compensation for any thing which he shall receive out of any office for our use, but that every thing so received by him be actually spent and consumed in our Service And We do hereby direct the officer presiding in that Department where any person shall be detected of disposing of or converting to his own use any thing delivered to him to be spent in our Service immediately to inform us of the Name of the person guilty of any such practices.

And our Will and pleasure is that no officer of our Board of Green Cloth be absent in his turn of waiting without particular leave from us first had and obtained And We do hereby command every of our Servants to attend our Service during his wait in person And We do direct the Clerks of our House or the person presiding in the Office where there shall be no Clerk on the first day of every Month to bring unto the Clerk of our Board of Green Cloth attending a List of such of our Servants below Stairs who are under their Inspection that our Service may be the better performed and that the Clerk of the Board of Green Cloth attending may be Enabled to give us a true Account how our Servants discharge their particular Duties.

And our Will and Pleasure also is, that none of the
writers at the Board of Green Cloth do issue any Note or order
directing the delivery of any Goods or Provisions or any thing
whatsoever from any of our Tradesmen or out of any office in our
House, and that they do not presume on any account to direct
the Conduct of our Servants or intermeddle in the least Degree
with the Management of the Service of our House but that their
Employment be solely to write, transcribe, sum up, examine and
prepare, the accounts of our House, for the Inspection of the
officers of our Board of Green Cloth, to enter the same, and to do
whatever else in their Character of writers, the Officers of our Board of
Green Cloth shall Judge necessary for our Service.

And for preventing the great Inconveniencies that must attend the
selling of offices Our Express pleasure is that no place or office
shall be hereafter sold in our Household And We do hereby require
the Clerks of our Green Cloth to Administer an Oath to each person
to be admitted into our Service whereby they shall swear that they
have neither directly or indirectly given any Gratuity Reward
Consideration or Recompence whatsoever by means whereof they have
obtained any such office or place

And Whereas We have Chosen, that this our Book of
Establishment and the Regulations attendant thereon should have the Earliest
Commencement and the Dispatch requisite for that purpose, may have occasioned
the omission of some things which ought to have been therein
expressed Our Will and Pleasure therefore is And we do hereby
direct and impower our Lord Steward during the continuance of
this our Establishment to give such orders and Directions as he
shall Judge necessary for our Service in all such matters and
things as are not set forth in our said Establishment or in the
Book of Rules and orders under our Sign Manual.

And it is our Will and pleasure And We do hereby
streightly Charge and Command that all Ordinances Rules articles
and Directions whatsoever expressed and set down in former Books
of Establishment (and not Contradicted in this) which may be useful
for our Service be continued and observed and they are hereby
Ratified and Confirmed.

G: R:

We do revoke the discretionary Power granted to our
Steward of our Household as it was our Intendment that the
same should cease on the Commencement of the second Period
of our Establishment.

G: R:

Our Will and Pleasure is that this our Book of
Establishment shall be continued in force till We shall
signify our Pleasure to the contrary.

George R:

Rules and Orders for Conducting the several Offices of our Household and for making up the Accounts thereunto belonging.

Our Will and Pleasure is, that all the accounts of our Household (save the account yearly carried into our Court of Exchequer to be passed before our Barons there) be written in the English Tongue and made up in the Figures used in Common Arithmetick.

Pantry.

The Gentleman shall constantly in person attend our Service He shall superintend the Business of the office and shall be responsible for the conduct thereof He shall keep in his custody the plate used at our own Table and shall daily wait at our side Board there.

He shall punctually obey all such orders and directions as he shall from time to time receive from our Lord Steward or from the officer of our Board of Green Cloth attending.

The Yeoman shall act in obedience to the Gentleman he shall duly examine the weight of the Bread and inspect its Quality and shall make a Report of its deficiency in weight or goodness to the Gentleman and in case he shall neglect so to do, or the Gentleman to communicate such Report to the officer of our Board of Green Cloth attending, the Person so neglecting shall immediately be dismissed our Service.

He shall deliver out the Bread pursuant to the Livery made out every Month with the Approbation of the Lord Steward and signed by the officer of our Board of Green Cloth attending which shall be hung up in the office for the Information of the officer, and of the person who is to receive the Bread and he shall deliver no Bread but agreeably to the proportion there stated Save in obedience to the Notes he may receive signed by the officer of our Board of Green Cloth attending or by the Comptroller of the Kitchen or in case of his accidental absence by the Clerk of the Kitchen for the Use thereof.

The Porter shall do the laborious Business of the office, and shall be obedient to the Directions he shall receive from his superior officers.

Pantry.

The Gentleman of this office shall at the end of each Week make up in two Bills an account of the whole Expence of the Bread Consumed in our Household and Kitchen in the name of such Baker or Bakers as may then serve, The one Bill including all the Bread that has been used in the Household on livery or by Extraordinaries specifying in an annexed paper the particular persons or Tables to whom and to which the Extraordinaries have been delivered; At the end of each Month he shall make up an account for such Month and Money it according to the Contract and shall deliver it signed by himself to the officer of our Board of Green Cloth attending with all the Notes and Vouchers for the Delivery of the Extraordinaries: He shall pursue the same Method in making up the other Bill and account containing what has been delivered for the Use of the Kitchen which he shall deliver signed by himself to the Clerk Comptroller of the Kitchen.

Buttery.

The Beer that shall be brought into our Cellar, shall continue to be the property of the Brewer, who shall charge to our Account the Consumption only. —

The Gentleman shall constantly in person attend our Service and daily wait at our Side Board with the Ale and Cyder; he shall Charge in his account no more Ale and Cyder than shall have been actually Consumed there. He shall Superintend the Business of the Office and shall be responsible for the Conduct thereof; He shall obey all such Orders and Directions as he shall from time to time receive from our Lord Steward or the Officer of our Board of Green Cloth attending.

The Gentleman shall report immediately to the Officer of our Board of Green Cloth attending any Complaint that may be made of the badness of the Beer Ale or Cyder, And in Case he shall neglect so to do, he shall forthwith be dismissed our Service.

The Yeoman and Groom shall act in obedience to the Gentleman they shall attend alternately to deliver out the Beer Ale and Cyder pursuant to the Livery approved of by our Lord Steward and signed every Month by the Officer of our Board of Green Cloth attending which shall be hung up in the Office for the Information of the officer and of the person who is to receive the several Liquors whom he may occasionally permit to exceed the daily Allowance provided there be no Excess in the whole of the Week. He shall deliver no Beer Ale or Cyder but agreeably to the proportion stated in that Livery Save in obedience to the Notes he may receive signed by the Officer of our Board of Green Cloth attending or by the Clerk Comptroller or in Case of his accidental absence by the Clerk of the Kitchen for the Use thereof.

At such times as there shall be a Table for the Lords of our Bedchamber the Yeoman or Groom shall constantly in person attend at their Side-board; with the Beer, Ale, and Cyder he shall keep an exact Account of the Consumption there, which he shall deliver on the Morning of the following Day to the Gentleman; The Beer, Ale, and Cyder for the Use of this Table shall be delivered in obedience to a general Extraordinary Note, sent from the Officer of our Board of Green Cloth attending to the Gentleman of the Buttery.

Buttery.

The Gentleman shall at the End of each Week make up in two Bills an account of the whole Expence of Beer Ale and Cyder consumed in our Household and Kitchen; The one Bill including all the Beer Ale and Cyder expended in the Household on Livery or by Extraordinaries, specifying in an annexed paper the particular persons or Tables to whom and to which the Extraordinaries have been delivered He shall deliver it signed by himself to the Officer of our Board of Green Cloth attending with all the Notes and Vouchers for the delivery of the Extraordinaries At the End of each Month he shall make up an account for such Month and Money it according to the Contract and shall deliver it signed by himself on the last day of the Month before three O'Clock in the Afternoon to the Officer of our Board of Green Cloth attending; He shall pursue the same method in making up the other Bill and account containing what has been delivered for the Use of the Kitchen which he shall deliver (signed by himself) to the Clerk Comptroller of the Kitchen. —

Wine-Cellar.

The Gentleman shall have the Superintendancy and Direction of all the Cellars and shall be responsible for the Management thereof. The wine that shall be brought into our Cellar from the wine-merchant shall continue to be his property. He shall charge to our Account the Consumption only. The Gentleman shall taste the wine on his receiving it into the Cellar and shall report its Condition to the officer of our Board of Green Cloth attending. If any Complaint be made by the person presiding at any Table that the wine be not good, the Gentleman shall immediately transmit such Complaint to the officer of our Board of Green Cloth attending. And in Case he shall neglect to report the Condition of the wine on its admission or the Complaint from the Table he shall be forthwith dismissed our Service.

The Gentleman shall constantly in person attend our Service and shall daily wait at our Side Board with the wine, he shall Charge in his account no more Wine than shall have been actually consumed there; He shall obey all such Orders and Directions, as he shall from time to time receive from our Lord Steward or the officer of our Board of Green Cloth attending.

The Gentleman shall acquaint the officer of our Board of Green Cloth attending when he purposes to bottle off an aume of Rhenish wine and shall inform him of the Mark affixed on that Aume. He shall make an exact Return of the number of Bottles the Vessel has actually filled to the officer of our Board of Green Cloth attending and shall Charge only the Expence he has really incurred in the Labour of Bottling and in the buying of the Corks.

The Yeoman and Groom shall act in obedience to the Gentleman they shall attend alternately to deliver out the wine, pursuant to a Livery every Month approved of by the Lord Steward and signed by the officer of our Board of Green Cloth attending which shall be hung up in the office for the Information of the officer and of the person who is to receive the wine; On any application in writing made by the person presiding at any Table to the Gentleman he may occasionally permit that Table to exceed the daily allowance provided there be no Excess in the whole of the Week. The Yeoman or Groom shall deliver the wine to the several Tables in the presence of the person presiding at them and shall issue none but agreeably to the proportion stated in the Livery, Save in obedience to the Notes he may receive from the officer of our Board of Green Cloth attending or from the Clerk Comptroller of the Kitchen or in Case of his accidental absence from the Clerk of the Kitchen for the use thereof.

At such times as there shall be a Table for the Lords of our Bedchamber the Yeoman or Groom shall constantly in person attend their Side Board with the wine, he shall keep an exact Account of the Consumption at that Table which he shall give on the Morning of the following Day, to the Gentleman who shall regularly on the same day deliver it to the officer of our Board of Green Cloth attending; The wine for the use of this Table shall be delivered in obedience to a general Extraordinary order sent from the officer of our Board of Green Cloth attending to the Gentleman of the Cellar; In Case the Yeoman or Groom attending shall be detected in Charging any wine in their Account which has not been actually expended the person making out such Account shall be forthwith dismissed from our Service.

Wine Cellar.

The Gentleman shall at the end of each Week make up in two Bills an account of the whole Expence of the wine consumed in our Household and Kitchen; The one Bill including all the wine expended in the Household on Livery or by Extraordinaries specifying in an annexed paper the particular persons and Tables to whom and to which the same has been issued; he shall deliver this Account to the officer of our Board of Green Cloth attending. At the End of each Month he shall make up an account for such month and Money it according to the Contract and deliver it on the last Day of the Month to the officer of our Board of Green Cloth attending with the Merchants Bill and all the Notes and Vouchers for the Delivery of the Extraordinaries.

He shall pursue the same Method in making up the other Bill and Account containing what has been delivered for the use of the Kitchen which he shall deliver (signed by himself) to the Clerk Comptroller of the Kitchen.

9

Spicery.

The Clerk shall constantly attend and shall superintend the Business of the Office and be responsible for the Conduct thereof; He shall deliver nothing out of the Office but in obedience to orders signed by the Officer of our Board of Green Cloth attending or by the Clerk Comptroller of the Kitchen or the Clerk of the Kitchen.

The Clerk shall deliver no Wax or Tallow Candles or Flambeaux out of the Office but in pursuance to the Livery approved of every Month by the Lord Steward and signed by the Officer of our Board of Green Cloth attending, which shall be hung up in the Office for the Information of the Officer and of the person who is to receive the Candles or in obedience to such orders as he may receive from the Officer of our Board of Green Cloth attending; He shall obey all such orders and Directions as he shall from time to time receive from our Lord Steward or the Officer of our Board of Green Cloth attending.

The Under-Clerk shall be subservient to the principal and act in obedience to his orders.

The Porter shall clean the Office and do the laborious work thereof and shall be obedient to the principal Clerk.

Spicery.

The Clerk shall keep an exact Account of the Grocery Spicery and Oylery which he shall have delivered out of the Office and shall on the first day of each Week make up in two Bills an Account of the whole Expence of the Spicery Grocery and Oylery Consumed in our Household and Kitchen, The one containing all that has been expended in the Household specifying the particular persons to whom and the particular Day on which the same was delivered, He shall deliver it, with the orders he has received, signed by himself to the Officer of our Board of Green Cloth attending; On the last day of each Month he shall make up an Account for such Month and Money it according to the Contract and deliver it signed by himself together with the Tradesman's Bill, before three O' Clock in the Afternoon to the Officer of our Board of Green Cloth attending; He shall pursue the same Method in making up the other Bill containing what has been delivered for the Use of the Kitchen which he shall deliver signed by himself to the Clerk Comptroller of the Kitchen.

The Clerk shall keep an exact Account of the Quantity of Wax and Tallow Candles and Flambeaux which he shall have delivered on Livery or by Orders for Extraordinaries from the Officer of our Board of Green Cloth attending, On the first day of every Week he shall make up this Account in one Bill, specifying the particular persons to whom and the Days on which the Candles have been delivered he shall annex to it the orders he may have received and deliver it signed by himself to the Officer of our Board of Green Cloth attending.

On the last day of every Month he shall make up an account for such Month and Money it according to the Contract, and shall deliver it (signed by himself) together with the Tradesman's Bill before three O'Clock in the Afternoon to the Officer of our Board of Green Cloth attending.

The Clerk shall in pursuance of the Orders he may occasionally receive for that purpose from the Officer of our Board of Green Cloth attending, inspect and examine the number of Lamps and whether they be properly lighted and shall return to the Officer of our Board of Green Cloth attending an exact and faithful Account of their Number and whether they be well and sufficiently supplied with Oyl.

~~The Clerk shall in pursuance of the Orders he may occasionally receive for that purpose from the Officer of our Board of Green Cloth attending, inspect and examine the number of Lamps and whether they be properly lighted and shall return to the Officer of our Board of Green Cloth attending an exact and faithful Account of their Number and whether they be well and sufficiently supplied with Oyl.~~

Confectionary.

The Confectioner on the last day of his Month of Attendance shall make out two Bills, the one containing the ordinary Quantity served according to the stated Allowance, and the Extraordinaries which he shall have delivered in consequence of Orders from the Officer of our Board of Green Cloth attending, Or in Case there should have been a Demand for Goods served by a Confectioner at such hours when the Officer of our Board of Green Cloth shall not have been present in our House, from the Clerk Comptroller of the Kitchen. This Account he shall Money and deliver it (signed by himself) before three O' Clock in the Afternoon of the last day of the Month to the Officer of our Board of Green Cloth attending, with the order for the Extraordinaries annexed.

The other Bill containing an Account of what has been delivered for the use of the Kitchen he shall Money likewise, and annex to it, all the Notes and orders for such Delivery and shall give it (signed by himself) to the Clerk Comptroller of the Kitchen.

He shall obey all such orders and Directions as he shall from time to time receive from our Lord Steward or the Officer of our Board of Green Cloth Attending.

Ewry.

The Gentleman shall constantly in person attend our side board, He shall keep an exact Account of the Quantity of Linnen that shall be delivered into the Ewry in pursuance of orders from the Officer of our Board of Green Cloth attending to the Linnen Draper, He shall give the Linnen to the person whom our Lord Steward shall appoint to make and mark it, whose Bill together with the Linnen Drapers, he shall deliver to the Officer of our Board of Green Cloth attending, as soon as the new Linnen is made, and before any has been delivered for use out of the Office.

There shall be a distinguishing mark put on the proportion of Linnen that shall be directed for the particular use of each Table and the Gentleman shall not permit any Linnen to be used at a Table to which the Mark has not appropriated it.

He shall deliver no Linnen out of the Ewry, to any person but according to a paper of Directions approved of by our Lord Steward and signed by the Officer of our Board of Green Cloth attending which shall be hung up in the Office for the Information of the Gentleman and of the person who is to receive the Linnen.

He shall keep an exact Account of the Quantity of Linnen washed; specifying in a paper annexed the particular Tables and persons who have used the Linnen, He shall Money this Account, sign it, and deliver it on the last day of each Month before three O' Clock in the Afternoon to the Officer of our Board of Green Cloth attending; He shall likewise deliver to the same Officer, at the same time, an Account of the Quantity of Linnen in our Service, He shall himself be accountable for every actual Loss of Linnen and for any Damage it may have received, unless he shall prove to the satisfaction of the Officer of our Board of Green Cloth attending, at what place and by whom it was Damaged.

And Whereas there is great reason to suspect, that our Linnen by becoming on Condemnation the perquisite of the persons to whose Care it was intrusted, has been by them wilfully abused and rendered purposely unserviceable We do hereby direct all Linnen that shall be worn out and deemed by our Board of Green Cloth unfit for the use of our Family, to be disposed of to such Hospitals as they shall see proper.

Kitchen.

The Clerk Comptroller of our Kitchen shall constantly wait in person to superintend and direct the several Offices and Departments thereunto belonging.

The Clerk of our Kitchen shall always make out the Bills of Fare for our own and for the different Tables in our House on the day preceding the actual Service and shall lay them before the Clerk Comptroller of our Kitchen for his approbation they shall then be carried to the officer of our Board of Green Cloth attending to be signed by him after which no alteration whatever shall be made in them unless by his special Direction.

The Clerk of our Kitchen shall deliver to each Purveyor an order signed by his own hand directing the Provisions to be served into our House on the subsequent Day specifying in such order the particular sorts and the Quantities or Weights of the different Provisions contained in it.

He shall attend every Morning to receive such Provisions to examine into their goodness and to see that they correspond in weight or Quantity with the orders he gave which shall be returned with the Provisions by each Purveyor he shall on no pretence whatsoever suffer any Provisions to be carried into our Kitchen till they have been inspected and approved of by him.

He shall keep in a Book provided for that purpose as a Checque on the Purveyors an exact daily Account of all the different Provisions brought into our House He shall likewise keep a Ledger containing a faithful and true Copy of the Bills of Fare of each Day with the weight or Quantity of the different articles affixed to each Dish in the margin and shall particularly specify each Day's allowance of wheat for Gravy He shall deliver all these Provisions together with all Ingredients of Spicery and Grocery and all other necessaries into the immediate Care and Charge of the Master Cook in waiting He shall keep an account of the Quantities of Ingredients he shall have delivered and in case he shall observe that an improper or lavish Disposition be made thereof he shall immediately make it known to the Clerk Comptroller of our Kitchen who is hereby directed forthwith to inform the officer of our Board of Green Cloth attending of such Misapplication or abuse.

He shall not presume in settling the accounts with any Purveyors to make the least variation from the contract Price or in any shape whatsoever to give any allowance to any of the Purveyors under the pretence of Compensating to them the difference between the inferior contract price and the then higher price at the market.

He shall from time to time go into our Kitchen and see that every thing there be conducted in a proper and decent manner, and make his Report to the Clerk Comptroller of our Kitchen accordingly.

He shall on no account whatsoever permit any Presents or Gratuities to be given by any of the Purveyors to his Clerks or to any Person under his Direction.

He shall take particular Care that none of his Under Clerks do on any pretence whatsoever issue any Note or order directing the delivery of any Provisions or other Things from any Purveyor or out of any office in our House unless such Under Clerk shall at any time during the accidental absence of the Clerk of our Kitchen be specially authorized so to do by the Clerk Comptroller of our Kitchen.

The Under Clerks in the Clerk of the Kitchen's office shall write prepare and make up the accounts of the office pursuant to the Directions they shall receive from their principal but shall not presume to act in any thing upon their own Authority.

The Porters shall clean the office and do the laborious Work belonging to it, and shall obey all such orders as they shall receive from their Superiors.

The Cooks in our Kitchen shall attend by alternates months unless our Lord Steward shall judge it necessary to require their constant attendance.

The Master Cook in waiting shall be obedient to his Superior officers He shall under them have the entire authority over the inferior Cooks and servants in the Kitchen He shall give his orders and Directions relating to the Dressing the Diet to such Cooks and in such manner as he shall see proper He shall superintend the Dressing of the several Diets and shall himself be solely answerable for the due performance of that service in our Kitchen.

He shall receive from the Clerk of our Kitchen into his Charge all the Provisions and Ingredients He shall deliver the latter out to the other Cooks in such proportions as he shall judge necessary He shall keep an exact account of the Spicery Grocery and other Ingredients he may receive and at the end of his Year shall deliver over any Surplus of them remaining in his hands to the Master Cook who succeeds him and shall give an account of the Quantity of such Remains to the Clerk of our Kitchen

All the Utensils in the Kitchen shall be under the immediate care of the Master Cook in waiting who shall see that they be not abused When new Utensils are wanted or when any of the old require mending or repair he shall acquaint the Clerk Comptroller of our Kitchen therewith and shall make out an account stating particularly therein the Sort and number of new Utensils that may be wanted and the Sort and number of Utensils that require Reparation He shall sign this Paper and deliver it to the Officer of our Board of Green Cloth attending

All the inferior Cooks and Servants in our Kitchen shall be Subordinate to our Master Cook and shall be punctually obedient to all such Directions as they shall receive from him provided they do not interfere with any Orders that may be given by his Superior Officers

The Scourers in our Kitchen shall diligently perform what belongeth to their Office to do

The Turnbroaches Doorkeepers and Soil carriers shall diligently discharge their respective Duties in the Kitchen They shall go on Errands when required so to do by their Superior Officers and shall in their turns clean out the two Offices for Butter and Eggs and for Greens

No Cook or other person in our Kitchen shall presume to appropriate to his own Use any thing whatever on pretence that the same is his Right as a customary Fee or Perquisite or to take to himself any Advantages whatever that are not permitted him in our Book of Allowances and our Master Cook in waiting in Case he shall come to the knowledge of any such Practices shall give immediate notice thereof to the Officer of our Board of Green Cloth attending on pain of being himself deemed an Accomplise in such Embezzlement

The Person intrusted with the care of the Butter Eggs and Cheese shall constantly attend He shall deliver out none but in such proportions and to such persons as the Livery shall direct approved of every Month by our Lord Steward and signed by the Officer of our Board of Green Cloth attending and hung up in the Office for the Information of the Officer and of the persons who are to receive the several Provisions or in obedience to orders from the Officer of our Board of Green Cloth attending or from the Clerk Comptroller of our Kitchen or from the Clerk of our Kitchen for the Use thereof

The Person who has the care of our Green Office shall constantly attend and shall send or deliver no Fruit Herbs Roots or Legumes but in pursuance of Order from the Clerk Comptroller of our Kitchen or from the Clerk of our Kitchen

Scullery.

All the Servants belonging to this Office shall constantly attend and assist in performing the Business appertaining thereto The Yeoman shall take care that it be properly executed and shall inform the Clerk Comptroller of our Kitchen of any person who shall be negligent in the discharge of his Duty that he may Communicate the same to the Officer of our Board of Green Cloth attending

All the Lab in this Office is intrusted to the Charge of the Yeoman who shall be responsible for such plate

The Clerk Comptroller of our Kitchen shall take care that within fourteen days after the Expiration of each Month all Bills for Provisions and Ingredients for the Use of our Kitchen be sent into the Office of the Clerk of our Kitchen and be by him examined and signed and after our said Clerk Comptroller shall have himself examined them he shall direct his Clerks to make them up into a Creditor which he shall sign and carry together with the Bills from the Tradesmen to the Officer of our Board of Green Cloth attending

Pastry.

The Yeoman and Groom shall attend alternably to make our Pastry they shall not deliver any but in pursuance to orders from the Clerk Comptroller of our Kitchen or from the Clerk of our Kitchen

They shall not presume to see any Pastry or to bake any in our House that is not for the immediate Service thereof on pain of being deprived our Service

The Turner shall constantly attend to do the laborious Work in the Pastry.

The Clerk Comptroller of our Kitchen and the Clerk thereof and all persons in their Office and in the several Offices dependant thereon shall obey all such orders and Directions as they shall from time to time receive from our Lord Steward or the officer of our Board of Green Cloth attending.

Coal Yard.

As We have directed a proper place to be provided for the reception of Coals for the use of our Household; All Coals shall become our property immediately on their delivery into it.

The Clerk shall superintend the Office and shall be responsible for the conduct thereof He shall keep an exact Account of the Coals brought in He shall inform the officer of our Board of Green Cloth attending when Coals are wanted and shall receive from him the order on the Coal Merchant directing the Quantity of Coals the Day and the Hour when they shall be brought into our House.

He shall obey all such orders and Directions as he shall from time to time receive from our Lord Steward or the officer of our Board of Green Cloth attending.

The Yeoman shall attend to see the Sea Coal measured at the water side and take care that the Merchant deliver the Statute measure and the customary Allowance of one Chaldron on every Twenty He shall send with Order the Coal Carriers to remeasure any load as he shall see proper.

The Scotch Coal shall be weighed in the Merchants yard under the Inspection of the Yeoman and noted and an Account shall be taken of it by the Clerk when it is brought into our House and the two accounts shall be compared by the Clerk.

The Clerk shall attend to take an account of the Quantity of Charcoal Billets Faggots and Brushes brought into our House and shall occasionally order the Coal Carriers to remeasure any lack of Charcoal as he shall see proper.

The Yeoman shall every morning attend the Delivery of the Coals and take an account of them in a Book he shall keep for that purpose He shall go round with the Coal Carriers to the several places where the Coals are to be deposited and shall leave them under the care of the person attending the fires in each Department.

The Clerk shall keep an exact Account of the Coals Charcoal Billets Faggots and Brushes that shall be brought in and of those that shall be delivered out by the Yeoman stating in an annexed Bill the particular persons to whom and the fires for which they were delivered distinguishing the several sorts and Quantities respectively.

Debenture Office.

The two Clerks shall prepare in the usual form of Words the Debentures and shall receive for them the fees that hath been Customarily paid by our Servants and Tradesmen the Total amount of which shall be divided into five equal proportions three parts of which shall become the property of our first Clerk and the remaining two of our second Clerk.

They shall obey all such orders and Directions as they shall from time to time receive from our Lord Steward or the officer of our Board of Green Cloth attending.

The Board of Green-Cloth

The Officer of our Board of Green Cloth attending shall come daily (Sundays only excepted) to our Board of Green Cloth during the Month of his attendance to Superintend and direct the Conduct of our Servants and to give orders in all such matters and things as appertain to the Duty of his office and shall be necessarily for the carrying into effectual Execution the Rules and Ordinances We have Established.

He shall take care that the persons presiding in each inferior Office in our House do on the first day of the Month return to him a list of the several Servants in their respective Departments who shall then come into waiting. He shall likewise on the same Day prepare Liveries for the several Offices in our House and when our Lord Steward shall have approved the same shall sign them and shall cause such Liveries to be hung up in the Offices which have the care of such things as are directed by each Livery to be issued for the service of our House.

He shall take care that the officer presiding in each inferior Department of our House do on every Monday Morning present to him an account stating therein what has been delivered out of each office pursuant to Livery and in obedience to orders for Extraordinaries. The officer of our Board of Green Cloth attending shall compare this with the Livery which he signed and with his Book of the Copies of orders which he shall have issued and he shall likewise take care that each aforesaid officer do on the last Day of every Month present to him an account made up for such Month and monied according to the Contract with the Tradersmen's Bills and the orders for Extraordinaries annexed to it.

The said officer immediately after the expiration of his Month of attendance shall carefully examine these several accounts with the Vouchers and shall then order these together with the account of monies he may himself paid for our Service to be made up into a monthly account under the Title of the Household Creditor.

He shall likewise take care that within fourteen Days after the expiration of his Month of attendance the Clerk Comptroller of our Kitchen do present unto him an account for such Month under the Title of the Kitchen Creditor (signed by himself) with the Tradersmen's Bills annexed to it containing an exact account of all provisions and Ingredients that have been expended in our Kitchen.

He shall cause a third account to be made up under the Title of an incidental Creditor containing a copy of all the Tradersmen's Bills for goods served into our House distinct from Provisions for the use of our Household or Kitchen.

At the Expiration of each Quarter he shall lay these Creditors and accounts before the White Staff Officers for their Inspection and approbation and shall by signing his name to each attit that the same have been by him examined and for the satisfaction of the White Staff Officers shall produce all the Vouchers in support of such accounts.

The Officer of our Board of Green Cloth attending shall immediately after the Expiration of the Quarter take care that the three separate monthly Creditors be with all Expedition possible reduced into one Quarterly account and that an account of the Salaries and allowances to the servants of our Household for such Quarter be prepared agreeable to our Establishment and shall then forthwith give notice to our White Staff Officers that the same are ready for their Inspection.

The Lord ^{Steward} Treasurer and Comptroller of our Household or one of them at the least shall after the Expiration of every Quarter on receiving notice from the Officer of our Board of Green Cloth attending that the accounts of our House for the preceding Quarter are ready for their Inspection repair to the Board of Green Cloth and shall there first examine approve and pass the Creditors of each month distinctly and shall afterwards examine approve and pass the monthly Creditors when reduced into one Quarterly account and likewise the account of the Salaries and allowances payable to the servants of our Household for such Quarter pursuant to our Establishment.

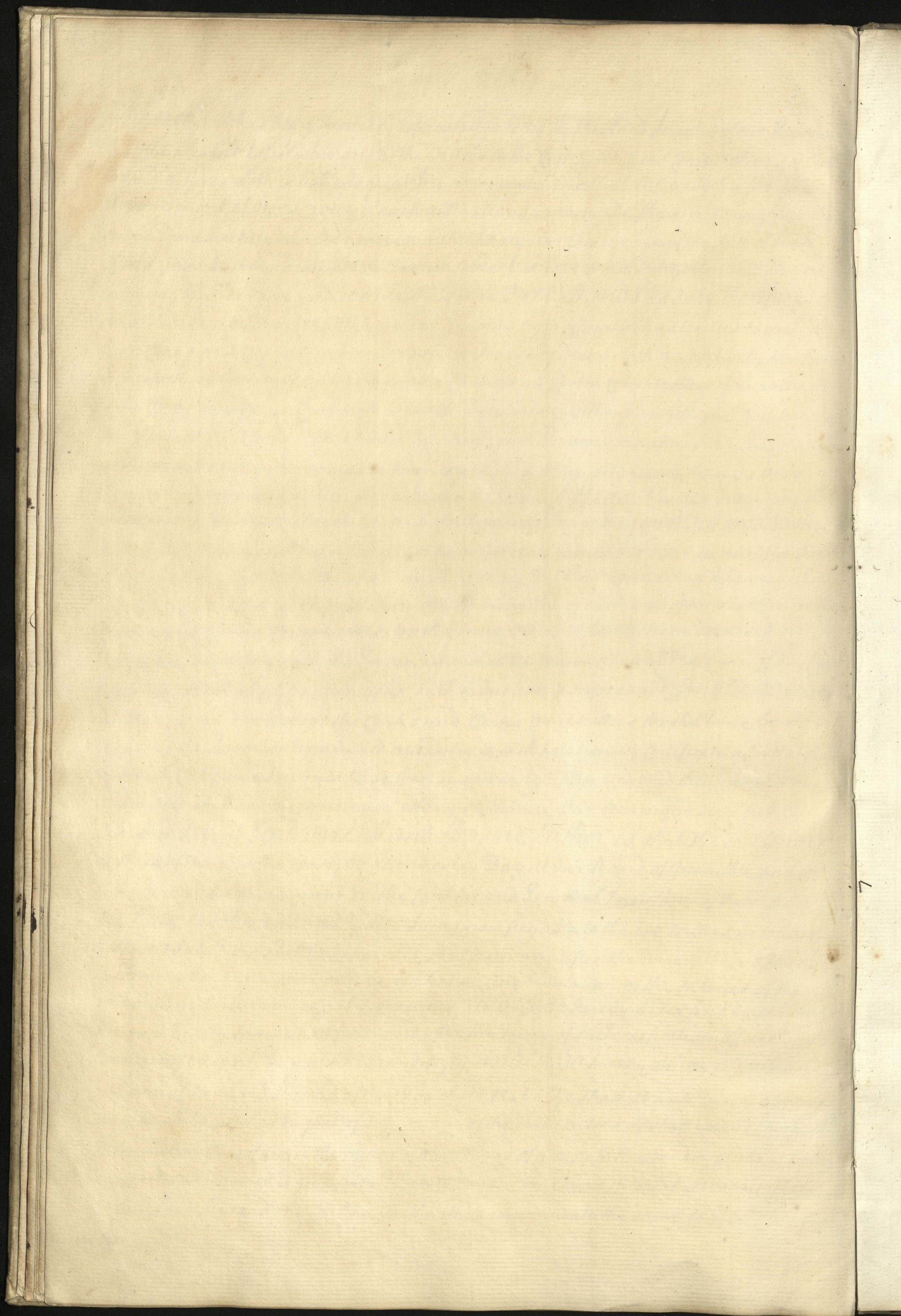
The Officer of our Board of Green Cloth attending in the month next after the payments shall have been made at the office of our Treasurer shall direct the Creditors and Accounts to be returned to our Board of Green Cloth and shall there himself see that those together with all Tradersmen's Bills and the Liveries be properly arranged and safely deposited in proper places to be provided for that purpose.

INASMUCH as great Inconveniencies have arisen from and much unnecessary Expence
 has been occasioned by the want of due Oeconomy in regulating the Allowances to Servants in our Household
 and the too easy Compliance with the importunate Demands of private persons in relation thereto We do
 hereby strictly Charge our Lord Steward and the officer of our Board of Green Cloth attending on no pretence
 whatsoever favor in obedience to our Royal Sign Manual to enlarge or add to the allowances stated in
 our Book of allowances or to grant or give any thing whatsoever to any person whose name or office
 doth not stand in the S. Book And in case any of our Servants whose Names or offices are inserted
 in our S. Book shall apply for or Demand Except by Petition in writing to our Lord Steward or the
 officer of our Board of Green Cloth attending from any office in our Household any Provisions or other
 things which are not therein allowed or in a greater proportion than is herein stated We shall deem
 the Servant attempting such an Infrachment unworthy our Service And do hereby strictly Command the
 officer presiding in the Department to which such Servant shall belong on being informed thereof by the officer
 of our Board of Green Cloth attending immediately to acquaint us therewith or to dismiss such Servant forthwith
 from our Service

And in order effectually to banish from our Household all such fraudulent practices as are no less
 disgraceful to our Service than injurious to our Interest We do hereby strictly Enjoin and Command all our
 Servants upon pain of our highest Displeasure that they do upon no pretence whatsoever either make up or
 suffer to be made up or passed any fictitious account or any Acc^t wherein any of the Articles stated
 and charged does not either in respect of Quantity or Quality correspond with the actual consumption
 made on the Day and in the manner in which it is stated and charged in such account And We do
 further require any Servant in our House who shall come to the knowledge of any such practice that he do
 give immediate notice thereof to the officer of our Board of Green Cloth attending upon pain of being
 himself deemed to have partaken in such fraud & the officer of our said Board of Green Cloth to
 whom such Information shall be given is hereby required forthwith to Communicate the same to our Lord
 Steward Whom We do strictly Charge and Command immediately to dismiss from our Service the person
 guilty of such practice

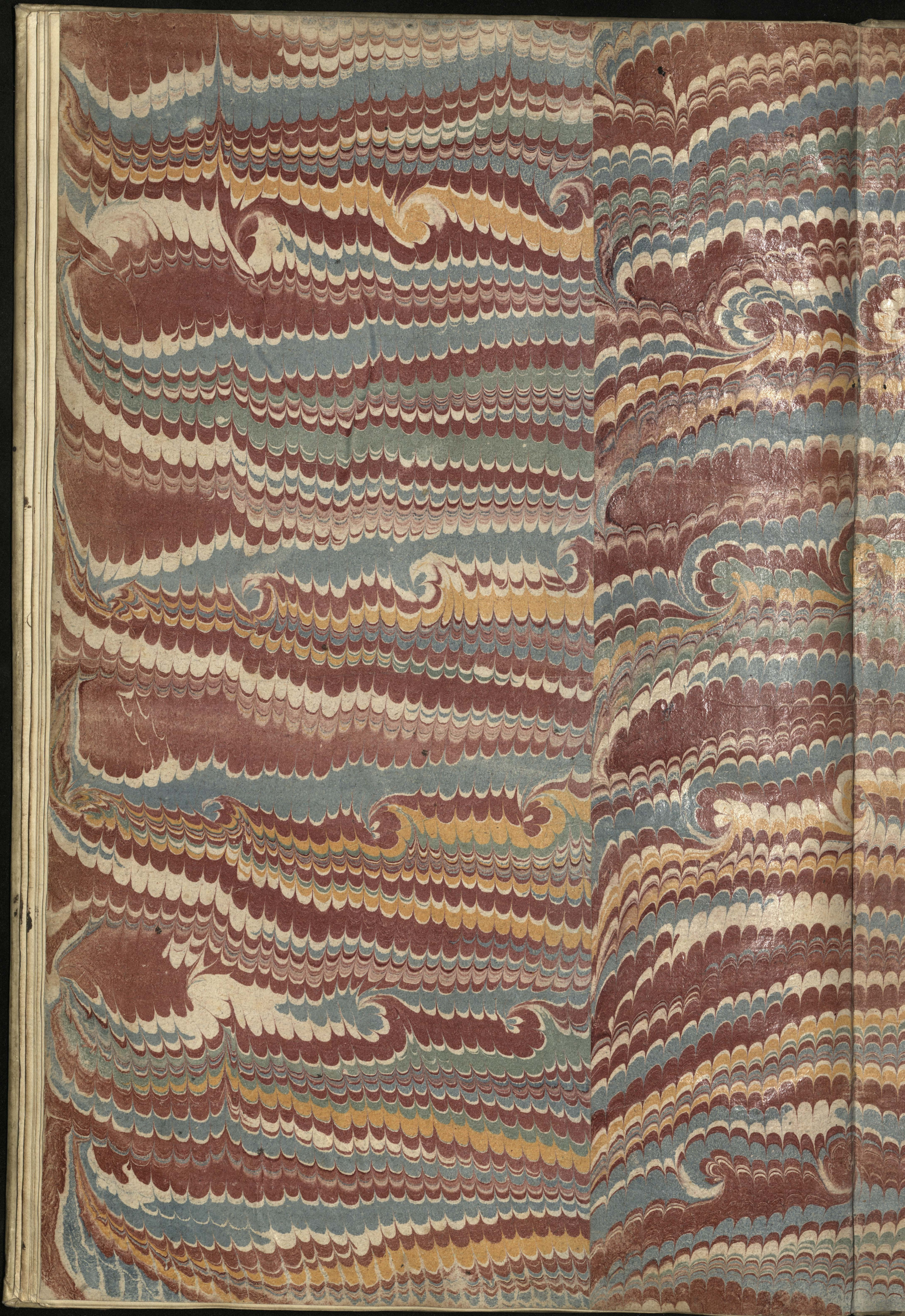
Whereas it has been humbly represented to us by the Lord Steward of our Household that the present Establishment of the Writers to the Clerks and Clerks Comptrollers of our Board of Greencloth is liable to great Inconvenience, and that it would be for the Advancement of our service, if such alterations were made therein as might at the same Time that they secured a more punctual & regular Discharge of the Duty of such Offices, provide a more competent Encouragement to Persons of Integrity, Ability and Industry to undertake and execute the same Our Will and Pleasure therefore is, And we do hereby direct that the several Persons now officiating as Writers to each of our Clerks and Clerks Comptrollers of our Board of Greencloth respectively, shall from henceforth be considered as Writers to the Clerks and Clerks Comptrollers Generally, or to the Clerks and Clerks Comptrollers for the Time being, without any special Relation to the Clerk or Clerk Comptroller by whom such Person was appointed, and that no such Writer shall be removeable from such his Office, otherwise than by our Command signified by our Lord Steward, And Whereas it is our Intention that the standing Number of such Writers shall be only Four; It is our Will and Pleasure, that untill the present Number shall have become reduced to Four no new Appointment of a Successor shall be made upon any Vacancy, but that upon every Vacancy which shall happen after such Reduction, the Nomination of such Successor shall be in the Clerks and Clerks Comptrollers for the Time being to be by them exercised in Rotation, beginning with the Person who shall be senior Clerk at the Time of the first Vacancy which shall happen after such Reduction as aforesaid, And we do hereby authorize and empower the Clerks and Clerks Comptrollers for the Time being to appoint the Person so nominated according to such Rotation, by Certificate, after the Form by which Certificate Servants have been customarily appointed, and the Persons so appointed shall not be removeable otherwise than by our Command signified by our Lord Steward, And our Will and Pleasure farther is, that the said Writers or three of them at the least; do attend every Day at our Board of Greencloth, and for their farther Encouragement in the faithful and punctual Execution of their Duty we have resolved that the yearly Sums now payable to the two Writers, in whose Room no Successors shall be appointed, shall from and after the Time of their Offices becoming vacant respectively be applied in Augmentation of the Salaries of the remaining Writers in equal Proportions, And we do hereby order and direct that the said yearly Sums shall from and after the Time of such respective Offices becoming vacant, be applied accordingly, And we do hereby strictly enjoin and require of our Lord Steward of our Household, that if he shall at any Time observe any Misbehaviour or Neglect of Duty in any of the said Writers or shall receive any Information thereof from the Officer of our Board of Greencloth attending (who is hereby enjoined and required to give from Time to Time a true and faithful Account thereof to our Lord Steward) he fail not forthwith to communicate the same to us.

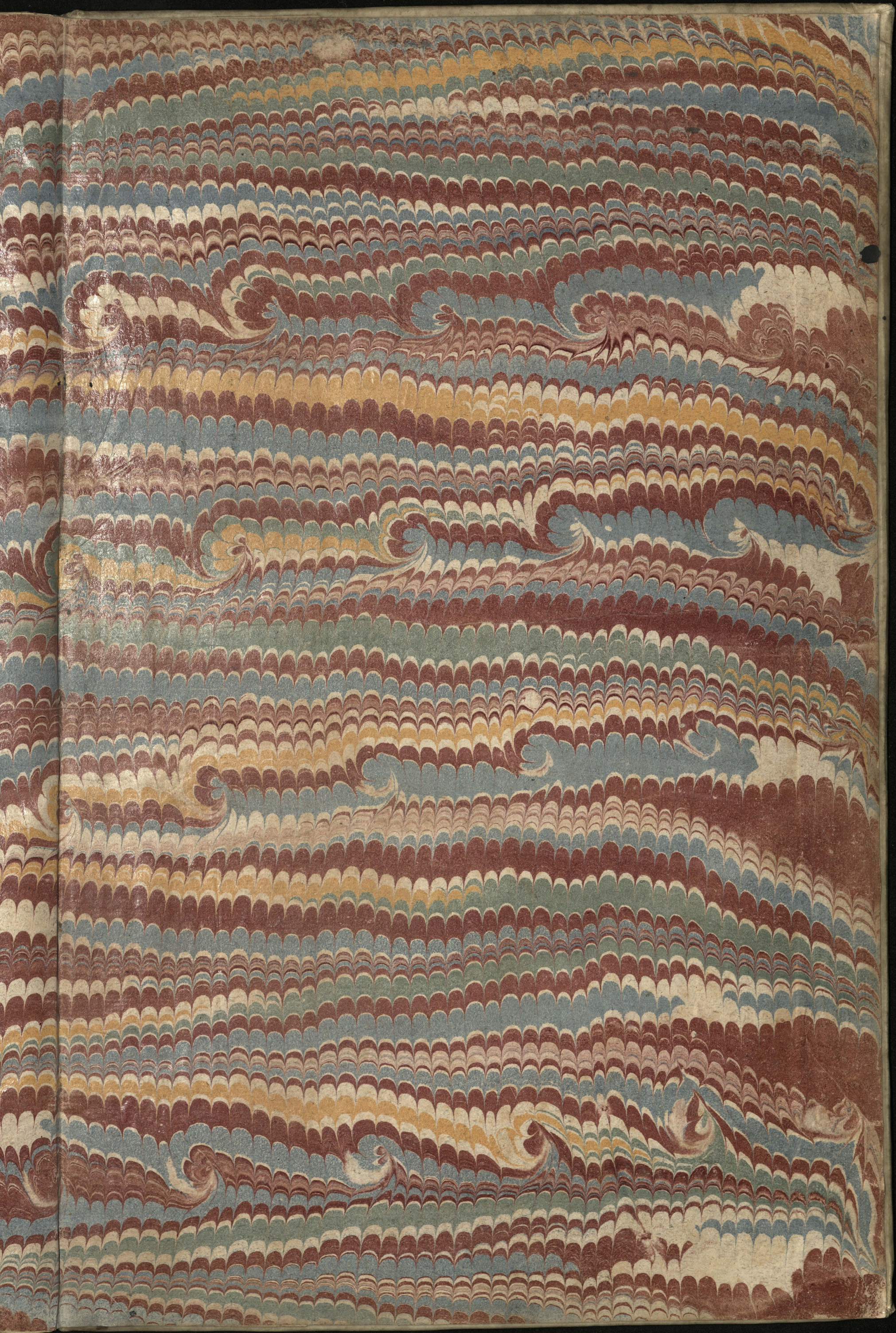
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