

SURREY HISTORY SERVICE
SURREY COUNTY COUNCIL

130 GOLDSWORTH ROAD, WOKING

3043

**BROOKWOOD HOSPITAL, WOKING (1867-1994):
RECORDS, 1815-1994**

Provenance

Deposited as four accessions, originally numbered Ac1523, 3043, 3637 and 6277, between September 1975 and February 1995 by Brookwood Hospital sector administrators and patients' services managers, under the terms of the 1958 Public Records Act. The four deposits were amalgamated and catalogued in 2002-3 with the aid of a grant from the Wellcome Trust's Research Resources in Medical History grant scheme.

Introduction

Brookwood Hospital was opened on 17 Jun 1867 under the title Brookwood Asylum. It was sited on 150 acres of land which lay between the Basingstoke canal and the village of Knaphill, four miles west of Woking. The property had been purchased by the Surrey Quarter Sessions in 1860 for £10,500 with the intention of building a second County Asylum to complement the Springfield Asylum in Tooting, which had effectively reached capacity. The new asylum could hold 650 pauper lunatics, whose maintenance was mostly paid by poor law unions, and patients were received from across the county.

The hospital was governed by a succession of different authorities. Initially annual and quarterly reports were presented to Surrey Quarter Sessions by a visiting committee, which was appointed as required by the 1845 Lunatic Asylums Act (8 & 9 Vict. cap.97) to be directly responsible for the running of the hospital. In 1889 authority passed from Surrey Quarter Sessions to the new Surrey County Council, but the operation of the visiting committee remained unaltered.

In 1908 a new county asylum at Netherne, near Merstham, was opened. Under the 1890 Lunacy Act (53 Vict. cap.5) a single Lunatic Asylums Committee had to be appointed with "a sub-committee for each asylum". From 27 Mar 1908 the visiting committee was therefore redesignated as the Brookwood Standing Sub-committee of the Lunatic Asylums Committee, with Brookwood serving the western half of the county. The hospital was referred to as Brookwood Asylum or Surrey

County Lunatic Asylum interchangeably until 1919, when it was officially renamed Brookwood Hospital. The Lunatic Asylums Committee was renamed the Mental Hospitals Committee in 1929, and further sub-committees for new institutions, such as Botleys Park Colony, were established which reported to the Mental Hospitals Committee.

This structure remained in place until 5 July 1948, when under the operation of the 1946 National Health Service Act (9 & 10 Geo.VI cap.81) the Brookwood Hospital Management Committee was formed, which reported to the new South West Metropolitan Regional Hospital Board. The first chairman of the management committee was Mr. E.S. Warren. He was succeeded by Mrs Bertha E. Redding, who was Chairman from 1955 to 1968, and was a key figure in developing the hospital during the post-war period. The Brookwood Hospital Management Committee continued in operation until 31 March 1972, when the hospital fell under the newly formed Farnham and Brookwood Hospital Management Committee, which had authority over several hospitals in the West Surrey and Farnborough area.

Hospital management committees were abolished on 1 April 1974, and Brookwood then came under the West Surrey and North East Hampshire Health District of Surrey Area Health Authority, which in turn was an area authority of South West Thames Regional Health Authority. An elaborate structure of committees was created that saw the hospital effectively managed by the Department of Psychiatry. The hospital had become arranged into sectors covering geographical catchment areas in 1973, and patients were also treated from North West Surrey and South West Surrey Health Districts.

Surrey Area Health Authority was abolished in 1982, but West Surrey and North East Hampshire District Health Authority continued to administer Brookwood until 1987, when the hospital was transferred to South West Surrey Health Authority. The rationale for this change of authority appears to have been that a greater proportion of patients were being taken from South West Surrey. Plans to close the hospital had already been established by this time as part of a policy towards community care of the mentally ill. The last patients were taken in 1987 and the hospital finally closed in 1994. The surviving buildings have now been converted into luxury apartments.

During the 127 years of its operation, the hospital developed considerably in fabric and infrastructure. Major openings included that of Florence House in 1875, a new chapel seating 800 in 1903, a reception hospital in 1930 and a library and conference centre in 1967. Following opening of the sick hospital in 1938, patient capacity peaked at 1,753.

The records

Medical records

The medical superintendent was the principal officer of the asylum. Brookwood had only five superintendents during its first century of history. These were: Dr Thomas N. Brushfield, from 1 March 1866; Dr James E. Barton, from 1 April 1882; Dr James A. Lowry, from 1 October 1910; Dr Leonard Barber, from 1 May 1940; and Dr J.M. Frew, from 1 August 1961. The post was renamed physician superintendent in 1948. From 1 October 1968 the senior officer of the hospital was redesignated as a medical administrator, the first holder of the post being Dr Joan M. Garai. The superintendent appears to have been directly responsible for a relatively small group of records. These have been divided into medical records, which appear in the list under medical registers, and administrative records, which appear in the list under hospital management both before and after 1948.

The main series of patient records have been separated into discrete sub-series. (See the introduction to the overall series for advice on tracing individual patients in these records.) The legislative background to the many different statutory records is complex. Under the 1853 Lunatic Asylums and Pauper Lunatics Act (16 & 17 Vict. cap.97) examples of pro forma registers were laid down for compulsory usage on admission of patients to lunatic asylums. These included the formats for medical journals (-/5/11/1/1-6), and patient, also described as admission, registers (-/5/1/1/-). Subsequent to the 1890 Lunacy Act (53 Vict. cap.5) separate registers of discharges, transfers and deaths (-/5/3/1-3) were created to complement the admission registers, accounting for the more complex discharge procedures of the 1890 Act.

In 1906 four new forms of register were created under the revised Rules of the Commissioners in Lunacy, superseding the admission registers and registers of discharge, transfer or death. These new registers were described as civil registers (-/5/1/2/1-14), medical registers (-/5/1/8/1-10), registers of deaths (-/5/3/3/1-6), and registers of discharges and transfers (-/5/3/2/1-6). A further change occurred under the 1930 Mental Treatment Act (20 & 21 Geo.V cap.23), when patients could be admitted to mental hospitals of their own volition without a reception order. From 1930 patients were categorized as voluntary, temporary or certified patients depending on their form of admission. To account for this change the civil registers were divided into three concurrently running sets (-/5/1/3/- to -/5/1/5/-). Subsequent to the operation of the 1946 National Health Service Act (9 & 10 Geo.VI cap.81) these were then merged together again as general registers (-/5/1/6/1-10).

The most important change to mental health legislation since 1890 was the 1959 Mental Health Act (7 & 8 Eliz.II cap.72). From this point the overwhelming majority of patients were admitted as informal voluntary patients, although Brookwood had already been practising limited informal admission by admitting patients to specially designated villas (-/5/1/9/2). The major effect of the act in terms of the written record is that only admission registers (-/5/1/7/1-6), registers of death (-/5/3/4/1) and discharge registers (-/5/3/7/1-4) were kept from 1961.

Administrative records

The clerk and steward was the principal administrative officer of the asylum, to be succeeded by the hospital secretary in 1948, and then by the sector administrator and finally the unit general manager. As with the medical superintendents, there appear to have been only five holders of the post in the first century of the hospital's history. These were: Walter Cappe, from March 1867; Thomas Stone, from April 1887, appointed as clerk only; Montague Hallam, from June 1890; Charles Alexander Ekins, from October 1925; and E.F. ('Tod') Lloyd, from March 1958. Mrs C.M. Mills continued as sector administrator on the retirement of Lloyd in 1975, being succeeded by Robert Ewings and Reginald M. Fream.

The majority of administrative records in the archive derive from the office of the clerk and steward and successors. Some records series created prior to the retirement of C.A. Ekins in 1958 have been separated into a discrete series. These include many records pertaining the early years of the asylum which Ekins and possibly other staff undertook to re-arrange, not all of which may derive from the clerk and steward's department. Many of these records appear to have been extracted from a series of 39 boxes of papers, mostly consisting of bills, receipts and correspondence, which have been arranged in the list towards the end of the records of hospital management under Surrey Quarter Sessions and Surrey County Council. The influence of Ekins is also identifiable across many other record series.

Arrangement

The administrative records have been broadly divided into four series reflecting successive administrative regimes: Surrey Quarter Sessions and Surrey County Council (1867-1948); Brookwood Hospital Management Committee and its successor Farnham and Brookwood Hospital Management Committee (1948-1974); West Surrey and North East Hampshire Health Authority (1974-1987); and South West Surrey Health Authority (1987-1994). These records form the bulk of the

archive and have been placed first in the list. As far as possible, original record series have been retained, but many records have had to be artificially grouped by theme since original order could not be ascertained. In most instances records spanning more than one authority have been placed under the later authority, but this has not always been maintained in the interests of retaining genuine record series.

The four series of administrative records have been further arranged into an approximate functional order. Records of the government of the hospital have been placed first, these being arranged in the order: annual reports; committee minutes and papers; rules of the hospital; records of official inspection. The major subsequent groups of papers have been arranged in the order: finance; staff; patients; estate and buildings. Records of regional authorities to which the administration of Brookwood reported, for example South West Metropolitan Regional Hospital Board, have been placed within the main administrative series, since the papers relating to these authorities were collected by administrators at Brookwood.

Following these administrative records have been placed patient records, which includes all medical registers, the creation of which is described above. Records of hospital support bodies and organisations which were not directly related to the central administration of the hospital have been placed after the patient records. Photographs, the vast majority of which relate to Brookwood, follow these. Records which do not relate directly to Brookwood, mostly consisting of printed reports relating to other hospitals and health authorities, have been placed last.

This is a temporary catalogue which combines full series and item-referencing for the main series of minutes, reports and patient records, and temporary unit references (box, parcel, volume etc) without series/ sub series numbers for other documents. When documents which lack series references are ordered, the reference in the reference column should be prefixed by the accession number 3043 only.

Related records

Order books of Surrey Quarter Sessions, containing the formal orders of the court including relating to the establishment and management of the hospital, are held as QS2/1/-. For signed minutes of committees reporting to Surrey Quarter Sessions and Surrey County Council, including additional notes on legislative requirements for lunatic asylums, see CC767/14/- and CC767/14/16/-. For a sample of patient case files, 1893-

1980s, see 7173. For records relating to West Surrey and North East Hampshire Health Authority, see 6186. For minutes of Surrey Area Health Authority, see 6197/1/-. Additional records of Brookwood Hospital include: plans dated 1928 of a proposed reception hospital, CC392; registers of staff superannuation, CC525/44-54; files relating to action following admission of patients, CC710/3; staff salaries and wages books, 6518; records relating to finance, accommodation, property, staff and agreements, 6906; miscellaneous bond and agreement, QS5/6/2-3; minute book including some minutes of site committee, QS5/1/2.

Bibliography

Alan Crosby, *A History of Woking* (Phillimore, 1982), pp.110-112.

JW Greig and WH Gattie, *Archbold's Lunacy and Mental Deficiency* (Butterworth & Co, 5th ed., 1915).

Access conditions

All records relating to named patients are closed for **100 years**. This includes all records listed as patient registers, and some minute books, since these often disclose patient discharge recommendations.

All records of staff service are closed for **75 years**. This includes all records listed as staff registers.

All other records in this collection are closed for **30 years** from the last date of the file, unless the material exclusively consists of previously published work.

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Richard Anderson/ IS
June 2003-January 2004