

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows:—

Reference No. and Date	Subject Matter	Order of the Board thereon
L.G.B. Letter No. 32 873	Dated 10 th May 1920	
	Regarding the proposal to pay a fee of £3:3:0 to D. MacDonnell for his services in March last as substitute for the medical officer of the Clifden No. 1 Dispensary District	
	P. O. Lyons reports as follows:— D. MacDonnell was engaged for one day regretting he omitted reporting the matter to the Guardians the first meeting after the appointment	
	There was only one applicant for the medical officer's post at Roundstone No. 2, D. Mangan	
	Resolved.— That D. Mangan be appointed Quibus and Diplomas sent herewith (L.G.B. Letter No. 32 873/1920)	
	There was only one applicant for the position of District nurse at Inishterrin Miss Mary E. Deane	
	Resolved.— That Miss Deane be appointed.	

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows:—

Date	From whom	Subject matter	Order of the Board thereon.
		Read letter from D. O'Brien of Deenane stating he acted for about two weeks in the Roundstone No. 2 District	
		Refers to P.O. for report	
			Brigid J. Gordon.

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

Table with 3 columns: Dispensary District, Name of Child, Date of Birth. (Content is mostly blank)

were laid before the Board, and directions given thereon, as follows:—

Clifden UNION.

Population in 19... Present Net Annual Value, £... STATE of the Workhouse for the Week ended Saturday, the... day of... 19...

Main table for Workhouse statistics. Columns include: No. of Inmates for which accommodation is provided, No. that can be accommodated in each building, Total No. in each building on the above date, Able-Bodied (Males, Fem.), Aged and Infirm Persons and Adult Persons above 15 years of age but not working (Males, Fem.), Boys and Girls above 9 and under 15 years of age (Boys, Girls), Children above 5 and under 9 years of age, Children above 2 and under 5 years of age, Infants under 2 years of age, RETURN OF SICK AND LUNATICS (Number in Hospital on the above date, No. of Lunatics and Idiots in Workhouse on the above date), OBSERVATIONS, Under Medical Treatment in Infirmary Wards, Under Medical Treatment in Fever Hospital, NIGHT LODGERS OR CASUALS (Males, F'males, Children under 15, Total).

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the... day of... 19... , authenticated and laid before the Board of Guardians at this Meeting.

Table for Destitute Persons relief. Columns include: RELIEF DISTRICTS, Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1 (Number of Cases relieved, Number of Persons, including Applicant and Family, dependent on him or her), Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1 (Number of Cases relieved, Number of Persons, including Applicant and Family, dependent on him or her), Total relieved out of the Workhouse (Cases, Persons), RELIEF DISTRICTS, Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1 (Number of Cases relieved, Number of Persons, including Applicant and Family, dependent on him or her), Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1 (Number of Cases relieved, Number of Persons, including Applicant and Family, dependent on him or her), Total relieved out of the Workhouse (Cases, Persons).

COPY OF MINUTES of Proceedings of the Board of Guardians, at ^{This Annual} Meeting held on Monday the 11th day of June 1920

PRESENT—In the Chair—J. J. Lee Esq. Subsequently Mrs. Bridget Corson
Other Guardians—Patrick Joyce, Thomas Heanue, Martin Vaughan, ~~Martin Peggan~~, Mark Kelly, Michael Joyce, James P. Joyce, ~~Martin O'Rourke~~, ~~Thomas O'Rourke~~, J. J. Corne, James Sweny, John J. Davis, Wm. J. Diamond, Thomas Lydon, Tobias Joyce, John J. Ahern, Thomas O'Rourke (Jr.), James O'Rourke, John Faherty

Next Meeting of the Guardians to be held on the 11th day of June 1920 (Annual meeting)
(Signed) F. Ling Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

Galway County Council Archives

The Reports of the Master and other Officers were read, and Orders made thereon as follows:—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows:—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows):—

Mr. John J. Davis Proposed

and
Mr. John J. Corne Seconded. — That Mr. David Gordon
be Chairman of the Board of Guardians for the ensuing
Year

Unanimously agreed to — Mrs Gordon made the necessary Declaration
accepting office and took the Chair —

Mr. Martin Vaughan Proposed

and
Mr. Thomas Heaney Seconded. — The appointment
of Mr. Martin O'Malley for the Vice Chair which was
unanimously agreed to.

Mr. Claherty proposed and Mr. John Lynch seconded
the appointment of Mr. James Sweeney as
Deputy Vice Chairman

Unanimously agreed

Resolved: — That Clergymen of all denominations
be appointed wardens.

Resolved: — That Messrs Martin Morgan of Larna
and Mr. Martin O'Malley of Droopish Rossmuck
be appointed to represent this Union on the
Board of management of the Galway Hospital
John J. Davis

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TABLE (1) — FINANCIAL MINUTES.

Alfred

UNION.

Finance Meeting held on *Wednesday* the *11th* day of *June* 19*20*

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of *May* 19*20*, and the Ledger entries made in respect of same as follows:—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

The number of Provisional Admissions to the Workhouse confirmed was ...

Ditto disallowed ...

The number of Applicants admitted to the Workhouse was ...

The number of cases of Provisional Out-door Relief was ...

Do. in which Relief was continued by the Guardians ...

The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...

The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year):—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on _____ the _____ day of _____ 19____

Signed _____
Clerk of the Union.

TABLE (a).

	£	s.	d.
County Council, Money supplied on demand of Guardians	633	17	6
	606	15	0
Repayment of Relief	5	11	.
Rents of Dispensary Residences			
Farm Account—Sales of Farm Produce			
Sales of Offal, Old Stores, and other Receipts			
Loans Received			
Total Amount of Lodgments as above	612	6	9
	639	8	6

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of *June*, and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).			
	£	s.	d.
SUNDRY ACCOUNTS, viz. :—			
Provisions and Necessaries	156	9	0
Clothing and Bedding	4	11	3
ESTABLISHMENT—			
(a) Salaries			
(b) Medicines and Medical and Surgical Appliances			
(c) Farm			
(d) Other Expenses	11	10	9
Workhouse Burials			
District School Account			
District Hospital Account			
Maintenance in Extern Institutions			
Emigration, Law and other Expenses			
Medical Charities	20	0	0
Lunacy Fees to Medical Officers	20	2	
Registration of Births, Deaths, and Marriages, and of Vaccinations			
Superannuation Allowances			
Assessment and Results Fees of Teachers			
Expenses of Local Committees			
Repayment of Loans			
Relieving Officers' Accounts—Outdoor Relief	44		
Repayment of Advances under Seed Supply Acts			
Unpaid Bills of last half-year			
Expenditure out of Loans			
Total Amount of Payments ordered as above	223	3	0

Summary and Reconciliation of Treasurer's Account for the month ending the last day of May 1920

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement	60	16	10			
Total Sums received during the month	613	86	6			
Total	673	3	10			
Balance (if any) due to Treasurer as per last monthly Statement	700	5	4			
Payments ordered during the month	223	3	0			
Total	223	3	0			
Net Balance due to the Union (being difference of above Totals)	477	19	10			
RECONCILEMENT.						
Balance per Bank Book due to Treasurer	744	3	4			
Outstanding Orders	267	1	6			
Net Balance as above due to the Union	477	19	10			

Dated this 26th day of June 1920

F. King
Clerk of Union.

TABLE (2).—STATISTICAL MINUTES.

Meeting held _____ the _____ day of _____ 19____

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. _____ to No. _____

Separate ,, No. _____ to No. _____

Outdoor ,, No. _____ to No. _____

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the _____ day of _____, 19____ was submitted, of which the following is a Summary :—

	Stock in hand at close of preceding week		Received during the week		Total			Consumed during the Week						Stock in hand at close of this week			Collective No. of days
								By Inmates		By Officers		Total					
	£	s. d.	£	s. d.	£	s. d.	£	s. d.	£	s. d.	£	s. d.	£	s. d.	£	s. d.	
Provisions																	
Necessaries																	
Total																	

The General Average Cost of an Inmate for the week was : :

Average Cost in Infirmary : :

Average Cost in Fever Hospital : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191 _____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191 _____

_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District :—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows :—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows :—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows:—

Clipden UNION.

Population in 19

Present Net Annual Value, £

STATE of the Workhouse for the Week ended Saturday, the 19th day of June 1920

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 5 and under 9 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	RETURN OF SICK AND LUNATICS		OBSERVATIONS
			Males	Fem.	Males	Fem.	Boys	Girls				Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date	
Workhouse	790	58												
Temporary Buildings														
Additional Workhouse	32													
Permanent Fever H'ptal														
Fever Sheds														
TOTAL	822	58												
Remaining on previous Saturday as per last Return					21	18	3	4	4		6	56		
Admitted during the Week					2	1						3		
Born														
Total					23	19	3	4	4		6	59		
Discharged during the Week					1							1		
Died														
Total Discharged and Died					1							1		
REMAINING ON THE ABOVE DATE					22	19	3	4	4		6	58		

Under Medical Treatment in Infirmary Wards Under Medical Treatment in Fever Hospital

17 In separate Wards

8 In Wards with other Inmates

TOTAL 17 TOTAL 8

NIGHT LODGERS OR CASUALS

	Males	Females	Childr'n under 15	Total
No. relieved during week				
No. in Workhouse at date				
No. at corresponding period last year				56

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the 19th day of June 1920 authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.	13	30					Bt. forward						
No. II.	11	23					No. V.						
No. III.	11	37					No. VI.						
No. IV.	3	5					No. VII.						
Car. forwd.	38	95					No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on

Monday the 23rd day of June 1920

PRESENT—In the Chair— John F. Davis Esq

Other Guardians—Michael Joyce
Patrick Joyce
Mrs Vaughan
Thos Lyons
Tobias Joyce
J. D. Roberts
Thos O'Leaherty
Andrew O'Leary & John Faherty Esq

Next Meeting of the Guardians to be held on the 23rd day of June 1920

(Signed) J. Henry
 Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

500 lbs Bread
 9 . Butter
 197 qts Milk
 80 lbs Beef
 5 . Bacon
 10 . Pig's chuk
 30 . Fish
 56 " Onions
 5 . Barley
 10 . Split Peas
 10 . Lentils
 22 qts Tobacco
 28 lbs margarine
 14 lbs W. Soap

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

The Reports of the Master and other Officers were read, and Orders made thereon as follows:—

On the recommendation of the medical Officer two patients in the Hospital were sent to the Galway Hospital for special surgical treatment

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows:—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows):—

L.G. B. Letter no 13419 Dated 19th April 1920
Requesting the Guardians will take into consideration the Board's letter of the 22nd January last on the subject of the proposed scheme for the amalgamation of Unions in County Galway
No Order made

L.G. B. Letter no 114212/1920
Respect of the Blind
Referred to officials concerned.

L.G. B. Letter no 19672: Dated 2nd June 1920
Referring to the graded scale of salary for the Clerk of the Union as formulated by the Union and Rural District Clerks Association of Ireland which the Guardians after due notice approved — sanctioning as reasonable a salary in the case of the Clerk of the Clifden Union of £125. a year rising by an annual increment of £7. to a maximum of £230. a year to be applied retrospectively and to take effect from the 25th February last from which date the war bonus is to cease — The scale now sanctioned is to cover all remuneration and expenses incidental to the Clerk's employment under the Guardians both present and future.

Read

L.G. B. Letter no 38. 667 Dated 10th June 1920
Respecting the cognation of the W.B. on the male side of the house
The necessary repairs to be carried out under the direction of Mr. Lunnery, C.E.

L.G. B. Letter no. 40, 0218 Dated 17th June 1920
 In response to an enclosure giving the substance of a report received from the Inspector W. Pack. Bedford in which he states the beds leave a good deal to be desired and the inmates particularly the males should be kept in a more cleanly condition — The provisions were few in stock at the time of inspection — The Closets and drainage on the male side of the house is in need of proper repair — The Porter is passed his work and suggesting he should resign — Painting particularly external requires to be done, suggesting the Guardians should commence at the hospital — a Sewing machine is very much required and requesting the Guardians will kindly procure one for the matron

Order: Sewing machine to be procured price not to exceed £12. — The repairs in connection with the Closets and drainage to be ~~carried out~~ carried out — The rest of the report referred to the officers concerned

L.G. B. Letter no. 38, 667 Dated 17th June 1920
 In response to the Guardians meeting on the 26th ultimo requesting to be informed at what rate of remuneration the District Nurse will attend patients in the Workhouse
 Referred to the Medical Officer for arrangement

L.G. B. Letter no. 35860 Dated 18th June 1920
 Authorising payment of remuneration at the rate of £1- approved to Mr. Mullen for his services as temporary master of the Workhouse from the 28th January last to the 19th ultimo " "

Read

L.G. B. Letter no. 35, 860 Dated 21st June 1920
 Stating they are prepared to sanction an increase of £20 a year in the workhouse master's permanent salary and an allowance to him of £20 a year as a war bonus

Read

Boarded-Out Children

L.G. B. Letter no. 32, 977 Dated 14th May 1920
 Regarding the proposal to board out a child named Patrick Nes with Mr. J. J. King and requesting to be informed if there was a woman of responsible age in the proposed foster parents home and a full reply may be given to Query no. 12. and the document duly transmitted of Query sent herewith — There is no woman at present living in the house which is occupied by two young men (brothers whose parents are dead) one of whom is the School Attendance in the district and who is the Applicant —

R. D. Lyons's report and the Certificate for the month respecting the child boarded out in his district sent herewith —

J. J. D.

[Faint handwritten notes and bleed-through from the reverse side of the page are visible.]

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

The number of Provisional Admissions to the Workhouse confirmed was ...

Ditto disallowed ...

The number of Applicants admitted to the Workhouse was ...

The number of cases of Provisional Out-door Relief was ...

Do. in which Relief was continued by the Guardians ...

The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...

The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year) :—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on Wednesday the 14
day of July 1950

Signed F. Ding
Clerk of the Union.

TABLE (1) — FINANCIAL MINUTES.

UNION.

Finance Meeting held on the day of 19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of 19....., and the Ledger entries made in respect of same as follows :—

TABLE (a).		£	s.	d.
County Council, Money supplied on demand of Guardians	...			
Repayment of Relief			
Rents of Dispensary Residences			
Farm Account—Sales of Farm Produce			
Sales of Offal, Old Stores, and other Receipts			
Loans Received			
Total Amount of Lodgments as above			

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of , and the Ledger entries made in respect of same.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending Saturday, the _____ day of _____ 19____ was submitted as follows:—

	Relieving Officer		Relieving Officer		Relieving Officer		Relieving Officer		Relieving Officer		Relieving Officer		TOTAL £ s. d.
	District No. I. £ s. d.	District No. II. £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II. £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	
1. Balance in hand at close of previous week ...													
2. Money since advanced by Guardians ...													
3. Total to be accounted for ...													
EXPENDITURE.													
4. Out-door Relief ordered by the Board— In Money ..													
In Kind ..													
5. Provisional Relief (in kind only), given by Relieving Officer on his own responsibility													
6. Orphans and Deserted Children boarded out ...													
7. Total Relief given													
8. Balance in hands at close of the week ...													
9. Total ...													

Dated this.....day of.....19____

.....Clerk of Union.

Clifpan UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,

at a Meeting held on the 53rd day of June 1900

PRESENT—In the Chair—*John J. Davis Esq*

Other Guardians—*Michael Joyce*
Patrick Joyce
Mr. Vaughan
Thomas Lyons
Jacobus Joyce
J. J. Cleburn
Mr. P. Healy
Andrew H. King
John Faherty

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost			Discount			Net Amount			Directions given by the Board
	£	s.	d.	£	s.	d.	£	s.	d.	

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists			Total Cost			Directions given by the Board.
	£	s.	d.	£	s.	d.	

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.] An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191 _____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191 _____

_____ District,	...	£ _____
_____ District,	...	£ _____
_____ District,	...	£ _____
_____ District,	...	£ _____
_____ District,	...	£ _____
_____ District,	...	£ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District:—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows:—

Reference No. and Date	Subject Matter	Order of the Board thereon
------------------------	----------------	----------------------------

L.G. B. Letter no 38.668	Dated 12th June 1920	Sanctioning payment of £2:2:0 to D. MacDonnell for his services as Temporary assistant for D. Casey Medical Officer of the Clifden Dispensary District "Read"
--------------------------	----------------------	---

L.G. B. Letter no 39.982	Dated 16th June 1920	Deportees under the Vaccination acts in Clifden. Report in the Clifden No 1 which appears nil - but in Roundstone No. 2 there appears to be 150 deportees. Order - The medical officer be requested to furnish the names.
--------------------------	----------------------	--

L.G. B. Letter no 39.982	Dated 16th June 1920	Report Dispensary District - The medical officer reports the notice board is flexible and the Dispensary requires lime washing inside and out - Lime washing referred to the Landlord - and notices board seen to and re-fitted if considered necessary.
--------------------------	----------------------	---

L.G. B. Letter no 38.548	Dated 16th June 1920	Sanctioning the appointment of N. Mangan as medical Officer of the Roundstone No 2 Dispensary District at the initial salary of £220. a year "Read"
--------------------------	----------------------	---

The professional Architect reports as regards the repair work required at D. Collins residence Roundstone No 1 Dispensary District

- (1) new entrance gate
- (2) new door and frame from gate to wall

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows:—

Date	From whom	Subject matter	Order of the Board thereon.
------	-----------	----------------	-----------------------------

- | | | | |
|--|--|---|--|
| | | (3) Mastic point the roof of the out office and main floors | |
| | | (4) Rehang door of Coach house. | |
| | | (5) Repair window frame and sash of out office | |
| | | (6) Provide and fix a new cistern in lavatory | |
| | | (7) New door on passage leading to the dispensary. | |
| | | (8) Two new doors to the dispensary. | |
| | | (9) A small repair to the dispensary roof | |

The range in the doctor's residence is in a very bad condition and requires opening and resetting. The work set forth is all external with the exception of the cistern and work to the range

Order an estimate to be furnished -

Read letter received from the Secretary of the Women's National Health Association 6 Ely Place Dublin dated 30th May 1920 stating it has been reported to them that Mr. Pennefather Landlord of the Dispensary and Residence at Irish town wants to occupy the residence notwithstanding that it was so arranged before recommending a nurse for the Island that the Guardians would give the residence free to her and requesting to be informed if an allowance will be paid to her to enable her to pay for rooms in lieu of the residence

Order - Mr. Pennefather will not be permitted to interfere with the ~~residence~~ premises should he attempt to do so the matter will be placed in the hands of our solicitor

Read letter from Mr. Altra Dolan on behalf of

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows :-

M. Pendergast requesting a copy of the agreement between the Guardians and Pendergast.

The Clerk states there was no agreement in existence - The Guardians are in possession of the residence and dispensary for the past 40 or 50 years and paid the rent regularly. Mr. Pendergast only purchased the premises lately.

The medical officer of the Remembrance No. 1 Dispensary District forwarding instruments for replating -

The Clerk states he communicated with the doctor requesting him to send in a detailed list of the instruments to which up to the present he received no reply. J. F. Davis

Next Meeting of the Guardians to be held on the 14th day of

July 1920

(Signed)

F. King

Clerk of the Union.

Population in 19

Present Net Annual Value, £

STATE of the Workhouse for the Week ended Saturday, the 10th day of July 19

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 5 and under 9 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	TOTAL	RETURN OF SICK AND LUNATICS		OBSERVATIONS
			Males	Fem.	Males	Fem.	Boys	Girls					Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date	
Workhouse	790	574													
Temporary Buildings															
Additional Workhouse	32	-													
Permanent Fever H'ptal															
Fever Sheds															
TOTAL	822	574													
Remaining on previous Saturday as per last Return					19	18	3	4	4		6	57			
Admitted during the Week															
Born															
Total					20	18	3	4	4		6	55			
Discharged during the Week															
Died															
Total Discharged and Died															
REMAINING ON THE ABOVE DATE					19	18	3	4	4		6	57			

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the 10th day of July 1920, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.	17	21					Bt. forward						
No. II.	9	10					No. V.						
No. III.	10	20					No. VI.						
No. IV.	10	35					No. VII.						
No. V.	3	5					No. VIII.						
Car. forwd.	37	81					TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on

Wednesday the 15th day of July 1920

PRESENT - In the Chair - *John J. Davis Esq*

Other Guardians - *Martin Morgan*
J. J. Cloherly
Mrs. Vaughan
Tobias Joyce
Thomas Lyon
A. J. King

The Minutes of the last Meeting were read and signed.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

500 lbs Bread
 9 . Butts
 190 qts Milk
 77 lbs Meat
 4 . Bacon
 160 Eggs
 30 lbs Fish
 56 . Meal
 56 . Sugar
 4 . Parsley
 12 . Lentils
 28 . Onions
 28 . Salt
 25 qts Whiskey
 22 . Tobacco
 28 lbs Margarine

14 lbs W Lard

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

The Reports of the Master and other Officers were read, and Orders made thereon as follows:—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows:—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows):—

L.G. B. Letter no 38667/1920 17th June 1920
Requesting to be informed at what rate of remuneration the District Maternity Nurse will attend patients in the Workhouse

D. Casey reports that he considers a fee of one guinea per case would be reasonable having regard to the present value of money. — The number of cases annually occurring average about five or six —

L.G. B. Letter no 51.636 Dated 6th July 1920
Sanctioning the appointment of Miss Hannah O'Hara as Matron of the Workhouse at a Salary of Thirty Pounds a year with rations in accordance with approved Scale
Read

L.G. B. Miss Letter no 106 M.
Notifying that the Audits of the Accounts of the Board of Guardians will be conducted by the Board's Auditor Mr. J. J. Witley & Co. in lieu of Mr. A. C. Ellis

L.G. B. Letter no 43.428/1920
Sanctioning an increase of £20. a year in the salary of the Workhouse Master and also the payment of a sum of £20. per annum as a war bonus
Read

Ladies & Gentlemen

I trust you will allow the increase of Salary and payment of war bonus to date from the date of the resolution instead of the date of the ~~present~~ L.G. Board's letter sanctioning same
Michael (Master)

Approved - To start from the date upon which he took up duty 19th May.

Sister M. Mercy Byron Head Nurse applies for her annual holidays 4 weeks dating from the 1st August - nominating Miss Breen who is a trained nurse as substitute on the usual terms

Grass.

M. A. G. Scott Galloway furnished a bill for payment of £4: 19: 6 due for printing and advertisements to the 3rd March last -

The Clerk stated the permission of the local government Board was now necessary as the debt has become statute barred not having been paid within 3 months after the close of the half year -

A similar claim for £3. was furnished by the same gentleman for the same period against the Rural District Council.

Like applies -

The fees of Mr. Wm. A. Clancy for the stay at foot at the workhouse for the sum of £5: 2: 6 was accepted

Read tenors for the supply of the sewing machines allowed to be procured for the workhouse machine at last meeting at a price not to exceed £12: - 0 - 0

The Guardians having now the quotations & specifications from Messrs. Singers Agent before them.

Resolved: That Singers machine - 5. Drawers Cabinet closed down with drawers locked at £15: 12: 0 be purchased instead of the one for £12: 0: 0

Mr. Morgan gave notice to move on this day fortnight that the hours of the Guardians and District Council meetings be altered.

B. J. G

Boarded out children

L. B. Letter no 43. 428 Dated 6th July 1920
Pointing out that Art. 3. of the Boarded out Regulations provides that no child shall be boarded out in any house unless there is a woman living therein who is of full age and has experience in the management of children

Report for the month of June received from R. O. Lyson and Teacher Certificate in respect of the child boarded out in his district southwards

Report for the month of May received from R. O. Lyson and Teacher Certificate in respect of the child boarded out in his district southwards -

B. J. G

[Faint handwritten notes and bleed-through from the reverse side of the page.]

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

The number of Provisional Admissions to the Workhouse confirmed was ...
 Ditto disallowed ...

The number of Applicants admitted to the Workhouse was ...
 The number of cases of Provisional Out-door Relief was ...
 Do. in which Relief was continued by the Guardians ...

The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...

The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year) :—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on Wednesday the 28th
 day of July 1920

Signed F. Ling
 Clerk of the Union.

TABLE (1)—FINANCIAL MINUTES.

Alpden
UNION.

Finance Meeting held on Wednesday the 14th day of July 1920

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of June 1920, and the Ledger entries made in respect of same as follows :—

TABLE (a).		£	s.	D.
County Council, Money supplied on demand of Guardians	...			
Repayment of Relief	...			
Rents of Dispensary Residences	...			
Farm Account—Sales of Farm Produce	...			
Sales of Offal, Old Stores, and other Receipts	<u>Interest</u> ...	10	2	9
Loans Received	...			
Total Amount of Lodgments as above		10	2	9

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of, and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

	£	s.	d.
SUNDRY ACCOUNTS, viz. :-			
Provisions and Necessaries	104	15	1
Clothing and Bedding			
ESTABLISHMENT—			
(a) Salaries	241	3	10
(b) Medicines and Medical and Surgical Appliances			
(c) Farm	9	11	2
(d) Other Expenses	30	6	6
Workhouse Burials			
District School Account			
District Hospital Account			
Maintenance in Extern Institutions	20		
Emigration, Law and other Expenses			
Medical Charities	287	4	6
Lunacy Fees to Medical Officers	1	1	
Registration of Births, Deaths, and Marriages, and of Vaccinations			
Superannuation Allowances	60	15	3
Assessment and Results Fees of Teachers			
Expenses of Local Committees			
Repayment of Loans			
Relieving Officers' Accounts—Outdoor Relief	35		
Repayment of Advances under Seed Supply Acts			
Unpaid Bills of last half-year			
Expenditure out of Loans			
Total Amount of Payments ordered as above	789	17	4

Summary and Reconciliation of Treasurer's Account for the month ending the last day of June 1920.

SUMMARY.	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
Balance (if any) due by Treasurer as per last monthly Statement	477	2	11			
Total Sums received during the month	10	2	9			
Total	487	5	1			
Balance (if any) due to Treasurer as per last monthly Statement						
Payments ordered during the month	789	17	4			
Total	789	17	4			
Net Balance due by the Union (being difference of above Totals)	302	12	3			
RECONCILEMENT.						
Balance per Bank Book due by Treasurer	522	13	0			
Outstanding Orders	845	5	3			
Net Balance as above due by the Union	302	12	3			

Dated this 31st day of July 1920

J. Ding
Clerk of Union.

TABLE (2).—STATISTICAL MINUTES.

Meeting held _____ the _____ day of _____ 19____

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. 4627 to No. 4630

Separate ,, No. _____ to No. _____

Outdoor ,, No. _____ to No. _____

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the 10th day of July, 1920, was submitted, of which the following is a Summary :—

	Stock in hand at close of preceding week			Received during the week			Total			Consumed during the Week						Stock in hand at close of this week			Collective No. of days			
										By Inmates		By Officers		Total								
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.				
Provisions	91	14	10	22	2	6	113	17	16	20	18	3	6	8	6	27	6	9	86	10	7	379
Necessaries	32	1	4				32	1	4	3	7	3	1	8	7	14	15	10	27	5	6	
Total	123	16	2	22	2	6	145	18	20	24	5	6	7	17	1	32	2	7	113	16	1	

The General Average Cost of an Inmate for the week was : 8 : 7

Average Cost in Infirmary : :

Average Cost in Fever Hospital : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending Saturday, the _____ day of _____ 19____ was submitted as follows:—

	Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			TOTAL £ s. d.
	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	
1. Balance in hand at close of previous week ...																
2. Money since advanced by Guardians ...																
3. Total to be accounted for ...																
EXPENDITURE.																
4. Out-door Relief ordered by the Board—																
In Money ..																
In Kind ..																
5. Provisional Relief (in kind only), given by Relieving Officer on his own responsibility																
6. Orphans and Deserted Children boarded out ...																
7. Total Relief given																
8. Balance in hands at close of the week ...																
9. Total ...																

Dated this.....day of.....19.....

.....Clerk of Union.

Clifden

UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,

at a Meeting held on the 14th day of July 1910

PRESENT—In the Chair—*John J. Davis*

Other Guardians—*Martin Morgan*
J. J. Cloherty
Mrs Vaughan
Jacobs Joyce
Thomas Lydon
A. J. King

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost			Discount			Net Amount			Directions given by the Board
	£	s.	d.	£	s.	d.	£	s.	d.	

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists			Total Cost			Directions given by the Board.
	£	s.	d.	£	s.	d.	

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied
<p><i>Handwritten notes:</i> </p>	<p><i>Handwritten notes:</i> </p>

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191
 having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191

_____ District,	... £ _____
_____ District,	... £ _____
_____ District,	... £ _____
_____ District,	... £ _____
_____ District,	... £ _____
_____ District,	... £ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District:—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division
<p><i>Handwritten notes:</i> </p>	<p><i>Handwritten notes:</i> </p>	<p><i>Handwritten notes:</i> </p>

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows:—

Reference No. and Date	Subject Matter	Order of the Board thereon
L.G. P. Letter No 43. 429/1920	Dated 7 th July 1920 Requesting to be furnished with a specification and estimate in connection with the work of repair proposed to be carried out at the Roundstone Dispensary Residence Referred to Mr. Lweeney, C.P.	
	Read letter received from the Rev. J. J. Mullan, head of the Roundstone Dispensary stating that the lime washing reported on by S. MacDonnell as being necessary would be proceeded with as soon as possible.	B. J. G.

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows:—

Date	From whom	Subject matter	Order of the Board thereon.
	Analyst, Roundstone	Copies of samples of drugs forwarded from the Roundstone Dispensary District dated 26th June 1920 sent herewith — All of the standard quality —	B. J. G.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows:—

[Faint handwritten notes]

Population in 19

Present Net Annual Value, £

STATE of the Workhouse for the Week ended Saturday, the 24 day of July 1920

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 5 and under 9 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	TOTAL	RETURN OF SICK AND LUNATICS		OBSERVATIONS
			Males	Fem.	Males	Fem.	Boys	Girls					Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date	
Workhouse	790	56													
Temporary Buildings															
Additional Workhouse															
Permanent Fever H'ptal	32	-													
Fever Sheds															
TOTAL	822	56													
Remaining on previous Saturday as per last Return					20	16	3	4	4		6	53			
Admitted during the Week					6	1						7			
Born															
Total					26	17	3	4	4		6	60			
Discharged during the Week					3							3			
Died					1							1			
Total Discharged and Died					4							4			
REMAINING ON THE ABOVE DATE					22	17	3	4	4		6	56			

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the 24 day of July 1920, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1.		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1.		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.	14	34					Bt. forward						
No. II.	10	20					No. V.						
No. III.	10	35					No. VI.						
No. IV.	2	4					No. VII.						
Car. forwd.	36	93					No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on

Wednesday the 28th day of July 1920

PRESENT—In the Chair—Mrs B. J. Gordon

Other Guardians—M. O'Malley

Thomas King

J. J. Cleary

A. J. King

J. J. Lee

Paul Joyce

Thomas Hanan

James Lweeney

Mrn Vaughan

Thomas Lydon

John T. Davis

John Faherty

Miss Castel

Next Meeting of the Guardians to be held on the 28th day of

July 1920

(Signed)

T. King

Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

500 lbs Bread
 9 . Butter
 180 qts milk
 76 lbs meat
 140 Eggs
 36 lbs Fish
 56 . Omeal
 5 . Barley
 10 . split Peas
 12 . Lentils
 56 . Salt

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

The Reports of the Master and other Officers were read, and Orders made thereon as follows:—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows:—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows):—

L.G. B. Letter no 47087. Dated 26th July 1920
 Transmitting questions for answers respecting Russ Breen
 who has been imprisoned temporarily in the Workhouse
 Return to Russ Breen

In consequence of the heavy increase in the cost of premises
 and the City rates and gas, enhanced price of chemicals
 Apparatus's Stationery and postage and sub. 10 per cent
 increase in the cost of living the drug Analyst Mr. Robt
 J. Blake of Belfast applies to have his fee 6/- per sample
 increased to 7/6 per sample
 Allowed.

The Secretary of the Catholic Institution for Deaf mutes Dublin
 made a similar application owing to the continuous rise in the
 food clothing wages etc requesting that the yearly contribution
 for maintenance of deaf mutes under 18 years of age be
 increased from £20. to £25.

Allowed.

Pursuant with notice it was proposed by Miss Cashel and
 seconded by Mr. Caherty that the fortnightly meeting of the
 Guardians be held on Wednesdays at 1:30 pm. instead
 of 12 of noon as heretofore
 Accepted - Mr. Faherty dissenting

Proposed by Miss Cashel B.A.
 Seconded by Mr. Caherty and passed unanimously
 Resolved: - That this Board of elected representatives
 of the Urban Board of Guardians at a duly convened
 meeting hereby acknowledge the authority of Dáil
 Eireann as the duly elected government of the Irish

Galway County

People, and undertake to give effect to all decrees duly promulgated by the said said Euzann in so far as it affects this Board" That copies of this resolution be forwarded to the Republican Ministers for Foreign Affairs for transmission to the Governments of Europe and to the President and Chairman of the Senate and House of Representatives of the U.S.A

Referring to the overdue accounts of Mr Scott as noted on the minutes of the 11th instant viz: £4: 19: 6 due by the peasants and £3: 0: 0 by the Rural District Council

Mr Scott now forwarded detailed particulars showing that a sum of £5: was due by the union and £2: 15: 0 by the Rural District stating he furnished the accounts before on the 10th April -

The Clerk stated they were not received by him

Order - Accounts to be paid subject to sanction

J. Sweeney

Galway County

Miss Margt Adams requests that the Chief Patrick News might be forwarded out with her -

Jas Sweeney

Council Archives

TABLE (1) - FINANCIAL MINUTES.

UNION.

Finance Meeting held on the day of 19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of 19....., and the Ledger entries made in respect of same as follows:—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

The number of Provisional Admissions to the Workhouse confirmed was ...

Ditto disallowed ...

The number of Applicants admitted to the Workhouse was ...

The number of cases of Provisional Out-door Relief was ...

Do. in which Relief was continued by the Guardians ...

The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...

The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year):—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on Wednesday the 11th day of August 1950

Signed F. Ding
Clerk of the Union.

TABLE (a).

	£	s.	d.
County Council, Money supplied on demand of Guardians	...		
Repayment of Relief	...		
Rents of Dispensary Residences	...		
Farm Account—Sales of Farm Produce	...		
Sales of Offal, Old Stores, and other Receipts	...		
Loans Received	...		
Total Amount of Lodgments as above	...		

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

	£	s.	d.
SUNDRY ACCOUNTS, viz.:—			
Provisions and Necessaries
Clothing and Bedding
ESTABLISHMENT—			
(a) Salaries
(b) Medicines and Medical and Surgical Appliances
(c) Farm
(d) Other Expenses
Workhouse Burials
District School Account
District Hospital Account
Maintenance in Extern Institutions
Emigration, Law and other Expenses
Medical Charities
Lunacy Fees to Medical Officers
Registration of Births, Deaths, and Marriages, and of Vaccinations
Superannuation Allowances
Assessment and Results Fees of Teachers
Expenses of Local Committees
Repayment of Loans
Relieving Officers' Accounts—Outdoor Relief
Repayment of Advances under Seed Supply Acts
Unpaid Bills of last half-year
Expenditure out of Loans
Total Amount of Payments ordered as above

Summary and Reconciliation of Treasurer's Account for the month ending the last day of

SUMMARY.	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
Balance (if any) due by Treasurer as per last monthly Statement						
Total Sums received during the month						
Total						
Balance (if any) due to Treasurer as per last monthly Statement						
Payments ordered during the month						
Total						
Net Balance due—the Union (being difference of above Totals)						
RECONCILEMENT.						
Balance per Bank Book due—Treasurer						
Outstanding Orders						
Net Balance as above due—the Union						

Dated this.....day of.....19.....

Clerk of Union.

TABLE (2).—STATISTICAL MINUTES.

Meeting held Wednesday the 28 day of July 1920

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. 2632 to No. 2641

Separate ,, No. _____ to No. _____

Outdoor ,, No. _____ to No. _____

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature:—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the 24 day of July, 1920, was submitted, of which the following is a Summary:—

	Stock in hand at close of preceding week			Received during the week			Total			Consumed during the Week						Stock in hand at close of this week			Collective No. of days	
										By Inmates		By Officers		Total						
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.		
Provisions	87	15	11	20	14	8	105	10	7	19	18	6	6	8	6	26	7	79	37	380
Necessaries	26	6	9	15	17	6	36	4	3	3	16	7	1	8	7	5	5	2	30	
Total	105	28	36	12	2	141	14	10	23	15	1	7	17	1	31	12	2	110	28	

The General Average Cost of an Inmate for the week was : £ 8 : 5

Average Cost in Infirmary : :

Average Cost in Fever Hospital : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature:—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending Saturday, the 24 day of July 1920 was submitted as follows:—

	Relieving Officer <u>Lyson</u>		Relieving Officer <u>Come</u>		Relieving Officer <u>Conaway</u>		Relieving Officer <u>Wundergas</u>		Relieving Officer		Relieving Officer		TOTAL
	District No. I. £ s. d.		District No. II. £ s. d.		District No. III. £ s. d.		District No. IV. £ s. d.		District No. V. £ s. d.		District No. VI. £ s. d.		
1. Balance in hand at close of previous week ...													
2. Money since advanced by Guardians ...													
3. Total to be accounted for ...													
EXPENDITURE.													
4. Out-door Relief ordered by the Board—													
In Money ..													
In Kind ..	13		24		156		96						
5. Provisional Relief (in kind only), given by Relieving Officer on his own responsibility													
6. Orphans and Deserted Children boarded out ...													
7. Total Relief given													
8. Balance in hands at close of the week ...													
9. Total ...													

Dated this 31st day of July 1920

.....Clerk of Union.

Clippen UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts, at a Meeting held on the 28 day of July 1920

PRESENT—In the Chair— Mrs Gordon

Other Guardians— M. J. O'Malley Jas Lweeney
Thomas King Mrs Vaughan
J. J. Clowers Mr. Lyson
A. J. King John F. Davis
J. J. Lee John Faherty
Patrick Joyce Miss Cashel
Thomas Heenan

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost £ s. d.		Discount £ s. d.		Net Amount £ s. d.		Directions given by the Board

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost £ s. d.		Directions given by the Board.

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows:—

Reference No. and Date	Subject Matter	Order of the Board thereon.
	<p>L. B. Letter No 444 313. Dated 17th July 1920 Regarding the appointment of Miss Mary Ellen Deane as nurse and midwife in the Clbain No 2 Dispensary District (Inishcappin) requesting to be informed as to what qualifications she possesses in medical and surgical nursing</p>	<p>Referred to the Women's National Health Association</p>
		<p>R. O. Conn reports that in consequence of the illness of D. MacDonnell medical officer of the Renova Dispensary District he was obliged to requisition the services of D. Casey to do duty at the usual remuneration. enclosing a medical certificate for one week. James Sweeney</p>

Galway County Council Archives

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows:—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows:—

Population in 19

Present Net Annual Value, £

STATE of the Workhouse for the Week ended Saturday, the _____ day of _____ 19

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 9 and under 15 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	TOTAL	RETURN OF SICK AND LUNATICS		OBSERVATIONS	
			Males	Fem.	Males	Fem.	Boys	Girls					Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date		
Workhouse																
Temporary Buildings ..																
Additional Workhouse ..																
Permanent Fever H'ptal																
Fever Sheds																
TOTAL																
Remaining on previous Saturday as per last Return																
Admitted during the Week																
Born																
Total																
Discharged during the Week																
Died																
Total Discharged and Died																
REMAINING ON THE ABOVE DATE																

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the _____ day of _____ 19, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.							Bt. forward						
No. II.							No. V.						
No. III.							No. VI.						
No. IV.							No. VII.						
Car. forwd.							No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on

_____ the _____ day of _____ 19

PRESENT—*In the Chair*—

Other Guardians—

Next Meeting of the Guardians to be held on the _____ day of

August 1910

(Signed)

F. Ding

Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

Galway County Council Archives

Galway County Council Archives

TABLE (1) — FINANCIAL MINUTES.

UNION.

Finance Meeting held on.....the.....day of.....19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of.....19....., and the Ledger entries made in respect of same as follows:—

TABLE (a).		£	s.	D.
County Council, Money supplied on demand of Guardians	...			
Repayment of Relief			
Rents of Dispensary Residences			
Farm Account—Sales of Farm Produce			
Sales of Offal, Old Stores, and other Receipts			
Loans Received			
Total Amount of Lodgments as above			

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of....., and the Ledger entries made in respect of same.

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

- The number of Provisional Admissions to the Workhouse confirmed was ...
- Ditto disallowed
- The number of Applicants admitted to the Workhouse was ...
- The number of cases of Provisional Out-door Relief was ...
- Do. in which Relief was continued by the Guardians ...
- The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...
- The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year):—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on _____ the _____ day of _____ 19 _____

Signed _____
Clerk of the Union.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

	£	s.	d.
SUNDRY ACCOUNTS, viz. : —			
Provisions and Necessaries			
Clothing and Bedding			
ESTABLISHMENT—			
(a) Salaries			
(b) Medicines and Medical and Surgical Appliances			
(c) Farm			
(d) Other Expenses			
Workhouse Burials			
District School Account			
District Hospital Account			
Maintenance in Extern Institutions			
Emigration, Law and other Expenses			
Medical Charities			
Lunacy Fees to Medical Officers			
Registration of Births, Deaths, and Marriages, and of Vaccinations			
Superannuation Allowances			
Assessment and Results Fees of Teachers			
Expenses of Local Committees			
Repayment of Loans			
Relieving Officers' Accounts—Outdoor Relief			
Repayment of Advances under Seed Supply Acts			
Unpaid Bills of last half-year			
Expenditure out of Loans			
Total Amount of Payments ordered as above			

Summary and Reconciliation of Treasurer's Account for the month ending the last day of 19.....

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement						
Total Sums received during the month						
Total						
Balance (if any) due to Treasurer as per last monthly Statement						
Payments ordered during the month						
Total						
Net Balance due—the Union (being difference of above Totals)						
RECONCILEMENT.						
Balance per Bank Book due—Treasurer						
Outstanding Orders						
Net Balance as above due—the Union						

Dated this.....day of.....19.....

Clerk of Union.

TABLE (2).—STATISTICAL MINUTES.

Meeting held.....the.....day of.....19.....

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. to No.

Separate ,, No. to No.

Outdoor ,, No. to No.

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the.....day of....., 19..... was submitted, of which the following is a Summary :—

	Stock in hand at close of preceding week			Received during the week			Total			Consumed during the Week						Stock in hand at close of this week			Collective No. of days
										By Inmates		By Officers		Total					
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	
Provisions																			
Necessaries																			
Total																			

The General Average Cost of an Inmate for the week was : : :

Average Cost in Infirmary ... : :

Average Cost in Fever Hospital ... : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending

Saturday, the _____ day of _____ 19____ was submitted as follows:--

UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,

at a Meeting held on the _____ day of _____ 191

PRESENT—In the Chair—

Other Guardians—

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost £ s. d.	Discount £ s. d.	Net Amount £ s. d.	Directions given by the Board

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost £ s. d.	Directions given by the Board.

	Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			TOTAL £ s. d.
	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.				
1. Balance in hand at close of previous week ...																
2. Money since advanced by Guardians ...																
3. Total to be accounted for ...																
EXPENDITURE.																
4. Out-door Relief ordered by the Board—																
In Money ..																
In Kind ..																
5 Provisional Relief (in kind only), given by Relieving Officer on his own responsibility																
6. Orphans and Deserted Children boarded out ...																
7. Total Relief given																
8. Balance in hands at close of the week ...																
9. Total ...																

Dated this.....day of.....19____

.....Clerk of Union.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191
 having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191

_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District :—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows :—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows :—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows:—

Population in 19 _____

Present Net Annual Value, £ _____

STATE of the Workhouse for the Week ended Saturday, the _____ day of _____ 19 _____

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 9 and under 9 years of age	Children above 2 and under 9 years of age	Infants under 2 years of age	RETURN OF SICK AND LUNATICS		OBSERVATIONS
			Males	Fem.	Males	Fem.	Boys	Girls				Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date	
Workhouse														
Temporary Buildings														
Additional Workhouse														
Permanent Fever H'ptal														
Fever Sheds														
TOTAL														
Remaining on previous Saturday as per last Return														
Admitted during the Week														
Born														
Total														
Discharged during the Week														
Died														
Total Discharged and Died														
REMAINING ON THE ABOVE DATE														

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the _____ day of _____ 19 _____, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.							Bt. forward						
No. II.							No. V.						
No. III.							No. VI.						
No. IV.							No. VII.						
Car. forwd.							No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on _____ the _____ day of _____ 19 _____

PRESENT—*In the Chair*—

Other Guardians—

Next Meeting of the Guardians to be held on the _____ day of _____ 191 _____

(Signed) _____

Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

Galway County Council Archives

Galway County Council Archives

TABLE (1) — FINANCIAL MINUTES.

UNION.

Finance Meeting held on.....the.....day of.....19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of.....19....., and the Ledger entries made in respect of same as follows:—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

- The number of Provisional Admissions to the Workhouse confirmed was
- Ditto disallowed
- The number of Applicants admitted to the Workhouse was
- The number of cases of Provisional Out-door Relief was
- Do. in which Relief was continued by the Guardians
- The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was
- The number of Applicants for whom Relief was not ordered was

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year):—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on.....the.....
day of.....19.....

Signed.....
Clerk of the Union.

TABLE (a).

	£	s.	d.
County Council, Money supplied on demand of Guardians			
Repayment of Relief			
Rents of Dispensary Residences			
Farm Account—Sales of Farm Produce			
Sales of Offal, Old Stores, and other Receipts			
Loans Received			
Total Amount of Lodgments as above			

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of....., and the Ledger entries made in respect of same.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending Saturday, the _____ day of _____ 19____ was submitted as follows:—

UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,

at a Meeting held on the _____ day of _____ 191____

PRESENT—In the Chair—

Other Guardians—

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost £ s. d.	Discount £ s. d.	Net Amount £ s. d.	Directions given by the Board

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost £ s. d.	Directions given by the Board.

	Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			TOTAL £ s. d.
	District No. I. £ s. d.	District No. II. £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II. £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II. £ s. d.	District No. III. £ s. d.	
1. Balance in hand at close of previous week ...																
2. Money since advanced by Guardians ...																
3. Total to be accounted for ...																
EXPENDITURE.																
4. Out-door Relief ordered by the Board - In Money ..																
In Kind ..																
5 Provisional Relief (in kind only), given by Relieving Officer on his own responsibility																
6. Orphans and Deserted Children boarded out ...																
7. Total Relief given																
8. Balance in hands at close of the week ...																
9. Total ...																

Dated this _____ day of _____ 19____

.....Clerk of Union.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191_____.
 having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191_____.

_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District :—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows :—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows :—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows:—

Population in 19 _____

Present Net Annual Value, £ _____

STATE of the Workhouse for the Week ended Saturday, the _____ day of _____ 19 _____

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 5 and under 9 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	TOTAL	RETURN OF SICK AND LUNATICS		OBSERVATIONS	
			Males	Fem.	Males	Fem.	Boys	Girls					Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date		
Workhouse																
Temporary Buildings ..																
Additional Workhouse ..																
Permanent Fever H'ptal																
Fever Sheds																
TOTAL																
Remaining on previous Saturday as per last Return														Under Medical Treatment in Infirmary Wards } In separate Wards }		
Admitted during the Week														Under Medical Treatment in Fever Hospital } In Wards with other Inmates }		
Born																
Total														TOTAL		
Discharged during the Week														NIGHT LODGERS OR CASUALS		
Died																
Total Discharged and Died																
REMAINING ON THE ABOVE DATE																

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the _____ day of _____ 19 _____, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.							Bt. forward						
No. II.							No. V.						
No. III.							No. VI.						
No. IV.							No. VII.						
Car. forwd.							No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on _____ the _____ day of _____ 19 _____

PRESENT—*In the Chair*—
Other Guardians—

Next Meeting of the Guardians to be held on the _____ day of _____ 19 _____

(Signed) _____
 Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect :—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely :—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases :—

The Report of the Visiting Committee was read, and Orders were made thereon as follows :—

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

Galway County Council Archives

Galway County Council Archives

TABLE (1) — FINANCIAL MINUTES.

UNION.

Finance Meeting held on.....the.....day of.....19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of.....19....., and the Ledger entries made in respect of same as follows :—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

- The number of Provisional Admissions to the Workhouse confirmed was ...
- Ditto disallowed ...
- The number of Applicants admitted to the Workhouse was ...
- The number of cases of Provisional Out-door Relief was ...
- Do. in which Relief was continued by the Guardians ...
- The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...
- The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year) :—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on.....the.....
day of.....19.....

Signed.....
Clerk of the Union.

TABLE (a).

	£	S.	D.
County Council, Money supplied on demand of Guardians			
Repayment of Relief			
Rents of Dispensary Residences			
Farm Account—Sales of Farm Produce			
Sales of Offal, Old Stores, and other Receipts			
Loans Received			
Total Amount of Lodgments as above			

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of....., and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

	£	s.	d.
SUNDRY ACCOUNTS, viz. :-			
Provisions and Necessaries			
Clothing and Bedding			
ESTABLISHMENT—			
(a) Salaries			
(b) Medicines and Medical and Surgical Appliances			
(c) Farm			
(d) Other Expenses			
Workhouse Burials			
District School Account			
District Hospital Account			
Maintenance in Extern Institutions			
Emigration, Law and other Expenses			
Medical Charities			
Lunacy Fees to Medical Officers			
Registration of Births, Deaths, and Marriages, and of Vaccinations			
Superannuation Allowances			
Assessment and Results Fees of Teachers			
Expenses of Local Committees			
Repayment of Loans			
Relieving Officers' Accounts—Outdoor Relief			
Repayment of Advances under Seed Supply Acts			
Unpaid Bills of last half-year			
Expenditure out of Loans			
Total Amount of Payments ordered as above			

Summary and Reconcilement of Treasurer's Account for the month ending the last day of

.....19.....

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement						
Total Sums received during the month						
Total						
Balance (if any) due to Treasurer as per last monthly Statement						
Payments ordered during the month						
Total						
Net Balance due—the Union (being difference of above Totals)						
RECONCILEMENT.						
Balance per Bank Book due—Treasurer						
Outstanding Orders						
Net Balance as above due—the Union						

Dated this.....day of.....19.....

Clerk of Union.

TABLE (2.)—**STATISTICAL MINUTES.**

Meeting held.....the.....day of.....19.....

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. to No.

Separate ,, No. to No.

Outdoor ,, No. to No.

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the.....day of.....19..... was submitted, of which the following is a Summary :—

	Stock in hand at close of preceding week	Received during the week	Total	Consumed during the Week						Stock in hand at close of this week	Collective No. of days	
				By Inmates		By Officers		Total				
				£	s. d.	£	s. d.	£	s. d.			£
Provisions												
Necessaries												
Total												

£ s. d.

The General Average Cost of an Inmate for the week was : :

Average Cost in Infirmary ... : :

Average Cost in Fever Hospital ... : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending

Saturday, the _____ day of _____ 19____ was submitted as follows:—

	Relieving Officer		Relieving Officer		Relieving Officer		Relieving Officer		Relieving Officer		Relieving Officer		TOTAL £ s. d.
	District No. I.		District No. II.		District No. III.		District No. IV.		District No. V.		District No. VI.		
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	
1. Balance in hand at close of previous week ...													
2. Money since advanced by Guardians ...													
3. Total to be accounted for ...													
EXPENDITURE.													
4. Out-door Relief ordered by the Board—													
In Money ..													
In Kind ..													
5. Provisional Relief (in kind only), given by Relieving Officer on his own responsibility													
6. Orphans and Deserted Children boarded out ...													
7. Total Relief given													
8. Balance in hands at close of the week ...													
9. Total ...													

Dated this.....day of.....19.....

.....Clerk of Union.

UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,
at a Meeting held on the _____ day of _____ 191

PRESENT—In the Chair—

Other Guardians—

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost £ s. d.			Discount £ s. d.			Net Amount £ s. d.			Directions given by the Board

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost £ s. d.			Directions given by the Board.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191 _____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191 _____

_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District:—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows :—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows :—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:—

were laid before the Board, and directions given thereon, as follows:—

Population in 19

Present Net Annual Value, £

STATE of the Workhouse for the Week ended Saturday, the _____ day of _____ 19

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 5 and under 9 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	TOTAL	RETURN OF SICK AND LUNATICS		OBSERVATIONS	
			Males	Fem.	Males	Fem.	Boys	Girls					Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date		
Workhouse																
Temporary Buildings																
Additional Workhouse																
Permanent Fever H'ptal																
Fever Sheds																
TOTAL																
Remaining on previous Saturday as per last Return													Under Medical Treatment in Infirmary Wards } In separate Wards } Under Medical Treatment in Fever Hospital } TOTAL	In Wards with other Inmates } TOTAL		
Admitted during the Week																
Born																
Total																
Discharged during the Week													NIGHT LODGERS OR CASUALS			
Died													Males	F'males	Childr'n under 15	Total
Total Discharged and Died													No. relieved during week			
REMAINING ON THE ABOVE DATE													No. in Workhouse at date			
													No. at corresponding period last year			

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the _____ day of _____ 19, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.							Bt. forward						
No. II.							No. V.						
No. III.							No. VI.						
No. IV.							No. VII.						
Car. forwd.							No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on

_____ the _____ day of _____ 19

PRESENT—*In the Chair*—

Other Guardians—

Next Meeting of the Guardians to be held on the _____ day of

191

(Signed) _____

Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

Galway County Council Archives

Galway County Council Archives

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

The number of Provisional Admissions to the Workhouse confirmed was ...
 Ditto disallowed ...
 The number of Applicants admitted to the Workhouse was ...
 The number of cases of Provisional Out-door Relief was ...
 Do. in which Relief was continued by the Guardians ...
 The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...
 The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year) :—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on _____ the _____ day of _____ 19____

Signed _____
 Clerk of the Union.

TABLE (1) — FINANCIAL MINUTES.

UNION.

Finance Meeting held on _____ the _____ day of _____ 19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of _____ 19....., and the Ledger entries made in respect of same as follows :—

TABLE (a).				£	s.	d.
County Council, Money supplied on demand of Guardians			
Repayment of Relief			
Rents of Dispensary Residences			
Farm Account—Sales of Farm Produce			
Sales of Offal, Old Stores, and other Receipts			
Loans Received			
Total Amount of Lodgments as above			

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of _____, and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

£ s. d.

	£	s.	d.
SUNDRY ACCOUNTS, viz.:—			
Provisions and Necessaries
Clothing and Bedding
ESTABLISHMENT—			
(a) Salaries
(b) Medicines and Medical and Surgical Appliances
(c) Farm
(d) Other Expenses
Workhouse Burials
District School Account
District Hospital Account
Maintenance in Extern Institutions
Emigration, Law and other Expenses
Medical Charities
Lunacy Fees to Medical Officers
Registration of Births, Deaths, and Marriages, and of Vaccinations
Superannuation Allowances
Assessment and Results Fees of Teachers
Expenses of Local Committees
Repayment of Loans
Relieving Officers' Accounts—Outdoor Relief
Repayment of Advances under Seed Supply Acts
Unpaid Bills of last half-year
Expenditure out of Loans
Total Amount of Payments ordered as above

Summary and Reconciliation of Treasurer's Account for the month ending the last day of 19.....

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement
Total Sums received during the month
Total
Balance (if any) due to Treasurer as per last monthly Statement
Payments ordered during the month
Total
Net Balance due—the Union (being difference of above Totals)
RECONCILEMENT.						
Balance per Bank Book due—Treasurer
Outstanding Orders
Net Balance as above due—the Union

Dated this.....day of.....19.....

Clerk of Union.

TABLE (2).—STATISTICAL MINUTES.

Meeting held.....the.....day of.....19.....

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. to No.

Separate ,, No. to No.

Outdoor ,, No. to No.

The Ledger was produced by the Clerk, posted up to date. with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the.....day of.....19..... was submitted, of which the following is a Summary :—

	Stock in hand at close of preceding week	Received during the week	Total	Consumed during the Week						Stock in hand at close of this week	Collective No. of days
				By Inmates		By Officers		Total			
				£	s. d.	£	s. d.	£	s. d.		
Provisions
Necessaries
Total

The General Average Cost of an Inmate for the week was : : £ s. d.

Average Cost in Infirmary ... : :

Average Cost in Fever Hospital ... : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending Saturday, the _____ day of _____ 19____ was submitted as follows:—

	Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			TOTAL		
	District No. I.	District No. II.	District No. III.	District No. IV.	District No. V.	District No. VI.	District No. I.	District No. II.	District No. III.	District No. IV.	District No. V.	District No. VI.	District No. I.	District No. II.	District No. III.			
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
1. Balance in hand at close of previous week ...																		
2. Money since advanced by Guardians ...																		
3. Total to be accounted for ...																		
EXPENDITURE.																		
4. Out-door Relief ordered by the Board—																		
In Money ..																		
In Kind ..																		
5. Provisional Relief (in kind only), given by Relieving Officer on his own responsibility																		
6. Orphans and Deserted Children boarded out ...																		
7. Total Relief given																		
8. Balance in hands at close of the week ...																		
9. Total ...																		

UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts, at a Meeting held on the _____ day of _____ 191

PRESENT—In the Chair—

Other Guardians—

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost			Discount			Net Amount			Directions given by the Board
	£	s.	d.	£	s.	d.	£	s.	d.	

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost			Directions given by the Board.
		£	s.	d.	

Dated this _____ day of _____ 19____

.....Clerk of Union.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.] An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191____

_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District:—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows :—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows :—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows:—

Population in 19

Present Net Annual Value, £

STATE of the Workhouse for the Week ended Saturday, the _____ day of _____ 19

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 5 and under 9 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	RETURN OF SICK AND LUNATICS		OBSERVATIONS	
			Males	Fem.	Males	Fem.	Boys	Girls				Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date		
Workhouse															
Temporary Buildings															
Additional Workhouse															
Permanent Fever H'ptal															
Fever Sheds															
TOTAL															
Remaining on previous Saturday as per last Return												Under Medical Treatment in Infirmary Wards	In separate Wards		
Admitted during the Week												Under Medical Treatment in Fever Hospital	In Wards with other Inmates		
Born												TOTAL	TOTAL		
Total												NIGHT LODGERS OR CASUALS			
Discharged during the Week															
Died												Males	Females	Children under 15	Total
Total Discharged and Died												No. relieved during week			
REMAINING ON THE ABOVE DATE												No. in Workhouse at date			
												No. at corresponding period last year			

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the _____ day of _____ 19, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.							Bt. forward						
No. II.							No. V.						
No. III.							No. VI.						
No. IV.							No. VII.						
Car. forwd.							No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on _____ the _____ day of _____ 19_____

PRESENT—*In the Chair*—

Other Guardians—

Next Meeting of the Guardians to be held on the _____ day of _____ 191_____

(Signed) _____

Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect :—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely :—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases :—

The Report of the Visiting Committee was read, and Orders were made thereon as follows :—

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

Galway County Council Archives

Galway County Council Archives

TABLE (1) — FINANCIAL MINUTES.

UNION.

Finance Meeting held on the day of 19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of 19....., and the Ledger entries made in respect of same as follows:—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

- The number of Provisional Admissions to the Workhouse confirmed was
- Ditto disallowed
- The number of Applicants admitted to the Workhouse was
- The number of cases of Provisional Out-door Relief was
- Do. in which Relief was continued by the Guardians
- The number of other Applicants in the Relieving Officers Books relieved by order of the Guardians was
- The number of Applicants for whom Relief was not ordered was

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year) :—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on the day of 19.....

Signed
Clerk of the Union.

TABLE (a).

	£	s.	d.
County Council, Money supplied on demand of Guardians
Repayment of Relief
Rents of Dispensary Residences
Farm Account—Sales of Farm Produce
Sales of Offal, Old Stores, and other Receipts
Loans Received
Total Amount of Lodgments as above

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of , and the Ledger entries made in respect of same.

TABLE (b).

£ s. d.

SUNDRY ACCOUNTS, viz. :—			
Provisions and Necessaries
Clothing and Bedding
ESTABLISHMENT—			
(a) Salaries
(b) Medicines and Medical and Surgical Appliances
(c) Farm
(d) Other Expenses
Workhouse Burials
District School Account
District Hospital Account
Maintenance in Extern Institutions
Emigration, Law and other Expenses
Medical Charities
Lunacy Fees to Medical Officers
Registration of Births, Deaths, and Marriages, and of Vaccinations
Superannuation Allowances
Assessment and Results Fees of Teachers
Expenses of Local Committees
Repayment of Loans
Relieving Officers' Accounts—Outdoor Relief
Repayment of Advances under Seed Supply Acts
Unpaid Bills of last half-year
Expenditure out of Loans
Total Amount of Payments ordered as above

Summary and Reconciliation of Treasurer's Account for the month ending the last day of 19.....

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement
Total Sums received during the month
Total
Balance (if any) due to Treasurer as per last monthly Statement
Payments ordered during the month
Total
Net Balance due—the Union (being difference of above Totals)
RECONCILEMENT.						
Balance per Bank Book due—Treasurer
Outstanding Orders
Net Balance as above due—the Union

Dated this.....day of..... 19.....

Clerk of Union.

TABLE (2.)—STATISTICAL MINUTES.

Meeting held _____ the _____ day of _____ 19_____

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. _____ to No. _____

Separate „ No. _____ to No. _____

Outdoor „ No. _____ to No. _____

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the _____ day of _____, 19____, was submitted, of which the following is a Summary :—

	Stock in hand at close of preceding week			Received during the week			Total			Consumed during the Week						Stock in hand at close of this week			Collective No. of days			
	£	s.	d.	£	s.	d.	£	s.	d.	By Inmates		By Officers		Total		£	s.	d.				
Provisions	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	
Necessaries	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	
Total	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	

The General Average Cost of an Inmate for the week was : :

Average Cost in Infirmary : :

Average Cost in Fever Hospital : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

Saturday, the _____ day of _____ 19____ was submitted as follows:—

UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,

at a Meeting held on the _____ day of _____ 191

PRESENT—In the Chair—

Other Guardians—

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost £ s. d.	Discount £ s. d.	Net Amount £ s. d.	Directions given by the Board

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost £ s. d.	Directions given by the Board.

	Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			TOTAL £ s. d.
	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.				
1. Balance in hand at close of previous week ...																
2. Money since advanced by Guardians ...																
3. Total to be accounted for ...																
EXPENDITURE.																
4. Out-door Relief ordered by the Board—																
In Money ..																
In Kind ..																
5 Provisional Relief (in kind only), given by Relieving Officer on his own responsibility																
6. Orphans and Deserted Children boarded out ...																
7. Total Relief given																
8. Balance in hands at close of the week ...																
9. Total ...																

Dated this.....day of19

.....Clerk of Union.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191 _____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191 _____

_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____
_____ District, ... £ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District :—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows :—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows :—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

Blank lines for reporting dispensary districts.

were laid before the Board, and directions given thereon, as follows:--

Blank lines for providing directions.

Next Meeting of the Guardians to be held on the _____ day of _____ 191

(Signed) _____ Clerk of the Union.

Population in 19 _____ Present Net Annual Value, £ _____

STATE of the Workhouse for the Week ended Saturday, the _____ day of _____ 19

Table with columns for No. of Inmates, Accommodation, Able-Bodied, Aged and Infirm, Boys and Girls, Children, Infants, RETURN OF SICK AND LUNATICS, and OBSERVATIONS.

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the _____ day of _____ 19, authenticated and laid before the Board of Guardians at this Meeting.

Table with columns for RELIEF DISTRICTS, Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1, Total relieved out of the Workhouse, and RELIEF DISTRICTS, Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1, Total relieved out of the Workhouse.

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on _____ the _____ day of _____ 19

PRESENT—In the Chair—

Other Guardians—

The Minutes of the last Meeting were read and signed.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

Galway County Council Archives

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

Galway County Council Archives

Galway County Council Archives

TABLE (1)—FINANCIAL MINUTES.

UNION.

Finance Meeting held on the day of 19....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of 19...., and the Ledger entries made in respect of same as follows :—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

The number of Provisional Admissions to the Workhouse confirmed was ...
 Ditto disallowed ...
 The number of Applicants admitted to the Workhouse was ...
 The number of cases of Provisional Out-door Relief was ...
 Do. in which Relief was continued by the Guardians ...
 The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...
 The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year) :—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on _____ the _____ day of _____ 19____

Signed _____
 Clerk of the Union.

TABLE (a).		£	s.	d.
County Council, Money supplied on demand of Guardians	...			
Repayment of Relief			
Rents of Dispensary Residences			
Farm Account—Sales of Farm Produce			
Sales of Offal, Old Stores, and other Receipts			
Loans Received			
Total Amount of Lodgments as above			

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of , and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

	£	s.	d.
SUNDRY ACCOUNTS, viz. :—			
Provisions and Necessaries
Clothing and Bedding
ESTABLISHMENT—			
(a) Salaries
(b) Medicines and Medical and Surgical Appliances
(c) Farm
(d) Other Expenses
Workhouse Burials
District School Account
District Hospital Account
Maintenance in Extern Institutions
Emigration, Law and other Expenses
Medical Charities
Lunacy Fees to Medical Officers
Registration of Births, Deaths, and Marriages, and of Vaccinations
Superannuation Allowances
Assessment and Results Fees of Teachers
Expenses of Local Committees
Repayment of Loans
Relieving Officers' Accounts—Outdoor Relief
Repayment of Advances under Seed Supply Acts
Unpaid Bills of last half-year
Expenditure out of Loans
Total Amount of Payments ordered as above

Summary and Reconciliation of Treasurer's Account for the month ending the last day of

.....19.....

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement
Total Sums received during the month
Total
Balance (if any) due to Treasurer as per last monthly Statement
Payments ordered during the month
Total
Net Balance due—the Union (being difference of above Totals)
RECONCILEMENT.						
Balance per Bank Book due—Treasurer
Outstanding Orders
Net Balance as above due—the Union

Dated thisday of19

Clerk of Union.

TABLE (2).—STATISTICAL MINUTES.

Meeting held _____ the _____ day of _____ 19_____

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. _____ to No. _____

Separate „ No. _____ to No. _____

Outdoor „ No. _____ to No. _____

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the _____ day of _____, 19____, was submitted, of which the following is a Summary :—

	Stock in hand at close of preceding week	Received during the week	Total	Consumed during the Week						Stock in hand at close of this week	Collective No. of days
				By Inmates		By Officers		Total			
				£	s. d.	£	s. d.	£	s. d.		
Provisions
Necessaries
Total

£ s. d.

The General Average Cost of an Inmate for the week was : :

Average Cost in Infirmary : :

Average Cost in Fever Hospital : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

- | | |
|--|---|
| 1. The Clothing Materials Receipt and Conversion Book. | 6. The Medical Weekly Return and Extra Book. |
| 2. The Clothing Receipt Book. | 7. The Out-door Admission and Discharge Book. |
| 3. The Inventory Book. | 8. The In-door Admission and Discharge Book. |
| 4. The Labour Book. | |
| 5. The Workhouse Farm Account. | |

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,
at a Meeting held on the _____ day of _____ 191____

PRESENT—In the Chair—

Other Guardians—

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost £ s. d.	Discount £ s. d.	Net Amount £ s. d.	Directions given by the Board

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost £ s. d.	Directions given by the Board.

	Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			TOTAL		
	District No. I.	District No. II	District No. III.	District No. IV.	District No. V.	District No. VI.	District No. I.	District No. II	District No. III.	District No. IV.	District No. V.	District No. VI.	District No. I.	District No. II	District No. III.			
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
1. Balance in hand at close of previous week ...																		
2. Money since advanced by Guardians ...																		
3. Total to be accounted for ...																		
EXPENDITURE.																		
4. Out-door Relief ordered by the Board—																		
In Money ..																		
In Kind ...																		
5 Provisional Relief (in kind only), given by Relieving Officer on his own responsibility																		
6. Orphans and Deserted Children boarded out ...																		
7. Total Relief given																		
8. Balance in hands at close of the week ...																		
9. Total ...																		

Dated this.....day of19____

.....Clerk of Union.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191____

_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District:—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows :—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows :—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows:—

Population in 19 _____

Present Net Annual Value, £ _____

STATE of the Workhouse for the Week ended Saturday, the _____ day of _____ 19 _____

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 5 and under 9 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	TOTAL	RETURN OF SICK AND LUNATICS		OBSERVATIONS	
			Males	Fem.	Males	Fem.	Boys	Girls					Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date		
Workhouse																
Temporary Buildings ..																
Additional Workhouse..																
Permanent Fever H'ptal																
Fever Sheds																
TOTAL																
Remaining on previous Saturday as per last Return .. .														Under Medical Treatment in Infirmary Wards	In separate Wards	
Admitted during the Week ..														Under Medical Treatment in Fever Hospital	In Wards with other Inmates	
Born																
TOTAL																
Discharged during the Week ..																
Died																
TOTAL Discharged and Died ..																
REMAINING ON THE ABOVE DATE																

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the _____ day of _____ 19 _____, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under 10 Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under 10 Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.							Bt. forward						
No. II.							No. V.						
No. III.							No. VI.						
No. IV.							No. VII.						
Car. forwd.							No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on _____ the _____ day of _____ 19 _____

PRESENT—*In the Chair*—
Other Guardians—

Next Meeting of the Guardians to be held on the _____ day of _____ 19 _____

(Signed) _____
 Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect :—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely :—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases :—

The Report of the Visiting Committee was read, and Orders were made thereon as follows :—

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

Galway County Council Archives

Galway County Council Archives

TABLE (1)—FINANCIAL MINUTES.

UNION.

Finance Meeting held on the day of 19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of 19....., and the Ledger entries made in respect of same as follows :—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

- The number of Provisional Admissions to the Workhouse confirmed was
- Ditto disallowed
- The number of Applicants admitted to the Workhouse was
- The number of cases of Provisional Out-door Relief was
- Do. in which Relief was continued by the Guardians
- The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was
- The number of Applicants for whom Relief was not ordered was

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year) :—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on _____ the _____ day of _____ 19_____

Signed _____
Clerk of the Union.

TABLE (a).

	£	S.	D.
County Council, Money supplied on demand of Guardians	...		
Repayment of Relief
Rents of Dispensary Residences
Farm Account—Sales of Farm Produce
Sales of Offal, Old Stores, and other Receipts
Loans Received
Total Amount of Lodgments as above

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of , and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

	£	s.	d.
SUNDRY ACCOUNTS, viz. :—			
Provisions and Necessaries
Clothing and Bedding
ESTABLISHMENT—			
(a) Salaries
(b) Medicines and Medical and Surgical Appliances
(c) Farm
(d) Other Expenses
Workhouse Burials
District School Account
District Hospital Account
Maintenance in Extern Institutions
Emigration, Law and other Expenses
Medical Charities
Lunacy Fees to Medical Officers
Registration of Births, Deaths, and Marriages, and of Vaccinations
Superannuation Allowances
Assessment and Results Fees of Teachers
Expenses of Local Committees
Repayment of Loans
Relieving Officers' Accounts—Outdoor Relief
Repayment of Advances under Seed Supply Acts
Unpaid Bills of last half-year
Expenditure out of Loans
Total Amount of Payments ordered as above

Summary and Reconcilement of Treasurer's Account for the month ending the last day of

.....19.....

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement
Total Sums received during the month
Total
Balance (if any) due to Treasurer as per last monthly Statement
Payments ordered during the month
Total
Net Balance due—the Union (being difference of above Totals)
RECONCILEMENT.						
Balance per Bank Book due—Treasurer
Outstanding Orders
Net Balance as above due—the Union

Dated this.....day of.....19

Clerk of Union.

TABLE (2).—**STATISTICAL MINUTES.**

Meeting held _____ the _____ day of _____ 19_____

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. _____ to No. _____

Separate , No. _____ to No. _____

Outdoor , No. _____ to No. _____

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature :—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the _____ day of _____ 19_____ was submitted, of which the following is a Summary :—

	Stock in hand at close of preceding week			Received during the week			Total			Consumed during the Week						Stock in hand at close of this week			Collective No. of days	
										By Inmates		By Officers		Total						
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.		
Provisions
Necessaries
Total

£ s. d.

The General Average Cost of an Inmate for the week was : :

Average Cost in Infirmary ... : :

Average Cost in Fever Hospital ... : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature :—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending

Saturday, the _____ day of _____ 19____ was submitted as follows:—

UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,
at a Meeting held on the _____ day of _____ 191

PRESENT—In the Chair—

Other Guardians—

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost £ s. d.	Discount £ s. d.	Net Amount £ s. d.	Directions given by the Board

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost £ s. d.	Directions given by the Board.

	Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			TOTAL £ s. d.
	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. VII. £ s. d.	District No. VIII. £ s. d.	District No. IX. £ s. d.	District No. X. £ s. d.	District No. XI. £ s. d.	District No. XII. £ s. d.				
1. Balance in hand at close of previous week ...																
2. Money since advanced by Guardians ...																
3. Total to be accounted for ...																
EXPENDITURE.																
4. Out-door Relief ordered by the Board—																
In Money ..																
In Kind ..																
5. Provisional Relief (in kind only), given by Relieving Officer on his own responsibility																
6. Orphans and Deserted Children boarded out ...																
7. Total Relief given																
8. Balance in hands at close of the week ...																
9. Total ...																

Dated this.....day of19

.....Clerk of Union.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.] An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191 _____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191 _____

_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District :—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows:—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows:—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

were laid before the Board, and directions given thereon, as follows:—

Population in 19 _____

Present Net Annual Value, £ _____

STATE of the Workhouse for the Week ended Saturday, the _____ day of _____ 19 _____

No. of Inmates for which accommodation is provided	No. that can be accommodated in each building	Total No. in each building on the above date	Able-Bodied		Aged and Infirm Persons and Adult Persons above 15 years of age but not working		Boys and Girls above 9 and under 15 years of age		Children above 5 and under 9 years of age	Children above 2 and under 5 years of age	Infants under 2 years of age	TOTAL	RETURN OF SICK AND LUNATICS		OBSERVATIONS	
			Males	Fem.	Males	Fem.	Boys	Girls					Number in Hospital on the above date	No. of Lunatics and Idiots in Workhouse on the above date		
Workhouse																
Temporary Buildings ..																
Additional Workhouse..																
Permanent Fever H'ptal																
Fever Sheds																
TOTAL																
Remaining on previous Saturday as per last Return .. .														Under Medical Treatment in Infirmary Wards } In separate Wards		
Admitted during the Week ..														Under Medical Treatment in Fever Hospital } In Wards with other Inmates		
Born																
Total														TOTAL		
Discharged during the Week ..																
Died																
Total Discharged and Died																
REMAINING ON THE ABOVE DATE																

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the _____ day of _____ 19 _____, authenticated and laid before the Board of Guardians at this Meeting.

RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse		RELIEF DISTRICTS	Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1		Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1		Total relieved out of the Workhouse	
	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons		Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Number of Cases relieved	Number of Persons, including Applicant and Family, dependent on him or her	Cases	Persons
No. I.							Bt. forward						
No. II.							No. V.						
No. III.							No. VI.						
No. IV.							No. VII.						
Car. forwd.							No. VIII.						
							TOTALS						

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on _____ the _____ day of _____ 19 _____

PRESENT—*In the Chair*—

Other Guardians—

Next Meeting of the Guardians to be held on the _____ day of _____ 1911

(Signed) _____ Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect:—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely:—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases:—

The Report of the Visiting Committee was read, and Orders were made thereon as follows:—

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

Galway County Council Archives

Galway County Council Archives

TABLE (1) — FINANCIAL MINUTES.

UNION.

Finance Meeting held on.....the.....day of.....19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of... ..19....., and the Ledger entries made in respect of same as follows:—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

The number of Provisional Admissions to the Workhouse confirmed was ...

Ditto disallowed

The number of Applicants admitted to the Workhouse was ...

The number of cases of Provisional Out-door Relief was ...

Do. in which Relief was continued by the Guardians ...

The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was ...

The number of Applicants for whom Relief was not ordered was ...

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year):—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on.....the.....

day of.....19.....

Signed.....

Clerk of the Union.

TABLE (a).		£	s.	D.
County Council, Money supplied on demand of Guardians	...			
Repayment of Relief			
Rents of Dispensary Residences			
Farm Account—Sales of Farm Produce			
Sales of Offal, Old Stores, and other Receipts			
Loans Received			
Total Amount of Lodgments as above			

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of....., and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

	£	s.	d.
SUNDRY ACCOUNTS, viz.:—			
Provisions and Necessaries
Clothing and Bedding
ESTABLISHMENT—			
(a) Salaries
(b) Medicines and Medical and Surgical Appliances
(c) Farm
(d) Other Expenses
Workhouse Burials
District School Account
District Hospital Account
Maintenance in Extern Institutions
Emigration, Law and other Expenses
Medical Charities
Lunacy Fees to Medical Officers
Registration of Births, Deaths, and Marriages, and of Vaccinations
Superannuation Allowances
Assessment and Results Fees of Teachers
Expenses of Local Committees
Repayment of Loans
Relieving Officers' Accounts—Outdoor Relief
Repayment of Advances under Seed Supply Acts
Unpaid Bills of last half-year
Expenditure out of Loans
Total Amount of Payments ordered as above

Summary and Reconcilement of Treasurer's Account for the month ending the last day of

.....19.....

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement
Total Sums received during the month
Total
Balance (if any) due to Treasurer as per last monthly Statement
Payments ordered during the month
Total
Net Balance due—the Union (being difference of above Totals)
RECONCILEMENT.						
Balance per Bank Book due—Treasurer
Outstanding Orders
Net Balance as above due—the Union

Dated this.....day of.....19

Clerk of Union.

TABLE (2.)—STATISTICAL MINUTES.

Meeting held _____ the _____ day of _____ 19_____

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. _____ to No. _____

Separate ,, No. _____ to No. _____

Outdoor ,, No. _____ to No. _____

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature:—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the _____ day of _____, 19_____ was submitted, of which the following is a Summary:—

	Stock in hand at close of preceding week			Received during the week			Total			Consumed during the Week						Stock in hand at close of this week	Collective No. of days	
										By Inmates		By Officers		Total				
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.
Provisions
Necessaries
Total

£ s. d.

The General Average Cost of an Inmate for the week was : :

Average Cost in Infirmary ... : :

Average Cost in Fever Hospital ... : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature:—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191____

_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District:—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows :—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows :—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers of the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz.:-

Blank lines for listing Dispensary Districts.

were laid before the Board, and directions given thereon, as follows:—

Population in 19

Present Net Annual Value, £

STATE of the Workhouse for the Week ended Saturday, the day of 19

Table with columns: No. of inmates for which accommodation is provided, No. that can be accommodated in each building, Total No. in each building, Able-Bodied, Aged and Infirm Persons, Boys and Girls, Children above 5 and under 9 years of age, Children above 2 and under 5 years of age, Infants under 2 years of age, RETURN OF SICK AND LUNATICS, OBSERVATIONS.

RETURN of DESTITUTE PERSONS relieved out of the Workhouse, as by Relief Lists for the last week ended Saturday, the day of 19, authenticated and laid before the Board of Guardians at this Meeting.

Table with columns: RELIEF DISTRICTS, Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1, Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1, Total relieved out of the Workhouse, RELIEF DISTRICTS, Destitute Persons relieved out of the Workhouse under to Vict. c. 31, s. 1, Destitute Persons relieved out of the Workhouse, but not comprised in Sec. 1, Total relieved out of the Workhouse.

COPY OF MINUTES of Proceedings of the Board of Guardians, at a Meeting held on the day of 19

PRESENT—In the Chair—

Other Guardians—

Next Meeting of the Guardians to be held on the day of 191

(Signed) Clerk of the Union.

The Clerk's Report on the execution of Orders previously made by the Board was read to the following effect :—

The Master's Estimate of Provisions and Necessaries, &c., required for the ensuing week was examined, and Orders were duly made for the several articles specified, namely :—

The Clerk's Report of Vaccination was read (this on the first Meeting of every month) Number of successful cases :—

The Report of the Visiting Committee was read, and Orders were made thereon as follows :—

Galway County Council Archives

The Reports of the Master and other Officers were read, and Orders made thereon as follows :—

The following Orders from the Local Government Board for Ireland were laid before the Board, and directions given thereon, as follows :—

The following Letters from the Local Government Board for Ireland and others, were read by the Clerk, and directions given to answer them respectively, to the following effect (or Orders made on them respectively, as follows) :—

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Galway County Council Archives

TABLE (1)—FINANCIAL MINUTES.

UNION.

Finance Meeting held on.....the.....day of.....19.....

The Financial Statement Book of Receipts was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been received during the month of.....19....., and the Ledger entries made in respect of same as follows :—

The cases of Provisional Relief, and Applications for Relief, were considered and decided on, as set forth in the Application and Report Books.

- The number of Provisional Admissions to the Workhouse confirmed was
- Ditto disallowed
- The number of Applicants admitted to the Workhouse was
- The number of cases of Provisional Out-door Relief was
- Do. in which Relief was continued by the Guardians
- The number of other Applicants in the Relieving Officers' Books relieved by order of the Guardians was
- The number of Applicants for whom Relief was not ordered was

The Bonds and other Securities in force were laid before the Guardians by the Clerk, together with his Report thereon, as follows (this on the second Meeting after the Annual Election in every year) :—

(See also Minutes of the Guardians' proceedings under the Medical Charities Acts.)

Next Meeting of the Guardians to be held on _____ the _____ day of _____ 19 _____

Signed _____
Clerk of the Union.

TABLE (a).

	£	s.	d.
County Council, Money supplied on demand of Guardians
Repayment of Relief
Rents of Dispensary Residences
Farm Account—Sales of Farm Produce
Sales of Offal, Old Stores, and other Receipts
Loans Received
Total Amount of Lodgments as above

The Financial Statement Book of Expenditure was produced and authenticated by the signature of the Chairman and the counter-signature of the Clerk, showing the sums which had been ordered for payment in the month of....., and the Ledger entries made in respect of same.

Payments were ordered to be made for accounts as follows, and the authority for the amount thereof was signed for transmission to the Treasurer.

TABLE (b).

	£	s.	d.
SUNDRY ACCOUNTS, viz.: —			
Provisions and Necessaries
Clothing and Bedding
ESTABLISHMENT—			
(a) Salaries
(b) Medicines and Medical and Surgical Appliances
(c) Farm
(d) Other Expenses
Workhouse Burials
District School Account
District Hospital Account
Maintenance in Extern Institutions
Emigration, Law and other Expenses
Medical Charities
Lunacy Fees to Medical Officers
Registration of Births, Deaths, and Marriages, and of Vaccinations
Superannuation Allowances
Assessment and Results Fees of Teachers
Expenses of Local Committees
Repayment of Loans
Relieving Officers' Accounts—Outdoor Relief
Repayment of Advances under Seed Supply Acts
Unpaid Bills of last half-year
Expenditure out of Loans
Total Amount of Payments ordered as above

Summary and Reconciliation of Treasurer's Account for the month ending the last day of

.....19.....

	Ordinary Account			Loans Account		
	£	s.	d.	£	s.	d.
SUMMARY.						
Balance (if any) due by Treasurer as per last monthly Statement
Total Sums received during the month
Total
Balance (if any) due to Treasurer as per last monthly Statement
Payments ordered during the month
Total
Net Balance due—the Union (being difference of above Totals)
RECONCILEMENT.						
Balance per Bank Book due—Treasurer
Outstanding Orders
Net Balance as above due—the Union

Dated this.....day of.....19.....

Clerk of Union.

TABLE (2).—STATISTICAL MINUTES.

Meeting held _____ the _____ day of _____ 19_____

The following Relief Registers were produced, examined, and authenticated by the Signature of the Chairman and counter-signature of the Clerk.

Indoor from No. _____ to No. _____

Separate ,, No. _____ to No. _____

Outdoor ,, No. _____ to No. _____

The Ledger was produced by the Clerk, posted up to date, with the proper Debits and Credits.

The following Books were submitted by the Clerk, he having first ascertained the accuracy of the entries made therein by the Master of the Workhouse, and authenticated the same by his signature:—

1. The Indoor Relief List.
2. The Provision Check Account.
3. The Provision Receipt and Consumption Account.

The Weekly Abstract of the Account of Provisions and Necessaries for the Week ending Saturday, the _____ day of _____, 19____, was submitted, of which the following is a Summary:—

	Stock in hand at close of preceding week			Received during the week			Total			Consumed during the Week						Stock in hand at close of this week			Collective No. of days
										By Inmates		By Officers		Total					
	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	£	s.	d.	
Provisions
Necessaries
Total

£ s. d.

The General Average Cost of an Inmate for the week was : :

Average Cost in Infirmary ... : :

Average Cost in Fever Hospital ... : :

The following Books were also produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature:—

1. The Clothing Materials Receipt and Conversion Book.
2. The Clothing Receipt Book.
3. The Inventory Book.
4. The Labour Book.
5. The Workhouse Farm Account.
6. The Medical Weekly Return and Extra Book.
7. The Out-door Admission and Discharge Book.
8. The In-door Admission and Discharge Book.

The Out-door Relief Lists, Application and Report Books, Order Check Books for Out-door Relief in Kind, and Receipts and Expenditure Books of the several Relieving Officers were then produced by the Clerk, their accuracy having been previously ascertained by him and authenticated by his signature.

NOTE.—Should any of the above-mentioned books not be duly authenticated and submitted at the meeting, the names thereof should be struck out in red ink, and the cause of the omission explained on the Minutes.

The Abstract of the Accounts of the several Relieving Officers for the last Week ending

Saturday, the _____ day of _____ 19____ was submitted as follows:—

UNION.

MEDICAL CHARITIES ACTS (14 and 15 Vic., Cap. 68, &c.)

MINUTES of Proceedings of the Board of Guardians, under the above-mentioned Acts,

at a Meeting held on the _____ day of _____ 191____

PRESENT—In the Chair—

Other Guardians—

Estimates and Requisitions for Medicines, and Medical and Surgical Appliances, required by the Medical Officers of the under-mentioned Dispensary Districts, were laid before the Board, and directions were given thereon as follows:—

Name of Dispensary District	Gross Cost £ s. d.	Discount £ s. d.	Net Amount £ s. d.	Directions given by the Board

Distinct Requisitions from the Medical Officers of the under-mentioned Dispensary Districts were laid before the Board, and directions were given thereon as follows:—

Dispensary District	Medicines, &c., required, not comprised in the Prescribed Lists	Total Cost £ s. d.	Directions given by the Board.

	Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			Relieving Officer			TOTAL £ s. d.
	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	District No. IV. £ s. d.	District No. V. £ s. d.	District No. VI. £ s. d.	District No. I. £ s. d.	District No. II £ s. d.	District No. III. £ s. d.	
1. Balance in hand at close of previous week ...																
2. Money since advanced by Guardians ...																
3. Total to be accounted for ...																
EXPENDITURE.																
4. Out-door Relief ordered by the Board—																
In Money ..																
In Kind ..																
5 Provisional Relief (in kind only), given by Relieving Officer on his own responsibility																
6. Orphans and Deserted Children boarded out ...																
7. Total Relief given																
8. Balance in hands at close of the week ...																
9. Total ...																

Dated this.....day of.....19____

.....Clerk of Union.

An Invoice of Medicines, forwarded by the Contractor for the _____ Dispensary District, in pursuance of an Order of the Board in their Minutes of _____ having been received from him, the Clerk laid the Invoice before the Board, and was directed to forward the same (or reported that he had forwarded the same, as the case may be) to the Medical Officer of the District, retaining a Copy of the Invoice for the use of the Guardians.

On the application of the Medical Officer of the under-mentioned Dispensary Districts, the following supplies of Books, Stationery, Forms, or other requisites were ordered to be supplied :

Dispensary District	Goods ordered to be supplied

[This at the end of each half-year in pursuance of Article 33 of the General Rules for Dispensary Districts dated 24th February, 1899.]

An Account of the Expenses incurred for the service of each Dispensary District in the Union, for the half-year ended _____ 191 _____ having been submitted to the Board, the Clerk was directed to furnish to the Medical Officer of each Dispensary District a Statement of all the Expenses of the District which had been included in the Half-year's Accounts. The following are the Total Expenses incurred for each Dispensary District for the half-year ended _____ 191 _____

_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____
_____ District, ...	£ _____

[This to be entered on the occasion of every appointment of a new Committee, after the triennial Election of Guardians, and on the occasion of any election to fill any vacancies in a Dispensary Committee

The following persons were appointed as Wardens for the Electoral Divisions of each Dispensary District :—The Clerk to make a Return accordingly to the Local Government Board for Ireland of the names and addresses of the Guardians, Relieving Officers and Wardens authorized to issue Medical Relief Tickets in each Dispensary District, and to issue the prescribed Notification to the Wardens appointed, and to the Medical Officers of the respective Dispensary Districts, in pursuance of Articles 1, 2 and 3 of the General Regulations for Dispensary Districts.—The Clerk was also directed to supply Check Books of Medical Relief Tickets (Forms E 1, E 2, and E 3), in pursuance of Article 31 of the Dispensary Regulations, to each Guardian of the Union, and to each Relieving Officer and Guardians therein ; namely :—

Name of Dispensary District	Electoral Divisions	Names and Addresses of Wardens appointed for each Electoral Division

The following Orders and Letters of the Local Government Board for Ireland, under the Medical Charities Act, were laid before the Board, and directions given thereon, as follows:—

Reference No. and Date	Subject Matter	Order of the Board thereon

The following Letters and other Communications were read by the Clerk, and Orders were made on them respectively, as follows:—

Date	From whom	Subject matter	Order of the Board thereon.

Galway County Council Archives

These Reports are to be made up and forwarded by the Medical Officers to the Board of Guardians quarterly, viz., on the 31st March, the 30th June, the 30th September, and the 31st December.

Reports (Form P) containing the names of children born in the District who are over 3 months of age and have not been vaccinated, from the Medical Officers of the following Dispensary Districts, viz. :—

Four horizontal lines for listing Dispensary Districts.

were laid before the Board, and directions given thereon, as follows :—

Galway County Council Archives

Next Meeting of the Guardians to be held on the _____ day of _____ 191

(Signed) _____ Clerk of the Union.

Uphall Union

Boarded-out children

Through an oversight accompanying documents ~~documents~~ which
~~Attached should have accompanied~~ ^{been transmitted} minutes of Proceedings
on the 23rd June 1920. were omitted from being
attached - signed

Galway County Council Archives

Telephone 2659.

Scottish Provident Buildings,

Belfast, July 7 1919.

Report upon Three Samples of Drugs forwarded for Analysis from Clifden Union, Workhouse Dispensary.

Drugs received by me on June 10 1919.

Drugs received into Stock June 2 1919.

Report Signed July 7 1919.

I have examined the Samples as specified below with the following results:—

	STANDARDS.
(1) <u>Oleum lini</u>	
Specific gravity:— .9347	.920 - .940
Extract grammes in 100 c.c. <u>Iodine absorption</u> :— 186.35%	170% (min.)
Alcohol by volume.....	
OBSERVATIONS:— This drug is of standard quality.	
(2) <u>Spiritus Inethyloatus</u>	
Specific gravity:— .8300	
<u>Boiling Point</u> :— 76°-79° C.	
OBSERVATIONS:— This drug is of good quality.	
(3) <u>Paraffinum liquidum</u>	
Specific gravity:— .8611	.860 - .890
OBSERVATIONS:— This drug is of standard quality.	
OBSERVATIONS:—	

These Samples were very carefully put up and labelled in accordance with the Local Government Board's instructions.

Signature of Analyst, Robt. F. Blake

Telephone 2659.

Scottish Provident Buildings,

Belfast, July 7, 1919

Report upon Three Samples of Drugs forwarded for Analysis from
Cliffden Union, Workhouse Dispensary.

Drugs received by me on June 10 1919

Drugs received into Stock June 2 1919

Report Signed July 7 1919

I have examined the Samples as specified below with the following results:—

	STANDARDS
(1) <u>Oleum Lini</u>	
Specific gravity:— <u>.9347</u>	<u>.930 - .940</u>
Extract grammes in 100 cc. <u>Iodine absorption: 186.35 %</u>	<u>170 % (min)</u>
Alcohol by volume	
OBSERVATIONS:— <u>This drug is of standard quality.</u>	
(2) <u>Spiritus Methylatus</u>	
Specific gravity:— <u>.8300</u>	
<u>Boiling Point: 76°-79° C</u>	
OBSERVATIONS:— <u>This drug is of good quality.</u>	
(3) <u>Paraffinum Liquidum</u>	
Specific gravity:— <u>.8611</u>	<u>.860 - .890</u>
OBSERVATIONS:— <u>This drug is of standard quality.</u>	
OBSERVATIONS:—	
<u>MS</u>	

These Samples were very carefully put up and labelled in accordance with the Local Government Board's instructions.

Signature of Analyst, Robt. F. Blake

Local Government Board,

Dublin, 8th November, 1915.

OVERDUE ACCOUNTS.

SIR,

I am directed by the Local Government Board for Ireland to advert to their previous circular letters regarding the application of Section 51 (7) of the Local Government (Ireland) Act, 1898, to payments which may be made out of the poor rate, and to state that the Board find it necessary to draw attention to a practice which appears, through misapprehension, to be adopted by some local bodies in applying the Section to certain payments.

The Board have observed that some local authorities, in cases in which a certificate is required as evidence of the correctness of the claim have regarded the claim as becoming due under the Section on the date on which such certificate is given, and instances have come under the Board's notice in which it has been sought, by merely giving such certificate, to prevent the application of the Section to accounts long overdue.

While in some cases there may be special authority for taking the date of a certificate as that on which a claim becomes due, the Board wish to point out that, unless there are special circumstances or authority to establish a different time, in general the date on which a claim becomes legally due is that on which the service for which payment is claimed or completed, and such date cannot be postponed or altered by a certificate which is merely required as evidence of the correctness of the claim in the settlement of accounts or otherwise.

Local authorities should bring this circular letter to the notice of their officers, and they should be given clear instructions to observe its terms in future.

I am, Sir,

Your obedient Servant,

A. R. BARLAS,

Secretary.

To

The Secretary of each County Council.

The Town Clerk of each County Borough.

The Clerk of each Rural District Council.

The Clerk of each Urban District Council.

The Clerk of each Union.

The Resident Medical Superintendent of each District Asylum.

The Secretary of each Agricultural and Technical Committee for Counties.

THE SECRETARY OF THE GALWAY COUNTY COUNCIL
THE COUNTY OF GALWAY
THE TOWN OF GALWAY
THE DISTRICT OF GALWAY
THE DISTRICT OF GALWAY
THE DISTRICT OF GALWAY

L. Collins

Roundstone

SECRET

THE SECRETARY OF THE GALWAY COUNTY COUNCIL
THE COUNTY OF GALWAY

Galway County Council Archives