

Treasury records

Treasury correspondence in a series call T1 covers a wide range of subjects because all government business had to pass through the Treasury. This short guide will explain the 3 stages involved in finding those papers which survive.

From 1852 there are subject indexes arranged by year. These are in series T108.

The subjects are arranged in alphabetical order. You can see the A-Z on the right hand side.

Let's look at an example. A flood in Holmfirth in 1852. Let's start with F for flood.

If you don't find an entry straight away try looking in the miscellaneous section under F.

In this case it's in pages 2,3,6,7 and 20.

Here on page 6 you can see the entry for the flood.

Next to the entry you will find a number, note that number down.

The first number, 52 is the year. The second number, 7217 is the paper number.

Skeleton registers in series T3 will tell you if the paper has survived.

Search T3 by year on our catalogue.

Here's a skeleton register for 1852.

Find number 7217, which you have already noted down, using the numbered tabs on the right hand side.

7100, 7200 and 17

Note down any numbers written to the right hand side. Here it's 17275

Now find 17275 in the skeleton register.

Repeat this process until there are no more numbers to the right.

Note down the final number. Here its 24989. If you find a black tick this means the document has survived. A red mark often means the papers have been destroyed.

Use Discovery, our catalogue, to find the paper in T1.

Using advanced search type in the first 2 digits from your final number 24989 followed by an asterisk. Search within reference T1, limit the date range to 1852 and select search The National Archives.

Sort your search results by reference. This will put them into numerical order.

Pick the document with the right paper range for the final number 24989. It's T1/5778a. Order this document.

Look for the file marked 24989 and inside are all the T1 documents relating to the flood in Holmfirth.

We hope you've found this guide helpful. Good luck with your research.