

Rules

for the government of Watts's Charity Almshouses

1. That all the Inmates, unless prevented by illness, shall attend at some place of Divine Worship once at least on every Sunday.
2. That if any Almsperson shall be guilty of insobriety insubordination breach of regulations or immoral or unbecoming conduct or shall receive Poor Law Relief or shall in the opinion of the Trustees become disqualified from retaining his or her appointment or if in any case it shall appear that any Almsperson has been appointed without having the required qualifications the Trustees upon proof thereof to their satisfaction may remove the Almsperson and take possession of the tenement or rooms occupied by him or her and may proceed to appoint another Almsperson in his or her place or in any case of such misconduct as aforesaid the Trustees may suspend the payment of the Stipend to the Almsperson either wholly or in part during such time as they shall think fit.
3. That none of the Inmates shall underlet the rooms assigned to them, or suffer any stranger to occupy the same

or any part thereof, or have any person to reside with them, except only in case of sickness and by the previous consent of the Trustees or the Visiting Committee.

✓ 4. *That* none of the Inmates (except Nurses attending any sick person) shall be absent from the Almshouses for more than twenty four hours without the special consent in writing of the Trustees or two of them and then only for such time as shall be then authorized.

✓ 5. *That* none of the Inmates shall carry on any trade - business or profession whatsoever, in the Almshouses or elsewhere; nor shall they be allowed to keep any dog pig rabbit or any kind of poultry whatever in their apartments, or on any part of the grounds of the Almshouses.

6. *That* all the Inmates shall keep their respective apartments clean and wholesome, and shall carry their ashes to the place appointed for their reception and shall carefully preserve the walls, glass, and windows of their apartments, and all fixtures therein.

✓ 7. *That* none of the Inmates shall injure disfigure or break down any of the walls, fences, trees, or plants, belonging to the Almshouses, or the lawn, grass, or gravel, thereof.

8. *That* all the Inmates of the Almshouses shall take especial care to prevent fire therein, and shall retire to bed at ten o'clock, except in cases of necessity.
9. *That* none of the Inmates shall be allowed to go out of the Almshouses before the opening of the gates in the morning, or to come into the Almshouses after the closing of the gates at night without previously informing the Porter, an entry of which shall be made by him in his book.
10. *That* the Trustees in lieu of paying the whole amount of any Stipend to an Almsperson in money may from time to time expend the whole or any portion thereof for his or her benefit as they shall think fit.
11. *That* if by reason of age or other general infirmity any Almsperson shall become unable to wait upon himself or herself such Almsperson shall at his or her own expense find and provide a proper person to attend on him or her.
12. *That* the Porter shall take charge of the Almshouses, Buildings and Premises, and extinguish the gas lights in the corridors at nine o'clock every evening between Michaelmas and Lady-day, and ten o'clock in the evening between Lady Day and Michaelmas.
13. *That* the Porter shall keep the Keys of the Gates and

outbuildings; and attend upon the Trustees, and all their Committees at the Almshouses, and upon the death of any Inmate give notice to the friends of the deceased and to the Clerk to the Trustees, and take charge of the apartments and effects of the deceased, and be responsible for them until the pleasure of the Trustees or the visiting Committee is known.

14. *That* it shall be the duty of the Head Nurse to see that these Rules (except so far as the same relate exclusively to the duties of the Porter) are observed, and to report all breaches to the Visiting Committee, and enter in a book to be provided by the Trustees for that purpose a true and impartial account of all offences committed against any of the Rules herein contained, and to submit the same to the Visiting Committee at their next visit to the Almshouses.

15. *That* the Porter be required to lock the Gates at Ten o'clock in the evening and unlock them at Six o'clock in the morning from Lady day to Michaelmas, and Nine o'clock in the evening and Seven o'clock in the morning from Michaelmas to Lady day.

16. *That* the duties of the Head Nurse and other Nurses shall be to attend the Almshouses in sickness; and to visit or attend at their own residences other poor deserving persons afflicted with

illness whether of a temporary or permanent character and poor deserving married women in their confinement resident within the City of Rochester or the limits, liberties or precincts thereof, as the Trustees or their Visiting Committee shall direct.

17. *That* all applications for the attendance of the Nurses shall be addressed to the "Head Nurse, Watts' Almshouses, Rochester" and the Head Nurse shall forthwith report the same to two of the Visiting Committee and enter in a book to be provided by the Trustees a list of all such applications and the names and addresses of every person visited or attended; with the name of the visiting Nurse, and the date of such application, and of the return of the Nurse the nature of the complaint of the person visited, the result of the sickness and the name of the Medical man in attendance (if any)

14 18. *That* the attendance of the Nurses shall in all cases be given gratuitously, and the Head Nurse shall send the Nurses in rotation except where there shall appear to her special reasons to the contrary, which she shall enter in her book.

19. *That* any Nurse receiving any remuneration for her attendance on a sick person shall be liable to be removed by the Trustees from her situation as Nurse and she shall not be entitled to reside in the Almshouses after she has ceased to hold

✓ her post as Nurse.

20. *That* the Head Nurse shall forthwith bring to the knowledge of the Visiting Committee, any Complaints against any of the Nurses, in order that the same may be fully investigated; and the decision of the Visiting Committee with reference to any such complaints, if and when confirmed by the Trustees, shall be final and conclusive.

✓ 21. *That* the Head Nurse shall not attend as Nurse out of the Almshouses except in cases of emergency, or upon the special orders of the Trustees, or the Visiting Committee.

✓ 22. *That* the Head Nurse shall visit the several Inmates at least once a week (accompanied by the Porter when visiting the Almsmen) to ascertain that the several apartments are kept in a clean and orderly condition, and in accordance with these Rules, and shall report any matters appearing on such visit in her Book and take charge of the Keys in the absence of the
17 Porter.

✓ 23. *That* for the better observance of the foregoing rules the same shall be printed; and a copy thereof placed in the Hall, and Kitchen, and also given to each Inmate on his or her election that none of such Inmates may plead ignorance thereof.

Declaration

I having been elected an
Inmate of the above Almshouses do hereby agree fully and
faithfully to abide by and conform to the above Rules so far
as the same relate to me and any further Rules which the
Trustees may from time to time make for the better government
of the same and in case from any cause whatever the Trustees
shall remove me from my appointment as an Almsperson I
hereby authorize them and their Clerk or Agent without any
previous formal or legal process or demand to re-enter and take
possession of the apartments and premises to which I have been
elected as if I had been a Trespasser and had no right or
interest therein.

Dated the _____ day of _____ 18__

Witness,

✓
no

1889

Watts's Charity

Inmates of
Almshouses

(Fair Copy)

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Watts's Charity
Almshouses.

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W. H. Bell,
Rochester.