

P935 Papers of the Rugg Family

RECORDS' IDENTITY STATEMENT

Reference number: GB1741/P935

Alternative reference number:

Title: Papers of the Rugg Family

Dates of creation: c. 1880- 1955

Level of description: Fonds

Extent: 6 Boxes

Format: Paper

RECORDS' CONTEXT

Name of creators: The Rugg Family

Administrative history: Andrew Rugg was born in Keiss in 1864.

He began work in the Sheriff Clerk's office in Wick in 1879. In 1884 he was appointed Sheriff Clerk Depute at the age of 20, retiring in 1931.

Whilst in office he had a range of other roles and businesses. He was a fishcurer, insurance agent, landlord, Secretary of the John o' Groat Steam Laundry and owner of the steam drifter 'Zoe' and motorboat 'Fruitful'

Rugg served with the Caithness Artillery Volunteers, retiring with the rank of Major. He was awarded the M.B.E. in 1932.

The family lived at Moss Palm, Sinclair Terrace, Wick.

In 1921 the Ruggs took over the rental of Invercharron Mains Farm, Ardgay, Ross- shire, where they moved in 1931 after Andrew Rugg's retirement.

Custodial history: Deposited by Jill Husser- Munro

RECORDS' CONTENT

Description: Family and Business papers of Andrew Rugg, his wife and family. Includes records from Andrew Rugg's time in the

Sheriff Clerk's Office, records concerning property owned by Andrew Rugg, financial records, insurance documents, business records related to the Fishing Industry, papers of Invercharron Mains Farm, Ardgay, personal and various papers.

Appraisal:

Accruals: None expected

RECORDS' CONDITION OF ACCESS AND USE

Access: Open

Closed until:

Access conditions: Available within the Archive searchroom

Copying: Copying permitted within standard Copyright Act parameters

Finding aids: Available in Archive searchroom

ALLIED MATERIALS

Related material:

Publication:

Notes:

Date of catalogue: July 2021

Ref.	Description	Dates
P935/1	Records from Andrew Rugg's time in the Sheriff Clerk's Office	1884- 1928
P935/1/1	Handwritten Document appointing Andrew Rugg, Writer, to the position of Sheriff Clerk Depute of the County of Caithness. Signed by Andrew Rugg and James Gilchrist Esquire, Sheriff Substitute at Wick of the Sheriffdom of Caithness, Orkney and Shetland (1 item)	29 Aug 1884
P935/1/2	Bundles of invoices and details of payments concerning Andrew Rugg Esquire's Shorthand-writing fees for work undertaken on legal cases (1 bundle)	1903- 1928
P935/2	Records concerning Property owned by Andrew	1889- 1939

	Rugg	
P935/2/1	Rent Receipt Book. Nine counterfoils filled in for properties in Argyle Square and Breadalbane Terrace. (1 item)	29 Nov 1889- 14 Nov 1890
P935/2/2	Receipts for rent paid and rates due for various properties in Wick. Includes lists of tenants. (1 bundle)	1889- 1925
P935/2/3	State of Settlement of Purchase of subjects at West Banks, Wick by Andrew Rugg (1 item)	1909
P936/2/4	'Inventory of Writs of Properties belonging to Andrew Rugg, in Pulteneytown, Wick, Lots 13, 14 and 15 in Links of Pulteneytown, 1913.' Typed document, handwritten date on last page reads 11 th August 1926.' (4 items)	1913- 1926
P935/2/5	Receipts for rental payments made to Sir Robert Usher of Pulteneytown Estate (3 items)	7 Jan 1915
P935/2/6	Notices to pay Feu Duties on properties on Pulteneytown Estate and receipts for payments made. (1 bundle)	1915- 1931
P935/2/7	Papers concerning Rugg's property 'Mosspalm' in Sinclair Terrace, Wick (1 item)	1923- 1928
P935/2/8	Notices to pay Local Rates for addresses in Janetstown, Telford Street, Saltoun Street and Williamson Street (4 items)	1929-1934
P935/2/9	Correspondence addressed to Andrew Rugg Esq., Sheriff Clerk Depute, from Hector Sutherland and Green Solicitors concerning the sale of Properties in Williamson Street, Wick (2 items)	11 Mar 1930- 11 Dec 1930
P935/3	Financial Records	c. 1880- 1939
P935/3/1	Cash Book with embossed cover. Unused. (1 item)	c. 1880
P935/3/2	Miscellaneous receipts and correspondence regarding expenses (1 bundle)	1881- 1893
P935/3/3	Income Tax Records for Andrew Rugg Esq. (contains useful information on his various income streams and names and dates of birth of his children) (1 bundle)	1895- 1934
P935/3/4	Income Tax Records (1 bundle)	1914- 1920
P935/3/5	Receipts for interest paid on bonds through Hector	1914- 1930

	Sutherland and Green, Solicitors (1 bundle)	
P935/3/6	Receipts and correspondence for loan repayments made by Andrew Rugg (1 bundle)	1914- 1930
P935/3/7	Cheque books, 1 with stubs filled in (3 items)	1920- 1922
P935/3/8	Tax Records of Andrew Rugg. Addresses include Moss Palm, Thurso Road, Wick; Bridge Street, Wick; Telford Street, Wick; Invercharron, Ardgay; John o' Groats Steam Laundry Co. Ltd. (2 bundles)	1924- 1931
P935/3/9	Receipts and Handwritten Notes regarding shares in various companies (1 bundle)	1928- 1939
P935/3/10	Bank Book for account held by Andrew Rugg at the Commercial Bank of Scotland (1 item in envelope)	1932
P935/4	Insurance Documents	1898- 1934
P935/4/1	Insurance Documents in the name of Andrew Rugg. Insurance Receipts for the North of Scotland Fire Insurance Company Limited and Norwich Union Fire Insurance Society. Andrew Rugg was the Wick agent for both firms. Includes Andrew Rugg's personal policies. Various insurance policies include home and contents insurance, Rugg's Employer Insurance for agricultural labourers, fishcuring employees and house servants, a gardener and chauffeur (3 bundles)	1898- 1934
P935/4/2	Cash Book for Scottish Provident Institution. Records insurance premiums paid by Rugg's clients. Includes loose leaf receipts. (1 item and 1 bundle)	1910- 13 Aug 1924
P935/5	Business Records related to the Fishing Industry	1874- 1933
P935/5/1	Papers of Peter McAdie, Fishcurer, Pulteneytown (1 bundle)	1874- 1899
P935/5/2	Papers relating to the operation and maintenance of the motor boat 'Duna' WK 614 (1 bundle)	1912- 1921
P935/5/3	Papers relating to the operation and maintenance of the boat 'Zoe'. Includes bill of sale. (1 bundle)	15 Feb 1913- 1933
P935/5/4	Correspondence from The Russian Bank to Andrew Rugg regarding his account. (1 bundle in envelope)	1914- 1917
P935/5/5	Correspondence addressed to Andrew Rugg Esq, Fishcurer, Wick, concerning financial transactions with the Russian Bank for Foreign Trade. (15 items)	1915- 1918

P953/5/6	Invoice Book 'In a/c with Alexander Mowat Shipbroker and Herring Exporter' (1 item)	1917- 1924
P935/5/7	Lease Agreement and Correspondence between Andrew Rugg and Alexander Wood & Son for Rugg's Fishcuring Yard and Stores in Telford Street, Wick. (1 bundle)	1922- 1929
P935/5/8	File containing receipts and correspondence relating to the motor- boat 'Fruitful' (1 file)	1926- 1933
P935/5/9	Receipts and correspondence for rental of Rugg's premises in connection with the fishing industry (4 items)	1930- 1934
P935/5/10	Correspondence and Business Account from D.W. Georgeson & Son, Solicitors, to The Wick Fish Selling Company, Wick (1 bundle in envelope)	1932
P935/5/11	Summary of the Statement of Affairs of the Russian Bank for Foreign Trade as at 22 nd February, 1933, the date of the Winding- up Order. (1 item)	22 Feb 1933
P935/5/12	Notebook containing handwritten lists of sundries relating to barrel making (1 item)	n.d.
P935/6	Papers of Invercharron Mains Farm, Ardgay	1921- 1937
P953/6/1	Correspondence, Receipts and financial transactions concerning Invercharron Mains, Ardgay, Ross- shire. Includes Income Tax Returns and correspondence concerning the rental of the farm from Invercharron Estate. (1 bundle)	1921- 1937
P935/7	Personal Papers	1881- 1955
P935/7/1	Receipts for items of clothing. Mainly from George McAdie and Co., General Drapers, Outfitters and Manufacturers, Bridge Street, Wick. Also John Sandison, Linen and Woollen Draper, Clothier, Silk Mercer and c., Bridge Street, Wick; Hugh Loag, Clothier, Draper and Silk Mercer, Bridge Street; McKenzie and Shearer (1 bundle)	1881- 1935
P935/7/2	Receipts for home furnishings and accessories (9 items)	1885- 1893
P935/7/3	Letter of condolence sent to Andrew Rugg on the death of his father. (1 item)	4 Sep 1889
P935/7/4	Letter appointing Andrew Rugg, 2 nd Lieutenant, Volunteer Forces, to the rank of Officer from 15 Nov	14 Nov 1890

	1890. (1 item and envelope)	
P953/7/5	Black and white photographs of Andrew Rugg in military regalia, taken by Humphrey, Wick. (2 items)	c. 1890
P953/7/6	Extract Entry of Birth for Janet Craig Rugg, born May 25 th 1897; Alexander Rugg, born October 28 th 1900; John Macadie Rugg, born January 19 th 1908. Children of Andrew Rugg and Isabella Kennedy Rugg, m.s. Macadie., married in Wick 14 March 1894 (3 items)	1897- 1908
P935/7/7	Correspondence from the Rugg children to their parents. (2 items)	Feb 1907- c. 1925
P935/7/8	Certificate of Service awarded to Captain & Hon. Major Andrew Rugg for twenty years' service in 1 st Caithness RGA (Volunteers) (1 item)	31 March 1908
P935/7/9	Extract of an Entry in a Register of Deaths for Mora Jean Rugg, 29 Oct 1918, in Dalkeith. (1 item)	29 Oct 1918
P935/7/10	Correspondence regarding payment of the balance due to the estate of Mora Jean Rugg from the Scottish Teacher's Superannuation Fund (1 item)	10 Apr 1919
P935/7/11	Receipts for household expenses (1 bundle)	1919- 1936
P935/7/12	Papers concerning the death of Mrs Bella Kennedy Rugg, Wester Rarichie, Nigg, Ross- shire, naming her son, Mr Jack Rugg, Esq. as the executor of her Personal Estate. Contains legal papers, bank book, invoices for legal fees and share dividend correspondence. (1 bundle)	1928- 1944
P935/7/13	Account of the division of the estate of Mrs. Jane Sutherland Macadie or Bremner, Keiss Castle (1 item)	1929
P935/7/14	Insignia of Member of the Most Excellent Order of the British Empire (MBE) awarded to Major Andrew Rugg, V.D., J. P. from George the Fifth (3 items, 1 envelope)	11 Mar 1932
P935/7/15	Newspaper Cutting of Andrew Rugg's Obituary published in the John o' Groat Journal, 20 March 1936. (1 item)	20 Mar 1936
P935/7/16	Receipt for a donation to the Winston Churchill Birthday Trust from Alistair Rugg Esq. (1 item)	6 Jan 1955
P935/7/17	Handwritten note on Rugg genealogy (1 item)	n.d.

P935/8	Various Papers	1890- 1922
P935/8/1	Quotes and invoices for work done by James Rugg, Joiner, Keiss for various family members (1 bundle)	1890- 1906
P935/8/2	Letter Book. Contains an index of business partners and letters detailing transactions in Rugg's various businesses. Includes details of his dealings with foreign markets in connection with the herring trade, as well as letters to herring girls, engaging them for the season. (1 Volume)	14 Mar 1902- Jul 1914
P935/8/3	Correspondence regarding The John o' Groat Steam Laundry Company (2 items)	1912
P935/8/4	Letter Book. Contains an index of business partners and letters detailing transactions in Rugg's various businesses. Contains Rugg's resignation letter from the Sheriff Clerk's office after 52 years of service. (1 Volume)	1914- Jul 1931
P935/8/5	Business Account from A.N. Macaulay & Co. Solicitors, Golspie to Andrew Rugg (1 item)	1922
P935/8/6	Key with note 'R Begg's house back door key' (2 items)	n.d
P935/8/7	Miscellaneous items including keys and fountain pen (13 items)	n.d.