

Coops & Company Ltd., Wigan

Reference: D/DY/CO



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Administrative History:

Coops & Company Ltd. was founded in 1862 in Wigan. Timothy Coop, a retail tailor, sought to reduce the unemployment caused by the slump in the cotton trade, by training local women and girls to use sewing machines for the manufacture of men's clothing. Coop was one of a number of local men involved in a relief committee, supporting those left unemployed by the impact on the cotton industry in Lancashire by the American Civil War.

After visiting America, Coop and his business partner, James Marsden, built new premises on Dorning Street, Wigan, opened in 1872. This was followed in 1879 with the opening of the Mantle Department for women's clothing, and in 1880 and 1890, new wings were added to the original structure.

Coops produced service uniforms during both the First and Second World Wars, and was in business until 1990.

Reference Number	Catalogue Level	Description of Records	Dates	Extent	Additional Description
D/DY/Co	fonds	Coop and Company Limited	1890-1985	43 items	
D/DY/Co/2	series	Committee Records	1891-1985	7 items	
D/DY/Co/2/1	sub-series	Minute Books	1891-1959	5 items	
D/DY/Co/2/1/1	item	Minute Book of General Meetings	1891-1959	1 items	
D/DY/Co/2/1/2	item	Minute Book for Directors Meetings	1940-1958	1 items	
D/DY/Co/2/1/3	item	Directors Meeting Minute Book	1917-1940	1 items	Directors Meeting Minute Book with report and balance sheets
D/DY/Co/2/1/4	item	Directors Meeting Minute Book	1891-1917	1 items	
D/DY/Co/2/1/5	item	Joint Consultative Council minutes	1975	1 item	Folder with minutes and papers of the Joint Consultative Council from 02 Apr to 26 Nov 1975.

Reference Number	Catalogue Level	Description of Records	Dates	Extent	Additional Description
D/DY/Co/2/2	sub-series	Meetings Books	1891-1985	2 items	
D/DY/Co/2/2/1	item	Agenda Book	1891-1985	1 items	Agenda book listing the agendas of General, Directors and Ordinary General Meetings
D/DY/Co/2/2/2	item	Directors Meeting Attendance Book	1891-1969	1 items	
D/DY/Co/3	series	Legal Records	1964	1 items	
D/DY/Co/3/3	sub-series	Valuations	1890-1985	1 items	
D/DY/Co/3/3/1	item	Valuation by Edward Rushton & Son	1964	1 item	Valuation of the land, buildings, plant and machinery by Edward Rushton & Son Auctioneers and Valuers
D/DY/Co/4	series	Finance Records	1890-1985	10 items	
D/DY/Co/4/1	sub-series	Annual Reports	1901-1965	3 items	
D/DY/Co/4/1/1	item	Register of Annual Returns	1955-65	1 item	
D/DY/Co/4/1/2	item	Report of the Directors	1944	1 item	Report of the Directors presented at the annual General Meeting listing Directors, profit and loss and balance sheet at 29 July 1944
D/DY/Co/4/1/3	item	Folder of Directors Reports	1901 1932-1950	1 item	Listing profit and loss accounts and balance sheet; with certificate of Birth (copy) for Margaret Miller (born 1895) required for the Factory and Workshop Act
D/DY/Co/4/3	sub-series	Miscellaneous	1890-1978	1 item	
D/DY/Co/4/3/1	item	Articles of Association	1890, 1933, 1950, 1963, 1960, 1967, 1978	1 item	Articles of Association and two pension plans for 1960 and 1978
D/DY/Co/4/4	sub-series	Shares	1891-1988	5 items	
D/DY/Co/4/4/1	item	Register of Transfers	1891-1967, 1976	1 item	Listing shares transferred with names, addresses, occupation and share number of transferor and transferee.
D/DY/Co/4/4/2	item	Register of Members and Share Ledger	1891-1988	1 item	Listing name, date of entry and date when member left, share values and transfer dates.

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D/DY/Co/4/4/3	item	Annual List	1966-1971	1 item	Listing share of capital accounts
D/DY/Co/4/4/4	item	List of Preference Shares	1964-1966	1 item	Listing names, address, number of shares, payment, capital and remarks.
D/DY/Co/4/4/5	item	Share Transfers and Members	1920-1928	1 item	Bundle of papers regarding shares, including transfers and register of members.
D/DY/Co/4/4/6	item	Register of members and share ledger (preference shares), including indexed members and details of the purchase and transfer of share holdings	n.d.	1 item	Bundle of papers regarding shares, including transfers and register of members.
D/DY/Co/4/5	sub-series	<i>Records of Loans and Borrowings</i>	1967	1 item	
D/DY/Co/4/5/1	item	Documents relating to Mortgage	1967	1 item	Documents relating to mortgage depenture for monies from Westminster Bank Ltd. including schedule, draft letter reporting resolution to borrow money and letter from the secretary.
D/DY/Co/5	series	Personnel Records	1948-1989	2 items	
D/DY/Co/5/4	sub-series	Performance Reports	1988-1989	1 item	
D/DY/Co/5/4/1	item	Production Study Folder	1988-1989	1 item	Folder with production study summary sheets listing lost time, contingencies, completed garments and performance.
D/DY/Co/5/5	sub-series	<i>Directors and Managers</i>	1948-1967	1 item	
D/DY/Co/5/5/1	item	Register of Directors and Managers	1948, 1961-62, 1966, 1967	1 item	Listing name, address, occupation, changes and date of birth of directors.
D/DY/Co/6	series	Plans and Specifications	1940-1949	1 item	
D/DY/Co/6/2	sub-series	<i>Buildings</i>	1940-1949	1 item	
D/DY/Co/6/2/1	item	Map of Property	c.1940's	1 item	Map of property belonging to COOP and Company, Ltd.
D/DY/Co/7	series	Publicity Records	1876-1991	17 items	

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D/DY/Co/7/1	sub-series	<i>Publications</i>	1904-1991	11 items	
D/DY/Co/7/1/1	item	Promotional Booklet	c.1950's	1 item	Small promotional booklet containing History of COOP & Co. from 1872, images of factory workers and illustrations of clothes.
D/DY/Co/7/1/10	item	Gledhill brochure	c.1930's	1 item	Arthur Gledhill brochure with designs of overcoats, lounge suits and dress wear for men and price list.
D/DY/Co/7/1/11	item	Men's Wear Magazine	1969	1 item	Men's Wear professional magazine featuring clothing company adverts, articles and advertisements, dated 6 Feb 1969.
D/DY/Co/7/1/2	item	Promotional Booklet	c.1950's	1 item	Promotional booklet with designs for men's suits and overcoats and women's coats and suits.
D/DY/Co/7/1/3	item	Auction Catalogue	1991	1 item	Auction catalogue by Edward Symmons & Partners for the sale of COOPS Garment manufacturing plant, equipment and office furniture.
D/DY/Co/7/1/4	item	James Marsden Tribute	1927	1 item	Biographical sketch of deceased James Masden, J.P. (1841-1927) former head of Coop & Co. with brief biography and account of funeral service.
D/DY/Co/7/1/5	item	Promotional folder	c.1990	1 item	Promotional folder with three examples of cloth.
D/DY/Co/7/1/6	item	Men's styles booklet	c.1950's	1 item	Styles for men booklet with examples of suits, overcoats and size chart.
D/DY/Co/7/1/7	item	Coop brochure	c.1990	1 item	Coop brochure with short letter from the chairman Ian Meffan and examples of men's suits and coats.
D/DY/Co/7/1/8	item	Co-Mar brochure	c.1940's	1 item	Co-Mar brochure with styles for men including examples of suits, jackets and overcoats. c.1940's.
D/DY/Co/7/1/9	item	Macintosh brochure	1904-1905	1 item	Macintosh brochure with designs for men's overcoats.
D/DY/Co/7/2	sub-series	<i>Objects</i>	1876-1877	2 items	
D/DY/Co/7/2/1	item	Fashion Plate	1876	1 item	Poster showing drawings of designs of suits and coats for men and boys.
D/DY/Co/7/2/2	item	Fashion Plate	1877	1 item	Poster showing drawings of designs of suits and coats for men and boys.
D/DY/Co/7/2/3	item	Unused book of clothing receipts	n.d.	1 item	Poster showing drawings of designs of suits and coats for men and boys.
D/DY/Co/7/2/4	item	Fashion plates	n.d.	10 items	Card fashion plates of suits and overcoats.

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D/DY/Co/7/2/5	item	Card stands	1940-1959	10 items	Card promotional stands/displays for Co-mar tailoring, c1940's-1950's.
D/DY/Co/7/2/6	item	Colour fashion plates	1949	1 item	Colour fashion plates produced by the Tailor and Cutter with biography of John Williamson founder of Tailor and Cutter and twelve colour fashion plates.
D/DY/Co/8	series	Photographs			
D/DY/Co/8/1	sub-series	Building	1938-1991	17 Items	17 photographs of the factory building including 6 showing the factory front, 5 of the Coop's factory c. 1938, 1 of the factory chimney and 5 displaying the factory at roof level.
D/DY/Co/8/2	sub-series	Personnel		11 items	11 Photographs people lined to Coop including Richard and Elizabeth Coupe, R. Burton Crook, M.D., 2 of James Marsden, Frank Fritton, George F. Dedrich, Timothy Coop (Founder of Coop & Co.), 1 of workers outside Coops, 1 of three children and 1 of a group of Coop typists including ELizabeth Ann Harding c. 1920's.
D/DY/Co/8/3	sub-series	Events	c. 1930s-1980's	6 items	6 photographs including 2 of retirement presentations for Coop workers, Queen's Jubilee Luncheon 1977, 1 of Coop A.F.C. football team c. 1930's and 2 of cast for Coop play (Ye Old Village Weddin) c. 1920's.
D/DY/Co/8/4	sub-series	Promotional	c. 1880's-1950's		12 photographs including a drawing of female workers c. 1880's, 6 photographs of models wearing Coops clothes, 3 photographs of Coop workers working 1 of Coops building from the air and 1 Factory letter head photograph.

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D/DY/Co/8/5	sub-series	Trade Fairs and Displays	1951-1983	19 items	19 photographs of Coop displays at trade fairs, including 6 at the IMBEX trade fair 1983, 3 from the N.A.O Conference Eastbourne, 1954/55/57, 2 from the Festival of Britain. 1951, 1 from the Royal Restival Hall, 1955, 2 from the Royal Albert Hall 1956, 2 from Earl's Court 1955/57 and 3 from the N.A.O. Conference at Harrogate 1956/60/61.
D/DY/Co/8/6	sub-series	Machines			
D/DY/Co/8/6/1	item	Photograph of Machine	1991		
D/DY/Co/8/6/2	item	Photograph of Machine			
D/DY/Co/8/6/3	item	Perforating Machine			Photograph of the original Perforating machine
D/DY/Co/8/7	sub-series	Workers	c.1930's-1980's		48 photographs of Coops employees at work including individuals and photographs of whole factory floors; 7 c.1930's but most c.1980's.
D/DY/Co/8/8	sub-series	Factory workshops	c.1980's-1991		46 photographs of entire factory workshops with 2 steam presses and workers c.1980's and the rest detailing empty factory workshops and rooms dated 25 April 1991.
D/DY/Co/9	series	Products and Orders	1930-1990	5 items	
D/DY/Co/9/1	sub-series	Orders	1930-1990	5 items	
D/DY/Co/9/1/1	item	Order specifications	1978-1983	1 item	Folder with Order specifications including charts, notices and stock sheets.
D/DY/Co/9/1/2	item	Quality reports	1989-1990	3 items	Set of three folders with quality reports; two for 1989 and one for 1990.
D/DY/Co/9/1/3	item	Instructions folder	1981-1982	1 item	Folder with 'making instructions' for various items of clothing, from 20 May 1981 to 21 Oct 1982.
D/DY/Co/9/1/4	item	Letter head and order confirmation form	c1980's	2 items	A Coop company letter head and a set of order confirmation forms including copies for customer, warehouse/buying, dispatch, sales office and planning dept.

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D/DY/Co/9/1/5	item	Defence certificate	c1980's	1 item	Defence Quality Assurance Board Certificate from the Ministry of Defence, to certify the Coop's products register with their quality assurance requirements. Valid till November 1992.