

(Thanks to Don McCollam for the loan of the booklet.)

"AFTER THE RAID"

WHAT YOU SHOULD KNOW

WHAT YOU SHOULD DO

by Janet Jordan

"Imagine a cold, dark December evening in 1940. You are returning to your home in Sutton Coldfield after a hard day's work in the office. The train has been delayed, as usual, but now you are walking the last mile home. There's a nice hot meal waiting for you on the table and a welcome fire burning in the grate.

You turn the corner of your road. Up ahead, there's unusual activity. A lot of people milling around, mounds of rubble, the smell of smoke. Of course, you knew about the raid during the day. So, who's been hit? Not your house, surely! And your fears increase as you get nearer.

It's the chimney and the side of your house that have taken the brunt of it! What a mess! Your living room and upstairs bedroom are exposed to the elements. You can't take it all in. There are offers of help from the neighbours. At least your family will have a bed for the night. And, tomorrow, where on earth are you going to start!

But wait, what about that booklet they put through the door. Who might have a copy? That would tell you what to do. What was it called? Oh, yes, 'After the Raid'."

And here it is:-



THE ROYAL TOWN OF SUTTON COLDFIELD

BOROUGH OF SUTTON COLDFIELD.

AFTER THE RAID.

WHAT YOU SHOULD KNOW

WHAT YOU SHOULD DO.

BOROUGH OF SUTTON COLDFIELD.

AFTER THE RAID.

The following contains useful information which may be helpful if unfortunately your home is destroyed or damaged.

INFORMATION CENTRES.

1. Full information on the matters mentioned in this booklet and on other after-the-raid problems can be obtained in normal times at The Citizens Advice Bureau, "Oakhurst," Anchorage Road, Sutton Coldfield.

After a raid an Information Centre will be opened at :-

The Reading Room,
Public Library,
Newhall Street, Sutton Coldfield,

or alternatively at

The Sons of Rest Shelter,
Mill Street, Sutton Coldfield.

If in doubt as to the address ask an Air Raid Warden or a Policeman.

REST CENTRES.

2. If enemy action has destroyed your home or damaged it so that you cannot live in it for the time being and you cannot go at once to relatives or neighbours, you should go to one of the prepared Rest Centres at which meals, temporary shelter and emergency clothing are provided. The wardens or police will tell you which is the centre to which you should go. The Rest Centres are only to provide a temporary home for a few days at the most while other arrangements can be made.

EMERGENCY MEALS CENTRES.

3. If you have not been bombed out but still are unable to prepare meals at home you should go to an EMERGENCY MEALS CENTRE, **NOT** a Rest Centre. An Air Raid Warden or Policeman will give you the address of the nearest Emergency Meals Centre.

ACCOMMODATION WITH FRIENDS OR RELATIVES

4. If a friend or relative accommodates you temporarily, he (or she) can get a billeting allowance of 5/- a week for each adult and 3/- a week for each child. If he wants to claim a billeting allowance he should apply as soon as he begins to put you up, to the Billeting Officer for the district in which he lives. In the case of Sutton Coldfield this is :-

THE BILLETING OFFICE,
COUNCIL HOUSE, SUTTON COLDFIELD.

The payment of these billeting allowances is intended normally to be temporary. If the allowance has to be continued for more than a fortnight, you may be asked to repay the whole or part of it, according to your means.

It is advisable to make arrangements beforehand with a friend or relative to put you up in case you should be bombed out.

FARES.

5. If, after being bombed out, you want to go to a friend or relative in another district and cannot afford the fare, you should apply to :-

THE RELIEVING OFFICER,
RELIEF OFFICE,
WESLEY HALL, SOUTH PARADE,
SUTTON COLDFIELD.

for a travel voucher.

But do not go away and leave your Job.

OTHER TEMPORARY ACCOMMODATION.

6. If you are in a Rest Centre and have nowhere else to go, accommodation will be found for you as soon as possible in billets or in houses taken over by the Local Authority. You may be asked to pay something towards the cost of this accommodation, but the arrangement will give you time to look round and make your own arrangements. The accommodation may not always be close to your home.

If you leave your house empty tell your neighbours and the warden where you have gone so that if your house is damaged in your absence they can let you know and probably stop Rescue Parties wasting time.

REPAIR OF HOUSES.

7. Many persons will be able to return to their own homes as soon as unexploded bombs are dealt with or as soon as repairs are done. The Local Authority will as quickly as possible make all repairable houses wind and weather tight, and later, as soon as circumstances allow, will do such further work as is necessary to make the house reasonably habitable.

Damage should be reported at once to :-

THE BOROUGH SURVEYOR'S DEPARTMENT,
COUNCIL HOUSE,
SUTTON COLDFIELD,

when it will receive attention.

FURNITURE AND HOUSEHOLD EFFECTS.

8. The local authority will help to protect furniture and property left in your house and, if necessary, will remove and store it locally for you free of charge, or they may help you to remove it to a new home.

Apply to :-

THE BOROUGH SURVEYOR,
COUNCIL HOUSE,
SUTTON COLDFIELD.

In certain circumstances advance may be made out of the compensation payable by the Government to help you to repair or replace damaged furniture (See paragraph 10 below).

ADVANCE OF COMPENSATION FOR DAMAGE— CLOTHING AND FURNITURE.

9. (1) If you are in need of immediate financial help to replace essential clothing and/or furniture, you should make application to the nearest office of the Assistance Board. A permanent local office of the Assistance Board is at 64, TRINITY ROAD, BIRCHFIELDS, BIRMINGHAM, but to save you unnecessary travelling, the Board will, if necessary, open a temporary office in Sutton Coldfield. If this is done, posters showing the address of the office will be exhibited. The address will also be obtainable at the Local Information Centre.

Where advances are made for clothing, an adequate supply of supplementary clothing coupons will be given to you at the same time. Advances in respect of furniture can be made when you have secured alternative accommodation, but the Board's Officer will advise you on that matter.

(2) If you do not require an immediate advance of money to buy essential clothing but require supplementary coupons in order to replace clothing lost as a result of bombing or enemy action, you can apply to H.M. Customs and Excise, Broadfields Chambers, Chester Road tram terminus, Erdington, on form C.R.S.C.1 which you can get at the Local Information Centre.

10. If you are not in immediate need but consider you would suffer undue hardship by having to wait until the end of the war for settlement of your claim, you can apply for an advance of compensation to H.M. Customs and Excise. If you apply to the Assistance Board you should not apply to H.M. Customs and Excise unless the officer of the Assistance Board advises you to do so.

OTHER ADVANCES MADE BY THE ASSISTANCE BOARD.

11. In addition to the help referred to in the above paragraphs the Assistance Board can also make advances in appropriate cases for the following purposes :-

- (a) To replace dentures, spectacles and other essential articles of personal use.
- (b) To replace tools which are vital to the continued exercise of the owner's employment.
- (c) To replace uninsured stocks of small retailers.

COMPENSATION FOR INJURIES AND PENSIONS.

12. (1) If you are injured in an air raid you should apply for an injury allowance to the Assistance Board.

Injury allowances are NOT subject to any Means Test. If as a result of being injured you are in urgent need before the first payment of an injury allowance is due, you can ask the Board's Officer for help.

(2) If you are afterwards found to be suffering serious or prolonged disablement, your case will be considered by the Ministry of Pensions for a disablement pension.

Widows of workers and civil defence volunteers killed on duty will receive £2 10s. 0d. a week for ten weeks, pending consideration of a claim to a pension. Pensions for orphan children and dependent parents are also provided; application should be made to the Regional Officer of the Ministry of Pensions, whose address is 94, CORPORATION STREET, BIRMINGHAM.

CASUALTIES.

13. If, during a raid, you or a member of your family should be injured

- (a) render first aid at once;
- (b) if the injury is such that treatment is required, but it is possible to walk to the nearest First Aid Post the injured person should do so;
- (c) If you have any reason to think the injury may be serious, do not move the patient more than is absolutely necessary and inform your local warden who will arrange for treatment at the nearest First Aid Post or by one of the Mobile First Aid Units.

It is most important that every injury, even of the slightest character, received during a raid, should be reported to your Warden without delay.

Learn as much as you can of First Aid NOW.

The following is a list of First Aid Posts and Points in Sutton Coldfield:-

BOLDMERE FIRST AID POST, BOLDMERE ROAD.

HILL FIRST AID POST, MERE GREEN ROAD, FOUR OAKS.

WALMLEY FIRST AID POINT, PARISH HALL, WALMLEY.

MINWORTH FIRST AID POINT, MINWORTH SCHOOL, MINWORTH GREEN.

CASUALTY LISTS.

14. A list of the casualties will be posted as soon as available on the notice boards at :-

THE POLICE STATION, STATION STREET, SUTTON
COLDFIELD.

THE COTTAGE HOSPITAL, BIRMINGHAM ROAD, SUTTON
COLDFIELD.

BOLDMERE FIRST AID POST, BOLDMERE ROAD, SUTTON
COLDFIELD.

HILL FIRST AID POST, MERE GREEN ROAD, FOUR
OAKS.

As the Hospital staff may be busy dealing with serious casualties the public are requested not to make enquiries at the Hospital regarding relatives or friends.

RESPIRATORS (GAS MASKS).

15. Warning of a gas attack is given by means of rattles. When all danger from gas has ceased this will be indicated by the ringing of handbells. The "All Clear" on the siren is not to be taken as an indication that the district is clear of gas.

Should the enemy use gas, an uncared-for gas mask may let you down badly, but if the following simple instructions are followed it may prove to be a life saver :-

(1) Always treat it with care. Careless handling is one of the main causes of damage.

(2) Wear your gas mask frequently—at least once a week. If it is kept in its container for long periods, the rubber and the mica window may deteriorate.

(3) When a gas mask has been worn, the inside of the face-piece becomes moist. Dry it with a soft cloth.

(4) Never dry a gas mask before a fire. Keep it away from radiators and heating pipes. Keep it in a cool place and do not hang it up, or carry, by the head straps.

(5) To prevent the eye piece from steaming over, the mica should be lightly smeared with toilet soap on the inside, which should then be lightly rubbed over with the finger, leaving a thin film of soap. Do this immediately after each time it has been worn.

(6) Soft carriers should not be used as they are no protection against knocks or crushing.

Your local Warden will gladly help you to effect minor adjustments to your gas mask, or to effect changes in size. If you should lose or damage it, apply to the A.R.P. Headquarters, St. Nicholas, Upper Clifton Road, (nearly opposite the Central Fire Station). Gas masks are Government property on loan to the public.

Damaged Gas masks of children attending state-aided schools are replaced free of charge PROVIDED THE DAMAGE IS DUE TO FAIR WEAR AND TEAR.

A gas mask is useless as a protection against coal gas, ammonia fumes, smoke from a coal fire, or against the fumes emitted by the smoke screen. In the two latter cases, use only tends to clog the filter.

GAS CASUALTIES.

16. Should the enemy use gas, civilians contaminated with persistent gas, who are also wounded, will be decontaminated at the Post or Hospital to which they are taken.

Unwounded civilians who suspect that they have been contaminated with persistent gas should go to the NEAREST HOUSE which has bathing facilities. Householders having these facilities are asked to co-operate by displaying cards marked G.C.F. in their windows or other prominent place where they can be seen from the street. Please ask your warden for a card. Outer clothing should be removed outside the house, and a bath taken, preferably warm *with a liberal use of soap*. A local warden should afterwards be notified of the whereabouts of the clothing, so that it can be collected by the Decontamination Services.

Members of the public unable to reach home or obtain a bath as advised above, can be cleansed at the following Centres :-

MEN.

Boldmere Senior School, St. Michael's Road, Boldmere,
Girls' High School Sports Pavilion, Monmouth Drive,
(Somerville Road end).
Bishop Vesey Grammar School, Lichfield Road.
Walmley Parish Hall.
Minworth Schools.

WOMEN.

Boldmere Senior School, St. Michael's Road, Boldmere
(entrance next to First Aid Post, Boldmere Road).
Girls' High School, Jockey Road,
Bishop Vesey Grammar School, Lichfield Road,
Walmley Parish Hall.
Minworth Schools.

The public should also be familiar in advance, with the notices concerning anti-gas cream, which are displayed by most chemists in the Borough.

FUNERALS.

17. If the relatives so desire the burial of victims of air raids may be undertaken by the Local Authority. Such burials will be free of cost to the relative and will be carried out by the Authority in seemly and dignified fashion so that the burial of a civilian by the Local Authority is regarded as no less honourable than the burial of a soldier by his comrades.

Grants or allowances not exceeding £7 10s. 0d. may be made by the Ministry of Pensions in respect of the cost of privately arranged funerals in the following cases which are the only cases in which grants may be made from public funds for such funerals :-

(i) A Civilian Defence Volunteer who dies as a direct result of any injury received while on duty ;

(ii) A gainfully occupied person who has died as a result of war injury where the arrangements have been made by the widow or a wholly dependent relative who was maintained in his or her home ;

(iii) A dependent relative of a serving member of the Navy, Army or Air Force who has died from any cause. This emergency grant will be made at the discretion of the Minister in cases of hardship.

Application for such grants or allowances should be made to an officer of the Ministry of Pensions at the local Information Centre or to the nearest Regional Office of that Ministry, the address of which can be obtained at any Post Office.

TEMPORARY NEED OF MONEY.

18. If you are in need as a result of the raid you should explain your circumstances to the Assistance Board Officer, who, if satisfied with your case, will help you. If you have been evacuated you may find it quicker to go to the Ministry of Labour and National Service, Midland Drive, off High Street, Sutton Coldfield, and shew your billeting certificate.

THE LORD MAYOR'S NATIONAL AIR RAID DISTRESS FUND.

19. The benefits of this fund are available throughout the country and grants may be made from the fund in cases not wholly covered by official arrangements. Application should be made to :-

THE TOWN CLERK,
COUNCIL HOUSE, SUTTON COLDFIELD.

NEW ADDRESSES.

20. If you have become separated from some of your family and do not know where to find them, apply to the Council House or Citizens' Advice Bureau, "Oak Hurst," Anchorage Road, Sutton Coldfield. As soon as you have settled down in your new address you should let any of your family who are likely to want to keep in touch with you know where you are.

You can get a form for the redirection of your letters from any Post Office.

LIABILITY FOR GOODS ON HIRE PURCHASE.

21. By the Liability for War Damage Act, 1939, liability in respect of hire purchase goods subjected to war damage ceases, unless the agreement expressly throws the risk on the hirer, and also if the Hire Purchase price exceeds £100 and the payments exceed £20 per annum. Persons who require further information should seek legal advice.

LIABILITY FOR RENT AND MORTGAGE PAYMENTS.

22. If you are a tenant and your house is bombed, and you wish to cease paying rent, you must immediately write

to the landlord to disclaim responsibility, as you will be liable for rent until he actually receives the notice of disclaimer.

If you are purchasing your house and it is bombed, you should immediately get in touch with the organisation from whom the purchase money was borrowed. A Borrower is liable to repay interest only. Persons who require further information should seek legal advice.

LOST OR DAMAGED ARTICLES.

23. FOOD RATION BOOK. Apply to the local Food Office, Sutton Coldfield and quote your National Registration Identity number.

NATIONAL REGISTRATION IDENTITY CARD. Apply to the National Registration Officer, Council House, Sutton Coldfield, and quote your National Registration Identity Card number.

PENSION BOOK. For Old Age, Widow's or Orphan's Pensions, write for a new book to the Ministry of Health, Pensions Branch, Blackpool, Lancs., giving your full name, former and new address and the nearest Post Office, together with the number of your lost book.

If you are in need in the meantime apply to the nearest temporary office of the Assistance Board or to the permanent office at 64, Trinity Road, Handsworth, Birmingham.

Keep a separate note of the number of your book. (If you have not lost your Pension Book, but are some way from your usual Post Office, you may draw your pension at any Post Office on production of your Pension Book).

NATIONAL HEALTH INSURANCE CARD. If you are not a member of an Approved Society get a new card from the Post Office and notify the Ministry of Health, Insurance Department, Blackpool, Lancs., of the loss. If you are a member of an Approved Society obtain and complete Form X2196 from the Information Centre or any Post Office and quote the name of your Society and membership number. This Form should then be forwarded to the Ministry of Health, Insurance Department, Blackpool, Lancs., or The District Inspector, Ministry of Health, Cavendish House, 41, Waterloo Street, Birmingham. Keep a separate note of the number of your card.

MEDICAL CARD. Apply to any Post Office for a form Med. 50 which should be completed and sent to the Insurance Committee whose address can be obtained at the Post Office.

UNEMPLOYMENT INSURANCE BOOK. Adults, i.e., persons over the age of 18 years should apply to the Ministry of Labour and National Service, Midland Drive, off High Street, Sutton Coldfield.

Juveniles between the ages of 14 and 18 years, should apply to the Juvenile Employment Bureau, "Oak Hurst," Anchorage Road, Sutton Coldfield. In all cases keep a separate note of the number on your book.

MILK PERMITS. Apply to the Milk Office, High Street, Sutton Coldfield.

GAS MASK. Apply to St. Nicholas, Upper Clifton Road, Sutton Coldfield. If you have lost your mask because of a raid, you can get another one free.

IF YOU ARE AT A REST CENTRE AND YOU DO NOT KNOW THE ADDRESS WHERE YOU SHOULD APPLY FOR HELP FROM THE ASSISTANCE BOARD OR THE LOCAL AUTHORITY OR YOU ARE IN DOUBT ABOUT ANYTHING ELSE, ASK THE OFFICER-IN-CHARGE OF THE CENTRE.

IMPORTANT.

Above all keep calm.

Do your best to arrange for alternative accommodation with friends or relatives.

The official machine will have to deal with numerous cases which may be worse than yours, so please avoid troubling it unduly.

Try to help yourself and so help others.

Everybody will do his best to help you.

R. WALSH.

Town Clerk.

August, 1942.

This booklet was issued to the residents of
Sutton Coldfield in August, 1942.