Nicholas Faunt's Discourse touching the Office of Principal Secretary of Estate, &c. 1592.

IN the earlier portion of this *Discourse*, which I print from the Tanner MS. 80 ff. 91-94, in the Bodleian Library, the author deals with general office-work and the duties of confidential clerks. The later part, which is of greater interest, gives, as it seems to me, a complete summary of the information that was at the disposal of Walsingham, and, after him, of Robert Cecil. Faunt was Walsingham's secretary from 1580. The only fact that I have discovered about him that does not appear in the *Dictionary of National Biography* is that 'on the 1st day of December 1609 there issued a commission to Abigail Faunt, relict of Nicholas Faunt, late of Harrow on the Hill, Co. Middlesex, to administer the goods &c. of said deceased.' As, however, Faunt was an intimate friend of Anthony Bacon for many years, I think it likely that the 'Anthonie Faunt' who has written his name twice (with the date 1626) in my copy of Fynes Moryson's *Itinerary*, 1617, was the son of the author of the following pages. They are interesting to politicians as emphasising the close connexion that existed then between our diplomacy and our naval and military power. The date given below, 12 June 1610, is probably the date when the copy was made, and the copyist may not have been aware of Faunt's death.

CHARLES HUGHES.

Mr. Faunts discourse touchinge the Office of principall Secretarie of Estate etc. Aprill 1592.

This Mr. Faunt sometimes served Sir Fraunces Walsingham knight principall Sec. to y^e Q: Majestie, and is nowe one of y^e Clerks of the Signett to K. James 12. June 1610.¹

As it [is] most true, that in the generall course of y^e world there is *Rerum omnium vicissitudo* and that in [e]verie particular state accordinge to y^e disposicion of the newe gouernors, the order of the gouernment is subject to change; soe in the choise of y^e inferiour officers for y^e most parte there is some alteration in y^e manner of executinge their offices either in regard of the times enforcinge such change, or by reason of some more ripenes of iudgment in the newe offices gathered by former experience aswell in the wants of their predecessors, as of the necessarie vse of some things which they find to have beene commendable in them, and fitt to bee followed.

Nowe amongst all particular offices and places of charge in this state, there is none of more necessarie vse, nor subject to more cumber

¹ This paragraph is written in a separate column parallel to the title.

and variableness; then is y^e office of principall Secretarie, by reason of y^e varietie, and uncertaintie of his imployment, and therefore with more difficultie to be prescribed by speciall methadd and order.

The examples of other nations yeeld vs little or noe good direccion in this behoofe. For what neighbour kingdome hath such semblance and considerancie with ours as y^t wee may almost in anie respect, either of Lawes, or other constitutions (much in this matter) bee holpen by them, whose gouernment hath bene of manie yeares, and is yett (wee see) altogether vnpeceable? And this office cannot bee dayly executed where althings are violently, and confusedly caried, because (as I take it) besides y^e handlinge of forraigne causes, and y^t which cheifly concerneth the state, there is alsoe great vse of this office, for priuate direccions in ordinarie matters at home concerninge the common peace in stayinge the ill affected from evill courses, in encourageinge y^e well affected, in makeinge arbitramentes and good agreementes betwixt particuler subiects, and vseinge all other meanes for the strengthnings of the good Lawes which by experience wee see in forraigne parts; *Silere inter arma*.

See that if anie good advise may be giuen for the settlinge of this office it must come from ourselues, and from the experience that is gathered in former courses held therein at Home, what may bee the credit and dignitie of this place, how manie and howe greates matters are committed chiefly (and oftentimes onely) to his trust, what free access hee hath to y^e Prince, howe hee is the mouth of the Councell of State etc., it is nott for mee to enlarge, neather have I anie such purpose; those things beeing somewhat accidentary, and alwaies followinge the good conceipt, and opinion had of the personne in whome this Credit and trust is to bee reposed. Onely I have thought it not amisse (as I could vpon a sudden) to sett downe these few notes, which in my poore experience I thinke it not altogether unnecessary to bee perused by him, that shall enter into this place, touchinge the private orderinge and distribucion of the Charge committed vnto him, and that vnder y^e correccion of farre more ripe iudgmentes; beinge not ignorant, and y^t with the continuance of standinge in this office, there will daily growe new observacions haply fitter for those times, then these or anie y^t canne bee nowe sett downe.

And first I thinke this ould Maxime may bee of some vse touchinge this pointe namely that *frustra fit per plura quod fieri potest per pa[u]ciora*. For as to the Secretarie himself, it shall bee needefull, that hee vse as little as hee may the advise and help of his equalls or superiours in anie thinge that toucheth the substance of his office and charge a thinge that would derogate from y^e credit of y^t place and his owne sufficiencie, neither yet by vseinge anie of the inferiour officers to doe such things as apperteyneth nott to them, and may bee done by his owne servantes, giue them likewise occasion to loke into his doeinges and as some are forward enough to take upon them to shewe their owne experience and skill for some further end, when both their advise and help may bee well spared, see in the choice of his servantes I am perswaded the said rule should especially hold; and by experience I canne say that the multitude of servantes in this kinde is hurtfull and of late yeares hath bredde much confusion with want of secrecie and dispatch in that place,

for if in a principall servant to y^e secretarie, secrecie and faithfulness bee chiefly required what trust canne therebee reposed in manie, and if manie bee imployed in matters of secrecie, whoe shall thinke himself principall in trust in those thinges which are hardly to bee imparted to anie though the most faithfull in the world, but that of necessitie the Secre: must use one as his owne penna, his mouth, his eye, his eare, and keeper of his most secrett Cabinett.

Againe when a servant shall knowe that such trust is reposed in him, then chiefly knoweth hee his office and place, then is his creditt sound and hee receaueth good incouragment to doe his duty, espetially that all thinges bee done for his Masters creditt and honnour which in noe case should bee imparted or denied to anie frend or favorite, howsoever, otherwise neare and deare to him.

Moreover his servant must come to his place beeing called thereunto of a conscience to doe good (as hee may doe much and y^e with his Masters Credit) and not to serue his owne turne; but entringe vpon such condicions as shalbee con[n]venient for his maintenaunce in that place, hee is wholie to yeeld himself to that callinge and the business thereof without seekinge to make his proffitt of euerie suite and other device that shalbee put into his head, or to aspire to some higher place or change of Imployment wherby both the service wilbee much hindered and neglected and himself become unable to performe y^e which is committed to his Charge, beeing thus distracted with y^e care of his own owne estate (if at the first hee bee not sufficiently provided for, and to fall into the shifts, which are nowe by servants in such places commonly used, to the hurt of the subiectes their owne discredit, and the Masters dishonour.

Lastly the dutie of a servant in this kind must proceed from a speciall loue and affection hee beareth towards his Master, y^e same beeing grounded likewise upon some testimonie of his masters good opinion and recipracall love borne vnto him. For if the servant take this Charge in hand hee must giue himself wholly to his Master i.e.,² hee must in a manner cast of the care of his private estate to thend hee may chiefly attend and intend this service, which assuredly will requier a whole man, and therefore the maister affectinge, and findinge in him this extraordinarie paines and care of his Charge, cannott but regard his particuler estate and supplie wherein hee is wantinge to himself vpon some fitt occasion offered to do him good, through which good harmonie and content it is not to bee doubted but that things will haplie succede to the good of the state in generall and the particuler Comfort both of Master and servaunt in soe happie and waighty a Callinge as this is to [be] esteemed of those that haue seriously cast their Eies vpon itt.

After these Consideracions had in the choise of the principall servaunt in whome the greatest trust is to bee reposed, it shalbe alsoe co[n]venient to bee provided of an other for the dispatch of ordinarie matters, and chiefly for Continuall attendant³ in the Chamber where the papers are whose particuler charge may bee to indorse them or giue them their due titles, as they dayly come in of all sortes, which (to reduce them into a fewe heads) are noted to be of three kinds namely *home letters* which are the greatest multitude, *Councell matters* concerninge anie

¹ MS. *is*² *Sic.*

private or publique cause, and *Divers matters* which Containe petitions to the Secretarie discourses, proiects, relations declarations or informations of private or publique causes etc. and euerie morninge to sett them in severall Bundells for the present vse of them, and when they growe to bee manie, those that haue bene most dealt in, and dispatched to bee remoued into some Chest or place, least confusion or losse of some of them growe through an exceedinge and vnnescessarie multitude of papers as hath bene sene in that place. This seruante besides his Charge of orderinge the papers and clearing the table, see that there bee noe hinderance or confusednes in the searchinge of them when the Secretarie shall sitt downe to doe anie thinge or answer manie thinges; as hee commonly must doe in the morninge as well as at other times, hee may alsoe bee a remembrancer of all such matters as are of most necessarie dispatch, and moued to him in the absence, or not in the presence of his Master; whoe cannott alwaies remaine in one place to take notice of all things required in that service; notwithstanding the vse of the memoriall Booke, which is hereafter to bee remembred because the matters there are infinite and cannott bee moued and brought in by order and method, and likewise make answers to all priuatie home Lettres dispatch all warranttes and doe such other thinges as runne dayly in Course touchinge the whome service which beeinge faithfully performed wilbee a sufficient employment for one able personn in y^e kind.

Thother seruante whome I first described wouldee cheifly charged with Forraigne matters, and others y^e may more nearely his ⁴ Majestie and the state, both to keepe his lettres of negociations that dayly come in from Forraigne partes, and to answer them when need shalbee, and yett nott see but y^e hee may at altimes help thother vpon vrgent occasions, and likewise receaue helpe from him in y^e hee is able to doe and see mutually in some thinges one to help another when either of their hands shalbee full of causes that requier hastie dispatch. And this second seruante may cheifly attend vnto matters of intelligence Cyfers and secrett advertisementes to keep first in good order to extract the substance of them for the present vse, and to see them well digested into small bookes if they bee matteriall, and haue anie refference either to thinges past, present, or that bee likely to fall out in accion, as the most of that nature are, for that sometimes an ould advertisement beeinge well kept may serue to varie good perpose when as the same beeinge laid aside in the originall paper or lettre as it was sent, may soner with graife in a generall sorte bee heaped vp, or vnperfectly remembered then recovered intirely as it was, used with proffit for the which it was carefully given at the first, and to this end it wilbee needful y^e hee prepare certaine Cabinettes or Coffers fitt to keepe such thinges as hee shalbee accomptable for in particular, And though y^e Sec: haue one more speciall to himself of the freshest matters y^e occurre whereof hee onely Reserueth the Key to himself, yett oftentimes hee must Committ y^e secrettest thinges to the trust of this seruante and bee forced to send him to and froe from one Cabinet to an other himself cannott remoue, or cause them to bee remoued to him, and therefore as those employantes bee of the highest

trust, soe must the servant trusted therewith bee of speciall trust both for honestie and other good sufficiencie, as hath beene remembred beefore. For besides the knowne services hee is to performe it will fall out oftentimes y^t hee shalbee sent forth to deliuer messages of greate importance to *Embassouders* or other forraigne ministers that are sent hither, to gent. of good qualitie beeing soundly and particularly affected to the Secr: to other Councillors here to conferre with secrett intelligencers both strangers and others, and generally doe manie thinges whereof noe rule or prescription canne bee given and that chiefly vpon the Creditt and Confidence that is reposed in him.

The Secr: beeing thus provided of his seruantes he is to consider what other helpe of necessarie colleccions made into booke hee should prepare for himself, and their better direccion in that service. And first he may deuide and measure the day soe neare as hee canne accordinge to the ordinarie busines thereof beeing of greatest waight and most needfull dispatch. For a speciall help wherein hee may haue a generall memoriall Booke in paper lyeinge beefore him, so sone as hee riseth from his Bed or whilst hee lieth in his bed if occasion soe require in which hee may sett downe or cause to bee sett downe all things presently accruinge or y^t upon anie occasion shalbee remembred, and though for the multitude of them they Cannott bee dispatched in one day, yett dayly to adde newe unto them, and to marke out with the penne soe manie as are dispatched, or not to bee dealt in at all, to thend that the multitude of affaires doe not cause some important matter to bee forgotten, but that still as hee setteth downe beefore his papers this booke may be present unto him althinges alreadie remembred and give him occasion to remember and sett downe other thinges though it bee done in one word or darkly in tearmes not easily to bee vnderstood of others if the matter bee of secrecie, and sometimes the reuiuinge of ould remembrances howsoever blotted out though a yeare or two past may help for the obseruacion of times, persons places and other circumstances y^t are wonte to give greate light to causes presently in question and handlinge.

Herevnto may bee added the vse of another paper booke to bee called a *Journall* wherein is Continually to bee recorded, the certaine day of the month and the howers when anie dispatch is made or receiued, for that thereupon may growe greate question if negligence bee vsed either in goinge or comeing, or that when the lettres (as oftentimes it falleth out) are missinge beeing in other hands, answere may bee made by Recitall of the dates, athinge which may sometimes greatly importe the matters in hand by this monthly obseruation of daies and howers, besides that it will help sometimes in other Consultacions and discourses to knowe when such a dispatch was made and receaued as alsoe whoe brought it and caried it which would bee likewise noted in the said *Journall* for that manie times besides the lettres there is much referred to y^r sufficiencie and Creditt of the bearer, further in this booke should alsoe bee noted the arrivall and dispatch of anie Ambassadeur or messenger sent abroad or comeinge hither and of such gent: of note as accompanie them, the landinge of anie personage of Honnor that come to see this Courte, the particular assemblies of the Councell out of the Court and the occasion if it bee remarkable the times of Conferences and private meetings of the

Sec^r and others in Commission with him aboute the most important Causes the most notable accidentes of all kinds in a fewe words with manie other thinges that in his discription may fitly bee obserued for his help in so awaighty a Charge.

And further it wilbee necessarie to haue sundrie bookes of paper for the Regestring of all instructions and lettres of Charge Committed to such as are to bee sente abroad into forraine partes into Ireland or vnto the Sea, and the minutes of lettres of further direccions groweing vpon sundrie accidentes and newe occasions sent vnto them beeing materiall and Concerninge the seuerall negociations in hand as likewise the answeres and Relacions of their Charge and Commissions with anie other discourse or reporte concerning the same, are all accordinge to their dates soe neare as canne bee to bee inserted in order after the said instructions or Commissions in seuerall bookes, and soe to bee Continued till the said negociacion bee ended or broken of. Lastly it shall not bee amisse but happilie of good Consequence at y^e end of the said negociacion message Commission treatie etc. to sett downe breefly the Causes or occasions wherevpon the same was discontinued or howe it end and what effect it brought forth etc. which would serue instead of an Historie and apt introduction to other negociations that are likely to followe of the same nature or not much different therefrom, but cheifly for the clearing of things in doubt, which hereby may bee readilie found out; whereas without this care both this necessarie presedent wilbee euer wantinge and greates Inconueniences may growe throughs the losse of papers and vnorderlie keepings of them.

Bookes peculiar for forraine services.

The titles of such bookes as in my Judgment wilbee of greatest vse (though I knowe manie othe[r]s shalbee profitabile in time added herevnto) upon the diuersitie of employmentes in this service may bee those following viz.

A booke of Treaties.

Wherein a Colleccion would bee made of all y^e alliances that are betweene his ^h Majestie and other Princes of the Leagues and treaties presently in force, as alsoe of the nature, qualitie and tearme of the said Leagues. Whether they bee for offence or defence for intercourse or trades or in what other sorte and mixture etc.

A Booke of y^e present negociations. Or bookes.

And first of the presente negociacion and intelligence Continued by Ambassadors Resident in Fraunce which will in shorte time make a greates volume.

Then particularly another of the negociacion with the United Provinces and (if occasion serue) with the Gouvernours Commissioners, deputies, or ministers of thother members of the Lowe-Countreyes.

A Booke of the like for Scotland where for the most parte some one or other is imployed by his ^h Majestie, another for Germanie wither sometimes are alsoe ministers sent the Princes there aboutes ⁷ the Leavyinge of men for the imployment of moneys etc.

Another touchinge the intercourse with Denmark, Sweden, Muscovia and Russia, Turkie Barbary and y^e Levant and especially with y^e hanes townes that insist much upon auncient privileges and immunities etc.

A particular volume for Ireland which gouernment requireth manie and sundrie direccions by lettres from her Majestie and the Lo: of the Councell, and wherein it wilbee necessarie to register the answerres and relations of the Charge and Commissions sent vnto them, for that they are of waight, and daily questionable by reason of the variety of matters and suddaine alterracion and Change of officers and offices both touchinge the warres and Course of Justice in the most peaceable [times].

Bookes for home service.

For the home services diuers kinds of bookes would bee requisite y^e rather for that there hath beene found of late greate Confusion in the keepinge of loose papers though they bee digested in to bundells or otherwise kept in Coffers. For the onely landing of them forth which must needs fall out sometimes, is verie oftentimes the Cause and meanes of their losse which beeing of greate vse, and not to bee found thus Registered the service thereby is greatly hindered. These bookes may bee thus Intituled viz.

A survey of y^e lands with the Commodities thereof.

And the heads of this booke may bee those followinge which beeinge found out in this manner it wilbee easie to recouer the particulars from such persons as by reason of thaire proper offices and functions are best able to furnish the Sec: with y^e seuerall notes according to y^e said heads, as namely concerninge y^e first head To Collect.

The Porte townes of Orestes^{*} with other landinge places in euerie County as alsoe the depthes and daungers thereof.

The trades of y^e seuerall portes and wherevpon their wealth doth consist.

The Hundreds, Rapes, Wapentakes, and other deuisions in euerie Shire.

The markett and Corporate townes.

The gent: of name in euerie Hundred.

The Rivers with the vse and Commodities of them.

The Borders against Scotland with their length and breadth.

The strength of the said borders as Hills woods Heathes straightes marshes townes and Castells of defence.

What the Commodities of this Realme are, wherein the wealth of it doth Consist.

What naturall things it yeeldeth.

What Manufactours.

Howe they are caried out of the Realme, by what persons, and into what Countreies.

What Commodities of other Countreies wee stand in neede of for our necessarie reliefe.

Howe they are brought in by our owne merchants or by strangers.

Herevnto would bee annexed certaine notes of the serviceable men within y^e Realme for direccion in the warres, y^e names of such as are fitt

^{*} Sic.

to bee imployed at home in the service of state, and others to bee sent abroad as Ambassadors or ministers etc.

The names of y^e Doctors of the Civill Lawe, and which haue ripest judgments as alsoe whome bee the best Common Lawiers with other things of this nature which beeing Collected into some little booke may oftentimes bee of greate use.

The Sea causes.

The Navie roiall, wherein to vnderstand the number of y^e ships their burthen the number of men required to furnish them with mariners Souldiers and gouernours.

The quantities of powder ordinance and other munition according to their severall proportions.

The number of Shippes their burthen and strength in y^e severall portes through out the realme the number of mariners and maisters.

The number of gunnes fitt for service with their due proportion of victualls both for those and her Majesties shippes etc.

The defence of y^e Realme within y^e Land.

Where is to bee sett downe: First y^e numbers of able men as they were mustered at the last generall musters in the severall Counties.

The numbers of men furnished with weapons.

The number of trained menne.

The qualities of the persons trained.

The order of Trayninge.

The times and days of trayninge.

The Charge of trayninge.

The names of the Captaines.

The Lieutenants and deputie Lieutenants.

The number of horsemen in the severall Counties. { Leuncos.
Lighthorse.
Petronells.

The order for repairinge y^e Sea coast in case of invasion.

What are the Selected Bands and howe the[y] are to bee furnished and draune out of the Inland Counties to the aide of y^e maritime partes if occasion soe require.

The names of the Castles and places fortified in the severall Counties.

The numbers of men Conteyned in them.

The provision of ordinance powder and shott munition.

The office of ordinance what is therevnto required.

The ordinarie sorte and provisions of ordinance of severall kinds appointed to remaine in a Readines.

The store of muskette Calivers, shott powder, match, saltpester etc.

The store of armor in the office of the armorie.

The revenues of y^e Land.

First her majesties revenues in euerie kind.

The Crowne Lande.

The Duchie Land.

Lands accrued by forfeitures.

The impost of Wines.
 Tenths fifteenes and Subsidies.
 The Courte of Wards.
 The Courtes of Justice.
 Casualtie and Escheates.
 The first fruits and tenths.
 The Customes outwards and inwards.

The Charges of y^e Crowne.

Her Majesties Charges howe it arriseth.
 The Charges of the household.
 The Charges of officers and Courtes as well of Justice as of Revenue.
 The Charges of keepinge of Fortes, Castells and places of defence.
 The Charges of the borders against Scotland.
 The Charges of the Navie.
 The Charges of Ireland.

Extraordinarie Charges of sundrie natures. { Ambassandours,
 Intelligencers,
 Guiftes.

The Courtes of Justice.

The manner of creatinge Lawes and executinge of Justice in the severall Courtes.

The orders observed in Parliametes.
 The Courte of Kings Bench.
 The Common Plaies.
 The Courte of Chauncerie.
 The Exchequer.
 The Courte of Wardes.
 The Courte of Requests.
 The Duchie Courte.
 The prerogative Courte.
 The Delegates etc.

The proper office of euerie Courte, and what is the vse both to Pr: and Subiect.

The Cheife office apparteyninge to the said Courtes.

The manner of proceedinge in the said Courtes as well in civill as Criminall Causes.

The order of the Circuitts and manner of proceedinge att assises and Sessions.

Manie other Bookes might be herevnto annexed beeinge alsoe of verie good vse in their places; as bookes of Coynage and minte Causes of Rates for Vituallinge, of waightes and measures, of orders touchinge her majesties household of precedents of all matters that Concerne the service, of discoureries and newe invencions, of discricpions most exactly taken of other Countries as well by mappes and Cardes as by discoveringe the present state of their gouernment their alliances dependances etc. with many other discourses devices plottes, and proiects of sundry natures etc. all which sometimes may serue to verie good purpose, and which wilbee dayly deliuered to the Secr: especially if hee bee knowne

to make accompt of vertuous imployment and of men that are liberally brought up, and have their minds elevated through some in more inferiour artes and faculties then other, seeinge there willbee nothinge offered to a personage of his place, that in their *Specie* may not some way bee profitable beeinge effected in the ripenes of their witts, and with their greatest industrie and trauell both which (as it hath been seene, I meane in those that profess anie exactnes or dexteritie in their sciences) they will as freely bestowe upon him, as hee shalbee willinge to accepte the same at their hands and employ it to the benefitt and service of their Soueraigne and Countrey. And therefore these more necessarie helpes beeinge first provided the rest willbee in conuenient time supplied with ease.

Thus I haue in some sorte discouered my poore conceipt touchinge the necessarie seruants and Bookes that the Secr: is to provide as instrumentall meanes for the better discharginge of his waightie office. Other things might yett further bee added that more properly Concerne himself which he is to looke vnto without the helpe of these meanes above mentioned being partly obseruacions of some matters to bee done by him, and partly Cautions to avoid the doinge of other thinges both by himself and others, which I may nott well Committ to writinge, and yett all (as that which is already sett downe) of noe greate depthe or matter that canne immediately aduaunce the Creditt and reputacion of a Principall Secreatarie with his Soueraigne and Countrey (which is notwithstandinge the marke wherout the greatest politticks in such places haue ever seemed to aime) for that they are things y^t fall not within my reach and consideraclon but one to thend I might lay downe by way of discourse somethinge of my owne experience to ground my self the rather in this opinion which I haue longe sithence Conceyued, and nowe of late haue seene howe worthily it may haue reference to other principles namely that Circumstances in the obseruacions of the smallest things not onely in places of Charge but euen in euerie mans particular Callings and family doe greatly import both the Creditt and ability of him y^t vndergoeth the burthen thereof, and soe Consequently though not in soe a direct a manner yett by circumstance that these fewe notes may likewise Concerne the substance, and in some good measure aduaunce the Credit and excelence of this highe office.

FINIS.

Correspondence of Archbishop Stone and the Duke of Newcastle.

Of no period in modern Irish history is so little known as that which intervened between the violent, but soon subsiding, turmoil occasioned by Swift's volcanic eruption and the more enduring, though more orderly, revolution in the constitutional relations between Great Britain and Ireland effected by the genius of Grattan. This period is by no means a short one. It includes the whole of