

SPECIFICATION FOR PHOTOGRAPHIC BUILDING RECORDING

Site Name: Penistone Market area, St Mary's Street/Market Street, Penistone

Development: Retail

NGR: SE 24375 03243.

Planning Ref No: 2006/2003

1 INTRODUCTION

- 1.1 Full planning permission has been granted to demolish market stalls, redundant abattoir and cattle market buildings (including several buildings that appear to predate the 20th century market) at Penistone Market, St Mary's Street/Market Street, Penistone. The permission is subject to a planning condition for a programme of archaeological works prior to the commencement of work on the site. The condition states that:

"No development shall take place until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation that has been submitted to, and approved in writing by, Local Planning Authority".

- 1.2 This specification has been prepared to provide a scope of work for a level 2/3 building survey of the Market Office building, as well as buildings 1, 2, 5, 6 and 8 in the abattoir area (Fig 2).

2 ARCHITECTURAL BACKGROUND

- 2.1 The buildings to be recorded appear to predate the 20th century market and have been adapted for use within the market complex. The proposed development will alter, damage or obscure elements of the historic building fabric that are important to the understanding of the nature and function of the individual elements and the overall complex.

3 FIELDWORK METHODOLOGY

- 3.1 An archival study of the building/complex to be studied is to be undertaken. This will aid a discussion on the social aspects of the building/ complex, covering such issues as the construction, use and re-use of the building/complex in question. This phase of work will also be used to place, and discuss the significance of, the building within its environs.

- 3.2 This phase will include consideration of the following sources (constraints on source availability should be noted):

- a) Plans and maps of the site and its environs, including historical pictorial and surveyed maps and including pre- and post-war Ordnance Surveys, up to the present day.
- b) Trade and Business Directories.
- c) Place and street name evidence.
- d) Oral history evidence
- e) Historical documents and photographs (including aerial photographs) held in libraries, archives and museums. Where relevant specialist collections exist (e.g. The Hawley Collection, University of Sheffield, for Sheffield metal trade sites), these are also be consulted.
- f) Records and information held by the appropriate Local Authority Conservation Team (e.g. listed building records).
- g) The South Yorkshire Sites and Monuments Record (SMR).
- h) Appropriate archaeological and historical journals and books.

- i) Geotechnical data, where available
- 3.3 A general and detailed photographic record is to be made of the buildings/complex.
- 3.4 General photographs of the interior and exterior of the building/complex will be undertaken, along with photographs of the site/setting of the building(s). Photography will be undertaken in 35mm monochrome (using Ilford FP4 plus ISO125 filmstock). All detailed photographs will contain a graduated photographic scale.
- 3.5 This basic photographic record will be supplemented by colour slide photography (using Fujifilm Sensia ISO200 film), especially where colour is an aspect that needs to be recorded, e.g. decorative finishes.
- 3.6 A photographic register detailing (as a minimum) location and direction of each shot will be completed.
- 3.7.1 The position and direction of each photograph will also be noted on a copy of the building(s) floor plans.
- 3.8 The building will be carefully examined prior to the commencement of recording, in order to identify all features relevant to the original and subsequent historical uses of the site. Detailed photography of room arrangement will include main elevations and constructional details such as window openings. Fixtures and fittings, such as doors and window fenestration will also be subject to detailed photography along with any or all of the following (if present):
- all structural elements (including posts, columns, etc)
 - truss positions and form
 - original staircases
 - original fitted furniture including shelves and cupboards
 - original doors and windows, including associated shutters or other fittings
 - original and subsequent historical internal partitions
 - any evidence for the generation or transmission of power
 - any traps, hoists or lifting mechanisms
 - original fireplaces or any other evidence for internal heating arrangements

Photography will be undertaken both internally and externally, and may be supplemented with drawings or measured sketches where this would aid understanding of the building's design, development or function not more readily captured by photography.

- 3.9 The archaeologist on site will also identify and record:
- any significant changes in construction material, including significant changes in stone type and size
 - any blocked openings
 - Evidence for phasing, and for historical additions or alterations.

Recording will be undertaken on pro-forma record sheets, including:

- PCA Brickwork Recording Form
 - PCA Room-Based Recording Form
 - PCA Building Survey Drawing Schedule
 - PCA Timber Recording Sheet
 - PCA Building Survey Photographic Schedule
- 3.10 A scale plan of each floor of the building to be affected will be made. Existing plans e.g. plans submitted with the planning application) will be used as the basis for the drawn record and will be presented at an appropriate scale.

- 3.11 The drawn record will comprise representative cross-sections at a suitable scale (not smaller than 1:50). This will entail one long cross-section per building. With the exception of ephemeral, clearly modern features (e.g. plasterboard partitions), the structures will be recorded as existing.
- 3.12 Evidence for construction techniques and sequences will be annotated and described. Typical features of interest may include tool marks left over from the preparation of structural timbers, carpenters' marks, etc.

4 MONITORING

- 4.1 South Yorkshire Archaeology Service (SYAS) will be responsible for monitoring this work. A minimum of one week's notice of the commencement of fieldwork will be given in order that arrangements for monitoring can be made.
- 4.2 If contingency work needs to be undertaken this will be discussed with and agreed by SYAS whilst the recording work is ongoing. Any alterations to the agreed programme, found to be necessary during the work, will also be discussed and agreed with SYAS.
- 4.3 In particular, SYAS will be advised if archive material, i.e. paper records or artefacts relating to the use of the building being recorded, are found to be present; a contingency will be allowed for specialist assessment of any such material identified. SYAS will then discuss the removal of this material off site, to an appropriate archive store, with the site owners. Evidence from such material will be used to supplement research already undertaken.
- 4.4 The work will be carried out by appropriately qualified and experienced staff.

5 POST-RECORDING WORK AND REPORT PREPARATION

- 5.1 Record photographs will be printed at a minimum of 5" x 3".
- 5.2 A fully indexed field archive will be compiled consisting of all primary written documents, plans, photographic negatives and a complete set of labelled photographic prints. Labelling will be in indelible ink on the back of the print and will include: film and frame number; date recorded and photographers name; name and address of feature/building; national grid reference. Photographic prints will be mounted in appropriate archival stable sleeves.
- 5.3 A written report will be produced detailing who undertook the recording, when the work was done, where the building/complex is located, what recording was undertaken and why the work was required. A discussion of the construction sequence and use of the building(s) will be included. The report will also include an analysis of the results that will allow an understanding of the building(s) historical and architectural significance to be established. The analysis will also place, and discuss the significance of, the building/complex within its environs.
- 5.4 The report illustrations will include as a minimum: a location map at not less than 1:2500; a site plan at not less than 1:500; photographs used to illustrate all key points and a complete set of site drawings, at an appropriate scale, executed to publication standard. All historic maps copied during the map analysis stage (section 3.2) will also be included within the report with the building(s) of interest clearly visible. The photographic record plan will also be included. In addition to those photographs used as illustrations, a complete set of all photographs, excluding duplications, will be included in the digital copy of the report and referenced as necessary.
- 5.5 A copy of the brief issued by SYAS will be bound into the back of the report.

6 SUBMISSION OF REPORT

- 6.1 At least two copies of the printed report will be submitted to the developer or their agent (or as many as have been agreed); one is for submission to the Local Planning Authority.
- 6.2 One copy of the printed report will be submitted direct to SYAS for incorporation into the South Yorkshire SMR.
- 6.3 A CD Rom containing the text of the report and illustrations (**including all photos and slides taken**), scanned at 300 dpi, will be provided with each copy of the printed report.

7 SUBMISSION AND DEPOSITION OF ARCHIVE

- 7.1 The archive, including a copy of the report, will be compiled, indexed and then offered for deposition with Barnsley Archives.
- 7.2 PCA (Lincoln) will either arrange for copyright on the deposited material to be assigned to the archive, or will licence the archive to use the material, in perpetuity; this licence would allow the archive to reproduce material, including for use by third parties, on condition that Pre-Construct Archaeology (Lincoln) is fully credited as the originating body in any subsequent publication or grey literature report.

8 PUBLICITY

- 8.1 A summary report of an appropriate length, accompanied by illustrations, will be prepared and submitted in digital format, for publication in the *Archaeology in South Yorkshire*.
- 8.2 Acceptable digital formats are:
- text (Word and ASCII);
 - images (.JPG at no less than 300 dpi. resolution).
- 8.3 Provision will be made for publicising the results of the work locally, e.g. by presenting a paper at South Yorkshire Archaeology Day and talking to local societies.
- 8.4 As a minimum an online OASIS form at <http://ads.ahds.ac.uk/project/oasis/> will be completed.

9 HEALTH AND SAFETY

- 9.1 All work would be carried out in a way that complies with the Health and Safety at Work Act 1974 and its related regulations and codes of practice. Employees and sub-contractors of Pre-Construct Archaeology (Lincoln) would perform their duties in accordance with company safety policy.

10 Insurance

- 10.1 Pre-Construct Archaeology (Lincoln) has insurance covering the following areas: -
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|----------------------------|----------------------|
| a) Professional Indemnity: | limit of £1, 000,000 |
| b) Public Liability: | limit of £5, 000,000 |
| c) Employers liability: | limit of £10,000,000 |

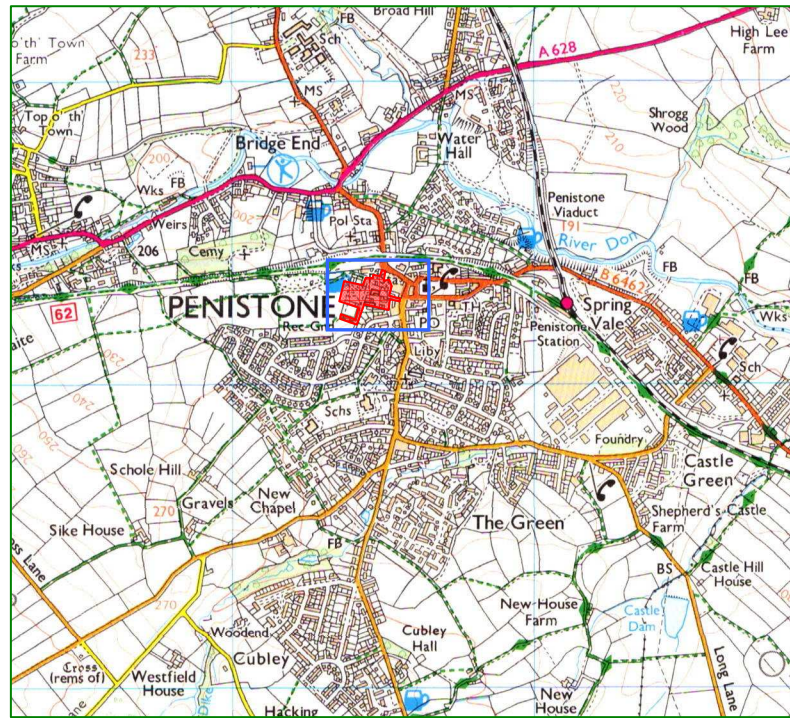


Figure 1: General location map at a scale of 1:25 000. The proposed development area is shown in red, and the area covered in Figure 2 is outlined in blue. (O.S. copyright licence no. AL 515 21 A0001)

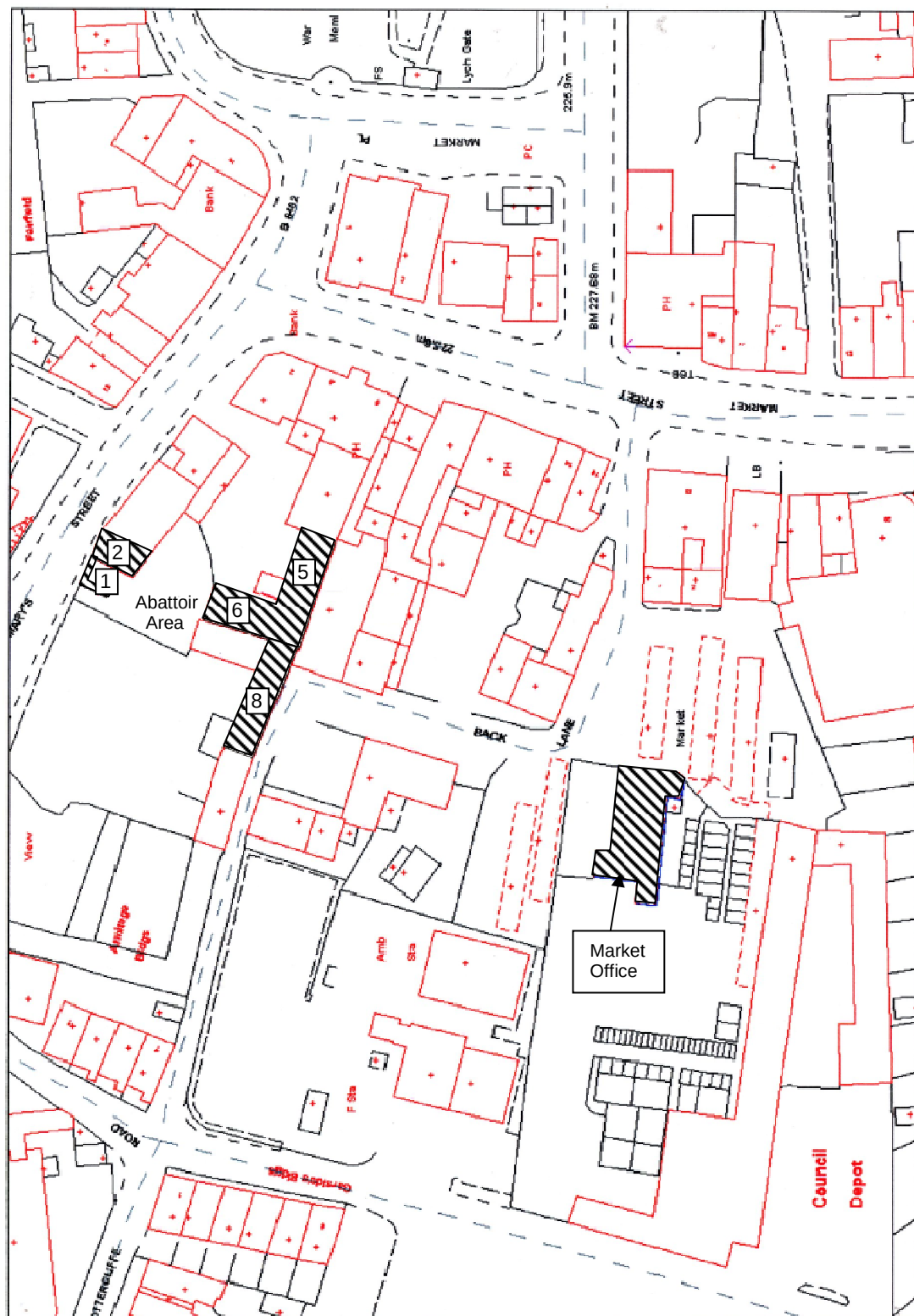


Figure 2 Buildings to be surveyed (Hatched)

