

2 Hill Top Cawthorne, South Yorkshire

Written Scheme of Investigation for a Building Recording (Level 2) and a
Structural Watching Brief

Prepared by: Jane Richardson
Archaeological Services WYAS
Nepshaw Lane South
Morley
Leeds
West Yorkshire
LS27 7JQ

On behalf of: One17Design for Mr & Mrs J. McLean

Nat. grid ref.: SE 28404 08069

Planning ref.: 2018/0970

November 2018

Written Scheme of Investigation for a Building Recording (Level 2) and a Structural Watching Brief at 2 Hill Top, Cawthorne, South Yorkshire

1. Introduction

- 1.1 This Written Scheme of Investigation (WSI) has been prepared by Archaeological Services WYAS (ASWYAS) for One17Design on behalf of Mr & Mrs J. McLean of 2 Hill Top, Cawthorne. It details a scheme of Archaeological Building Recording (Level 2) of 2 Hill Top to be undertaken prior to and during renovation/demolition of the existing structures. This may be followed by a Structural Watching Brief if deemed appropriate, in particular if historic features are likely to be exposed during renovation/demolition.
- 1.2 The Structural Watching Brief does not relate to ground works for new services, foundations or landscaping associated with the development, but to the removal of walls/buildings that may exposed earlier structural features. Both of these elements will be undertaken to fulfil Condition 5 of the Approved Planning Permission (2018/0970).
- 1.2 This document details a programme of archaeological building recording works and has been produced to the standards laid down in Historic England's guideline publications *Management of Research Projects in the Historic Environment (MoRPHE): Project Managers Guide* (2006) and *Understanding Historic Buildings. A Guide to Good Recording Practice* (2016).

2. Site Location, Description and Topography

- 2.1 The site is centred on SE 28404 08069, to the west of Hill Top. The detached property currently consists of an historic core plus later extensions within established gardens. It is situated within the Cawthorne Conservation Area, which covers the majority of the original village centre. Existing access to the site is from Hill Top to the east along a tarmac drive through a stone boundary wall. The sits at around 103m above Ordnance Datum (aOD), sloping away to the west to around 97m aOD.

3. Geology and Soils

- 3.1 The underlying bedrock is recorded as from the Pennine Lower Coal Measures Formation - Mudstone, Siltstone and Sandstone which is a sedimentary bedrock formed approximately 318 to 319 million years ago in the Carboniferous Period. No overlying superficial deposits are recorded here (BGS 2018), but the soils are of a Rivington 1 association described as well drained coarse loamy soils over sandstone (SSEW 1983).

4. Planning Background

- 4.1 The homeowner has obtained planning consent (Planning Application 2018/0970) for the demolition and replacement of existing extensions to the original cottage, and a replacement detached garage.
- 4.2 ASWYAS has prepared this WSI in order to allow the applicant to meet the terms of an archaeological condition (5) which has been placed on the consent.

5. Historical Interest

- 5.1 The following historical background has been taken from the Design and Planning Support Statement including Heritage Impact Assessment (One17Design 2018), submitted as part of the current planning application, and from a Heritage Statement produced by ArcHeritage (Laban 2017) which accompanied a previous planning application.
- 5.2 2 Hill Top was likely built in 1711 as a farmhouse with historic ties to both Cawthorne Manor and Cannon Hall. It is known to have continued in use as a farmhouse until at least the middle of the 20th century when it converted to a purely domestic house and property. The house has undergone significant changes with many alterations to the external details, additions added and the replacement of most internal fixtures and fittings. The majority of the changes appear to have occurred from the beginning of the 20th century onwards. The building has recently been rejected for listed status by Historic England as it is not of national interest, either architecturally or historically.
- 5.3 The earliest map showing the property is dated 1806 and this shows a single building with its long axis orientated east-west. One or two outbuildings are noted to the north. This map indicates that Hill Top was owned by Mr Beaumont of Cawthorne Manor at this time. The next map is dated 1839 and shows an extension to the rear (north) of the house. Outbuildings are still present to the north with a small outbuilding now present to the south. A photograph of the front elevation of 2 Hill Top c. 1880 compared to another dated c. 1900 show major changes (Laban 2017, plates 2 and 4) with a large gable-fronted extension added to the west of the original house, almost doubling the floor plan.
- 5.4 The second edition OS map from 1893 gives detail on the layout of the house and its additions and outbuildings. The single storey east addition is nearly the same length as the main house. The main house appears to have an addition to the rear as well as another building attached to the west side likely to be some kind of lean-to outbuilding. The map also shows the former school and priest house, to the north, now in use as an outbuilding for the house. The third edition OS map from 1906 shows the expansion of the house with the main body of the house visibly larger than the addition to the east. A small addition attached to the rear, may be an entrance porch or simple store attached to the house. A small outbuilding is located behind the house to the west of the large

former school/farm building, which may have been an earth closet. Another larger outbuilding is located to the northwest of the house but it is not clear which building this belongs to. An OS map from 1931 shows the house little changed from the previous map, with only the small rear addition now missing or not illustrated. The next OS map (from 1960-61) again shows the house very much unchanged. This is the last map to show the former school prior to its demolition in the 1960s. The northwest extension was added sometime after this map of 1960, with the conservatory added to it in the 1990s.

6. Impact of proposed development

- 6.1 The historic core of the current build is to be retained with all the extensions beyond this removed. New extensions have been designed in such a way that the importance and visibility of the historic core is enhanced. A large existing detached garage will be replaced with a less obtrusive one.

7. Aims of the project

- 7.1 The first aim of the proposed work is to undertake a Level 2 Building Recording of the existing building, excluding the northwest extension (constructed after 1960), the conservatory and detached garage (Fig. 1).

- 7.2 Historic England (2016) define a Level 2 survey as follows:

Level 2 is a descriptive record of both the exterior and interior of the building, described and photographed. The examination of the building will produce an analysis of its development and use and the record will include the conclusions reached. A plan and sometimes other drawings may be made but the drawn record will normally not be comprehensive.

- 7.3 The aim of the structural watching brief is to record any pertinent historic structural or functional detail which may be exposed during the course of demolition works but which are currently inaccessible, overbuilt or obscured by later alterations. The demolition of current extensions adjoining the historic core should be monitored, but the demolition of structures that do not abut the historic core do not require monitoring.
- 7.4 This work is intended to mitigate the destruction of any historic features that may be revealed/disturbed during works through 'preservation by record'. In particular the structural watching brief is an opportunity to access roof structures and timbers. This record should be obtained by means of notes, drawings and photographs as appropriate, to the standards outlined elsewhere in this WSI.
- 7.5 The archaeologist shall not monitor any works beyond those associated with the historic core of the 2 Hill Top.

8. Building recording methodology

8.1 Prior to the commencement of any work, the archaeological contractor must obtain approval of this WSI from South Yorkshire Archaeology Service. Should the archaeological contractor wish to vary the WSI, then written confirmation of the agreement with SYAS to any variations will be required prior to work commencing.

8.2 Prior to the commencement of any work, the archaeological contractor will provide SYAS in writing with:

- a projected timetable for the site work;
- details of project staff structure and numbers;
- names and CVs of key project members (the project manager, site supervisor, any proposed specialists, sub-contractors etc.).

All project staff provided by the archaeological contractor must be suitably qualified and experienced for their roles. In particular, staff involved in building recording will have proven expertise in the recording and analysis of domestic buildings.

8.3 Prior to the commencement of archaeological recording work on site, the archaeological contractor will contact the homeowner to ensure that all rooms are accessible. All floors require a record, including any roof space and basement.

8.4 It is expected that the archaeological contractor will be able to use existing plans (supplied by the architects) as the basis for the drawn record and for any annotation relative both to the historic and photographic record. Additional information relevant to the historic record should be indicated on the plans, which will be re-drawn as necessary. It is the responsibility of the archaeological contractor to check the accuracy of these drawings and to make any necessary adjustments or corrections.

8.5 The archaeologist on site should carefully examine all parts of the building shown in Fig. 1 prior to the commencement of the drawn and photographic recording, in order to identify all features relevant to its original use and to obtain an overview of the development of the building and of the site as a whole. As part of this exercise, the archaeologist on site should produce written observations (e.g. on phasing; on building function) sufficient to permit the preparation of a report on the structure. This process should include the completion of a Room Data Sheet or similar structured recording pro-forma for each room or discrete internal space within the volume of the structure. The crucial requirement is that each room should be examined individually, that the results of that examination should be noted in a systematic fashion, and that

these objective observations should be used to inform an analytical interpretation of the overall development and operation of the site.

8.6 Drawings, as required, should be made at an appropriate scale (not smaller than 1:100 for plans; not smaller than 1:50 for elevations). The structures should be recorded as existing, but a clear distinction should be made on the final drawings between surviving as-built features and all material introduced in the structure during the 20th-century. The drawn record will be as follows:

- Measured plans (re-using architect's plans where possible) with sufficient detail to show the form and location of any structural features of historic significance, such as blocked doorways, windows and fireplaces.
- Measured drawings to show the form of any architectural decoration (for example the moulding profiles of door surrounds, beams, mullions and cornices).
- Measured elevations, where these are necessary to an understanding of the building's design, development or function.
- A plan or plans identifying the location and direction of accompanying photographs.
- Copies of any available earlier drawings that throw light on the building's history.

8.7 Scope of record - all features of archaeological and architectural interest identified during the process of appraisal should be incorporated into, and clearly identified in, the drawn record. The archaeologist on site should also identify and note:

- any significant changes in construction material – this is intended to include significant changes in stone/brick type and size;
- any blocked, altered or introduced openings;
- evidence for phasing, and for historical additions or alterations to the building.

8.8 Dimensional accuracy - dimensional accuracy should accord with the normal requirements of the English Heritage Architecture and Survey Branch (at 1:20, measurements should be accurate to at least 10mm; at 1:50, to at least 20mm; at 1:100, to at least 50mm).

8.9 The survey may be executed either by hand or by means of reflectorless EDM if required. In accordance with national guidelines, drawings executed on site should be made either on polyester-based film (minimum thickness 150

microns) with polymer-bonded leads of an appropriate thickness and density, or on acid-free or rag paper.

- 8.10 If finished drawings are generated by means of CAD or a similar proven graphics package, recorders should ensure that the software employed is sufficiently advanced to provide different line-weight (point-size); this feature should then be used to articulate the depth of the drawings. CAD repeats or cloning of features should not be used. What is required as an end product of the survey is a well-modelled and clear drawing; ambiguous flat-line drawings should be avoided. Drawing conventions should conform to English Heritage guidelines as laid out in Historic England's 2016, *Understanding Historic Buildings. A Guide to Good Recording Practice*. It is recommended that the CAD layering protocol detailed in the same volume (7.2, Table 2) should be adhered to.
- 8.11 External photographs - an external photographic record should be made of all relevant elevations (those detailed in Fig. 1), from vantage points as nearly parallel to the elevation being photographed as is possible within the constraints of the site. The archaeological contractor will ensure that all visible elements of each elevation are recorded photographically; this may require photographs from a number of vantage points. A general external photographic record should also be made which includes a number of oblique general views of the buildings from all sides, showing them and the complex as a whole in their setting.
- 8.12 Internal photographs - general views should be taken of each room or discrete internal space from a sufficient number of vantage points to adequately record the form, general appearance and manner of construction of each area photographed. In areas which are wholly modern in appearance, character and materials, a single shot to record current appearance will suffice.
- 8.13 Detail photographs - in addition, detailed record shots should be made of all individual elements noted above. Elements for which multiple examples exist (e.g. each type of roof truss, column or window frame) may be recorded by means of a single representative illustration.
- 8.14 The primary photographic archive will comprise 35mm and medium format black and white film. Colour slide and/or digital photographs will be taken to supplement the primary archive, particularly where decorative details or colour are important. Plans showing the location and direction of each photograph will be compiled. A photographic register detailing location and direction of each shot will be completed. Digital photography should follow the guidance given by Historic England in *Digital Image Capture and File Storage: Guidelines for Best Practice*, July 2015. A 2-metre ranging-rod, discretely positioned, should be included in a selection of general shots, sufficient to independently establish the scale of all elements of the building and its structure.

9. Structural Watching Brief methodology

- 9.1 The intention of the structural watching brief is not to unduly delay the work of other contractors on site, however, a degree of flexibility is also expected of the developer in order that the archaeologist can fulfil the terms of this WSI.
- 9.2 Any structural features of historic interest exposed during demolition of relevant extensions should be accurately located on a site plan and recorded by photographs, scale drawings and written descriptions sufficient to permit the preparation of a report. Elevation drawings (at a minimum scale of 1:20) must include heights O.D.
- 9.3 A structural watching brief will be undertaken during demolition works associated with extensions attached to the historic core. An archaeologist should be present on site during any demolition of structures attached to the historic core indicated in the attached figure. Where structural features of historic interest are exposed these should be recorded appropriately.
- 9.4 If, in the professional judgement of the archaeologist on site, the structural watching brief indicates that no historic features have survived, the archaeologist should contact SYAS to discuss reducing or curtailing the requirements. The work may only be curtailed with the prior agreement and written confirmation of this agreement by SYAS.

10. Report Preparation

- 10.1 A written report should be produced. This should combine the results of both elements of work and include:
 - an executive summary including dates of fieldwork, name of commissioning body, and a brief summary of the results;
 - an introduction outlining the reasons for the survey;
 - a brief architectural description of the buildings correlated to the drawn and photographic record, presented in a logical manner, (as a walk around and through the buildings, starting with setting, then progressing to all sides of each structure in sequence, and finally to the interior from the ground floor up) and correlated/fully referenced to the drawn and photographic record;
 - a discussion placing the structures in its local, historical and where appropriate technological contexts, describing and analysing the development of structures.
- 10.2 Both architectural description and historical/analytical discussion should be fully cross-referenced to the drawn and photographic record, sufficient to illustrate the major features of the site and the major points raised. It is not envisaged that the report is likely to be published, but it should be produced with sufficient

care and attention to detail to be of academic use to future researchers. A copy of this WSI and a quantified index to the field archive should also be bound into the back of the report. The cover sheet should include a centred eight-figure OS grid reference and the name of the township in which the site is located.

10.3 The report will also include the results of the structural watching brief.

10.4 Illustrations should include:

- a location map at a scale sufficient to allow clear identification of the building group in relation to other buildings in the immediate area;
- an overall keyed plan of the site showing the surviving buildings in relation to each other and to the buildings on site which will have been demolished;
- any relevant historic map editions, with the position and extent of the site clearly indicated;
- a complete set of site drawings at a legible scale, on which position and direction of each photograph has been noted;
- any additional illustrations pertinent to the site;
- a complete set of good-quality laser copies of all photographs;
- features identified during the structural watching brief and any relevant elevations.

10.5 Any photos should be bound into the report in the same logical sequence employed in the architectural description and should be appropriately labelled (numbered, and captioned in full). When captioning, the archaeological contractor will identify the individual photographs by means of a running sequence of numbers, and it is this numbering system which should be used in cross-referencing throughout the report and on the photographic plans. However, the relevant original film and frame number should be included in brackets at the end of each caption.

10.6 The report should be supplied to the client and identical copies supplied to SYAS. A facsimile of the report should also be supplied in .pdf format. The finished report should be supplied within ten weeks of completion of all fieldwork, unless otherwise agreed with SYAS. The information content of the report will become publicly accessible once deposited with South Yorkshire's HER, unless confidentiality is explicitly requested, in which case it will become publicly accessible six months after deposit.

10.7 Copyright - Please note that by depositing this report, the archaeological contractor gives permission for the material presented within the document to be used by South Yorkshire's HER, in perpetuity, although the archaeological

contractor retains the right to be identified as the author of all project documentation and reports as specified in the Copyright, Designs and Patents Act 1988 (chapter IV, section 79). The permission will allow the HER to reproduce material, including for commercial use by third parties, with the copyright owner suitably acknowledged.

11. Deposition of the archive

- 11.1 After the completion of all recording and post-recording work, a fully indexed field archive should be compiled consisting of all primary written documents and drawings, and a set of suitably labelled photographic contact sheets. Standards for archive compilation and transfer should conform to those outlined by the Archaeological Archives Forum (2007). The field archive should be deposited with Barnsley Museums, and should be accompanied by a copy of the full report as detailed above.

12. General considerations

- 12.1 Any technical queries arising from this WSI should be addressed to SYAS without delay.
- 12.2 It should be noted that this WSI is based upon records available to ASWYAS. If, on first visiting the site or at any time during the course of the recording exercise, it appears in the archaeologist's professional judgement that
- a part or the whole of the site is not amenable to recording as detailed above, and/or
 - an alternative approach may be more appropriate or likely to produce more informative results, and/or
 - any features which should be recorded, as having a bearing on the interpretation of the structure, have been omitted from the WSI,
 - then it is expected that the archaeologist will contact SYAS as a matter of urgency.
- 12.3 This exercise will be monitored as necessary and practicable by SYAS in its role as 'curator' of the county's archaeology. SYAS should receive at least one week's notice in writing of the intention to start fieldwork.
- 12.4 This WSI is valid for a period of one year from date of issue. After that time it may need to be revised to take into account new discoveries, changes in policy or the introduction of new working practices or techniques.

13. Bibliography

Archaeological Archives Forum, 2007, *Archaeological Archives – a Guide to Best Practice in Creation, Compilation, Transfer and Curation*

British Geological Survey, 2018.

<http://mapapps.bgs.ac.uk/geologyofbritain/home.html>. Viewed November 2018

Historic England, 2006, Management of Research Projects in the Historic Environment. The MoRPHE Project Managers' Guide

Historic England, 2015, *Digital Image Capture and File Storage: Guidelines for Best Practice*

Historic England, 2016, *Understanding Historic Buildings. A Guide to Good Recording Practice*

Laban, G., 2017, 2 Hill Top, Cawthorne, South Yorkshire, Heritage Statement. ArcHeritage Report 05/10/2017

One17Design, 2018, Alterations & Extensions, 2 Hill Top. Design, Access and Planning Support Statement, including Heritage Impact. Job 3222

Soil Survey of England and Wales, 1983, *Soils of Northern England, Sheet 1*



© Archaeological Services WYAS 2018
Nepshaw Lane South, Morley, Leeds LS27 7JQ
ISOQAR ISO 9001:2008

