Holy Trinity Church

Bolventor, Cornwall Archaeological Recording

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Report Date October 2012

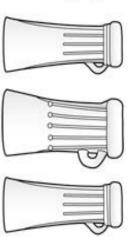


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The Project Manager was Matt Mossop whilst the fieldwork was undertaken by the Hayley Goacher. Assistance with the historic research was provided by the staff at the Cornwall Record Office. Base plans, cross sections and elevation drawings were provided by the client and drawn by Scott and Company. We are very grateful to Eric Berry for his input on Perpendicular Tracery terminology and to Helen Butler for her input on the stain glass.

The views and recommendations expressed in this report are those of Archaeological Consultancy Ltd and are presented in good faith on the basis of professional judgement and on information currently available.

Cover illustration

Holy Trinity Church, looking northeast. From Argall's Series of Cornish Church Postcards c.1904. Courtesy of Cornwall Record Office.



Holy Trinity Church

Bolventor, Cornwall.

Archaeological Recording

Author: Hayley Goacher BA (Hons) PIfA

Editor: Emma Ruddle BA (Hons) MIAI AlfA

Report Date: October 2012

Client: David and Paula Jump

Proposal: Conversion of church to a dwelling

Planning Reference: APP/C0820/A/08/2079211

APP/C0820/E/08/2079213

PA11/06637

Statutory Protection: Grade II Listed

Area of Outstanding Natural Beauty

Project No: AC11005E

Civil Parish: Altarnun

District: East 1

County: Cornwall

National Grid Reference: SX 18019 76545

Fieldwork Dates: August 2011

Licence/Accession No: Forthcoming



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Abbreviations

AC Archaeological Consultancy Ltd

CC Cornwall Council

CRO Cornwall Record Office

DBA Desk Based Assessment

EH English Heritage

HEPAO Historic Environment Planning Advice Officer

HER Cornwall and the Isles of Scilly Historic Environment Record

HES Historic Environment Service, Cornwall Council

IfA Institute for Archaeologists

LBS Listed Buildings Number

LPA Local Planning Authority

NGR National Grid Reference

NMR National Monuments Record, Swindon

OASIS Online Access to the Index of Archaeological Investigations

OS Ordnance Survey

RCM Royal Cornwall Museum, Truro

SMR Sites and Monuments Record

WSI Written Scheme of Investigation



1 Summary

AC Ltd was commissioned by David and Paula Jump to undertake archaeological recording in advance and alongside works associated with the conversion of Holy Trinity Church to a dwelling. The recording was required as a condition of planning permission and listed building consent for the proposed development. The archaeological recording principally consisted of historic building recording in advance of conversion and a watching brief of relevant conversion works. This site (NGR SX 18019 76545) is designated as a Grade II Listed building.

The historic building recording was undertaken on the 22nd August, it recorded:

- The 19th Century Church.
- Internal and external fixtures, fittings and features including grave stones and stained glass associated with the church and its later refurbishments.

The watching brief recorded a series of sleeper walls beneath the existing floor of the church but found no evidence of burials or other archaeological features in the trenches to the north of the church.

2 Introduction

2.1 Project Background

The planning applications (2008/00448 and 2008/00449) for the conversion to a dwelling were initially refused consent but were approved following appeal in November 2008, subject to a number of conditions. Planning application APP/C0820/A/08/2079211 included Condition 7:

No development shall take place within the site until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological recording in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the local planning authority.

Planning application APP/C0820/E/08/2079213 for Listed Building Consent included Condition 4 which states:

No works shall take place within the site until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological recording in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the local planning authority.

Briefs for each application were provided by the Historic Environment Planning Advice Officer (Copleston, 2011a and 2011b). An updated listed building application (PA11/06637) resulted in an identical Condition 3 which was considered to have been suitably addressed by this study (Copleston, 2011c).



2.2 Site Location

The site at Bolventor village is approximately 15km north-east of Bodmin, on the west side of the A30, at OS grid reference SX 18019 76545 (Figure 1, Figure 2).

2.3 Topography

Holy Trinity Church lies on a col in a shallow valley 267m above ordnance datum. Streams flow both north and south eventually supplying Colliford Lake approximately 1km away.

2.4 Geology

The bedrock is formed of Early-Permian Bodmin Intrusion granite with superficial peat deposits recorded to the south of the study area (British Geological Survey Website).

The church is terraced into the gentle slope with peat clearly constituent in the soil.

2.5 Archaeological and Historical Background

Mesolithic, Neolithic and Bronze Age lithics (SMR3157) including arrowheads, scrapers and blades suggest Prehistoric activity in the vicinity. Peat growth and later cultivation is likely to have obscured evidence of Prehistoric activity in relatively low lying areas. Slightly further afield (within 2km), evidence for hut circle settlements has been recorded, generally on the hill slopes, at Stanning Hill, Brockabarrow Common, Palmes Bridge and Lankeymoor (SMR). Tresibbet and Carneglos are additionally associated with Prehistoric fieldsystems. Crawford's map showed stone circles at Dozmary Downs and Dozmary Hill (SMR) and virtually every high point includes at least one likely Prehistoric cairn (Priddacombe Downs, Brockabarrow, Catshole, Tolborough and Dozmary Pool) as clear territorial markers. It seems clear that the surrounding area was settled from at least the Neolithic period with settlement becoming increasingly intensive in the Bronze Age before deteriorating climate in the Early Iron Age probably made upland farming more difficult. Herring *et al* (2008; 143) suggest Prehistoric or Medieval cultivation being evident around Bolventor.

The land surrounding Bolventor was subject to 19th Century enclosure (Herring *et al*, 2008; 143) which is likely to have destroyed or obscured earlier land-use evidence. Stream works at Dairywell (SMR12559) and Higher St. Lukes may be Medieval in origin.

In the post medieval period, there is an explosion of industrial activity and settlement on this marginal landscape with two 19th Century quarries, at Bolventor (SMR12566) and the adjacent settlement of Deep Hatches (SMR12565), now long disused. The name Deep Hatches may refer back to a 16th Century tin working. At Minzies Down there was a mine of six conjoined pits (SMR12525) whilst peat extraction platforms (SMR12524) suggest settlement nearby. At least four new settlements were recorded on the Tithe



Map of 1843 and Apportionment of 1841 (Figure 4) (Barton, Dairywell and Deep Hatches). According to the SMR data Bolventor is first referred to on the 1888 OS map (actually dated 1882) (Figure 5) but the settlement is clearly on the 1842 Tithe Map and records show it had a church before 1888. Bolventor is not visible on the 1813 OS map (Figure 3) although Jamaica Inn is marked and is still extant within the modern village. The Tithe Apportionment shows that all the land surrounding Bolventor was owned by Francis Rodd and was occupied by at least six individuals. The majority was meadow, pasture or arable land and frequently referred to as being 'rough' or 'coarse;' suggesting that it was not highly productive. Furze collection for fuel and thatching material from such areas were important considerations at the time. References to the settlement as Boldventure in the Tithe are explained by Padel (1988; 56) as it being a 'bold venture' to create farmland in the middle of the moorland. There are also references (Paula Jump pers com 22/08/2011) to the name of Bolven Tor, reflecting its moorland location and other local place names, though this does not seem to have been widely used. Only six buildings existed in 1843 and there was not yet a Church. The land later used for the Church was a plantation owned and occupied by Francis Rodd, the only portion not rented out.

Holy Trinity Church (SMR3267 LBS1328081) was built in 1846 for its patron Squire Rodd of Trebartha and a separate ecclesiastical parish of Bolventor was formed the same year. The Church was apparently built in one phase with a simple cruciform plan and bell cote over the meeting point of the chancel and crossing. In addition to the Church the village was large enough to accommodate two schools; the National School (SMR177447) built 1846 and now the church/village hall and the Board School (SMR177448) a little later in 1878. The Vicarage Farm Farmhouse was constructed in 1848 and is now listed (LBS1328082) along with the late 18th Century Jamaica Inn (LBS112775) and a row of 19th Century cottages (LBS1142777). In 1965 the Bolventor parsonage house and glebe was sold off (CRO p14/2/4). The same year the internal space was rearranged and the altar was moved to a more central location allowing the former chancel to become a vestry. This work was apparently carried out alongside restoration work in response to the Inspection of Churches Measure 1955 (CRO p14/6/1). The register of services lodged with the CRO covers the years 1918-1943 and 1950-1978 with the burial register running up to September 1979 (CRO p14/1/4). Planning permission to convert the church to form a dwelling was refused in 1989 but in 1991 permission was granted for its conversion into a store (PA E1/91/2728). The construction of the Bolventor by-pass in the 1990s isolated the church from its congregation effectively preventing any return to ecclesiastical use.

2.6 Project Aims and Objectives

The principal aims were to:

- Establish the presence/absence of archaeological remains
- Determine the extent, condition, nature, character, date and significance of any archaeological remains encountered



- To record and interpret the upstanding fabric and architectural features of the site including layout, fixtures and fittings
- To establish the nature of the activity on the site
- To identify any artefacts relating to the occupation or use of the site
- To provide further information on the archaeology of Holy Trinity Church from any archaeological remains encountered
- Characterise and draw together the historical, architectural and archaeological information about the site and its environs.
- Disseminate the findings appropriately.

2.7 Methodology

Desk-based assessment (DBA), walk over and standing building survey

An initial DBA concentrated on Historic Environment Records, Sites and Monuments Records, material at the Cornwall Record Office, previous archaeological reports and a map regression exercise.

A walk over and historic building survey recorded extant visible remains on the site. Existing architectural plans and elevations were checked and annotated with architectural and archaeological detail as appropriate (Figure 6-Figure 12). A scaled monochrome photographic survey documented the interior and exterior elevations of the building and grave stones within the study area. Scaled digital colour photography augmented this to provide general and detailed shots and for use within this report. All negatives, contact prints and where appropriate, CDs will be included in the archive accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.

Watching Brief and associated archaeological recording

A watching brief was carried out during the excavation of service trenches and during the reduction of the floor inside the church. The service trenches were located on the north side of the church where there was no previous evidence of burial. They were excavated by mini-digger with a 3ft grading bucket or 1ft bucket to a depth of 0.5-1m. The trenches were photographed and planned at a scale of 1:50 (Figure 7).

2.7.1 Archive and Report

This report describes the results of the archaeological work. Copies of the archive report will be submitted to: the client; the County Historic Environment Record; Cornwall Record Office; National Monuments Record in Swindon and all significant contributors where (with the exception of the client's and contributors' copies) they will be available for public consultation.

2.7.1.1 Site Archive

The site archive will be prepared in line with the brief and deposited with the Cornwall Record Office, following completion of this report and within a timescale to be agreed with the repository. Deposition of the archive, along with



a summary of its contents, will be confirmed in writing with the Historic Environment Planning Advice Officer.

The online OASIS record will be completed when the report is submitted.

3 Results

The Church exterior

The church building will be described in a clockwise order starting from the south porch, followed by the interior features and then the results from the excavations (Figure 6-Figure 12). All measurements will be described in metres and as length by width by depth unless otherwise stated.

The building was constructed with semi-coursed, dressed granite blocks and lime mortar bonding. The steeply pitched gable roof was constructed with arch braces supporting the collars probably from machined imported pine (Figure 12). It was covered with uniform, thin blue-grey slate tiles which the 1963 inspection recorded as Cornish.

The south porch was rectangular in plan with a steeply pitched roof of similar construction to the rest of the building (Plate 14). The walls were constructed of granite blocks and although butting up to the south wall of the nave, was of the same type of construction (Figure 9, Figure 11). The outer door was a mesh covered wooden frame and is unlikely to be original. The inner door was painted wooden planks with iron fixtures including ornately decorative strap hinges.

The west wall was discoloured below the west window with a pink hue streaked down to the ground where there was a notable absence of moss. Directly under the window along the granite ledge the staining was a rust colour, presumably from the window frame (Figure 9).

Water damage was evident on the north side of the church (Figure 6, Figure 10, Plate 1). Blocked down pipes and associated guttering had caused damage at the junction of the west wall of the north transept and the north wall of the nave. The mortar had been eroded, whilst moss covered the external surface and damp had penetrated to the interior. The south side of the nave was much less affected by damp.

A lean-to vestry of granite walling and timber roof with slate tiles butted up to the north wall of the chancel. A wooden plank built door, with two quatrefoil ventilators, provided access through the north wall. A small two-light rectangular mullion window in the east wall had plain diamond glazing comparable to the other windows (Figure 8, Figure 10, Plate 3). Above the vestry roof on the adjoining east wall of the north transept slates, similar to those on the roof, had been applied to the wall surface.

On the roof of the lean-to vestry and slightly above it is an iron reel and a tube leading down inside the building (Plate 4). On the east gable end of the nave roof above the altar and crossing is the granite bell cote. The reel and tube directed a wire from the bell to the lean-to from where the bell could be rung. The bell, although not hung due to vandalism is still complete and within the bell



cote. The bell cote is of a simple, unadorned octagonal design with four gothic pointed arch openings and a single spirelet on top.

The chancel did not display any substantial signs of change or repair to any of the walls and had only one window in the east wall. The roof was slightly lower than that of the nave but otherwise of the same construction (Plate 3).

Windows

There are six three-light granite Perpendicular Gothic revival traceried windows with cinquefoil heads. The windows are set in pointed arches with associated hood moulds, lighting the north and south walls of the nave, the east and west ends and transepts. All had suffered from vandalism or neglect. Internally iron stanchions had originally been provided though these only survived in two of the windows (north nave and south transept windows). The four on the north and south walls have plain glass panes 60mm square by 5mm thick in a diamond lattice arrangement in each of the three lights (Figure 10, Figure 11). The tracery-lights are all stained glass with blue or red shields and borders with a yellow Christian symbol within the shields. In the north and south transepts the central light had a small panel that could be opened. The east window had a circular motif in the central light in blue, red and yellow with Latin text representative of the Holy Trinity; Father, Son and Holy Spirit. The three lights were otherwise in plain glass and the tracery-lights were comparable to the other examples in the church. Fragments of stained glass panels with yellow fleur-de-lis quarries (diamond shaped pane of glass) were found in the chancel (Plate 9, Plate 11). This pattern does not match any extant stained glass windows in the building though the colours used and size of the glazing matched the west window. The window in the west end of the nave retained considerable stained glass (Plate 16, Plate 17). The central light is complete and depicts a red shield on a background of white and yellow lily quarries with a border of white leaves on a blue background. The red shield has the crossed keys of St. Peter over the sword of St. Paul, apparently in deference to the Bishop of Exeter. The lights either side appear to have been similar except that the border had a red background. The two tracery-lights at the top depict shields with a phoenix and possibly a pelican or a stork, or similar birds, on a nest surrounded by white flowers on a red background echoing the two side lights. The three central cusps of each stained glass window light included a central crown or coronet with a white rose on either side. Notably the depictions do not appear to mimic the Coronet of Frederick, Prince of Wales used by the Duke of Cornwall in the 19th century.

The Church interior

Internally, all the major fixtures and fittings had been removed or altered, only some metal objects relating probably, to the doors, were found scattered within the church (Plate 10). The floors of the nave and chancel were covered by large slate slabs whilst the crossing and transepts had concrete paving. Under these were lime mortared granite rubble sleeper walls, topped with additional slate fragments and rotten wooden beams, supporting the floor. The voids between the sleeper walls were filled with rubble and debris including 20th Century brick and electrical wiring. At the west end, close to the door, two rectangular marks



were visible. These were caused by scuffing and chiselling and were in the probable locations of the font, the whereabouts of which are not known. The font was recorded in 1988 (English Heritage Listing) as having an octagonal bowl decorated with quatrefoils and crosses. Either side of the nave, from the porch to the crossing, the slates make way for the pews and probable wooden pew platforms (Plate 12, Plate 13). The marks of the pew locations are still visible in the plasterwork of the walls and are 0.5m wide at approximately 0.25m intervals. The pews are no longer extant (Figure 6).

Beside the south door a recess in the wall may have provided for a collection box. Scars on the walls of the transepts indicated previous panelling.

The step projecting into the crossing for the wooden communion rail and the granite altar supports are concrete. No altar table remained. The chancel arch echoes the windows in that it is of a pointed gothic design (Plate 15). It is now bare, with relatively crude granite stonework, but fragments of plaster with yellow ochre paint hint at its original finish. Such painting may have existed across the whole church but damage and damp have made this impossible to determine.

Slightly behind (east of) the arch, a wooden partition with a shallow arched doorway screens off the area to form a vestry in the far east end in what was the chancel. The most significant feature within is a cream marble plaque marking the burials of two children below the floor of the vestry. The plaque was located on marble supports approximately 2m up on the south wall but has been taken down for safety reasons. Shallow excavations for the new floor recorded orange-yellow sandy-clay subsoil but the position of the burials was not apparent (Figure 6). The vestry (Plate 3) was accessed by a door through the north wall of the chancel. Its lean-to slate roof was extremely unstable. A blocked opening was recorded during renovation work in the west wall of the vestry (Plate 18). The opening had a large granite lintel and was blocked with granite rubble similar to the surrounding wall. A square flue above the opening, had reddened stones, but no sooting (Plate 19) presumably providing originally for a cast-iron stove-pipe and stove below.

The Churchyard

To the south of the church were a series of burials with large stone markers. The most westerly was that of Albert Charles Cragg, Parish Vicar, who died in 1942. The simple granite border measured 2m by 0.9m with a small upright headstone. Adjacent to the south transept is the burial of Edward William Martin who died in 1872 and was also a Parish Vicar (Plate 5). The stone slab was supported on low red brick walls though these were crumbling and leaning dangerously. It measured 2m in length and 0.8m wide. South of the chancel was a family plot of five individuals of the Hooper family who, according to the three headstones, all died in the late 19th or early 20th Century (Figure 6).

The ground to the north side of the church was excavated for a wall foundation, soak away and service trenches (Figure 7). The topsoil across the site was a loose dark grey-black sandy-clay and was approximately 0.1-0.2m deep. Below



the topsoil was a dry and compact orange-yellow sandy-clay, the natural subsoil (Plate 6, Plate 7).

The wall foundation trench north-northwest of the west end of the nave was 6.35m long and had a maximum depth of 0.3m. The soak away was 15.5m long with a total width of 3.7m and maximum depth of 1m. In the northwest corner at 0.3m below the surface was another dark grey-black sandy-clay deposit similar to the topsoil and reminiscent of peat that was 0.3m deep. This continued for 6.85m along the south-facing side. Below this continued orange-yellow sandy-clay, identical to that above. At the horizon between these two layers the colour of the yellow deposit was significantly more orange as if stained by iron. Within the orange-yellow sandy-clay were quite frequent large granite boulders 0.2-1.5m in length.

The service trenches were only 0.3m wide and approximately 0.5m deep and converged at or near to the tank which was located 15m north of the vestry (Figure 7).

No archaeological deposits or features were found within the trenches. Five objects were recorded in the topsoil and were retained on site. These were a fragment of metal waste, a formerly rectangular metal flashing plate with a central oval hole, a white and the base of a pale-orange stoneware vessel, a glass jar and a fragment of ceramic drainpipe (Plate 8).

4 Discussion

Within the fabric of the building there is no evidence for rebuilding or remodelling the basic cruciform shape. The pointed arches over the doors and windows and the clustered pillars of the pointed chancel arch all conform to a simple interpretation of the Gothic Revival style popularly used in Victorian architecture, particularly for churches (Plate 14, Plate 15). The documentary, structural and architectural evidence all points to a single phase of construction in, or very close to, the recorded date of 1846.

References to refurbishment in 1965 included the rearrangement of the chancel to form a vestry and this is visible in the use of concrete for the altar and communion rail bases and the partition behind the chancel arch (Plate 15). The use of concrete paving for part of the floor is likely to have been contemporary. This change effectively made the altar more accessible to the congregation in the nave and is likely to hint at reduced congregation numbers typical of the later 20th century. It seems likely that the electrical cabling and heaters were installed or upgraded at this stage.

It is believed (David Jump pers com) that some or all of the windows were replaced in the 1960s refurbishment and the fragments of stained glass found in the chancel may support this. The colours, shape and size of the quarries match those in the west window and tracery-lights throughout the church. The lead canes are also similar, suggesting that all this glass is contemporary (Plate 11, Plate 17). The square-paned plain glass in the remaining windows has characteristically untarnished solder joints, suggesting its later date (Plate 2). Decorative quarry glass with fleur-de-lis and other floral motifs was commonly



used in early 19th Century churches (Helen Butler pers com). Quarry glass was mass-produced by moulding and printing as a cheap substitute for more traditional stained glass. When the chancel was converted for the vestry, coloured glass would not have been so important. Refurbishment would provide an opportunity for repairs and plain glass would have been a less expensive alternative though notably the Holy Trinity emblem was reused in the east window and most of the original tracery-lights survived.

The flashing plate found in the topsoil during service excavations may have provided for the vestry flue or for a chimney from a stove placed on the north side of the nave behind the pews (Plate 8). The 1963 inspection records a calor gas stove and cylinder in this location and there is a replacement patch in the wooden ceiling suggestive of a chimney.

The churchyard extends to the west and south of the church. Two burials are former vicars, their importance to the church explaining their closeness to it (Plate 5). The third is a family plot and their closeness to the chancel may be indicative of their wealth or importance within the local and church communities. No burials were documented or found to the north of the church suggesting that the rest of the graveyard was of a sufficient size for all types of burial.

5 Conclusion

Holy Trinity Church was built in a single phase in the mid 19th Century in the popular Gothic Revival Style. The 1960s refurbishment brought the altar forward to allow for a larger vestry in the original chancel. Apart from the west window and tracery-lights, the principal lights of all the remaining windows have been replaced and few original features survive internally. The surviving decorative glass will be retained in the church.

The construction of the Bolventor by-pass isolated Holy Trinity from the settlement and arguably made it one of the most visible churches in Bodmin. Its diminutive scale and isolated setting make it a poignant reminder of Victorian endeavour and of ecclesiastical contraction in the 20th century.

No evidence of burials or other archaeological features was identified in the trenches to the north of the church.

6 The Archive

The AC Ltd project number is AC11005E.

The project's documentary, photographic and drawn archive is housed at the offices of Archaeological Consultancy Ltd, Goodagrane, Halvasso, Penryn, Cornwall, TR10 9BX / CRO as appropriate. The archive will include:

- Primary record sheets
- A2 site plan and annotated building plans
- Site notes
- Black and White Photograph contact sheets and negatives



- Comb bound report
- Project management and miscellaneous material as appropriate

7 Recommendations

Following the completion of archaeological work stipulated by the Written Scheme of Investigation, no further archaeological work is recommended for this development.

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Ordnance Survey map 1801 first edition 1 inch series (copy held at AC)

Ordnance Survey map 1882 1:2500

Ordnance Survey map 1888-1891 1:10,000

Ordnance Survey map 1906 1:2500

Ordnance Survey map 1907 1:10,000

Ordnance Survey map 1962-63 1:10,000

Ordnance Survey map 1975 1:2500

Ordnance Survey map 1983 1:10,000

Ordnance Survey map 1988 1:10,000

Tithe Map 1843 and Apportionment 1841 for the Parish of Altarnun viewed at Cornwall Record Office 11/08/2011



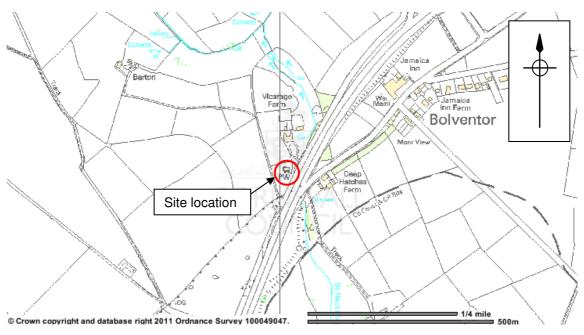


Figure 1 Site location. Courtesy of Cornwall Council.

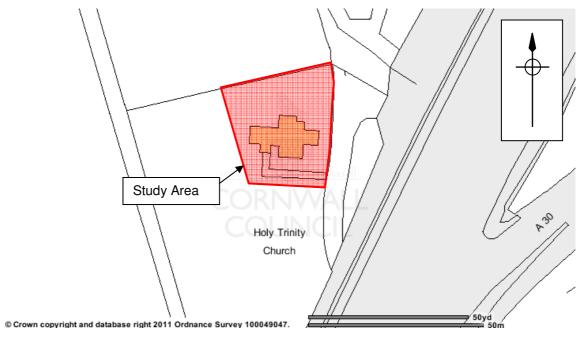


Figure 2 Detail of site location. Courtesy of Cornwall Council



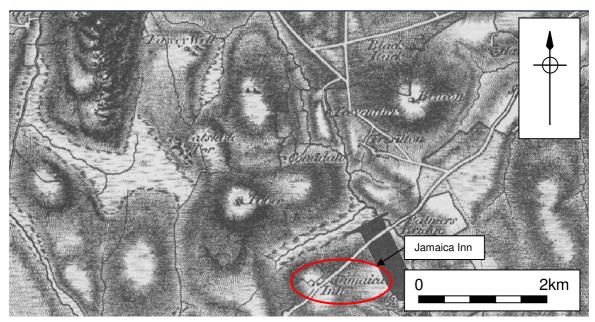


Figure 3 1813 OS 1 inch series map showing Jamaica Inn

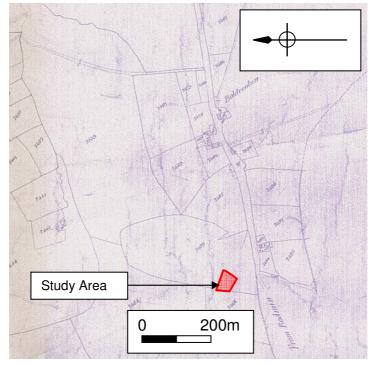


Figure 4 Tithe Map for Altarnun Parish 1843



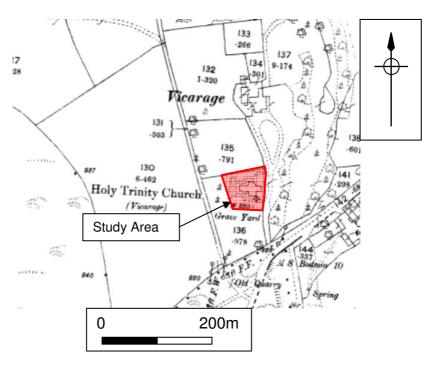
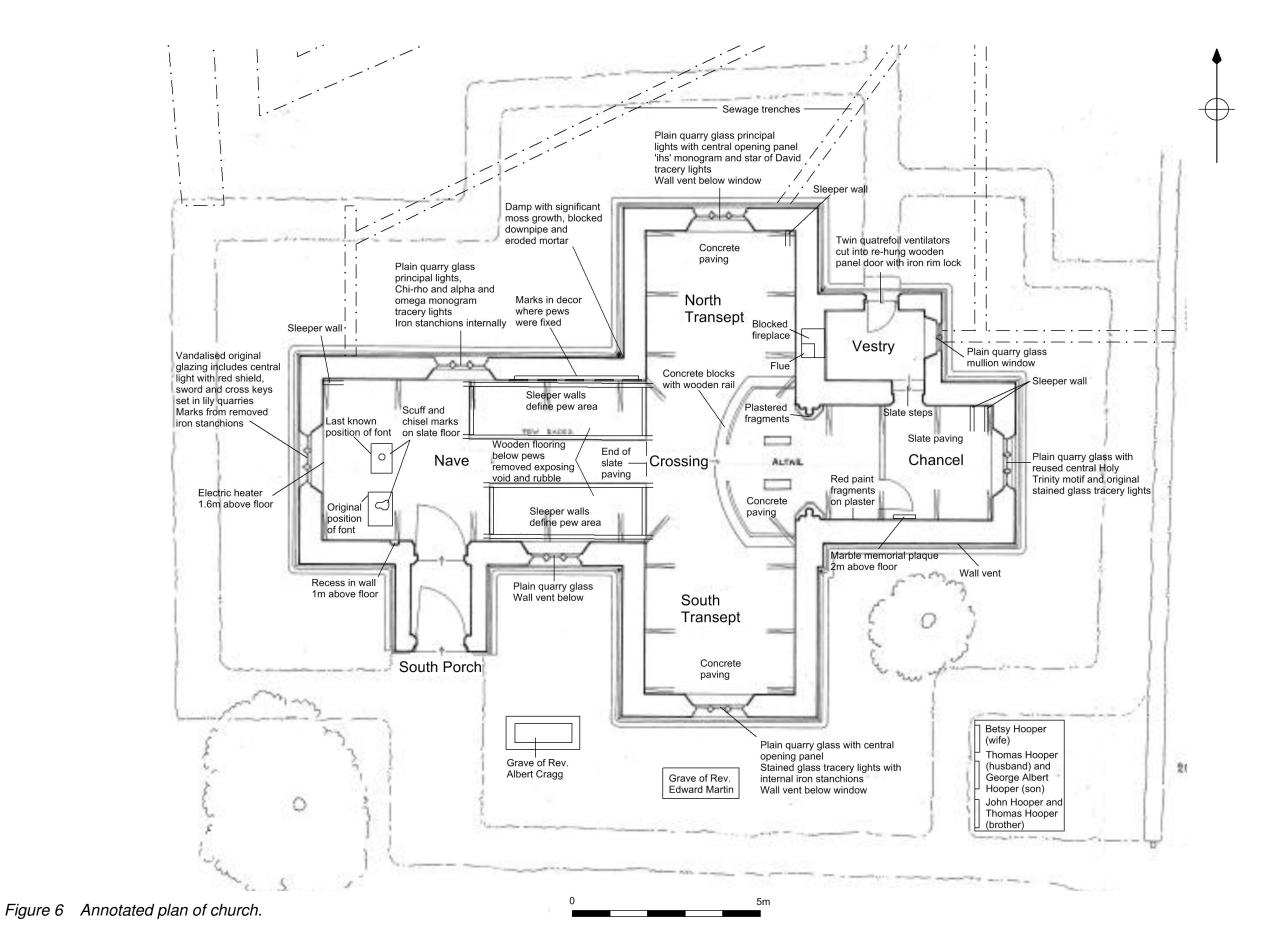


Figure 5 1882 OS Map showing Holy Trinity Church







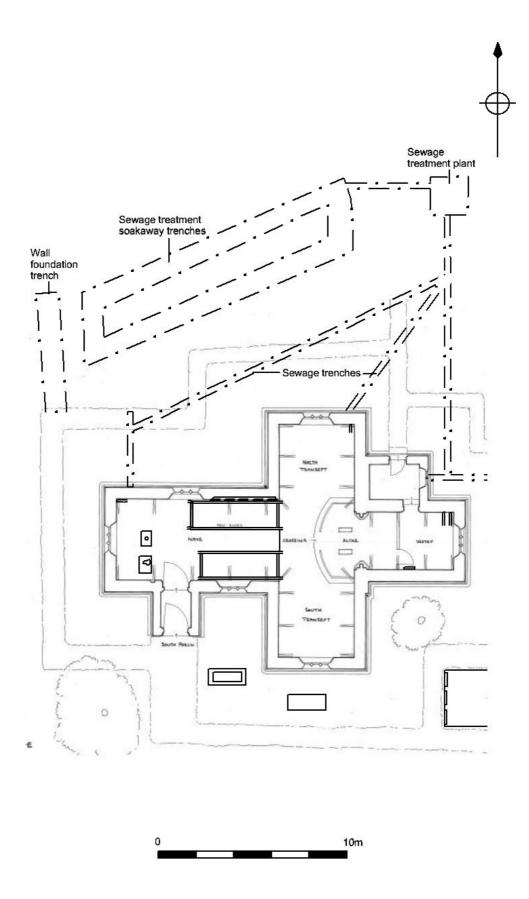


Figure 7 Annotated trench plan.



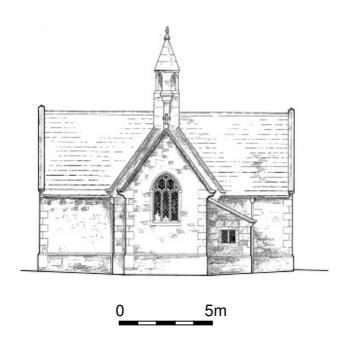


Figure 8 East elevation of church.

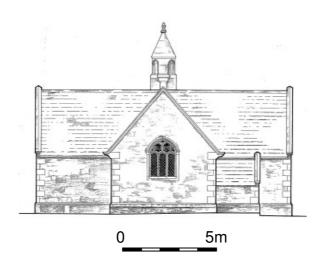


Figure 9 West elevation of church.



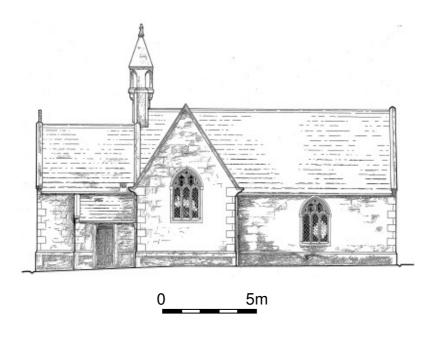


Figure 10 North elevation of church.

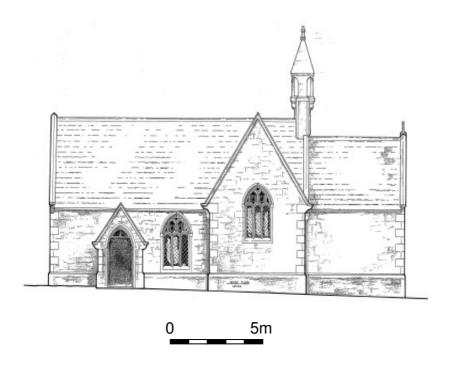


Figure 11 South elevation of church.



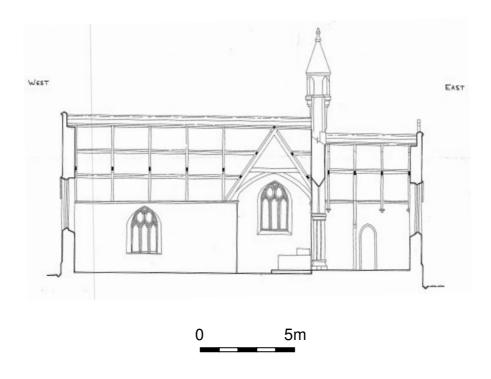


Figure 12 Cross section through church. Looking north.





Plate 1 North elevation of nave.



Plate 2 North transept window.



Plate 3 Chancel and lean-to vestry. Looking southwest.



Plate 4 Bellcote and bell pull system. Looking south.



Plate 5 Grave of Rev. Martin. Looking northwest.



Plate 6 Service excavations to north of Church. Looking southwest.





Plate 7 Section of service excavations. Looking north.



Plate 10 Metal fixings from within Church.



Plate 8 Objects recovered from topsoil during service excavations.



Plate 11 Detail of stained glass fragment from chancel.



Plate 9 Detail of stained glass fragment.



Plate 12 Sleeper wall below nave pew base. Looking north.





Plate 13 Sleeper walls below nave pew base, south side. Looking west



Plate 15 Crossing and chancel arch from the nave. Looking east.



Plate 14 Porch with north window of nave in the background. Iron stanchions in front of the replaced principal lights with original tracerylights with chi-rho and alpha and omega monograms.



Plate 16 Intricate iron strap hinges on the church door, looking north.



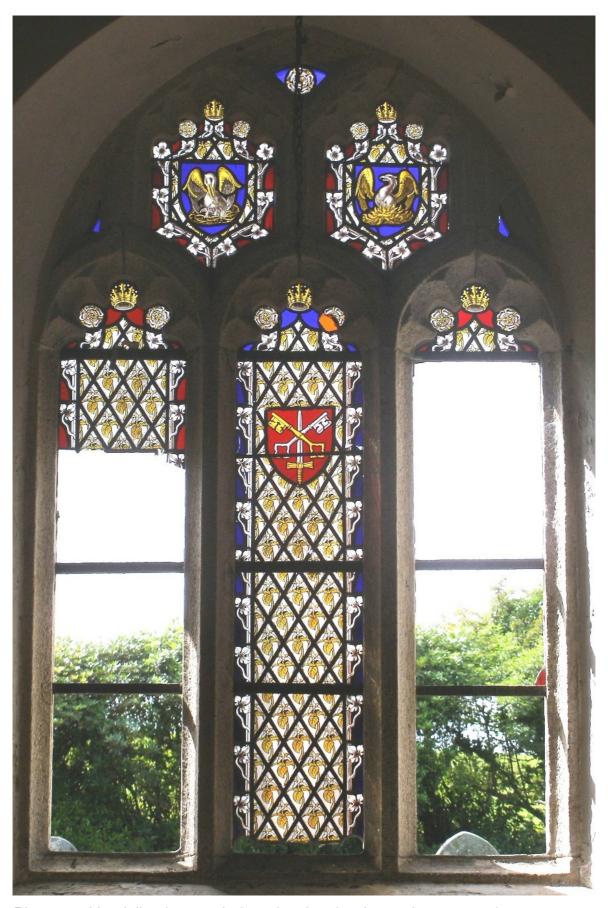


Plate 17 Vandalised west window showing the decorative quarry glass.





Plate 18 Blocked openning in west wall of vestry.

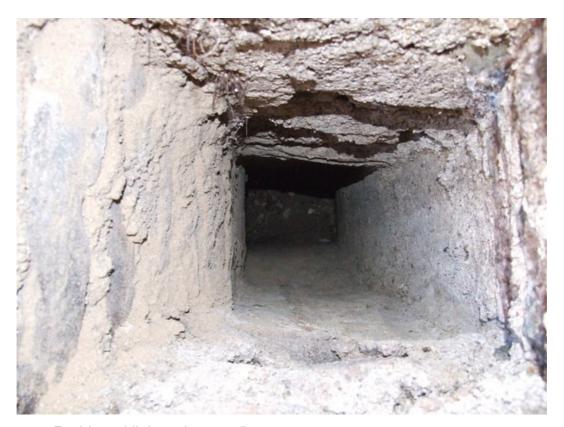


Plate 19 Reddened lining of vestry flue.



9 Appendices

Appendix 1

Cornwall Council - Historic Environment Service

BRIEF FOR ARCHAEOLOGICAL RECORDING (WATCHING BRIEF)

Date: 02 August 2011

Address: Holy Trinity Church, Bolventor, Launceston, Cornwall, PL15 7TS

Applicant: Mrs M Edmonds, The Cott, Dovleere, Shburton, Newton Abbot, Devon, TQ13 7LE

Agent: Scott And Company (Cornwall) Ltd., 3 Lemon Villas, Truro, Cornwall, TR1 2NX (this brief supplied on request

to Matt Mossop of Archaeological Consultancy Ltd., Goodagrane, Halvasso, Penryn, Cornwall, TR10 9BX)

Historic Environment Planning Advice Officer: Phil Copleston, Historic Environment Service, Cornwall Council, Room 82, Luxstowe House, Liskeard, Cornwall, PL14 3DZ Tel. 01579 341406, Email: pcopleston@cornwall.gov.uk

Local Planning Authority Officer:

David Tapsell, Planning & Regeneration, Cornwall Council, 3-5 Barn

Lane, Bodmin, PL31 1LZ

This brief is only valid for six months. After this period the Historic Environment Planning Advice Officer (HEPAO) should be contacted. Any written scheme of investigation (WSI) resulting from this brief shall only be considered for the same period. The contractor is strongly advised to visit the site before completing their WSI as there may be implications for accurately costing the project.

Contractors Written Scheme of Investigation (WSI)

No ground works are to be undertaken until the HEPAO and the Local Planning Authority (LPA) have approved the archaeological contractor's WSI.

1 Introduction

This brief has been written by the HEPAO and sets out the minimum requirements for archaeological 'watching brief' recording at Holy Trinity Church to discharge condition 7 of planning appeal decision APP/C0820/A/08/2079211 (with respect of refused planning application 2008/00448) placed on the development.

2 Site Location and Description

The church is located on the west side of the present A30 duel carriageway at Bolventor, set in its graveyard, centred on Ordnance Survey grid reference SX 18022 76547.

3 Planning Background

Planning application 2008/00448 was submitted on the 5 March 2008 and refused consent. On appeal, dated 24 November 2008, permission was granted subject to seven conditions. Condition 7 states:

No development shall take place within the site until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological recording in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the local planning authority.

4 Archaeological Background

As far as is known, no previous archaeological investigation or recording work has been carried out on this church or of its graveyard. (A separate building recording brief will be issued to cover the recording of historic building evidence.)

5 Requirement for Work

Ground works associated with the development may disturb buried archaeological remains. In this particular instance an archaeological 'watching brief' is required, a) within the church building itself during removal of the floor, and b) outside within the graveyard and church grounds during trenching or excavation for the installation of services and utilities or any other similar groundworks. It is therefore important that a suitably qualified archaeologist(s) is/are present during these works in order to identify and record any features of interest.

The site specific aims are to:

- Establish the presence/absence of archaeological remains
- Determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
- To establish the nature of the activity on the site
- To identify any artefacts relating to the occupation or use of the site
- To provide further information on the archaeology of Holy Trinity Church from any archaeological remains encountered

6 General Methodology



- 6.1 All stages of the investigation shall be supported by a written scheme of investigation (WSI).
- 6.2 The archaeological contractor is expected to follow the code of the Institute for Archaeologists (IfA).
- 6.3 Details including the name, qualifications and experience of the site director and all other personnel (including specialist staff) shall be included within the WSI.
- 6.4 All of the latest Health and Safety guidelines shall be followed on site.
- The IfA's Standards and Guidance should be used for additional guidance in the production of the WSI, the content of the report and the general execution of the project.
- 6.6 Terminology will be consistent with the English Heritage Thesaurus.

7 Archaeological Recording Methodology

- 7.1 Prior to the commencement of on site works the archaeological contractor should familiarise themselves with the site by examining the information held by the Cornwall and Scilly Historic Environment record (HER), the Cornwall Records Office at Truro and the Cornwall Centre at Redruth, where appropriate.
- 7.2 An archaeologist shall be present during all ground works associated with the development, unless circumstances dictate a different approach. A toothless ditching bucket can be used for the removal of any overburden until the first archaeological horizon is exposed. This will then be hand cleaned as appropriate.
- 7.3 Any surviving remains which will be disturbed or destroyed by the development shall be archaeologically excavated and recorded.
- 7.4 Details of how all archaeological contexts and artefacts will be excavated, surveyed, recovered and recorded shall be provided. The site will be tied into the national grid.
- 7.5 Details of the site planning policy shall be given in the WSI. The normal preferred policy for the scale of archaeological site plans is 1:20 and sections 1:10, unless circumstances indicate that other scales would be more appropriate.
- 7.6 The photographic record shall consist of prints in both black and white and colour together with the negatives. Digital photography may be used for report illustration. For both general and specific photographs, a photographic scale shall be included. In the case of detailed photographs it may be appropriate to include a north arrow. The photographic record shall be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.
- 7.7 If significant archaeological deposits are exposed, all works must cease and a meeting convened with the client and the HEPAO to discuss the most appropriate way forwards.

8 Finds

- 8.1 All finds, where appropriate, will be retained from each archaeological context excavated.
- 8.2 All finds, where appropriate, shall be washed.
- 8.3 All pottery, and other finds, where appropriate, shall be marked with the site code and context number.
- 8.4 The WSI shall include an agreed list of specialist consultants, who may be required to conserve and/or report on finds, and advise or report on other aspects of the work including environmental sampling.
- 8.5 The requirements for conservation and storage shall be agreed with the Royal Cornwall Museum prior to the start of work, and confirmed in writing to the HEPAO.
- 8.6 Finds work should be to accepted professional standards and adhere to the Institute for Archaeologists *Guidelines for Finds Work*.
- 8.7 Environmental sampling should be guided by *Environmental Archaeology* (English Heritage Centre for Archaeological Guidelines. 2001/02).
- 8.8 Further English Heritage guidance that may be helpful includes *Geoarchaeology* (2004) and *Archaeometallurgy* (2001).
- 8.9 The English Heritage Advisor for Archaeological Science will be able to provide archaeological science advice if required (Vanessa Straker 0117 975 0689).

9 Human Remains

- 9.1 Any human remains which are encountered must initially be left in situ and reported to the HEPAO and the appropriate authorities (the Coroner), where appropriate. If removal is necessary this must comply with the relevant Government regulations. If burials are encountered their legal status must be ascertained and recording and/or removal must comply with the legal guidelines.
- 9.2 If human remains are not to be removed their physical security must be ensured, preferably by back filling as soon as possible after recording.
- 9.3 If human remains are to be removed this must be done with due reverence and in accordance to current best practice and legal requirements. The site must be adequately screened from public view. Once excavated, human remains must not be exposed to public view.



10 Results

- The full report including all specialist assessments of artefact assemblages shall be submitted within a length of time (but not exceeding six months) to be agreed between the applicant and the archaeological contractor, Cornwall Council Historic Environment Service and the Royal Cornwall Museum. A further digital copy shall be supplied on CD-ROM preferably in 'Adobe Acrobat' PDF format.
- The archaeological contractor will undertake the English Heritage/ads online access to the index of archaeological investigations (OASIS).
- 10.3 This report will be held by the Cornwall and Scilly Historic Environment Record (HER) and made available for public consultation.
- 10.4 The report must contain:
 - A concise non-technical summary of the project results.
 - The aims and methods adopted in the course of the investigation.
 - A discussion of the archaeological findings in terms of both the site specific aims and the desk based research.
 - A location map, a drawing showing those areas examined as part of the archaeological recording, and copies of
 any archaeological plans and sections. All plans shall be tied to the national grid.
 - All specialist reports and assessments.
 - A summary of the archive contents and date of deposition.
 - A context register with brief descriptions shall be included as an appendix.
 - A copy of the brief and the approved WSI will be included as an appendix.
- A contingency shall be made within the costs for full publication in an appropriate journal. The HEPAO will notify the contractor of such a need within four weeks of receipt of the report.

11 Archive Deposition

- An ordered and integrated site archive will be prepared in accordance with: *Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006* upon completion of the project. The requirements for archive storage shall be agreed with the appropriate museum.
- 11.2 If the finds are to remain with the landowner a full copy of the documentary archive shall be housed with the Cornwall Record Office and with the Courtney Library of the Royal Institution of Cornwall.
- 11.3 The archive including a copy of the written report shall be deposited with the Royal Cornwall Museum within two months of the completion of the full report and confirmed in writing with the HEPAO.
- Where there is only a documentary archive this will be deposited with the Cornwall Record Office as well as the Courtney Library of the Royal Institution of Cornwall.
- 11.5 A copy of the report will be supplied to the National Monuments Record (NMR) in Swindon.
- 11.6 A summary of the contents of the archive shall be supplied to the HEPAO.
- 11.7 Only on completion of 11.1 to 11.5 (inclusive) will there be a recommendation for the discharge of any archaeological recording condition.

12 Monitoring

- 12.1 The HEPAO will monitor the work and should be kept regularly informed of progress.
- 12.2 Notification of the start of work shall be given preferably in writing to the HEPAO at least one week in advance of its commencement.
- 12.3 Any variations to the WSI shall be agreed with the HEPAO, preferably in writing, prior to them being carried out.



Appendix 2

Cornwall Council - Historic Environment Service

BRIEF FOR HISTORIC BUILDING PHOTOGRAPHIC & DRAWN RECORDING

Date: 02 August 2011

Address: Holy Trinity Church, Bolventor, Launceston, Cornwall, PL15 7TS

Applicant: Mrs M Edmonds, The Cott, Dovleere, Shburton, Newton Abbot, Devon, TQ13 7LE

Agent: Scott And Company (Cornwall) Ltd., 3 Lemon Villas, Truro, Cornwall, TR1 2NX (this brief supplied on request

to Matt Mossop of Archaeological Consultancy Ltd., Goodagrane, Halvasso, Penryn, Cornwall, TR10 9BX)

Historic Environment Planning Advice Officer:PhilCopleston,HistoricEnvironmentService,CornwallCouncil,Room82,LuxstoweHouse,Liskeard,Cornwall,PL143DZTel.01579341406,Email:

pcopleston@cornwall.gov.uk

Local Planning Authority Officer:

David Tapsell, Planning & Regeneration, Cornwall Council, 3-5 Barn

Lane, Bodmin, PL31 1LZ

This brief is only valid for six months. After this period the Historic Environment Planning Advice Officer (HEPAO) should be contacted. Any written scheme of investigation (WSI) resulting from this brief shall only be considered for the same period. The contractor is strongly advised to visit the site before completing their WSI as there may be implications for accurately costing the project.

Contractors Written Scheme of Investigation (WSI)

No ground works are to be undertaken until the HEPAO and the Local Planning Authority (LPA) have approved the archaeological contractor's WSI.

1 Introduction

This brief has been written by the HEPAO and sets out the minimum requirements for historic building recording at Holy Trinity Church to discharge condition 4 of planning appeal decision APP/C0820/E/08/2079213 (with respect of refused Listed Building Consent 2008/00449). The structure is recorded on the Ordnance Survey maps of 1880 and 1907. Vernacular and ecclesiastical remains of this type are becoming increasingly rare and are worthy of recording prior to redevelopment.

2 Site Location and Description

The church is located on the west side of the present A30 duel carriageway at Bolventor, set in its graveyard, centred on Ordnance Survey grid reference SX 18022 76547.

3 Planning Background

Planning application 2008/00449 was submitted on the 5 March 2008 and refused consent. On appeal, dated 24 November 2008, permission was granted subject to four conditions. Condition 4 states:

No works shall take place within the site until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological recording in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the local planning authority.

4 Historic Building Background

Holy Trinity Church was built to serve the settlement of Bolventor in 1846. It was re-ordered in 1965. The church is cruciform, and consists of vestry (originally the chancel), nave, transept, porch, and central turret over the crossing. It now has a central altar.

Holy Trinity Church is Listed Grade II, for which reference 1328081 states:

Parish church, now disused. 1846, built for patron Squire Rodd of Trebartha. Snecked local stone with granite plinth and granite dressings. Slate roof with lower roof to chancel. Plan: Nave and chancel, north and south transepts, south porch, vestry and belcote at junction of nave and chancel. Exterior: Small church with belcote at junction of nave and chancel. The corbelled octagonal belcote has four pierced openings and a conical roof surmounted by a finial. C19 3-light Perpendicular tracery in 4-centred arched window openings in gable ends of nave and chancel, transepts and similar windows in north and south walls of nave; the windows have been boarded now that the church is disused. Gabled south porch with C19 inner door. Interior: C19 plastered walls and C19 arch braced roof. Roof of nave and transepts of similar height with lower roof to chancel. Roughly dressed granite columns to chancel arch with moulded caps and bases. Octagonal font with bowl decorated with quatrefoils and crosses. Simple C19 furnishings. The separate parish of Bolventor was formed in 1846. Axford, E.C. Bodmin Moor, 1975.

Listing NGR: SX1802276547

As far as is known, no previous archaeological investigation or recording work has been carried out on this church or of its graveyard. (A separate archaeological 'watching brief' recording brief will be issued to cover any potential disturbance of below-ground features.)



5 Requirement for Work

The present proposals will culminate in the potential destruction of material remains of Holy Trinity Church. It is therefore important that Holy Trinity Church is recorded to an appropriate level and that the results are made available to interested parties. In this particular instance an archive standard photographic record will be made together with a brief report. Where available, existing drawings may be used to annotate any construction, phasing, or particular finds of structural or detail interest. This recording needs to be conducted by a building archaeologist or architectural historian that will be able to 'read' the structure and record the important details. The recorder needs to consider:

- Site layout and organisation
- Function
- · Materials, method of construction
- Fenestration
- Internal arrangements
- Original fixtures and fittings
- Subsequent fixtures and fittings
- Evidence of use and status
- · Date/period of initial build and subsequent alterations

6 General Methodology

- 6.1 All stages of the investigation shall be supported by a written scheme of investigation (WSI).
- 6.2 The archaeological contractor is expected to follow the code of the Institute for Archaeologists (IfA).
- 6.3 Details including the name, qualifications and experience of the site director and all other personnel (including specialist staff) shall be included within the WSI.
- 6.4 All of the latest Health and Safety guidelines shall be followed on site.
- The IfA's Standards and Guidance should be used for additional guidance in the production of the WSI, the content of the report and the general execution of the project.
- 6.6 Terminology will be consistent with the English Heritage Thesaurus.

7 Site Recording Methodology

- 7.1 Prior to the commencement of on site works the Historic building contractor should familiarise themselves with the site by examining the information held by the Cornwall and Scilly Historic Environment record (HER), the Cornwall Records Office at Truro and the Cornwall Centre at Redruth, where appropriate.
- 7.2 Details of how all buildings and structures are surveyed and recorded shall be provided. The site plan will be tied to the national grid.
- 7.3 The photographic record shall be a comprehensive record to archive standard of the existing buildings and structures, both externally and internally. The photographs will be taken with black and white 35mm or medium format film producing archive quality prints and negatives. Colour photography may be utilised for general shots and where it is appropriate for detail shots (negatives and where appropriate CD shall be included in the archive). For both general and specific photographs, a photographic scale shall be included. The photographic record shall be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.
- 7.4 The drawn record may make use of existing available drawings of the church to annotate any construction features, phasing, or particular finds of structural or detail interest, where this is considered necessary to supplement the photographic record.

8 Results

- 8.1 The full report shall be submitted within a length of time (but not exceeding six months) to be agreed between the applicant and the historic building contractor, Cornwall Council Historic Environment Service and the Cornwall Records Office. A further digital copy shall be supplied on CD-ROM preferably in 'Adobe Acrobat' PDF format.
- 8.2 The archaeological contractor will undertake the English Heritage/ads online access to the index of archaeological investigations (OASIS).
- 8.3 This report will be held by the Cornwall and Scilly Historic Environment Record (HER) and made available for public consultation.
- 8.4 The report must contain:
 - A brief history of the site.
 - A concise non-technical summary of the project results.
 - The aims and methods adopted in the course of the investigation.
 - A location map, copies of any plans/drawings and photographs with appropriate annotation.
 - A copy of the brief and approved written scheme of investigation (WSI) will be included as an appendix.
- 9 Archive Deposition



- 9.1 An ordered and integrated site archive will be prepared in accordance with: *Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006* upon completion of the project. The requirements for archive storage shall be agreed with the appropriate organisation.
- 9.2 The archive including a copy of the written report shall be deposited with the appropriate organisation within two months of the completion of the full report and confirmed in writing with the HEPAO.
- 9.3 Where there is only a documentary archive this will be deposited with the Cornwall Record Office as well as the Courtney Library of the Royal Institution of Cornwall.
- 9.4 A copy of the report will be supplied to the National Monuments Record (NMR) in Swindon.
- 9.5 A summary of the contents of the archive shall be supplied to the HEPAO.
- 9.6 Only on completion of 9.1 to 9.4 (inclusive) will there be a recommendation for the discharge of any archaeological recording condition.

10 Monitoring

- 10.1 The HEPAO will monitor the work and should be kept regularly informed of progress.
- Notification of the start of work shall be given preferably in writing to the HEPAO at least one week in advance of its commencement.
- 10.3 Any variations to the WSI shall be agreed with the HEPAO, preferably in writing, prior to them being carried out.
- 10.4 If significant detail is discovered, all works must cease and a meeting convened with the client and the HEPAO to discuss the most appropriate way forward.

Appendix 3

Holy Trinity Church, Bolventor, Cornwall.

Watching Brief and Historic Building Recording:

Written Scheme of Investigation.

Author: Hayley Goacher BA (Hons) PIfA

Report Date: 12th August 2011

Client: David and Paula Jump

Project No: AC11005E

Planning Reference: APP/C0820/A/08/2079211

APP/C0820/E/08/2079213

Statutory Protection: Grade II Listed

Area of Outstanding Natural Beauty

Proposal: Conversion to a dwelling

Civil Parish: Altarnun
District: East 1

County: Cornwall

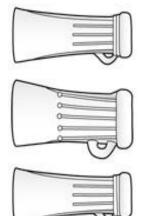
National Grid Reference: SX 18019 76545

Archaeological Consultancy Limited Goodagrane, Halvasso, Penryn, Cornwall, TR10 9BX Tel 0044 (0)1326 341 061

E-mail enquiries@archaeologicalconsultancy.com

Website www.archaeologicalconsultancy.com

England and Wales Registered Company No. 5784610





1 Summary

Archaeological Consultancy Limited (AC) have been commissioned by David and Paula Jump, to undertake archaeological recording at Holy Trinity Church, Bolventor, to satisfy planning conditions associated with the conversion of the church to a dwelling. This written scheme of investigation has been prepared in line with briefs provided by Phil Copleston (2011a, 2011b), Historic Environment Planning Advice Officer, Cornwall Council.

2 Site location

2.1 Location

The site is located at Bolventor village which is approximately 15km north-east of Bodmin, on the west side of the A30, at OS grid reference SX 18019 76545. It is within an Area of Great Historic Value and an Area of Great Scientific Value.

2.2 Topography

Holy Trinity Church lies in a shallow valley approximately 260m above ordnance datum. The valley has a stream which flows south into Colliford Lake approximately 1km away.

2.3 Geology

The bedrock is formed of an un-named igneous intrusion of Early-Permian Bodmin Intrusion granite with superficial peat deposits recoded to the south of the present A30 (British Geological Survey Website).

3 Project background

3.1 Development background

The planning applications (2008/00448 and 2008/00449) for the conversion to a dwelling were initially refused consent but were approved following appeal in November 2008, subject to a number of conditions. Planning application APP/C0820/A/08/2079211 included Condition 7:

No development shall take place within the site until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological recording in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the local planning authority.

Planning application APP/C0820/E/08/2079213 for Listed Building Consent included Condition 4 which states:

No works shall take place within the site until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological recording in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the local planning authority.

Briefs for each application were provided by the Historic Environment Planning Advice Officer (Copleston, 2011a and 2011b).



3.2 Archaeological and Historical background

The following information has been taken from the Listed Building Consent Brief provided by Phil Copleston (2011b).

Holy Trinity Church was built to serve the settlement of Bolventor in 1846. It was reordered in 1965. The church is cruciform, and consists of vestry (originally the chancel), nave, transept, porch, and central turret over the crossing. It now has a central altar.

Holy Trinity Church is Listed Grade II, for which reference 1328081 states:

Parish church, now disused. 1846, built for patron Squire Rodd of Trebartha. Snecked local stone with granite plinth and granite dressings. Slate roof with lower roof to chancel. Plan: Nave and chancel, north and south transepts, south porch, vestry and belcote at junction of nave and chancel. Exterior: Small church with belcote at junction of nave and chancel. The corbelled octagonal belcote has four pierced openings and a conical roof surmounted by a finial. C19 3-light Perpendicular tracery in 4-centred arched window openings in gable ends of nave and chancel, transepts and similar windows in north and south walls of nave; the windows have been boarded now that the church is disused. Gabled south porch with C19 inner door. Interior: C19 plastered walls and C19 arch braced roof. Roof of nave and transepts of similar height with lower roof to chancel. Roughly dressed granite columns to chancel arch with moulded caps and bases. Octagonal font with bowl decorated with quatrefoils and crosses. Simple C19 furnishings. The separate parish of Bolventor was formed in 1846. Axford, E.C. Bodmin Moor, 1975.

Listing NGR: SX1802276547

As far as is known, no previous archaeological investigation or recording work has been carried out on this church or of its graveyard.

4 Project aims and objectives

The principal aims will be to:

- Establish the presence/absence of archaeological remains
- Determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
- To record and interpret the upstanding fabric and architectural features of the site including layout, fixtures and fittings
- To establish the nature of the activity on the site
- To identify any artefacts relating to the occupation or use of the site
- To provide further information on the archaeology of Holy Trinity Church from any archaeological remains encountered
- Characterise and draw together the historical, architectural and archaeological information about the site and its environs.
- Disseminate the findings appropriately.

5 Method statement



AC follow the IfA code of conduct and refer to the IfA's Standards and Guidance as appropriate.

5.1 Desk-based assessment (DBA), walk over and standing building survey

An initial DBA will concentrate on Historic Environment Records, Listed Buildings, and Oasis records, previous archaeological reports and a map regression exercise. Further research will be undertaken as necessitated by the findings.

A walk over and historic building survey will record any extant visible remains on the site. Existing architectural plans and elevations will be checked and annotated with architectural and archaeological detail as appropriate. A scaled monochrome photographic survey will document the interior and exterior elevations of the building within the study area. Scaled digital colour photography may augment this to provide general and detailed shots and may be used within the report. All negatives contact prints and where appropriate, CDs will be included in the archive accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.

5.2 Watching Brief and associated archaeological recording

A JCB/mini digger or similar machine equipped with a grading, or smaller, bucket will excavate the service trenches and soak-away and reduce the interior ground floor level under appropriate archaeological supervision. Soil will be removed down to the top of any archaeological deposits or to the required trench depth, as appropriate.

Any significant archaeological remains shall be excavated by hand, photographed (see above) and recorded at 1:10 (sections) and 1:20 (plans) as standard, though other scales may be used.

Significant material will be bagged where practical and labelled by context. Significant finds will be cleaned, stabilised and marked with accession and context number and packed in accordance to RCM's guidelines.

Finds will be described and illustrated as appropriate in advance of any necessary specialist analysis, conservation, or discard. Any discard follows guidance from the RCM and will be more specifically advised on at post-excavation stage.

The likely requirements for conservation and storage have been agreed in outline with the RCM, though detailed requirements will be re-assessed following completion of fieldwork.

Paleo-environmental sampling is not likely to be necessary, though this will be assessed on site.

Any human remains which are encountered will initially be left *in-situ* and reported to the HEPAO and Coroner, as appropriate, and accorded appropriate respect. Their legal status will be ascertained and recording and/or removal will comply with legal quidelines.

If human remains are not to be removed their physical security will be ensured, preferably by back filling as soon as possible after recording.



If human remains are to be removed this will be done with due reverence and in accordance to current best practice and legal requirements. Human remains will be adequately screened from public view.

If very significant archaeological deposits are exposed, or objects with very significant conservation costs, all work will cease and a meeting will be convened with AC staff, the client, the HEPAO and relevant RCM staff member if appropriate, to discuss the most appropriate way forwards.

5.3 Report

A single archive report will be prepared to describe the results of the archaeological work. A digital version will also be supplied on CD-ROM for the HER. The final report will contain: summary, archaeological and historical background, aims and methods, discussion, conclusions, recommendations, photographs, location and other relevant plans tied in to the OS grid, context registers with brief descriptions and specialist reports as appropriate. The HEPAO briefs and agreed WSI will be included as appendices.

Copies of the archive report will be submitted to: the client; the County Historic Environment Record (HER); Cornwall Record Office; National Monuments Record (NMR) in Swindon and all significant contributors where (with the exception of the client's and contributors' copies) they will be available for public consultation.

5.4 Archive

The site archive will be prepared in line with the brief.

The archive will be deposited in a suitable form with the Cornwall Record Office (documentary only) or Royal Cornwall Museum, within a time frame agreed with the appropriate repository following completion of the report and confirmed in writing with the HEPAO. AC has suitable facilities to retain the archive until transferral is arranged. A summary of the contents of the archive shall be supplied to the HEPAO.

5.5 Web-based publications

The online OASIS record will be completed when the report is submitted.

5.6 Dissemination

Contingency has been allowed for further archaeological recording, specialist reports and a paper for an appropriate journal if significant archaeological deposits are encountered.

5.7 Monitoring

Notification of the start of work shall be given preferably in writing to the HEPAO at least one week in advance of its commencement. The HEPAO will monitor the work and will be kept regularly informed of progress.

Any variations to the WSI shall be agreed with the HEPAO, preferably in writing, prior to them being carried out.

6 Project management and structure

6.1 Staff



The project will be managed by Matt Mossop (AC). Under Matt's direction, Hayley Goacher (AC) will undertake the desk-based assessment, historic building recording and watching brief and compile the report.

Matt Mossop MA MGSDip MIAI Project Manager

Matt has extensive archaeological experience in England, France and Ireland from 1992 onwards, becoming a licensed director in Ireland (2001). He has directed numerous excavations and presented papers for the World Archaeological Congress, Royal Society of Antiquaries of Ireland, universities and local groups in Ireland and the UK.

Hayley Goacher BA (Hons) PIfA Project Officer

Hayley completed her BA in archaeology at The University of Durham in 2009 and has archaeological experience, from 2004 onwards, of both excavation and post-excavation, principally with contractual archaeological firms. She joined AC in July 2010 and has since undertaken a number of site assessments, walkover surveys photographic surveys, watching briefs and evaluations, most recently including Mudgeon Vean and Gwel An Mor.

Whilst we endeavour to avoid changes to senior project staff, AC reserves the right to change the nominated personnel if necessary.

6.2 Project facilities and infrastructure

The project will be based at the AC office in Halvasso, Penryn. AC has a computer network running Windows XP Professional and Vista. Report texts are generated in Word 2007.

6.3 Timetable

The fieldwork is anticipated to commence as soon as we have approval from the Local Planning Authority. The fieldwork stage of the project is expected to take up to three days.

An archive report will be completed within 6 months of the end of the fieldwork. If the site proves complex or specialist reports are required, an interim statement will be produced in the same time-frame. The deposition of the archive will be completed within a time frame agreed with the appropriate repository following completion of the report.

6.4 Health and safety

AC complies with relevant health and safety guidelines and legislation. A risk assessment will be prepared for the site work and all staff will be briefed on the contents of the final version. PPE will be issued and used as required.

6.6 Insurance

AC has adequate insurance for employer's liability, public liability and professional indemnity. Further details are available on request.

7 Bibliography

Copleston, P. 2011a. *Brief for Archaeological Recording (Watching Brief).*Unpublished report for Cornwall Council



Copleston, P. 2011b. *Brief for Historic Building Photographic and Drawn Recording*. Unpublished report for Cornwall Council

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