



# **Creed Barns, Creed, Cornwall**

## **Historic building record**





Report No

2011R055

Report Name

Creed Barns, Creed, Cornwall

Report Author

Eric Berry

Event Type

Historic building  
record

Client Organisation

Trustees AMG Galsworthy

Client Contact

Tim Vian,  
Smiths Gore

Monuments (MonUID)

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Fieldwork dates (From) (To)

20.04.2011

20.04.2011

(Created By)

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(Create Date)

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Location (postal address; or general location and parish)

Creed Barn, Creed, Grampound, Truro

(Town – for urban sites)

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(Postcode)

TR2 4SL
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(Easting) X co-ord

SW 93513

(Northing) Y co-ord

47178

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Historic Environment, Cornwall Council is a Registered Organisation with the Institute for Archaeologists

## **Project background**

Creed Barn, located south of Creed church and opposite the grounds of the former rectory, has in more recent years been converted to a dwelling. Plans to extend the dwelling into an unconverted wing and linking the barn to another outbuilding were submitted to the local planning authority. Planning officers made the following comments on the application and placed a condition on the approval:

We have consulted the Cornwall and Scilly Historic Environment record and note that the buildings are present on the OS 1880. Vernacular buildings of the period and becoming increasingly rare in the countryside and are worthy of recording prior to development. We recommend that if consent is given that an archaeological recording condition is included. This would require detailed photographic record of the barn, both interior and exterior, together with a brief report is produced in advance of the works.

A condition will be added to the approval stating that no development shall take place within the site until the applicant has secured and implemented a programme of archaeological work in accordance with a written scheme of investigation to be submitted to and approved in writing by the LPA in consultation with the County Archaeologist.

Historic Environment Projects was subsequently contacted by Stratton and Holborow (now Smiths Gore), on behalf of the owners and an estimate of costs was agreed. A Written Scheme of Investigation (WSI) was then prepared and agreed with the local planners.

This report sets out results of the study,

## **Project Extent**

Historic building recording works include the unconverted eastern wing of the barn and another separate outbuilding immediately north of the western end of the barn. The immediate context of the barn has been briefly examined.

## **Aims and objectives**

The principal aim of the study is to gain a better understanding of the barn and its development. The objectives are to obtain an archaeological record of the site prior to alterations.

## **Working methods**

Fieldwork was undertaken according to the requirements of a English Heritage Level 2 survey (see English Heritage 2006). It comprised rapid desk-based research of material including historic maps (see Figs 2, 3 and 4), a walk-over, photographic survey and the production of brief building descriptions and analysis.

## **Location and setting**

### **Topography**

Creed churchtown is situated on the east side of the Fal valley, just over 1.1 kilometres south of Grampound village in mid Cornwall (NGR SW 93513 47178, see Figure 1). The subject buildings are located at about 30 metres above sea level within an idyllic setting with the grade I medieval parish church within a wooded churchyard to the north-west and the 19<sup>th</sup> century former vicarage to the south-east. Farmland slopes gently down to the west of the buildings providing distant views across the upper reaches of the River Fal to land belonging to Trevilvas and Golden Manor beyond.

In terms of historic Landscape Characterisation the area is described as Anciently Enclosed Land, defined as 'the agricultural heartland, with farming settlements documented before the 17th century AD and whose field patterns are morphologically

distinct from the generally straight-sided fields of later enclosure. Either medieval or prehistoric origins' (CCC 1996).

### **Geology and soils**

The local bedrock geology is Mid to Late Devonian interbedded sandstone and argillaceous rocks of the Portscatho Formation. Soils are classified as 541j Denbigh 1 loam over shale.

### **Conservation designations**

The buildings are within the setting of the grade I parish church of St Crida, grade II listed Creed House and a grade II stable block within the churchyard. The Listed Building descriptions are included here in Appendix 1.

### **County**

The Fal valley is part of an Area of Great Landscape Value.

## **Brief history**

Creed church has Norman origins and some Norman (12<sup>th</sup> century) masonry survives in its north wall. A Norman piscina is also preserved in the church. The south aisle is of 15<sup>th</sup> century construction, with the tower (probably) rebuilt in 1734 (Pevsner and Radcliffe 1970, 59; Sedding 1909, 72-3).

Creed church and rectory at have a very special historical significance as William Gregor, the rector from 1793, discovered the element titanium in the stream at Tregonwell on the north side of the Helford estuary. Gregor named the dark grey powder, initially mistaken for tin, 'menechite'. The discovery was taken forward by the famous Berlin scientist, Martin Klaproth in 1795 and he renamed it 'titanium'. Gregor was born in 1761 at Trewarthenick, near Tregony and he was educated at Bristol Grammar School and at St John's College, Cambridge. A small outbuilding in the grounds of the former rectory is thought to be Gregor's laboratory (Lundie 2007). In this highly technological age Titanium is now one of the most important elements, the properties of which make it invaluable in the aerospace industry, and used in the manufacture hi-tech equipment that benefits from the rugged and durable nature of this metal.

The parish Tithe Map (surveyed 170 years ago in May 1841) shows Creed Rectory and its related coach house and stables immediately north. At that time the site now called Creed Barn was a small separate farmstead containing two dwellings and related outbuildings. At this time the southern subject building had a smaller rectangular footprint, with a semi-circular part on its south side, most likely a horse-engine house (Figure 2). At the time of the Tithe Apportionment the property was owned by James Wentworth Buller and was occupied by Richard Clemow. The Tithe description for the property (numbered 467) was a 'homestead and mowhay'.

By the time the First Edition large scale OS map was surveyed (in the 1870s) both of the subject buildings and Creed farmhouse (now the adjoining property immediately south), had been built.

## **Building descriptions**

The property known as Creed Barn is a group of traditional stone rubble outbuildings originally relating to the former rectory (now Creed House) at Creed Churchtown.

The subject buildings comprise the unconverted former stables part of a large 2-storey barn (Figures 6-9) and a small single-storey former carriage house with flanking stables (Figures 10-12). The subject stable building adjoins what appears to have been a general-purpose barn that is now converted to a house. At some time in the later 20<sup>th</sup> century the stables were converted to a cow-house. In recent years the stables have been re-roofed and re-floored but evidence survives for their former original design use as stables with four standings. There is a doorway and four shuttered windows in the front (north) wall that overlooks a courtyard and the loft is accessed by a doorway approached from higher ground at the east end. There is a further shuttered window central to the rear wall of the loft that is also built against higher ground. The wooden

doors and windows are modern replacement of original ones with presumed similar joinery detail.

The smaller carriage house with stables has a hipped roof that incorporates an original hip at the north end and a hip adapted from a former gable end at the south end. Evidence for this is demonstrated in the original roof timbers that survive. The building has three doorways to its east front (facing into the courtyard). The central doorway is the original carriage doorway with rebated jambs; the left-hand doorway is an unaltered stable doorway; the right-hand doorway has been widened from an original stable doorway to create a garage facility. There are two window openings at the rear at extreme right and left. All the joinery detail within the openings is modern and the two wide openings have up-and-over garage doors.

## **Building types**

The 2-storey building that adjoins the converted building is a former stables with fodder and bedding loft above. Evidence for its original use includes two stall post and the top rail into which the stall posts are mortised (Figure 13). Concrete stalls were added at either end of the building in the later 20<sup>th</sup> century when the building was converted to provide cow-stalls.

The smaller building is a former carriage house flanked by loose boxes for horses, all within one roofed space. The character and design of surviving cobbled floors shows no evidence for subdivision within the loose boxes.

## **Materials**

The subject buildings are constructed from local slatestone bedded in earth mortar. Original ground-floor openings are spanned by slate-stone segmental-arches. The 2-storey stables have been re-roofed with dry slate. The single-storey carriage house has a small area of original rag slate to its east slope at far left but the roof has otherwise been re-laid with rag slate at the front and to the hipped ends, the south hip is an alteration from a former gable end. Former rag slate to the rear (west) roof slope has been replaced with corrugated fibre-cement sheeting.

## **Building plan**

Each subject building has a rectangular plan. The 2-storey former stables have a wide central doorway to the north (front) wall and flanking shuttered window openings. Surviving chamfered and stopped top rail and two chamfered and stopped stall posts are evidence that the original plan had row of four stables to the south side of the building with probable mangers and hayracks against the south wall. The loft (Figure 14) has a loading doorway at its east end, two shuttered windows at the front and another shuttered window central to the rear.

The single-storey building (Figures 15 and 16) was originally divided into three compartments by probable former timber partitions. The floor areas where the partitions formerly stood have been re-laid with cobbles but original cobbles otherwise survive, the cobbles laid to drain via runnels towards the doorways in the east wall. This evidence combined with the width of the doorway and the locations of windows in the rear wall shows that there was originally a central carriage bay and that there was a similar loose box at either end. A particular anomaly is that the south end of the building originally had a gable end whereas the north end was always a hip. Evidence for the alteration to the south end is in the original roof timbers. The north hip has a tusked tenon joint for the central hip tie whereas the south truss has no evidence for a hip tie and all the timbers of the present hip have been added to the original roof timbers.

## **Functions**

The subject outbuildings at Creed Barn relate to carriage accommodation and stabling or loose boxes for horses. Later uses include the adaptation of the stables to create a cow shed in the mid-late 20<sup>th</sup> century and the conversion of the larger end of the whole stable block to a house in the later 20<sup>th</sup> century. Also the former carriage house with loose boxes was adapted to provide garages for two cars and the remaining stable used as a workshop and store.

The original function of the converted part of the 2-storey building appears to have been a general-purpose barn. The outbuilding that clasps the north-east corner of the yard is an open-fronted cartshed plus stable or loose box

## Dating evidence

Both subject buildings are shown on the c1880 OS map and the general design and character of the buildings suggests that they were built in the mid-late 19<sup>th</sup> century. This is supported by the historic map evidence.

## Statement of significance

All the buildings at Creed barn are in the setting of the grade I listed Church of Sancte Crida and are an important part of its context. The use of traditional materials and the design and form of the buildings are complementary to the medieval church and the 19<sup>th</sup> century former rectory. A 19<sup>th</sup> century 2-storey stables building that forms part of the south boundary of the churchyard forms a strong visual interface between the subject buildings and the church. The whole group is harmonious and unspoilt and relates to a dramatic rural landscape to the west.

## References

### Primary and cartographic sources

Ordnance Survey, c1880. *25 Inch Map* 1st Edition (licensed digital copy at HE)

Ordnance Survey, c1907. *25 Inch Map* 2nd Edition (licensed digital copy at HE)

Tithe Map and Apportionment, 1841. *Parish of Creed* (digital copy at CRO)

### Publications

Cornwall County Council, 1996. *Cornwall: A Landscape Assessment 1994* report produced by Landscape Design Associates in association with Cornwall Archaeological Unit

English Heritage, 2006. *Understanding Historic Buildings: A guide to good recording practice*. Swindon

Lundie, Peter and Margaret, March 2007. *William Gregor (1761-1817) Rector of Creed and discoverer of Titanium*. locally produced leaflet.

Pevsner, N and Radcliffe, E, 1970. *The Buildings of England: Cornwall, Second Edition* William Clowes and Sons, London and Beccles

Sedding, Edmund H, 1909. *Norman Architecture in Cornwall* Ward & Co, London

### Websites

[www.imagesofengland.org.uk](http://www.imagesofengland.org.uk) English Heritage's online database of Listed Buildings

[http://en.wikipedia.org/wiki/Grampound\\_with\\_Creed](http://en.wikipedia.org/wiki/Grampound_with_Creed) Grampound and Creed parish

## Project archive

The HE project number is **2011046**

The project's documentary, photographic and drawn archive is housed at the offices of Historic Environment, Cornwall Council, Kennall Building, Old County Hall, Station Road, Truro, TR1 3AY. The contents of this archive are as listed below:

1. A project file containing site records and notes, project correspondence and administration.
2. Black and white photographs archived under the following index numbers: GBP 2188
3. Digital photographs stored in the directory R:\Historic Environment (Images)\SITES.A-D\Creed Barn HBR 2011046
4. English Heritage/ADS OASIS online reference: cornwall2-101072

This report text is held in digital form as: G:\Historic Environment (Documents)\HE Projects\Sites\Sites C\Creed barn HBR 2011046\report\Creed Barns.doc





Fig 1 Location map

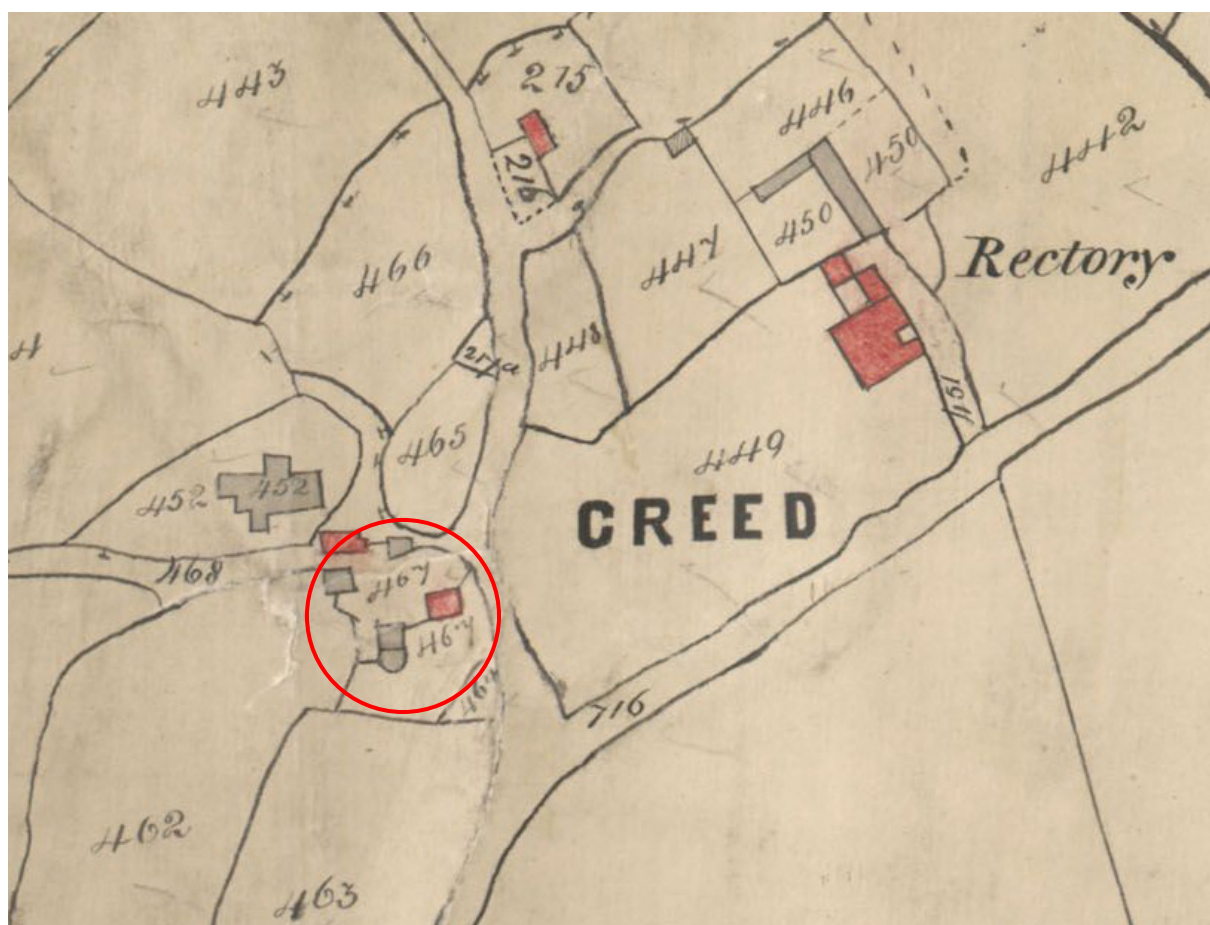


Fig 2 Extract from Creed parish Tithe Map, 1841

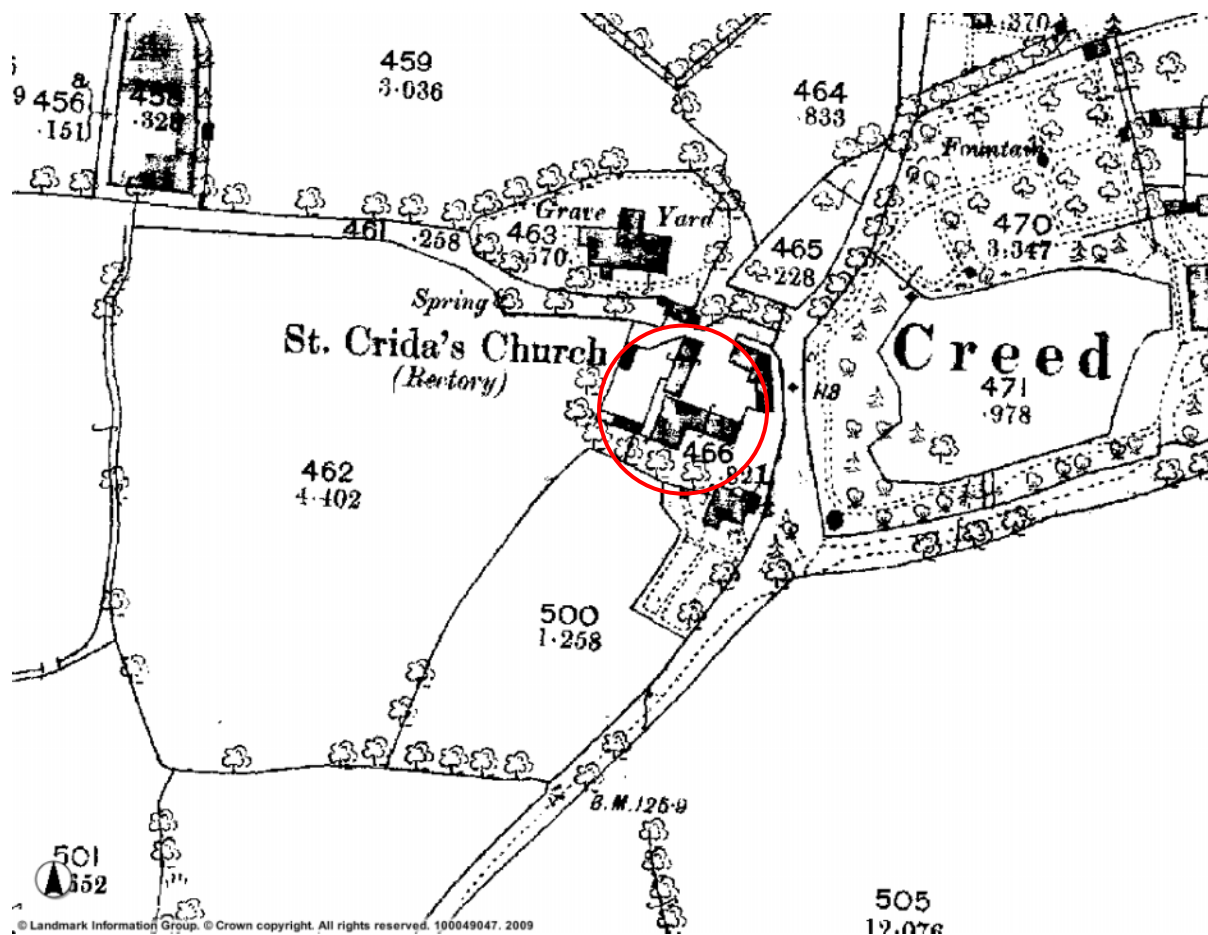


Fig 3 Extract from the OS First Edition 25 Inch Map, c1880

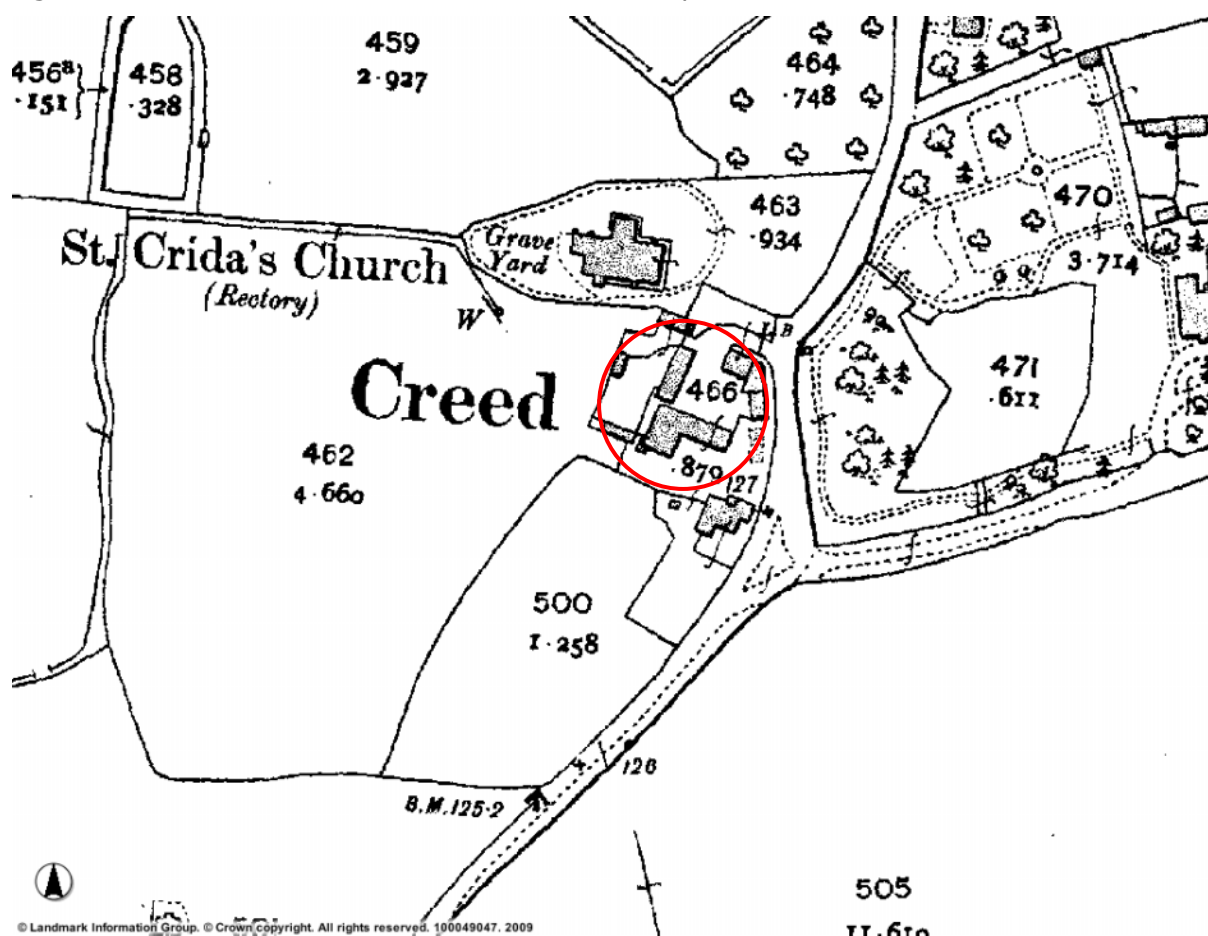
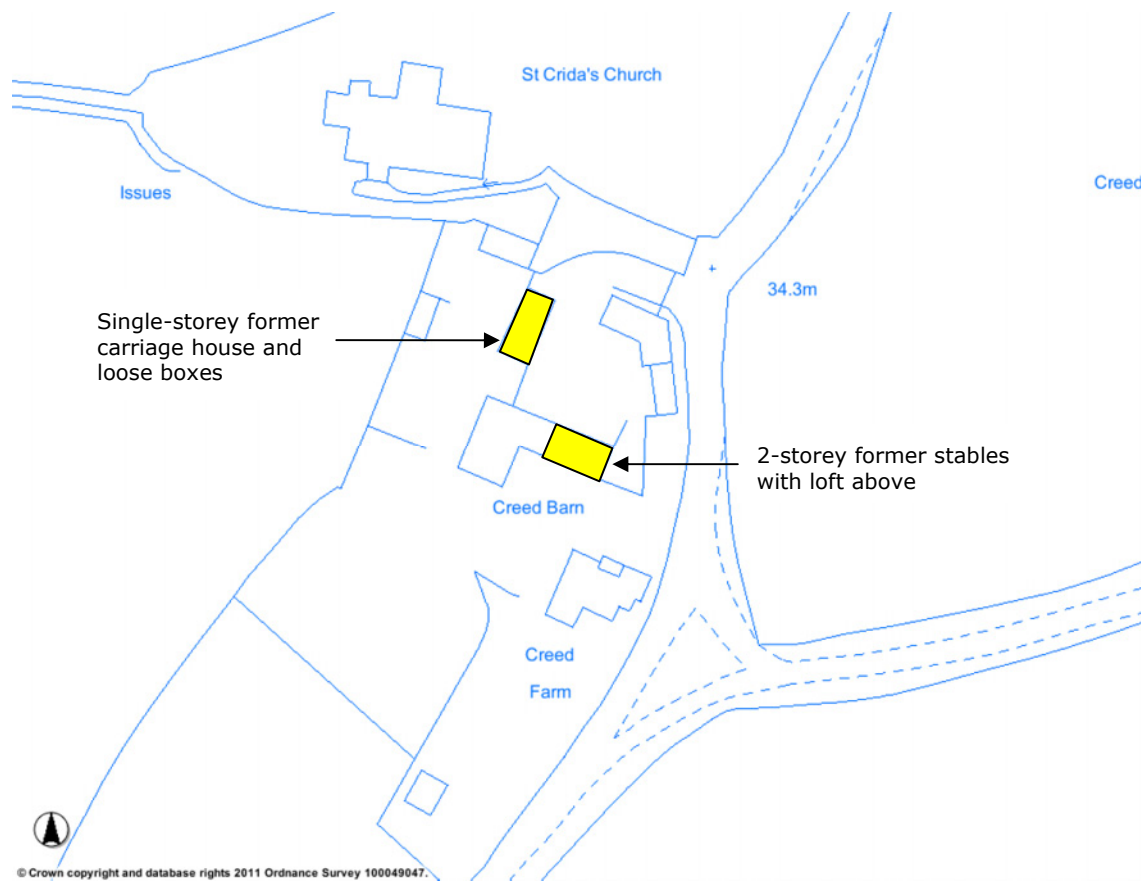


Fig 4 Extract from the OS Second Edition 25 Inch Map, c1907





*Fig 5 Plan showing the subject buildings*



*Fig 6 N front of the whole stable block including the converted part to centre and right*



*Fig 7 Subject stables N front*



*Fig 8 Stables from southeast (note higher ground level)*





*Fig 9 Stables loft rear(south) elevation*



*Fig 10 Small carriage House E front (note widened former stable doorway to right)*



*Fig 11 Small carriage house (right) church tower(left) and church stables (centre)*



*Fig 12 Small carriage house from west*





*Fig 13 Stables interior from south*



*Fig 14 Stables interior from north (note original standings posts and top rail)*



*Fig 15 Stables loft from east*





*Fig 16 Carriage house/loose boxes interior from south*



*Fig 17 Carriage house interior from northwest (hip at this end is later alteration)*





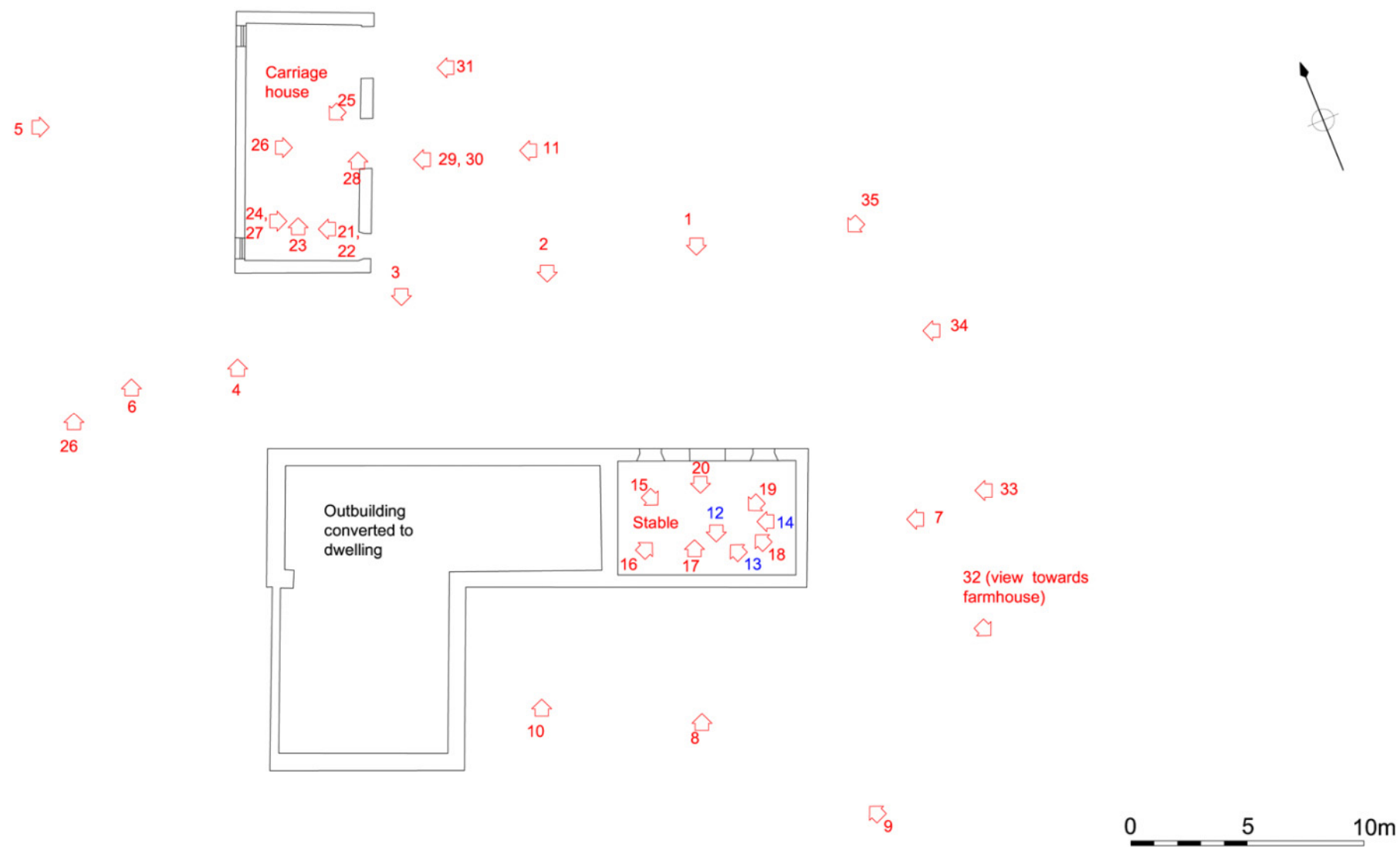


Fig 18 Locations of monochrome photographs

## Appendix 1: Listed Building descriptions

GRAMPOUND SW 94 NW WITH CREED 5/2 Stable/coach house about 30 metres - north of Creed House GV II Stable/coach house. Early - mid C19, with few later alterations. Slatestone rubble. Hipped slurried scantle slate roof with ridge tiles. Plan: There is a double width coach house to the centre of the building, with stabling to right and left. Attached at the right end is a lean-to of the later C19, with loft over. Loft along the first floor of the main building. Exterior: Asymmetrical 2-storey stable and coach house. To right, the stable has two C19 16-pane sashes with timber lintels and plank door with overlight; first floor has two loading doors. The central coach house has two doorways with plank double doors, deep loading door above with smaller loading door to right and left. The stable at the left end has plank door with overlight and similar 16-pane sash, one loading door above. The right end has a lean-to with a loft, with C19 9-pane sash at the right side. The left end has a loading door at the upper level. At the rear, there is a central external stair leading to a doorway to the loft, with hipped hood. 2-light window with shutters to right and left, the shutters with strap hinges. Loading door to right and left. Interior: The stable at the left end has two loose boxes with wooden mangers and saddle racks. The stable at the right end has one loose box, and a small room partitioned off. All floors in the stables are cobbled with drainage channels.

GRAMPOUND CREED SW 94 NW WITH CREED 5/24 Church of St Crida 10.2.67 GV I Parish church. C12; extended mid-late C15. The tower was rebuilt in 1734. Restored 1904 by the then Squire of Trewithen. Slatestone and granite rubble with granite dressings. Tower in squared granite and elvan rubble with granite dressings. Slate roofs with ridge tiles and gable ends. Plan: The C12 church may have been cruciform in plan, with nave and chancel in one and a north and south transept. The north transept was probably rebuilt circa mid- late C15, at about the same time that the south aisle and the south porch were added. The west tower was probably of the late C15, rebuilt in 1734. Exterior: The nave is enclosed by the south aisle and the tower, only part of the north wall visible; this has a north doorway with 2-centred arch and chamfered surround in granite, plank door with grille, said to be "devil's window". 3-light window to west of the doorway with 4-centred arched lights, recessed spandrels and square hood mould, of C15. The chancel has east end with 4-light window, possibly of early C17, the 2 central lights taller, all with 3-centred arches, hollow-chamfered, with rounded arch and hood mould. To north, a 3-light window with rectangular lights and chamfered mullions and slate dripstone, probably C17. Also a 2-light C19 window with cusped lights and square hood mould, and a buttress of the 1904 restoration between. In the angle between the chancel and the north transept there is a polygonal stair tower for the rood stair. The north transept has 2-light C19 north window with cusped lights and square hood mould. Similar 3-light C19 window to east; attached granite monument with illegible inscription carved around the border, dated 1688. The south aisle is of 6 bays, including the south porch in the second bay from the west; on moulded plinth. All the south windows are 3-light, C15 Perpendicular, with cusped lights, 4-centred arch and hood mould. The four bays to east have a 1904 buttress and attached slate monument with stepped nowy head, to Richard Brown, 1790. The bay to west has an inset carved stone with urn with stylised flowers, and urn with shield. The west end has 3-light decorated style window with 2-centred arch and hood mould, with carved stone mask set above. The gable is stepped and built up over a small single light. The east end has C15 4-light Perpendicular window with cusped lights, Y tracery 4-centred arch and hood mould. The south porch is gabled, in squared granite with moulded granite wall-plate and kneelers to the gable. The outer doorway has triple shafts with carved capitals. The interior has granite paved floor and granite benches to sides. Stone roof with transverse vault with wall-plate and the main rib rising from corbels with primitive carved masks, panels in the bays with carved crosses. There is a stone block by the inner doorway with a carved consecration cross. The inner doorway has an irregular rounded arch, hollow-moulded with relieving arch and a shallow image niche above. Gate across and fine 6-panelled C18 door. The west tower is in 3 stages, on a hollow-chamfered plinth with set-back weathered buttresses, embattled parapet and large crocketed pinnacles. The west doorway has 2-centred arch with roll-mouldings and hood mould, plank door. Slate headstone set against the west wall, with nowy head, to Joanna Potter, 1819. Tall 3-light west window of three 2-centred arched lancets with 4-centred arch and hood mould. Third stage has 3-light bell-openings of similar design to the west window with hood moulds. North side has lancets for stair. Interior: Plastered walls. Tiled floor at the east end. Nave and chancel have C19 wagon roof. South aisle and north transept have wagon roofs retaining C15 carved ribs and bosses and wall-plates, partly reconstructed in 1904. The tower arch is chamfered, 2-centred, with shafts to sides with convex capitals. 4-centred arched chamfered doorway to north to the stair, set above floor level. The nave and chancel have 5-bay arcade with Pevsner A-type piers with carved capitals; the arches in the nave are rounded, 4-centred arches in the chancel, all moulded. The arch to the north transept is similar, with moulded piers and rounded arch. The north transept has a 2-centred arched doorway, and a corresponding upper opening above the arcade. In the east wall of the transept there is a C12 pillar piscina with chevron carving on the pillar and a trefoil hood over, which is probably later, of circa C14. Fragment of medieval wall painting above, with Gothic script. The north wall of the nave has a carved image bracket. The north door is probably of the C18, the grille or "devil's window" with a sliding hatch. The chancel has a piscina with trefoil arch; south aisle has piscina with wider trefoil arch. Fittings: Late C19 benches in chancel. C19 carved wooden lectern and reader's desk, incorporating part of an early rood screen. C19 coffin trolley in south aisle. C13 stone font in south aisle, octagonal bowl in Cataclouse stone, each side with 2 blind 2-centred arches, central stem with four outer shafts. Bell in south aisle, by Wm. Cockey, 1726. C18 plaster putto with wings in south aisle, probably remaining from a monument. Letter of thanks from Charles I, oil on board with bolelection-moulded nowy-headed frame, in south aisle. Alms box on chamfered wooden pillar, probably C18 using earlier wood, by the south door in the south aisle. Royal Arms of George IV in the nave, with bolelection-moulded nowy-headed frame painted in *faux marbre*. Four boards in the tower, with painted texts, creed etc, oil on board with good lettering, signed W. Smith, 1816. Monuments in chancel: monument with convex oval slate tablet, plinth and Ionic columns with broken pediment and urn, to John Hughes, 1749; marble tablet on slate ground, to John Trevenen, 1829. In south aisle; a chest tomb with carved slate inscription plate and low relief shield of arms, to Thomas Denys, 1589 and Margaret, his wife, 1570; marble tablet in moulded frame with plinth on corbels and inclined painted shield of arms with helm, good lettering with Latin inscription, to Robert Quarmer, 1708; marble tablet with Latin inscription to G.Q., 1728. Glass: The

south windows and the east window of the south aisle retain fragments of medieval glass. The Ducys family monument in sources is not in the church. Sources: Pevsner, N.: Buildings of England: Cornwall 1970.

GRAMPOUND SW 94 NW WITH CREED 5/1 Creed House - GV II House, now two houses. Early - mid C19, with additions of later C19 and few later alterations. Stone rubble; rendered and lined out. Hipped slurried scantle slate roof with ridge tiles. The rear range has a slate roof with ridge tiles and gable ends. Stacks to sides of the main range with rendered shafts. Plan: Double depth plan. 2 principal rooms on the garden front and an entrance on the right side to a stair hall, probably originally with service rooms behind that. Later in the C19, a range was added to the left side which extended into a large service range and courtyard at the rear. Exterior: 2 storeys; on the garden front, there are three C19 16-pane sashes at ground and first floors; gable end to left with C19 12-pane sash with sidelights at ground floor, C19 16-pane sash with keystone at first floor. Asymmetrical entrance front at the right hand side with a late C19 porch with flat roof and pilasters, half-glazed C19 door with pilasters and fanlight with radial glazing bars and margin glazing; C19 8-panelled inner door. Above, a large C19 25-pane sash with round arch and radial glazing bars. At the left side, the end of the main range is to right, has hipped roof, with C19 16-pane sash at first floor to left. The service wing is rendered; first floor has C19 2-light casement, two 12-pane sashes and 16-pane sash. Ground floor has C20 3-light casement, door and C20 window and C19 12-pane sash. At the rear, to left there is a 12-pane sash and C20 door at ground floor; two C19 12-pane sashes at first floor. Set back to right is the 2-storey service wing; at the front, this has at ground floor a 3-light C20 casement, C20 door and C19 12-pane sash; pitched hood over the door to left. At first floor there are two C19 12-pane sashes. The angle between the main range and the wing is enclosed at a small courtyard by a slatestone rubble wall, about 3 metres high, with slate coping, and with two doorways with plank doors. The end of the wing has half-hipped roof with C19 4-pane sash at first floor and 12-pane sash at attic level. Interior: Not inspected.

GRAMPOUND CREED SW 94 NW WITH CREED 5/25 Stable in the churchyard about 20 - metres south east of Church of St Crida GV II Stable. Probably early C19 with few later alterations. Slatestone rubble with granite steps. Hipped slurried scantle slate roof with ridge tiles. Plan: Small rectangular stable, with stabling at ground floor and loft over, with access from an external stair at the left end. Exterior: Small 2-storey stable, the front with no windows, with a C20 slate plate attached, to G. Johnstone, 1960. The left end has a flight of 10 granite steps leading to an upper porch with hipped roof and inner stable type plank door. At ground floor there is a plank door with chamfered granite lintel. The right end has louvred window to the loft. The rear has two 2-light windows at ground floor and loft level, with shutters and cambered brick arches. Interior: Wooden partitions forming four stalls

## **Appendix 2: Written Scheme of Investigation**

### **Historic Environment Projects**

#### **Cornwall Council**

### **Creed Barn: Written Scheme of Investigation for historic building recording**

Client: Trustees AMG Galsworthy  
Client contact: Tim Vian, Stratton Holborow  
Client tel: 01872 274646  
Client email: [timvian@stratton-holborow.co.uk](mailto:timvian@stratton-holborow.co.uk)

### **Project background**

Creed Barn, located south of Creed church and opposite the grounds of the former rectory, has in more recent years been converted to a dwelling. Plans to extend the dwelling into an unconverted wing and linking the barn to another outbuilding were submitted to the local planning authority. Planning officers made the following comments on the application and placed a condition on the approval:

We have consulted the Cornwall and Scilly Historic Environment record and note that the buildings are present on the OS1880. Vernacular buildings of the period and becoming increasingly rare in the countryside and are worthy of recording prior to development. We recommend that if consent is given that an archaeological recording condition is included. This would require detailed photographic record of the barn, both interior and exterior, together with a brief report is produced in advance of the works.

A condition will be added to the approval stating that no development shall take place within the site until the applicant has secured and implemented a programme of archaeological work in accordance with a written scheme of investigation to be submitted to and approved in writing by the LPA in consultation with the County Archaeologist.

Historic Environment Projects was subsequently contacted by Stratton Holborow on behalf of the owners and an estimate of costs was prepared and agreed. This Written Scheme of Investigation (WSI) sets out the intended works, the methodology employed and the arrangements for project monitoring.

### **Project extent**

Historic building recording works will include the unconverted eastern wing of the barn and another separate outbuilding immediately north of the western end of the barn. The immediate context of the barn will also be briefly examined.

## Aims and objectives

The principal aim of the study is to gain a better understanding of the barn and its development. The objectives are to obtain an archaeological record of the site prior to alterations.

## Working methods

All recording work will be undertaken according to the Institute for Archaeologists *Standards and Guidance for Archaeological Investigation and Recording*. Staff will follow the IfA *Code of Conduct* and *Code of Approved Practice for the Regulation of Contractual Arrangements in Archaeology*. The Institute for Archaeologists is the professional body for archaeologists working in the UK.

Fieldwork will be undertaken to be equivalent to a English Heritage Level 2 survey (see English Heritage 2006). It will comprise a walk-over, photographic survey and the production of brief building descriptions.

### Fieldwork: photographic recording

The principal recording medium will be a photographic survey. This will include:

1. Black and white photographs using a 35mm camera on fine grain archive quality film.
2. Supporting colour photographs taken with a digital camera (5MP or higher), to be used to illustrate the report.

The photo record will comprise:

- general views
- principal exterior and interior elevations (where accessible)
- examples of structural and architectural detail.

Methodology for the archive standard photography is set out as follows:

- Photographs of details will be taken with lenses of appropriate focal length.
- A tripod will be used to take advantage of natural light and slower exposures.
- Difficulties of back-lighting will be dealt with where necessary by balancing the lighting by the use of flash.
- A metric scale will be included in all views, except where health and safety considerations make this impractical.

### Fieldwork: description

Brief analysis of the building fabric will be undertaken on site (recorded as notes on vernacular building record forms).

### Creation of site archive

Will include:

- Archiving of black and white photographs to HER standards. All monochrome photographs will be archived using the HE photo database.
- Digital colour photographs (stored according to HER guidelines and copies of images made available to the client).
- Vernacular building records.

### Archive report

A brief report will include:



- Project background
- Aims and objectives
- Methodology
- Brief building descriptions
- Conclusions
- References
- Project archive index
- Supporting illustrations: location map, selected photographs

A paper copy and a digital (PDF) copy of the report, illustrations and any other files will be held in the Cornwall HER. Paper copies of the report will be distributed to the client, to local archives and national archaeological record centres.

### **Archive deposition**

An index to the site archive will be created and the archive contents prepared for long term storage, in accordance with HE standards.

The project archive will be deposited initially at Restore Limited, Liskeard and in due course (when space permits) at Cornwall Record Office.

## **Timetable**

The study is anticipated to be commenced during April 2011.

The archive report will be completed within a month of the end of the fieldwork. The deposition of the archive will be completed within 2 months of the completion of the archive report.

## **Monitoring and Signing Off Condition**

Monitoring of the project will be carried out by Dan Ratcliffe, Historic Environment Planning Advice Officer. Where the Historic Environment Planning Advice Officer is satisfied with the archive report and the deposition of the archive written discharge of the planning condition will be expected from the local planning authority (LPA).

Monitoring points during the study will include:

- Approval of the WSI
- Completion of fieldwork
- Completion of archive report and summary note
- Deposition of the archive

## **Historic Environment (Projects)**

Historic Environment Projects is the contracting arm of the Historic Environment of Cornwall Council (HE). HE employs some 20 project staff with a broad range of expertise, undertaking around 100 projects each year.

HE is committed to conserving and enhancing the distinctiveness of the historic environment and heritage of Cornwall and the Isles of Scilly by providing clients with a number of services including:

- Conservation works to sites and monuments
- Conservation surveys and management plans
- Historic landscape characterisation
- Town surveys for conservation and regeneration
- Historic building surveys and analysis
- Maritime and coastal zone assessments
- Air photo mapping
- Excavations and watching briefs
- Assessments and evaluations
- Post-excavation analysis and publication
- Outreach: exhibitions, publication, presentations

## Standards

HE follows the Institute for Archaeologists' Standards and Code of Conduct and is a Registered Organisation.

As part of Cornwall Council, HE has certification in BS9001 (Quality Management), BS14001 (Environmental Management), OHSAS18001 (Health, Safety and Welfare), Investors in People and Charter Mark.

## Terms and conditions

### Contract

The HE projects team is part of Historic Environment, Cornwall Council. If accepted, the contract for this work will be between the client and Cornwall Council.

The views and recommendations expressed will be those of Historic Environment Projects and will be presented in good faith on the basis of professional judgement and on information currently available.

### Project staff

The project will be managed by a nominated Senior Archaeologist who will:

- Discuss and agree the detailed objectives and programme of each stage of the project with the client and the field officers, including arrangements for health and safety.
- Monitor progress and results for each stage.
- Edit the project report.
- Liaise with the client regarding the budget and related issues.

Work will be carried out by HE field staff, with assistance from qualified specialists and sub-contractors where appropriate. The project team is expected to include:

*Nigel Thomas BA MIFA*

Senior Archaeologist responsible for management of projects relating to historic building recording and surveys of historic landscapes. Past work has included recording and structural analysis at Launceston and Restormel Castles, medieval chapels at Rame, Bodmin and Hall (Bodinnick), as well as landscape surveys at Lanhydrock park and Godolphin gardens. Project manager for historic building analyses at Tintagel Old Post



Office, Cotehele House, St Michael's Mount summit complex and Trevice for the National Trust. Project team leader for the Lostwithiel Town Characterisation Study. Member of the IfA Buildings Group and Survey and Illustration Group.

*Eric Berry*

A freelance Historic Buildings Consultant, with extensive experience of Listing reviews for English Heritage and has surveyed and photographed numerous early buildings in Cornwall. Eric formerly worked as a Conservation Officer for Carrick DC and serves on the committee of the Cornish Buildings Group.

### **Report distribution**

Paper copies of the report will be distributed to the client, to local archives and national archaeological record centres.

A digital copy of the report, illustrations and any other files will be held in the Cornwall HER and also supplied to the client on CD or other suitable media.

### **Copyright**

Copyright of all material gathered as a result of the project will be reserved to Historic Environment, Environment and Heritage, Cornwall Council. Existing copyrights of external sources will be acknowledged where required.

Use of the material will be granted to the client.

### **Freedom of Information Act**

As Cornwall Council is a public authority it is subject to the terms of the Freedom of Information Act 2000, which came into effect from 1st January 2005.

HE will ensure that all information arising from the project shall be held in strict confidence to the extent permitted under the Act. However, the Act permits information to be released under a public right of access (a "Request"). If such a Request is received HE may need to disclose any information it holds, unless it is excluded from disclosure under the Act.

### **Health and safety statement**

HE follows the Council's *Statement of Safety Policy*. For more specific policy and guidelines HE uses the manual *Health and Safety in Field Archaeology* (2002) endorsed by the Standing Conference of Archaeological Unit Managers and also the Council for British Archaeology's Handbook No. 6 *Safety in Archaeological Field Work* (1989).

Prior to carrying out on-site work HE will carry out a Risk Assessment.

### **Insurance**

As part of Cornwall Council, HE is covered by Public and Employers Liability Insurance.

### **References**

English Heritage, 2006. *Understanding Historic Buildings: A guide to good recording practice*. English Heritage, Swindon

*Nigel Thomas*

*Senior Archaeologist*

*8<sup>th</sup> April 2011*

*Historic Environment Projects*

*Cornwall Council*