



Middle Penpethy farm buildings, Tintagel, Cornwall

Historic building record



Historic Environment Projects

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Historic building record

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This study was commissioned by Peter Wonnacott Planning on behalf of Stephen Brown. Historic Environment Projects, Cornwall Council, carried out the work.

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

Freedom of Information Act

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Cover illustration

Middle Penpethy farm buildings, viewed from the southeast

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Abbreviations

EH	English Heritage
HER	Cornwall and the Isles of Scilly Historic Environment Record
HEP	Historic Environment Projects, Cornwall Council
MCO	Monument number in Cornwall HER
NGR	National Grid Reference
OD	Ordnance Datum – height above mean sea level at Newlyn
OS	Ordnance Survey

1 Summary

Planning consent has been granted to redevelop and convert a small group of disused farm buildings at Middle Penpethy, Tintagel to residential use. These proposals prompted an historic building record to be carried out in advance of the works.

The range of buildings comprises a two-storey barn with a shippon beneath (Building 1), an adjoining single-storey animal shelter (Building 2), plus another single-storey structure (Building 3) that was added to the range later on. Map evidence reveals that Buildings 1 and 2 were in existence when the Tithe map was surveyed in the earlier 19th century. Building 3 had been constructed by c1907.

All the buildings are constructed of finely jointed slate masonry, typical of the vernacular building style of the area around Tintagel. Their roofs, (now unfortunately mostly lost), were covered with the large rag slates that were obtained locally. Middle Penpethy lies on farmland inland and upslope from the former Prince of Wales slate quarry. It is also only a few miles northeast of the famous large slate quarry at Delabole.

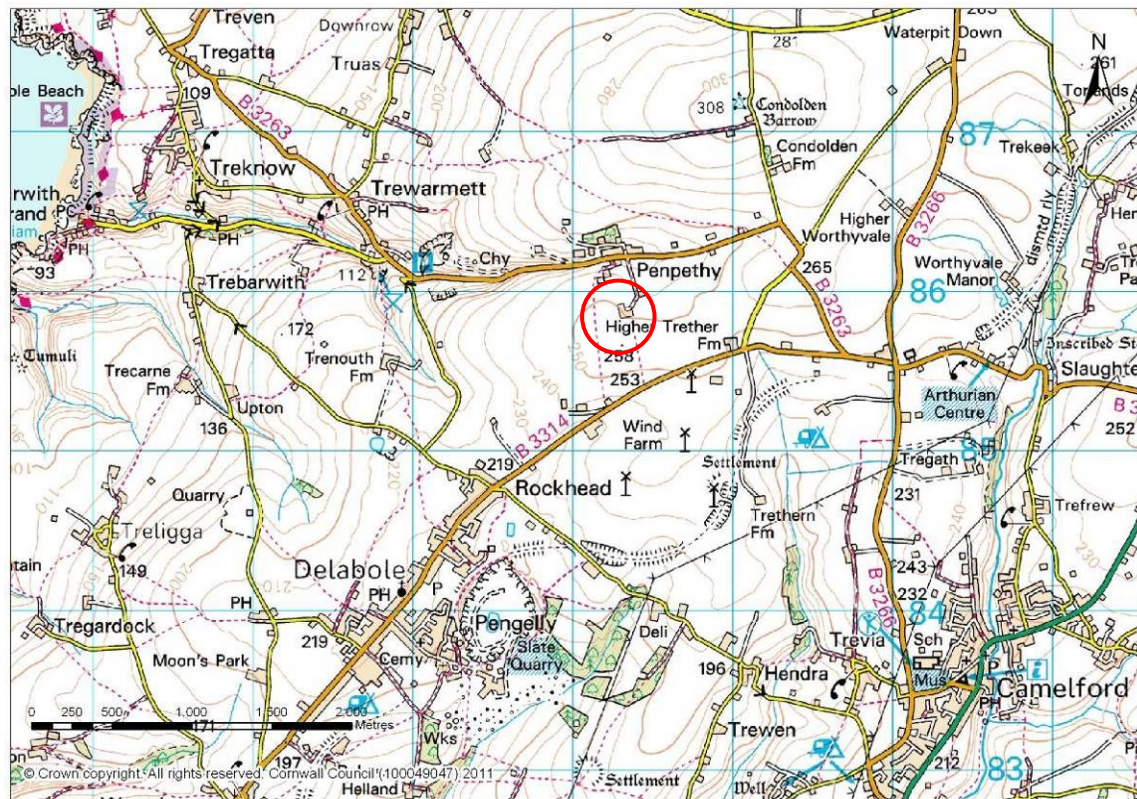


Fig 1 Location map

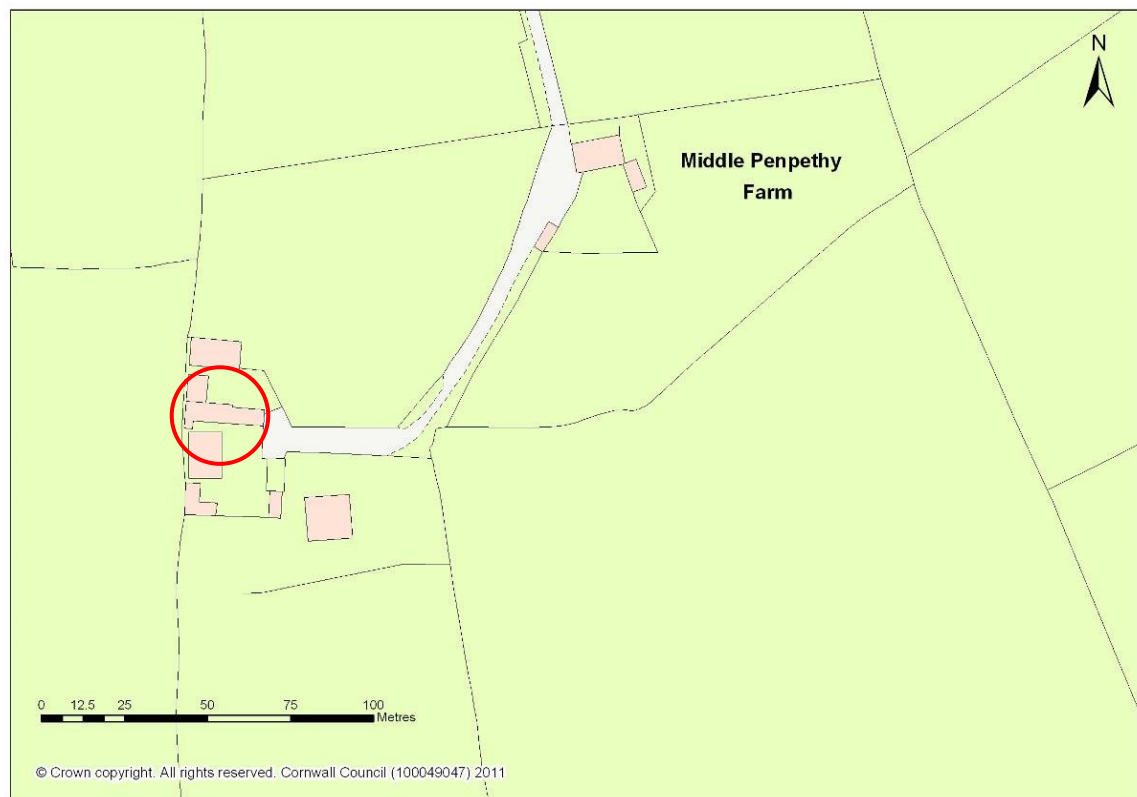


Fig 2 Site extent

2 Introduction

2.1 Project background

Planning consent has been granted by Cornwall Council to convert a small group of farm buildings at Middle Penpethy, Tintagel to residential use (planning ref E1/2010/00672) (Figs 1 and 2). These buildings have been disused for many years and are currently in ruinous condition. Planning conditions have been imposed on the consent and Condition 11 relates to the historic environment (see Appendix 1). Although the local planners did not supply a brief, a Written Scheme of Investigation (WSI) was prepared by Archaeological and Planning Solutions, on behalf of Peter Wonnacott Planning. Phil Copleston, the Historic Environment Planning Advice Officer has approved this WSI.

Peter Wonnacott Planning approached Historic Environment Projects with a view to satisfying the planning condition. A method statement (see Appendix 2) was provided and following agreement of a schedule of costs the project was commenced.

2.2 Aims

The principal aim of the work is to gain an understanding of the origins and historic development of the buildings. The objectives are to provide a lasting record of the structures in advance of their conversion. This is in the form of a Level 2 historic building record, as defined by English Heritage (2006).

2.3 Methods

The detail of the working methods is set out in Appendices 1 and 2. Three stages of work were undertaken comprising desk-based research, a site visit and archiving and presentation of the results.

2.3.1 Desk-based assessment

Rapid desk-based research was carried out to inform the fieldwork stage. The main sources of information consulted were as follows:

- Cornwall HER, including place-name evidence
- Web searches
- Early maps (1809 One Inch OS mapping, 1841 Tithe Survey, First and Second Editions of the OS 25 Inch Survey of c1880 and c1907)
- Modern mapping
- Air photographs (held by the HER, CC and Google Earth)

2.3.2 Fieldwork

A site visit was carried out in June 2013. The buildings were photographed using a Pentax 35mm film camera and a Canon Digital SLR camera (with a resolution of 8 million pixels). Descriptive information was added to copies of measured plans and elevations provided by Peter Wonnacott Planning. Some measured detail was also added to these drawings.

2.3.3 Post-fieldwork

Following the fieldwork the results were processed and the materials suitably archived. A professional laboratory processed the film photographs and these were subsequently stored according to Historic Environment standards. The digital photographs were downloaded onto Cornwall Council's computer network and edited where necessary using Adobe PhotoShop software. A selection of these appears in this report. Drawings were annotated and finalised using AutoCAD software. This report was compiled to summarise the results.

3 Location and setting

The hamlet of Penpethy is now situated in the modern civil parish of Tintagel but was formerly in part of Lanteglos-by-Camelford (Figs 1 and 2). The principal settlement lies in the higher end of a stream valley, which flows westwards towards Trewarmett and Trebarwith Strand. Middle Penpethy farm is located on higher cultivated ground to the south of the main settlement. This farm has a northern aspect but has some limited shelter from rising ground to the south. The subject buildings are located at NGR SX 08302 85891 and lie on the 240m OD contour.

In terms of historic landscape character the farm appears to be in Recently Enclosed Land (land enclosed since the medieval period from former rough ground), being a small farmhouse set in fields with predominantly straight hedges (Fig 19) and with its principal buildings and yard sited over 100m upslope to the southwest.

Geologically Penpethy lies on undifferentiated Upper Devonian mudstone, siltstone and sandstone. The settlement is strongly associated with the local slate quarrying industry and many of its houses are former quarrying families' accommodation. The fine quality slate is also predominant in the local vernacular buildings, including the older farm buildings at Middle Penpethy.

4 Designations

4.1 National

No national conservation designations appear to apply to Penpethy.

4.2 Regional/county

Penpethy lies within the North Cornwall Area of Outstanding Natural Beauty (AONB) and is also part of the Heritage Coast.

4.3 Local

No local conservation designations appear to apply to Penpethy.

5 Site history

The place-name of Penpethy is first recorded in 1296 when the name was spelt as 'Tympethy' (Gover 1948, 68). The name is Cornish and appears to contain the element **tyn** (rump or bottom) and an unknown second part (Padel 1985, 217, 293). The settlement had become subdivided by 1426 when 'Southeratynpeythi' was documented. This name is likely to relate to Middle Penpethy as it is due south of the main hamlet. The present Middle Penpethy farmhouse is a cottage probably dating to the 18th or early 19th century.

The subject building range is first shown on the Lanteglos-by-Camelford Tithe Map surveyed in 1841 (Fig 3). The First Edition 25 Inch OS map shows that the buildings faced a small yard on the north side and another square enclosure to the south was probably a mowhay (rickyard) (Fig 4). By c1907 the building range had been extended westwards towards the hedge with the addition of Building 3 (Fig 5). Another small rectangular building had also been added on the south side of the approach lane.

In more recent times corrugated iron sheds have been built adjoining the older stone buildings; these are now disused and in collapsing condition. The building adjacent to the lane mapped in c1907 is no longer extant. Pole barns immediately south of the older range and a larger agricultural building in the enclosure to the southeast are the modern replacements for the older structures (Fig 6).

6 Building description

6.1 General layout

(please see Figs 21 and 22 for elevations, plans and sections)

The three subject buildings form a small east-west oriented range with Building 1 at its centre. The principal ground floor doorways (for livestock access) face northwards onto the area of yard mapped in the later 19th century. This space is now a rectangular concreted area, with a corrugated shed on the northwest side.

6.2 Building 1

(Figs 8-11)

6.2.1 Plan-form

Building 1 is a two-storey rectangular structure, with a shippon on the ground floor and a separate loft above. Its roof and upper floor have tumbled in, making most parts of the building unsafe to enter.

On the ground floor two doorways in the north wall (one at each end) provided access for livestock. Interestingly the western doorway is lower/smaller, perhaps designed for pigs or sheep, whilst the other doorway was for cattle. A feeding passage runs along the length (and to the rear) of the building with doorways at either end; the interior has remains of concrete cow stalls towards the eastern end.

A single ventilation slit exists in the south wall towards the western end (i.e. behind the feed passage). A ground floor window in the north wall appears to be an insertion, or may represent widening of an earlier slit ventilator.

Although the upper floor has long collapsed its layout appears to have been simple with opposing loading doorways in the north and south (long) walls and a single window in the north wall. As the fields around the site are unlikely to have been used for cereal production, it seems likely that the upper space served as a hay barn.

The loft space is entered by a flight of external steps on the south side. This projection is shown as a small square when mapped c1880.

In more recent years a concrete block-work extension has been built adjoining the southeast corner, between the angle of the loft steps and the corner of the main building. This building, although roofless and full of slate debris, still contains an electric motor and a belt drive to former milking machinery.

6.2.2 Materials

The masonry in Building 1 is finely jointed semi-coursed slate rubble, bedded in lime mortar. Blocked putlog holes for scaffolding can be seen at the upper floor level.

Although its walls appear sound the building was in very poor condition when visited as the roof and upper floor had long since tumbled in. The floor and surroundings were littered with fallen roof slates.

Building 1 has no gable ends and originally had a roof that was hipped at both ends, probably to reduce wind resistance in this upland location. The roof structure was simple nailed A-frames supporting purlins, rafters and a covering of rag slates.

Some fallen floor joists remain; these once supported a wooden upper floor. Fragments of a rough timber skirting for the upper floor are still in place.

The only walls that have traces of finishes are within the spaces for animals on the ground floor (the feeding passage has bare masonry). It appears that the white painted mortar is a later addition, probably to comply with animal hygiene regulations.

6.3 Building 2

(Figs 12-15)

6.3.1 Plan-form

Building 2 is a single storey rectangular structure, slightly longer in plan than Building 1 but a little narrower. The only original access is at the west end where there are two opposing doorways, one facing the yard on the north side, and a widened doorway to the south. Originally this building had two windows in its north wall. One is extant but has been widened to the east side. The other window at the east end has been converted to a doorway. Two ventilator slits pierced the south wall; the westernmost one has since been blocked.

The original north doorway facing the yard has interesting chamfer detail, and an angled granite step forming the threshold has wedge marks. The doorway itself has since been in-filled with concrete block-work.

The building's interior has been subdivided in more recent years with a concrete block wall. The eastern end now serves as a sheep shelter (with the floor in-filled with a deep layer of dung) while the western part has been rendered inside and a board ceiling added, for use as part of a milking parlour/dairy. A wide concrete block shelf, with a slate flagstone top, is extant adjoining the south wall.

6.3.2 Materials

Like Building 1, this structure is also of finely jointed slate masonry, bedded in lime mortar. The roof is still partly extant; it has small simple A-frame trusses supporting a rag slate covering. The original hipped east end survives. A portion of the roof on the south side has been replaced with corrugated sheeting. The rag slated covering originally adjoining Building 1 has collapsed. On the north side the roofline once extended forward slightly to cover the angled entrance doorway.

6.4 Building 3

(Figs 16-17)

6.4.1 Plan-form

Building 3 has an almost square plan and clearly abuts the west end of Building 1. The only original openings are two small ventilators/windows under the roofline close to the northeast corner. Unlike the other buildings in the range this has its original doorway in the south wall. This doorway has been narrowed by insertion of a pier of block-work. The only other doorway is a connection to the feeding passage in Building 1.

Building 3 now has remains of a pair of more modern animal pens built from concrete blocks. There is no trace of the original layout; it may have been a simple loose box or more likely a feed house.

6.4.2 Materials

Building 3 is built of finely jointed semi-coursed bluish slate rubble. Several of the stones on the interior face have stone saw marks, typical of more recent slate quarried around Tintagel.

This building has also lost its roof; the roof was different from the two earlier buildings in that it had a gable at the west end.

7 Chronology/dating evidence

Evidence from historic maps provides broad time brackets for the origins of the buildings. Buildings 1 and 2 were in existence before the Tithe map was surveyed in 1841. Building 3 was developed sometime between c1880 and c1907. The structural evidence has not improved the dating. The only dateable feature that has been located is the wedge-marked granite threshold on the north side of Building 2. The quarrying

marks on this stone indicate that it was sourced before 1800 (the approximate date when invention of tare-and-feather granite splitting superseded wedge splitting). It is possible, however that this stone was reused by the time it was incorporated into the construction of Building 2. The general style of the buildings suggests they were built in the first decades of the 19th century, and may therefore be approximately contemporary with Middle Penpethy farmhouse.

8 Significance

These buildings strongly represent a local vernacular style, particularly in their fine slate masonry, which is typical of the area around Tintagel and Trebarwith. Construction of the building range appears to represent an episode of investment in the agriculture of the area. This probably reflects the economy of the time, as there would have been a need to intensify farming to feed the growing industrial population in and around Tintagel.

9 References

9.1 Primary sources

Gover, JEB, 1948. *Place-Names of Cornwall* (manuscript at RCM, Truro)

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

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

Ordnance Survey, 2011. *Mastermap Digital Mapping*

Tithe Map and Apportionment, 1841. *Parish of Lanteglos-by-Camelford* (microfiche copy at HE)

9.2 Publications

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

Padel, OJ, 1985. *Cornish Place-Name Elements*, English Place-name Society, Nottingham

9.3 Websites

<http://www.heritagegateway.org.uk/gateway/> English Heritage's online database of Sites and Monuments Records, and Listed Buildings

10 Project archive

The HE project number is **146271**

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. Electronic drawings stored in the directory R:\Historic Environment (CAD)\CAD Archive\Sites P-Q\Middle Penpethy HBR
3. Black and white photographs archived under the following index numbers: GBP 2307
4. Digital photographs stored in the directory R:\Historic Environment (Images)\SITES.M-P\Middle Penpethy HBR

5. English Heritage/ADS OASIS online reference: cornwall2-154810

This report text is held in digital form as: G:\TWE\Waste & Env\Strat Waste & Land\Historic Environment\Projects\Sites\Sites P\Middle Penpethy Tintagel\Report\Middle Penpethy barns.doc



Fig 3 Extract from the Lanteglos-by-Camelford Tithe map, surveyed 1841

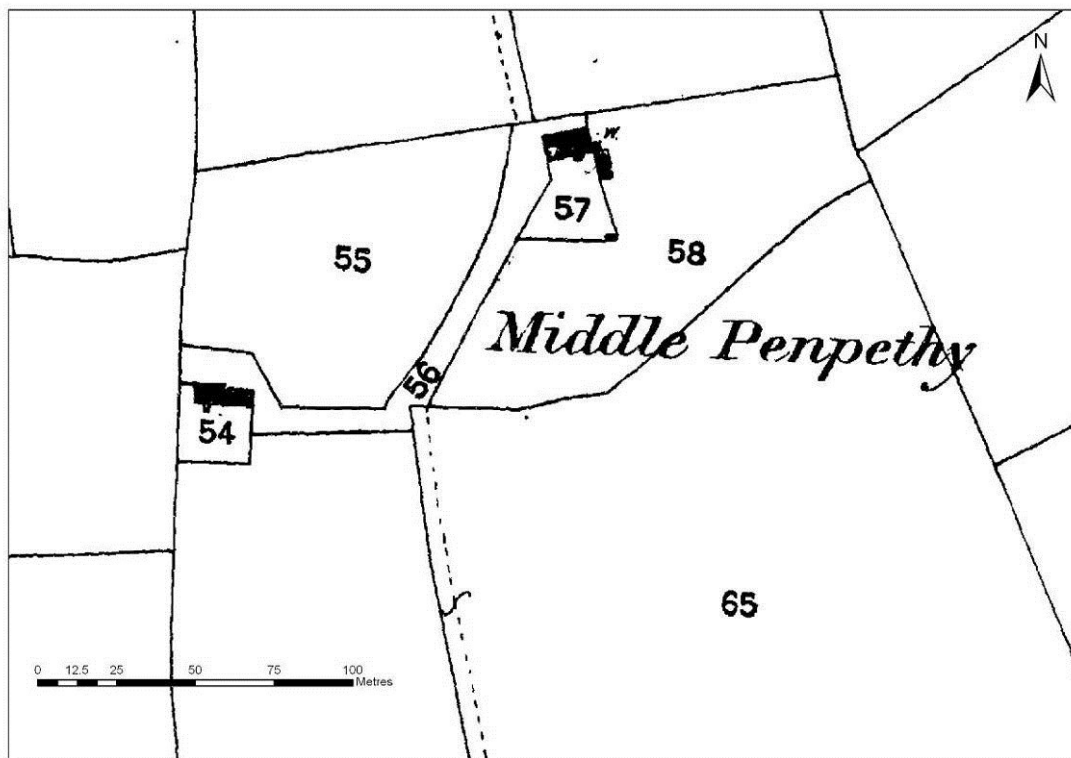


Fig 4 First Edition of the Ordnance Survey 25 Inch Map, c1880

The subject buildings are within plot 54, with the farmhouse sited downslope within plot 57

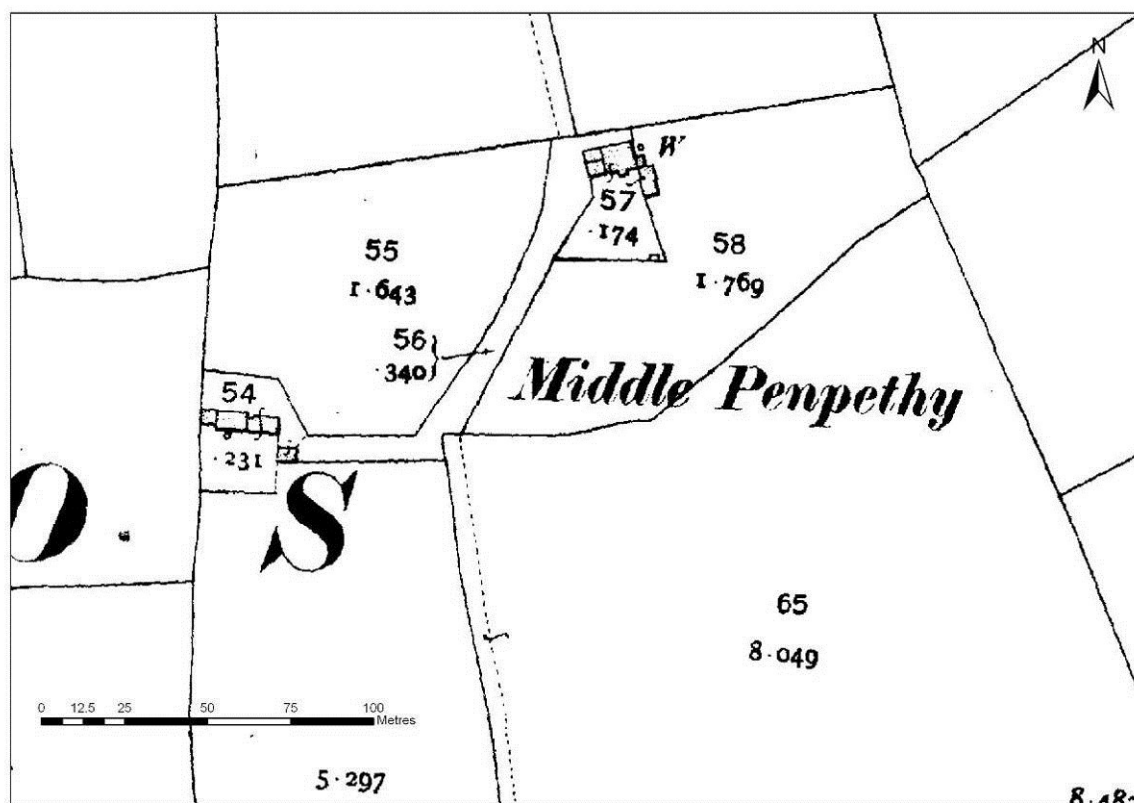


Fig 5 Second Edition of the Ordnance Survey 25 Inch Map, c1907



Fig 6 Air photograph of Middle Penpethy, taken in 2005
The subject building range is highlighted



Fig 7 View of the farm buildings from the southwest



Fig 8 Building 1, viewed from the southwest



Fig 9 The north side of Building 1



Fig 10 Buildings 1 and 2, viewed from the northeast



Fig 11 Interior (ground floor) of Building 1, showing concrete stalls and collapsed floor and roof timbers



Fig 12 Building 2 viewed from the north



Fig 13 Window in north wall of Building 2, widened to left side



Fig 14 Doorway with chamfered slate jamb and granite threshold



Fig 15 Original slit ventilator in east end of Building 2



Fig 16 Exterior of Building 3 viewed from the north, partially masked by collapsed 20th century sheds



Fig 17 Interior and gable wall of Building 3



Fig 18 Slate divisions between stalls in 20th century shed adjoining Building 3



Fig 19 Context: Penpethy farmhouse, viewed from the farmyard



Fig 20 Context: view of Delabole wind turbines from Penpethy farmstead

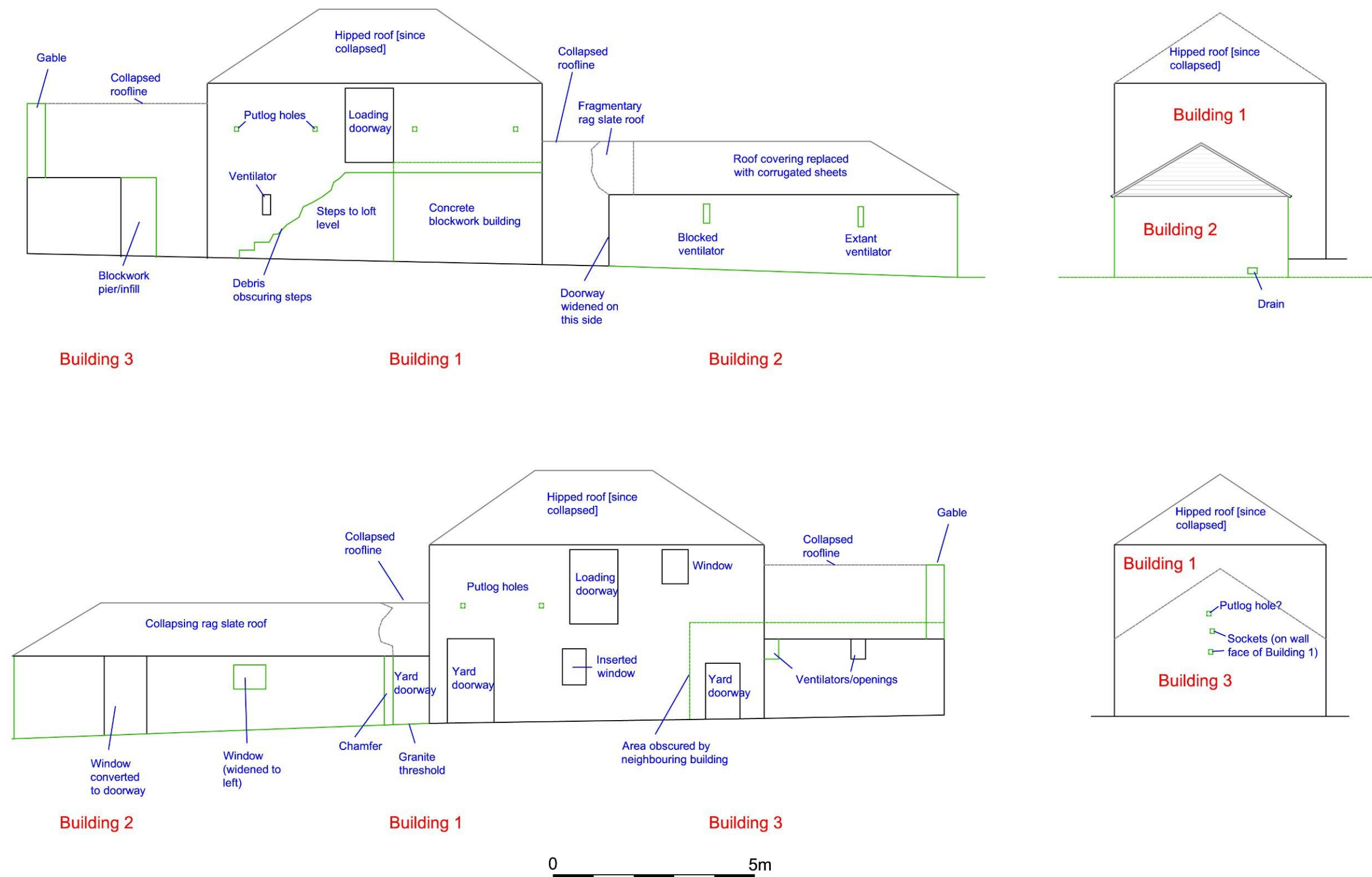


Fig 21 Elevations of Penpethy farm buildings

Original measured drawings kindly supplied by Peter Wonnacott Planning, with additions and annotation by HEP

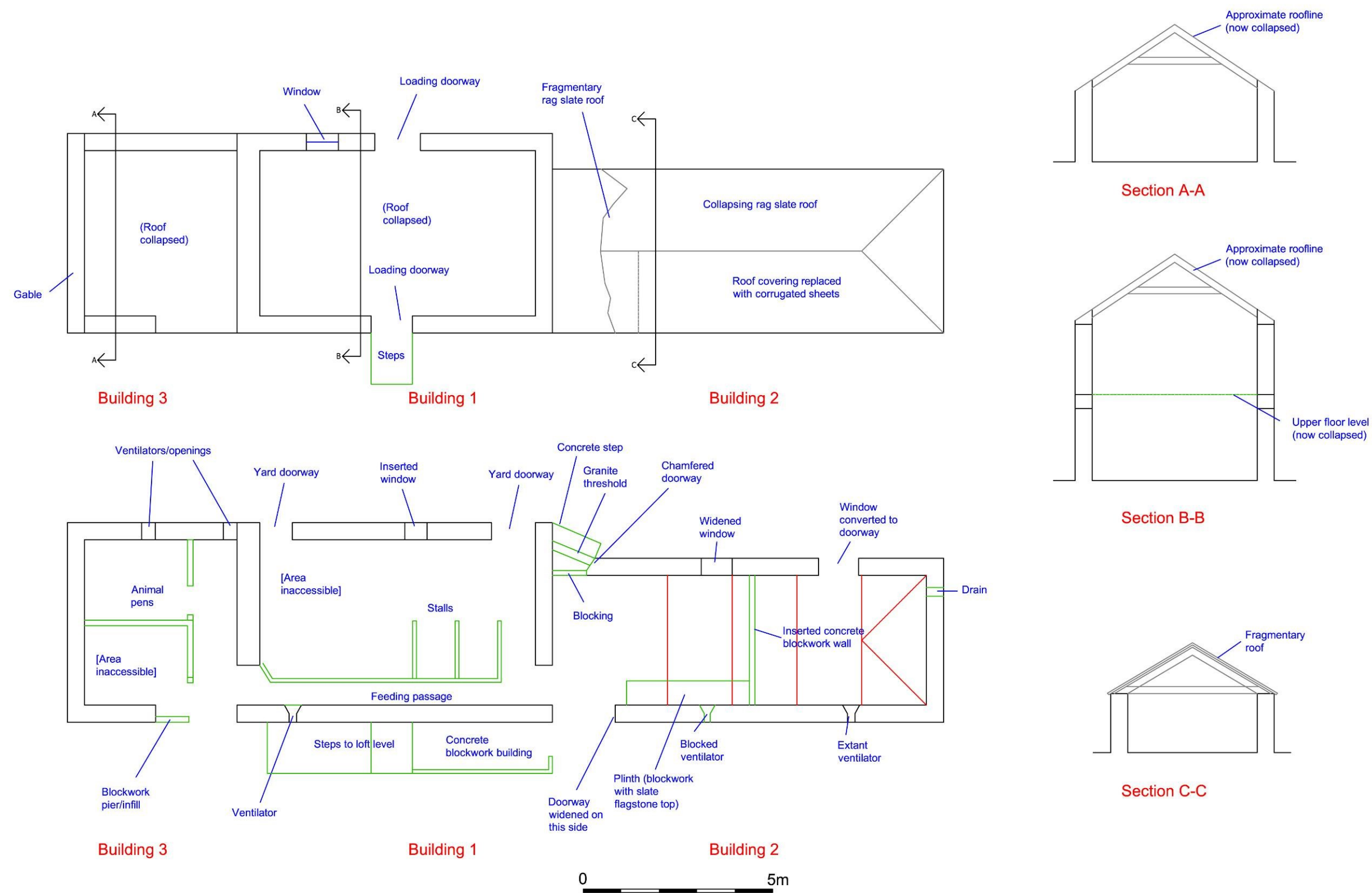



Fig 22 Plans and sections of Penpethy farm buildings
Original measured drawings kindly supplied by Peter Wonnacott Planning, with additions and annotation by HEP

Appendix 1: Written Scheme of Investigation

1 Introduction

- 1.1 This Written Scheme of Investigation (WSI) for a programme of building recording has been prepared by Archaeology & Planning Solutions, acting on behalf of Peter Wonnacott Planning.
- 1.2 It follows a request by the Historic Environment Service of Cornwall Council for a programme of building recording to be completed in advance of the residential conversion of a two-storey barn at Middle Penpethy, Tintagel in Cornwall. This programme of building recording is required as a condition of planning permission (application no. E1/2010/00672).
- 1.3 No pre-determination architectural investigations or surveys have been carried out. However, the barn is located directly to the south-west of Middle Penpethy Farm. Following the grant of planning permission, condition 11 was attached requiring a programme of archaeological mitigation. This condition states that:
- "No development shall take place within the area to be developed until the applicant has secured the implementation of a programme of archaeological recording based on a written scheme of investigation submitted to and approved by the Local Planning Authority in consultation with the County Archaeologist."*
- 1.4 Following discussion with the Historic Environment Service it was established that the conditioned archaeological work will take the form of building recording to comprise a photographic record together with annotated architects drawings resulting in a short written report to include documentary research and map regression.
- 1.5 This WSI therefore presents a detailed methodology for the building recording required to address condition 11 of the planning permission. Nevertheless, it will be augmented with a Method Statement which is to be supplied to the Historic Environment Service by the appointed fieldwork contractor prior to commencement on site. This Method Statement will identify the appointed contractor and the key staff involved in the on-site building recording and consequent report production.

2 Site Location and Description

- 2.1 The site to which this WSI refers consists of a one and two storey stone-built barn directly to the south-west of Middle Penpethy Farmhouse centred on National Grid Reference SX 0831 8589 (see ). No pre-determination surveys have been carried out.

3 Guidelines and Building Recording Methodology

- 3.1 The project will be carried out in accordance with the *Standard and Guidance for the archaeological investigation and recording of standing buildings or structures* issued by the Institute for Archaeologists (revised 1999). It will also be carried out in accordance with guidelines in *Understanding Historic Buildings, a guide to good recording practice* issued by English Heritage (2006).
- 3.2 Prior to commencing the survey the contractor will consult historic cartographic and any documentary records held by the Cornwall Record Office.
- 3.3 The building recording survey will be conducted in advance of any building works by a buildings archaeologist or architectural historian familiar with local architectural traditions. The on-site survey will include the following:
- a photographic survey of the barn recording all external and internal elevations together with general photographs recording the barns relationship with the surrounding structures and Middle Penpethy Farmhouse. This photographic record will be a comprehensive record to archive standard. The photographs will be taken with black and white/colour 35mm film and/or digital photography as appropriate. For both general and specific photographs a photographic scale will be included. The photographic record will be accompanied by an appropriate photographic register; and
 - an analysis and description of the following: site layout and organisation; the function of the buildings; materials and method of construction; fenestration and entrances; internal arrangements; original and subsequent fixtures and fittings; evidence of use and status; and the date/period of the initial build and later alterations.
- 3.4 All site plans will be tied to the National Grid.

4 Reporting

- 4.1 The report will contain:
- a concise non-technical summary of the project results;
 - details of the aims and methods adopted in the course of the investigation;
 - a brief history of the site utilising cartographic/documentary records and the results of the on-site survey;
 - a location map, copies of any plans/drawings and photographs with appropriate annotation;
 - a discussion of the project results; and
 - a copy of the brief and approved written scheme of investigation (WSI) as an appendix.
- 4.2 The full report (along with a digital version on CD) will be submitted within six months to the Cornwall Council Historic Environment Service and the Cornwall Records Office.

- 4.3 The archaeological contractor will upload the report onto the on-line OASIS database.
- 4.4 This report will be held by the Cornwall and Scilly Historic Environment Record (HER) and made available for public consultation.

5 Archiving

- 5.1 An ordered and integrated site archive will be prepared in accordance with the *Management of Research Projects in the Historic Environment* (English Heritage, 2006) upon completion of the project. The requirements for archive storage will be agreed with the Cornwall Record Office.
- 5.2 The archive including a copy of the written report will be deposited with the Cornwall Record Office within two months of the completion of the full report and this will be confirmed in writing with the Cornwall Council Historic Environment Service.
- 5.3 A copy of the report will be supplied to the National Monuments Record.

6 Monitoring

- 6.1 The Cornwall Council Historic Environment Service will monitor the work and should be kept regularly informed of progress.
- 6.2 Notification of the start of work will be given in writing to the Cornwall Council Historic Environment Service at least one week in advance of its commencement.
- 6.3 Any variations to the WSI will be agreed with the Cornwall Council Historic Environment Service in writing prior to them being carried out.
- 6.4 If significant detail is discovered and if appropriate a meeting will be convened with the client and the Cornwall Council Historic Environment Service in order to discuss the most appropriate way forward.

7 Requirements of Archaeological Contractor

- 7.1 The archaeological contractor will provide a Method Statement for undertaking the building recording survey which will be compatible with the requirements of the Historic Environment Service. This will include all on and off site work including archiving.
- 7.2 It will include a brief method statement, resourcing levels, risk assessment and programme/schedule for the works. The contractor will also provide a brief career profile of the surveyor which demonstrates his/her suitability for undertaking the work.

- 7.3 A full cost estimate for the research, survey and reporting should be provided to the client. This estimate should include costs pro-rata using day rates.

Appendix 2: Method Statement

Historic Environment Projects, Cornwall Council



Method statement for historic building record at Middle Penpethy barns

Aims and objectives

The principal aim of the study is to gain a better understanding of the functions and historic development of the farm buildings. The objectives are to obtain a record of the site prior to its conversion to residential use.

The equivalent of a Level 2 building survey (as defined by English Heritage) will be produced.

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.

Desk-based assessment

Rapid desk-based research will be carried out to inform the fieldwork stage. This will comprise:

- Cornwall Historic Environment Record
- Readily available published sources
- Historic maps, including
 - Thomas Martyn's map of Cornwall (1748),
 - OS 1 inch survey (c1810)
 - parish Tithe maps (c1840),
 - 1st and 2nd Editions of the OS 25 inch maps (c1880 and c1907)
- Modern maps

Fieldwork: survey

Recording will include architectural features and details of sub-surface elements. Measured information and detail, as appropriate, will be added to copies of existing drawings (to be supplied to HE by the client).

Fieldwork: description

Analysis of the building fabric will be undertaken on site (recorded as notes) to allow a description to be written up at the archive stage.

Fieldwork: photographic recording

To include:

1. Black and white photographs using a 35mm camera on fine grain archive quality film.
2. Colour photographs taken with a digital camera (with a resolution of 8MP or higher).

The photo record will comprise:

- general views
- 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

Creation of site archive

To include:

- Archiving of black and white photographs to HER standards
- Digital colour photographs (stored according to HER guidelines and copies of images made available to the client)
- A detailed site/building description
- Preparation of finished drawings
- Completion of the English Heritage/ADS OASIS online archive index

Archive report

A written report will include:

- Summary
- Project background
- Aims and objectives
- Methodology
- Location and setting
- Designations
- Site history
- Building survey results
- Chronology/dating evidence
- Significance
- Conclusions
- References
- Project archive index
- Supporting illustrations: location map, historic maps, plans, elevations/sections, photographs

A paper copy and a digital (PDF) copy of the report, illustrations and any other files will be held in the Cornwall Historic Environment Record. 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 archiving will comprise the following:

1. All correspondence relating to the project, the WSI, a single paper copy of the report together with an electronic copy on CD, stored in an archive standard (acid-free) documentation box
2. A2 drawn archive storage (plastic wallets for the annotated record drawings)
3. Archive standard negative holders and archive print holders, to be stored in the HES system until transferred to the Royal Cornwall Museum.
4. The project archive will be deposited initially at ReStore PLC, Liskeard and in due course (when space permits) at Cornwall Record Office.

Timetable

The study is anticipated to be commenced during June 2013.

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 Phil Copleston, Historic Environment Planning Advice Officer, Cornwall Council. 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:

- Completion of fieldwork
- Completion of archive report
- Deposition of the archive

Project resources

The project budget is itemised in a separate spreadsheet. In summary it is:

Desk-based research
Building survey
Project archive
Archive report
Project management

£
£
£
£
£

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Historic Environment Projects

Historic Environment Projects is the contracting arm of Historic Environment, Cornwall Council (HE). HE employs some 20 project staff with a broad range of expertise, undertaking around 120 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 is a Registered Organisation with the Institute for Archaeologists and follows their Standards and Code of Conduct.

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

Terms and conditions

Contract

HE Projects 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 the HE projects team 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 Trerice for the National Trust. Project team leader for the Lostwithiel Town Characterisation Study. Member of the IfA Buildings and Graphic Archaeology Groups. Expertise includes archaeological use of CAD software and survey methodology.

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.

Copyright

Copyright of all material gathered as a result of the project will be reserved to Historic Environment Projects, 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, with a policy value of £50m. The Council also has Professional Negligence insurance with a policy value of £5m.

Nigel Thomas

Senior Archaeologist

4th June 2013

Historic Environment Projects

Environment Directorate, Cornwall Council