



# **Tregew Farm outbuildings, Feock, Cornwall**

## **Historic building record**



**Historic Environment Projects**



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The project was managed and undertaken by Nigel Thomas. Anna Lawson-Jones assisted the author with the fieldwork.

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.

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## **Cover illustration**

View of the farmhouse and group of outbuildings from the south east

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## **Abbreviations**

CRO	Cornwall County Record Office
EH	English Heritage
HER	Cornwall and the Isles of Scilly Historic Environment Record
HE	Historic Environment, Cornwall Council
NGR	National Grid Reference
OS	Ordnance Survey
PRN	Primary Record Number in Cornwall HER
RIC	Royal Institution of Cornwall
SLR	Single lens reflex (camera)

## **1 Summary**

Proposals to convert a former barn, horse-engine house and probable calf-house at Tregew to residential use prompted an historic building record to be carried out. The barn and calf-house are of early 19<sup>th</sup> century date, being clearly shown on the parish Tithe Map. The horse-engine house was added to the barn by the later 19<sup>th</sup> century.

The barn is really a range of two buildings; it originally appears to have been a stable and cow-house with lofts and threshing floor above. The stable appears to have been replaced or supplemented by addition of another building, the NW stable, by the later 19<sup>th</sup> century. The horse-engine house, although in poor condition when visited, is a distinctive vernacular structure with granite piers and scantle slate roofing.

## 2 Introduction

### 2.1 Project background

The historic farmstead of Tregew comprises a 17<sup>th</sup> century Grade II listed farmhouse and a group of associated farm buildings which lie in the curtilage of the listed house. Listed building consent was granted by Cornwall Council for conversion of the outbuildings (ref. LB07/0550/10/R). Consent is subject to conditions, and the historic environment condition reads:

No works 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 by the applicant and approved in writing by the Local Planning Authority in consultation with the County Archaeologist.

Historic Environment Projects was subsequently contacted by RTP Surveyors (Falmouth) on behalf of the owners. A brief outlining the required recording works (see copy at the end of this report) was prepared by Dan Ratcliffe, Historic Environment Advisor (Archaeology), on behalf of the County Archaeologist. An estimate of costs was then prepared by HE Projects and was agreed by the clients. After the project was set up a Written Scheme of Investigation for the work was prepared (see copy at the end of this report).

### 2.2 Aims

The principal aim of the study was to gain a better understanding of the farm outbuildings and their historic development. The objectives were to obtain an archaeological record of the site prior to alterations.

### 2.3 Methods

Fieldwork was undertaken to be equivalent to a Level 2 survey, following guidance from English Heritage's publication *Understanding historic buildings – a guide to good recording practice*, 2006. The study comprised a review of historical material, followed by field visit to undertake a photographic survey accompanied by annotation of architect's measured drawings and production of brief building descriptions.

#### 2.3.1 Desk-based assessment

A brief review of desk-based historical material was carried out to inform the fieldwork and subsequent stages. The main sources consulted were as follows:

- Cornwall HER
- Images of England online listed buildings database
- Early maps (see Section 9.1)
- Published histories (see Section 9.2)

#### 2.3.2 Fieldwork

The principal recording medium was a photographic survey. This included black and white photographs taken using a 35mm SLR camera and colour photographs taken with a digital SLR camera with a resolution of 8 million pixels. A selection of the digital photographs appear in this report.

Digital copies of measured architect's drawings were made available by RTP Surveyors. Field copies of drawings were mounted on drawing boards and annotated with additional information, such as materials, clues to build and changes of function, and dating evidence.

Vernacular building record forms were also filled in for each building examined.

### **2.3.3 Post-fieldwork**

Post-fieldwork stages included archiving of results, analysis of the evidence and the writing of this report.

## **3 Location and setting**

Tregew is located in Feock parish and the outbuildings are centred at approximately NGR SW 8270 4048 (Fig 1). The farmstead is sited close to a relatively quiet lane which runs from Penelewey down to Cowlands Creek, a short tributary on the west side of the River Fal. The farm lies on the side of a beautiful valley on the 40m contour and the farm buildings overlook the head of the creek.

In historic landscape terms this is typical Anciently Enclosed Land, with sinuous field boundaries and narrow lanes. The antiquity of the landscape is exemplified by the existence of a prehistoric enclosure at Roundwood, located on the tip of a spur overlooking the river to the east of Tregew.

The solid geology of the area is Mid to Late Devonian sandstones and argillaceous rocks of the Portscatho Formation. This rock has been quarried locally and incorporated in the older buildings. Granite is also used within the farmhouse and parts of the farm buildings; the nearest source of this is likely to be the Carnmenellis igneous intrusion west of Stithians.

## **4 Designations**

### **4.1 National**

Tregew farmhouse is a Grade II listed building. Its listing description (written 1986) reads:

SW 84 NW FEOCK 2/32 Tregew Farmhouse II

Farmhouse now 2 houses. Circa early C17 and remodelled C19. Slatestone rubble with granite jambs stones, quoins and lintels. Dry Delabole slate roof with brick chimneys over gable ends and original external rubble lateral stack with tapered granite top with moulded drips. 3 room through passage plan with rear kitchen wing and stair added to lower end circa early C19. Outshut to upper end and front wall partly rebuilt incorporating some C17 moulded granite mullioned window frame stones as lintels to ground floor openings of upper end. 2 storeys. 4-window south front, all hornless 16-pane early C19 sashes. Moulded lintels over ground floor openings 1, 2 and 3 from left end. Opening to left centre converted from window to door when divided into 2 houses. Original granite doorway to right of centre has circa early C17 ovolo and cavetto mouldings and diabolo stops. Open-fronted hipped roofed circa C18 porch. C20 glazed doors. Interior Hall has fine original splayed granite framed fireplace with ovolo and cavetto mouldings with diabolo stops and granite coped slate rubble fireback. Similar but slightly smaller fireplace to upper room. Later C17 ovolo-moulded door frame with 1 replaced jamb survives to doorway between upper end room and rear outshut. Other features are early C19, including: dog-leg stair, moulded arch to rear of passage and moulded plaster ceiling cornice to lower room. Roof structure is circa early C20. Further moulded granite mullioned window fragment reused in stile at approx 50 metres to south east. One of the few farmhouses in this part of Cornwall with good surviving early C17 architectural features.

### **4.2 Regional/county**

Tregew lies within an Area of Great Scientific Value.

## 5 Brief site history

The Cornwall Historic Environment Record notes that the settlement of Tregew is first recorded in 1208. Its name is Cornish and contains the elements **tre**, 'estate, farmstead', and **kew**, 'hollow, enclosure'. The element **tre** suggests a settlement of early medieval (pre-Norman conquest) origin. Tregew is mentioned in the early 17th century.

Tregew was owned in the 14<sup>th</sup> century by the Gregor family, latterly of Trewarthenick near Tregony. Tregew later became the seat of a Mr. Edmunds, who was an Assay Master sent down by the Pewterers' Company to test Cornish tin. In the 19<sup>th</sup> century Tregew was purchased by Ralph Allen Daniell of Trelissick (CRO G 32, 397, 399, & 405). In 1865 Tregew was leased for 21 years by Thos. Tristram Spry Carlyon of Tregrehan, esq., to Jn. Magor of Tregew, Feock, yeoman of Pennance Barton (CRO CN/684/1).

The present farmhouse is grade II listed and its description records that it is of 17<sup>th</sup> century origin. The largest older farm building (the barn range) and the smaller outbuilding to the south both are shown on the parish Tithe map of c1840 (see Fig 2).

An additional building (the NW stable) is first shown on the earliest large scale OS map, published c1880 (Fig 3). This map also shows that the barn range had a horse-engine house attached by this date, and there was a roofed extension to the east. This eastern part, since mostly demolished, appears to have had an apsidal open fronted north side. As the field to the east was mapped as an orchard, it appears very likely that this part was a pound house, including a shelter for a circular cider mill. The smaller building on the south side of the farmyard had been extended by 1880 as a range to the south-east corner of the yard. The c1907 map also shows a roofed building in the centre of the farmyard; this has since disappeared.

## 6 Building descriptions

### 6.1 Barn range

#### 6.1.1 Plan and development

The barn range is shown as a rectangular building, oriented west-south-west to east-north-east, on the parish of Feock Tithe Map (surveyed c1840). At this time the rectangular farmyard had been laid out to the front, with the calf-house (see 6.3) on the opposite side. By the time the OS First Edition 25 Inch Map was surveyed, some forty years later, the barn range had an attached apsidal plan horse-engine house on its north side (see 6.2). There was also another apsidal plan extension at the north-east end, most likely a pound house containing a cider mill associated with the adjoining orchard. This east extension has since been largely demolished but the footings and some walling are still extant.

The barn range is built into higher ground on its north side, with the first floor timbers a little higher than the surrounding ground level. A roughly rectangular area, shown as a dashed line to the north-west of the barn range on the c1840 map, is likely to be a former mowhay (rick-yard).

The interior of the barn range has been greatly disturbed by the addition of two large silos within. These occupy both storeys and the old flooring has been cut away to accommodate them. Similarly original tie-beams of the roof trusses have been removed to accommodate the silos and new collars added in a bid to stop the roof spreading. However the removal of the floor joists has greatly weakened the structure and is likely to have prompted the addition of block-work buttresses to the front.

### 6.1.2 Materials

The walls of the barn range are predominantly of locally quarried slate rubble bonded with lime mortar. Granite pieces have occasionally been incorporated, such as for door hinge supports, quoins and jamb-stones. Some granite has been reused from earlier outbuildings or from previous alterations to the farmhouse; a clear example of this is a reused kneeler stone at the base of the north-east quoin. Brick arches are original to all openings in the south elevation fronting the former farmyard, and also to original window openings in the east end.

The slate covered roof is hipped at both ends. Its trusses have tie-beams but in some instances the tie-beams have been cut through later and replaced with collars higher up. Original scantle slates are used for all the roof covering but the grey ridge tiles appear to be more modern replacements.

Flooring is of concrete; the present level is approximately 300mm higher than the original level, resulting in a reduction of headroom in the ground floor. Original flooring is likely to be cobbles but none was visible in the small area that was accessible at the time of survey. The first floor is of timber planking on joists. This was noted to be a double layer of planking close to the first floor entrances (i.e. a strengthened threshing floor).

Most original joinery in doors and windows has been replaced. A probable original wooden door frame and door survives in the threshing floor doorway overlooking the yard. An old door with a wooden latch exists in a loading doorway on the north-east end of the barn. This may be original to the opening (but the doorway itself is an insertion).

### 6.1.3 Elevations

Note that although the true building orientation is west-south-west to east-north-east the following descriptions are given to the nearest compass point.

*South* (see Fig 7)

This elevation is two-storey facing the farmyard. Its long frontage really presents two buildings, a window|door|window front at the west end (with the first window enlarged more recently to become a double doorway), with a door|double door|door layout towards the east. The west part appears to be a former stable with a central doorway for horse access, while the east part is likely to be a former cow-house with a central double doorway for livestock and narrower door access on either side to feeding passages. Both original spaces have lofts above, that above the cow-house being formerly a threshing floor.

All openings are original, and most retain their shallow red brick arches, although in a few places arches have been replaced with lintels. There are no joints between the two parts of the range; the evidence of the brick arches and general character of the masonry indicates all the construction is of one phase.

Three concrete sloping buttresses have been added to the front elevation, in a bid to prevent movement. There has been a major collapse of walling over the cow-house entrance, subsequently renewed with block-work. There is severe bulging of the wall and collapse occurring above an old feeding passage doorway at the east end.

*East* (see Fig 10)

This down-slope end is presented as two-storey, with the ground floor of the barn at a higher level than the surrounding ground. Remains of another building, suggested as being part of a pound house, is in front. The only original openings are two small roughly square windows with brick arches, the lower window now partly obscured with block-work. Both doorways in the ground floor are later insertions, the rear door being access to a feeding passage behind modern stalling. On the first floor is a short loading doorway with its old door still intact. This doorway also appears to be a later insertion.



#### *North* (see Fig 8)

Only the upper storey is visible on this side, and the eastern end is covered by the horse-engine house.

Two doorways lead into the former loft areas; that towards the east was a former threshing floor, the western doorway being an access into a loft above what was probably originally a stable. Both doorways are accessed by steps; the easternmost flight being of later block-work but the other of stone.

Between the loft doorways the original slate walling has been replaced with concrete block-work incorporating a window. This infilling is likely to have been added after two modern silos were installed inside the building. Below the modern part of the wall is a concrete lined chute and small opening, perhaps for storing roots inside the ground floor area of the range or was associated with the silos within.

Towards the west end of the wall is a now-blocked narrow opening. This appears modern and may have been a slot for belt-driven machinery inside the loft (with drive from a tractor standing in the mowhay behind) or, perhaps more likely, was breached for an auger or elevator associated with the silos.

#### *West* (see Fig 9)

The western end of the range is now adjoined by the walling of a modern garage and log store. This extension has been partly developed from a former narrow lean-to which had a doorway at the level of the farmyard (now blocked). The function of the earlier lean-to can now only be guessed at; possibly a store, dog kennel, goose house or perhaps a harness room for the adjoining stable. An angle in the exterior wall face nearest the corner of the farmhouse has evidence of pintail hinges on granite blocks, indicating a gate to the farmyard was once sited here.

No features were observed in the visible part of the barn range, although this wall was partly covered with logs at the time of the visit. A central blocked opening (just below floor level) is visible from the interior of the barn range.

#### **6.1.4 Interior**

Addition of the modern silos made access to the western part of the interior practically impossible so no features have been observed here. It is likely that there was originally a division between the original stable and cow-house with a similar partition between the two loft spaces.

The ground floor north-eastern end of the building was largely full of stored timber. Here part of modern concrete stalling arrangements with a rear feeding passage exist. The original flooring and layout of older stalls has been entirely obscured by a modern concrete floor. An original central window in the north-east wall, now blocked externally to become a recess, is still extant.

Parts of the upper floor exist at each end of the range. The western end was inaccessible and not recorded. The flooring survives east of the threshing floor doorways. In this part the floor can be seen to be a double thickness of boards laid on joists. This strengthened boarding was presumably laid for the threshing floor, pre-dating the installation of mechanised threshing in the mid to late 19<sup>th</sup> century.

When the horse-engine house was added, mechanised threshing became possible. A horizontal and partly infilled slot in the wall just east of the threshing floor doorway, in line with a pair of small square cut-outs in the floor, are clear evidence for the site of a small-scale barn threshing machine or winnower that was installed here.

## 6.2 Horse-engine house

### 6.2.1 Plan and development

The horse-engine house is first mapped c1880 as an apsidal plan extension of the barn range. It was designed to house horse gearing, whereby a horse walking around a pivot would turn gearing to drive machinery for threshing and winnowing (previously a very labour-intensive task), or other farm machinery.

### 6.2.2 Materials

The horse-engine house at Tregew is a very distinctive Cornish design with a half-pyramidal roof supported partly on granite piers and covered with scantle slate. This example is generally constructed of slate rubble walling to the north-west and north-east sides but the usual design was with predominantly open sides, so that animals working inside could have adequate ventilation. Some later block-work has been added to convert the building to another use.

A single 'scoria' or moulded copper slag block has been used as a jambstone on one of the ventilator openings. This is likely to be derived from a copper smelting works that existed at Roundwood Quay in the 1770s and lasted until the mid 1780s (Kirkham 2005, 9-10).

The roof covering is of scantle slate laid on laths. Ridge tiles, like those on the barn, appear to be modern replacements. At some time the slates have been at least partly cement washed in order to prevent slippage, but the cement wash is now very eroded and fragmentary. Movement and partial collapse in the eastern side wall has caused an interesting sag in the ridge line. There has also been movement and cracking in the north part of the wall.

The present floor of the building is concrete or cement screed.

### 6.2.3 Elevations

*West* (see Fig 15)

The south-west side provides the access into the building from level ground and on this side the roof is almost entirely supported on granite piers. One granite pier has distinct wedge marks indicating the stone was quarried probably before 1800. This stone is too short for the roof support so has been supplemented with another granite piece to make up the necessary height. As the quarrying marks on the stone do not tally with the later 19<sup>th</sup> century appearance of the building on maps it is very likely that this stone was reused from elsewhere at Tregew. The other granite piers do not have any visible quarrying marks and are probably contemporary with the later 19<sup>th</sup> century construction of the building.

*North* (see Fig 16)

This is the polygonal end of the apse plan. This part is constructed from slate rubble masonry bonded with lime mortar. The slope of the land drops away sharply here (there has been modern dumping below the building) and there is visible movement and cracking in places.

*East* (see Fig 10)

On this elevation the ground level is much lower so the horse-engine house has in effect been built on a platform supported by retaining walling. A plinth line is visible where the horse-engine house walls rise above the retaining wall. A ventilation space is evident adjoining the barn but otherwise the horse-engine house walls were originally built of slate rubble masonry. There has been considerable collapse of the central part of the elevation and part of the walling has been replaced with block-work.

*South*

There is no true south elevation as this building is a lean-to on the barn.

#### **6.2.4 Interior**

Inside the building the space is dominated by a substantial timber beam running the length of the house. This supports the roof timbers and also once carried the gearing of the horse-engine. The timber has cracked and sagged (now supported by temporary props) and has partly pulled the barn wall facing out of alignment. The position of the top main bearing of the horse-engine is still visible on the beam. Any corresponding bearing location in the floor has been masked by later screed.

It is not now clear how the axle from the horse-engine gearing entered the first floor of the barn but the usual arrangement was a small opening in the higher part of the wall. At Tregew there are two additional anomalies in the barn wall. A wide opening central to the space and low down in the wall (and since filled in with block-work), may either be a clearance for a gear or belt wheel (this seems unlikely, as it would have been in the path of the horse), or may be an early window opening pre-dating construction of the horse-engine house. A tall but narrow slot cut into the barn wall off-centre within the house may be evidence of a belt drive from an oil engine which initially replaced the horse-driven arrangement.

### **6.3 Calf-house**

#### **6.3.1 Plan and development**

At the time the parish Tithe Map was surveyed this building is shown as a rectangular building oriented west-south-west to east-north-east. By the time the OS mapped the area about 40 years later this building extended as a range infilling the southern side of the farmyard. This extended part no longer survives.

The present building is a rectangular single-storey structure with a narrow lean-to on its eastern end. It is large enough to contain stalling and has more recent cement lining and traces of fodder bins. It is interpreted here as a calf-house but may have been for other smaller farm animals.

#### **6.3.2 Materials**

The walls are constructed predominantly of locally quarried slate rubble, bonded with lime mortar. A single reused fragment of granite is incorporated as a door jambstone; this was a sill or lintel of a 16<sup>th</sup> or 17<sup>th</sup> century two light window and presumably was originally used in the farmhouse (Fig 25).

The roof was originally supported on tie-beam trusses but these have been cut through and replaced with collars at higher level (probably to increase headroom as the floor level has also been raised in modern times). The original roof covering is likely to have been scantle slate, now replaced with corrugated sheeting.

The floor of the building is of modern concrete. This is some 120mm (but variable) above the level of original granite thresholds in the doorways.

No early joinery survives.

#### **6.3.3 Elevations**

*North* (see Fig 21)

This side faces the farmyard and presents (from east to west) a door|door|double door|door front, excluding the lean-to. The doorway nearest the farmhouse may be a later insertion.

*West* (see Fig 22)

This end of the building originally a hipped roof, most likely repeated at the opposite end, in similar style to the barn. The apex of the gable has been built up above slate rubble walling with blockwork. Further evidence for the hip has survived at the western

end as a fragment of a diagonal timber still exists in the top of the wall at the north-west corner.

*South* (see Fig 22)

This rear side of the building backs onto the farmhouse garden and is relatively featureless aside from two shallow windows under the roofline. The opening nearer the farmhouse has a concrete sill.

*East* (see Fig 21)

At the eastern end is a narrow lean-to, much of which constructed of blockwork. The rear wall of the lean-to is also the rubble masonry farmyard wall, and there is a (now blocked) opening through to the farmhouse garden. The front wall of the lean-to is also of stone rubble masonry, and has a blocked doorway.

Historic maps show that the building range extended to the corner of the farmyard, and it is likely that the present lean-to is an adaptation of the shortened building range.

#### **6.3.4 Interior**

The visible interior of the calf-house is relatively modern with a concrete floor, remains and footings of blockwork stalling and fodder bins, and extensive cement mortar covering the original stone walls. Originally the walls are likely to have been lime-washed, with cobbles or setts covering the floor.

### **6.4 NW stable**

#### **6.4.1 Plan and development**

The NW stable is not shown on the Tithe Map but is depicted on the First Edition OS 25 Inch map (published c1880). By the time it was first mapped it already had small extensions at its south-west and north-east ends. A lean-to extension at the south-west end is still extant.

The building is named as the Owl Barn on the block plan associated with the proposed development for the main barn range and calf-house. The interior was not accessible at the time of the survey so the building was only briefly examined externally. The upper floor of the building contains an owl box.

It is likely that the NW stable replaced, or perhaps supplemented, stable space in the barn range.

#### **6.4.2 Materials**

The walls are entirely constructed from slate rubble masonry bonded with lime mortar. Its original openings have slate rubble shallow arches and slate sills. Unlike the barn range and calf-house, the NW stable has gable walls rather than a hipped roof.

The original roof covering is likely to have been scantle slate like the other buildings in the farmstead. This has been replaced in recent years with modern slating.

#### **6.4.3 Elevations**

*South-east* (see Fig 26)

This presents a window|door|window front on the ground floor, apparently the design of a stable with a wide central doorway and a generous window/ventilator opening on each side. The central doorway has lost its slate arch; this has been replaced by a steel lintel with stone masonry above.

The upper floor has a single pitching hole for loading the loft from a cart. The building fronts onto the farm lane and faces the other older buildings. In later times the windows have been shortened by partial infilling with brickwork.

The left lower part of the elevation has had a lean-to roof attached at some time, now shown by a cement flashing.

To the left of the elevation is a lean-to with a brick jambed doorway and opening to a small loft above. If the main building was originally a stable then this extension may have been a harness room.

*South-west* (see Fig 27)

As the ground level is higher on this side, only the upper floor level can be seen. The right hand side of the elevation is obscured by the sloping corrugated sheet roof of the lean-to mentioned above.

An original loading doorway with slate arched head is extant left of centre. Another smaller doorway has been cut through close to the west corner.

*North-west* (see Fig 28)

A higher ground level on this side of the building means that the ground floor is partly obscured. The only original opening is a doorway or window at ground level. This has lost its original slate arch and the opening has been infilled with blockwork. Two openings into the upper floor are insertions; one towards the left is a narrow doorway or slot perhaps for loading the loft by an elevator, the other is a small square opening under the roofline.

Concrete foundations, cut off wooden roof joists and broken concrete blocks at the west quoin indicate a demolished later 20<sup>th</sup> extension on this side of the building.

*North-east*

The northeast gable end has an original shallow arched central pitching hole or window on the first floor. This opening has been reduced in height with addition of some brickwork above the slate sill. Below left of the opening is an extant small opening for an elevator or auger. Also below the window is a hopper for a cast-iron drainpipe, now broken off further down. The hopper may have been fed from gutters directed from the two roof slopes.

Historic maps show a small extension on this side of the building. Although there is no indication of a roofline this was located in the area of rendered wall face on the lower left hand side.

#### **6.4.4 Interior**

The interior was not accessible. It appears to be a single room plan on the ground floor with a loft above, probably originally for hay/fodder.

## **7 Chronology/dating evidence**

A combination of map evidence and structural information provide a clear picture of the way Tregew farmstead evolved through the 19<sup>th</sup> century, with the farmyard layout and principal buildings constructed before the Feock Tithe Map was surveyed c1840.

The barn range and calf-house also show similarities in construction such as the shallow hipped rooflines and tie-beam roof trusses. These details, as well as the regular rectangular layout of the farmyard strongly suggest the buildings were built in one phase, probably a response to 'model farm' development of the period.

Additional structures, including the horse-engine house and NW stable had been constructed before 1880. These show increased needs for capacity and also mechanisation of threshing and winnowing, which hitherto was a very labour intensive process.

Granite building stone has been reused in both the barn range and calf-house; Some of this stone may have derived from earlier farm buildings but the reused window

fragment in the calf-house and the kneeler stone in the corner of the barn range are clearly from alterations to the farmhouse.

## 8 Significance

These outbuildings form a distinctive group of vernacular outbuildings for the older farmhouse and provide a clear picture of the later development of the farmstead. Although the group provide good evidence for overall organisation, functions and development much of the interior detail, such as joinery and internal fittings, have not survived well.

Although its machinery has long disappeared the horse-engine house has a particularly Cornish style with its granite piers supporting a scantle slate roof. Unconverted horse-engine houses are becoming rare due to demolitions and conversions to new uses. Their life-spans were relatively short as by the late 19<sup>th</sup> century threshing machine technology had led to development of larger portable machines that could be hauled and driven by steam engines or tractors. The threshing scene then moved out of barns and into the rick-yards, with barns becoming granaries, used for storage of threshed grain in sacks.

## 9 References

### 9.1 Primary sources

CRO documents ref G 32, 397, 399, & 405.

CRO document ref CN/684/1

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, 2007. *Mastermap Digital Mapping*

Tithe Map and Apportionment, c1840. *Parish of Feock* (digital copy at HE)

### 9.2 Publications

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

Kirkham, G, 2005, *Roundwood Quay, Feock, Cornwall: Archaeological recording and assessment* Cornwall County Council HES report 2005R019

Polsue, J, 1867-1873. *Lake's Parochial History of Cornwall* Facsimile reprint 1974 by EP Publishing and Cornwall County Library

### 9.3 Websites

<http://www.nationalarchives.gov.uk/> National Archives online

<http://www.imagesofengland.org.uk/> English Heritage's online database of Listed Buildings

## 10 Project archive

The HE project number is **2010124**

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 F\Feock, Tregew Farm barns HBR 2010124
3. Black and white photographs archived under the index number: GBP 2141
4. Digital photographs stored in the directory R:\Historic Environment (Images)\SITES.Q-T\Tregew Farm outbuildings HBR 2010124
5. English Heritage/ADS OASIS online reference: cornwall2-94663

This report text is held in digital form as: G:\Historic Environment (Documents)\HE Projects\Sites\Sites T\Tregew Farm barn Feock HBR 2010124\Tregew Farm outbuildings report.doc





Fig 1 Location map

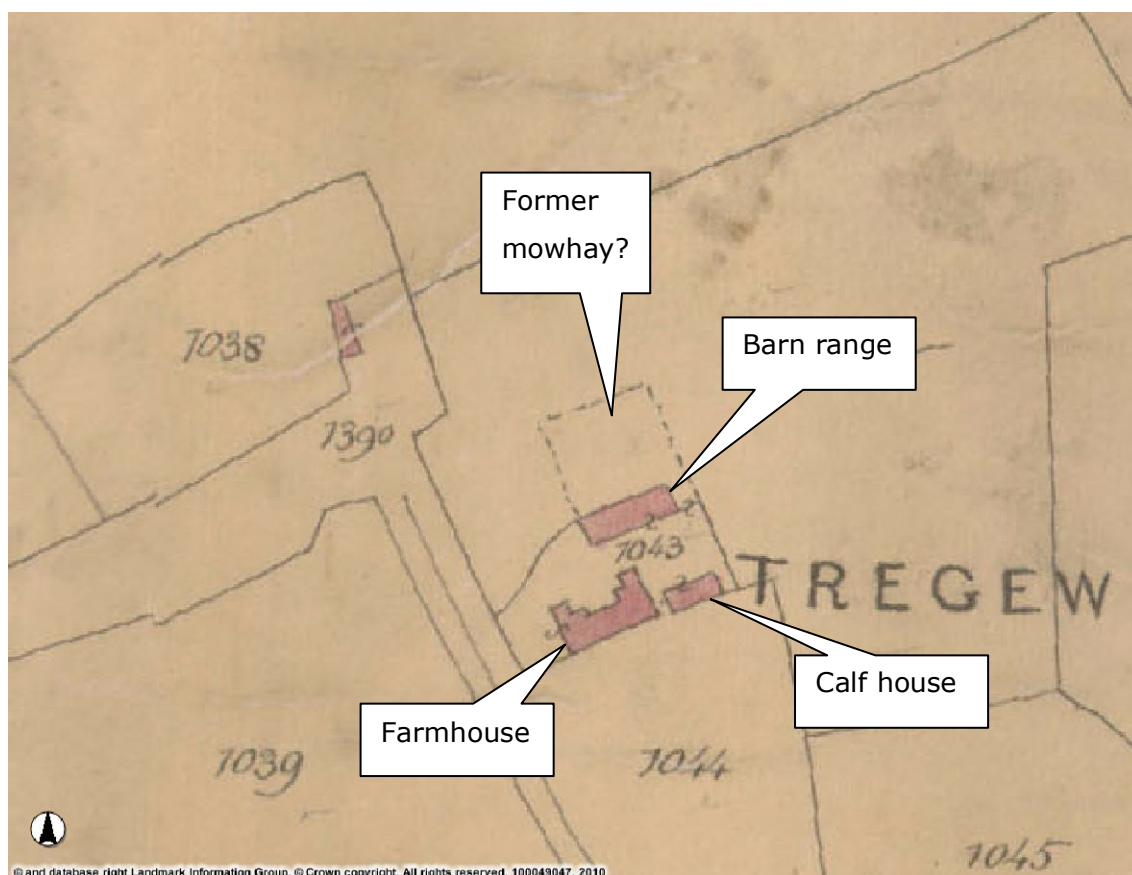


Fig 2 Extract from Feock Tithe Map, 1840



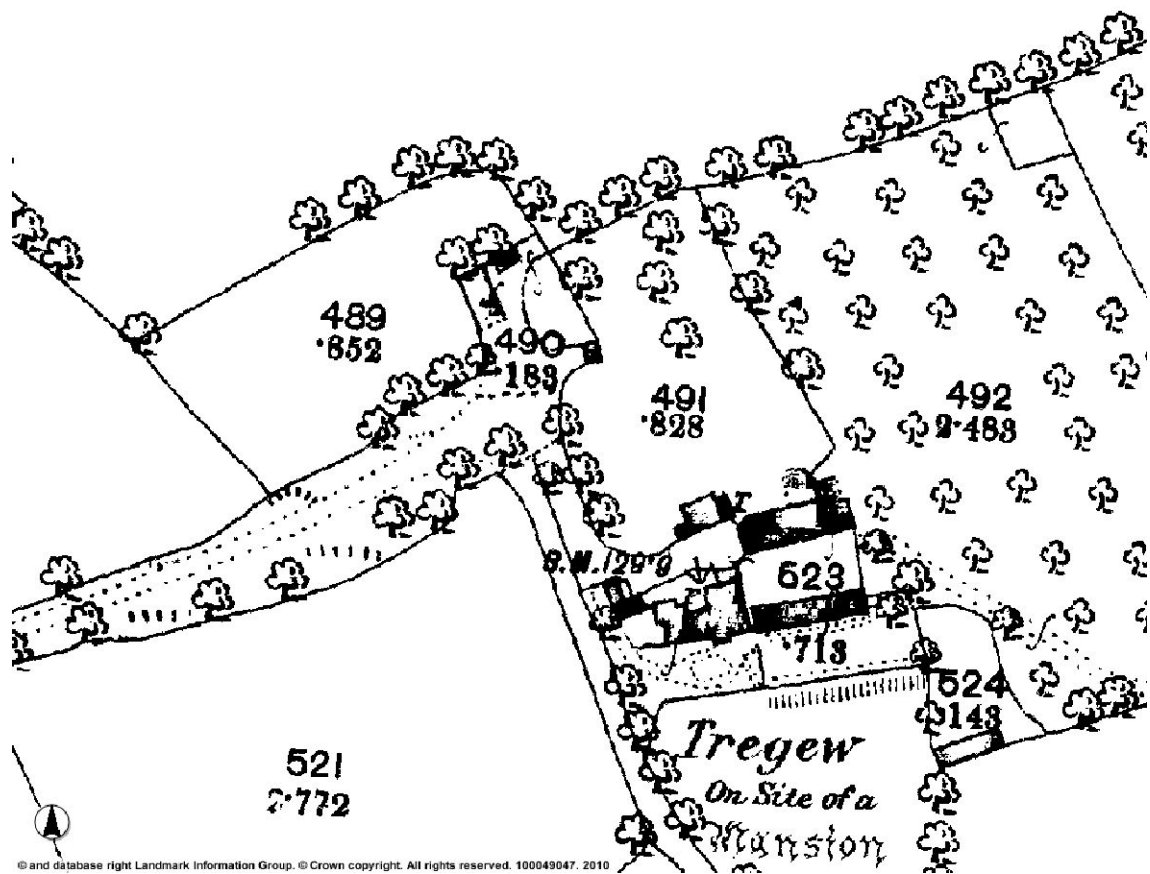


Fig 3 First Edition of the Ordnance Survey 25 Inch Map, c1880

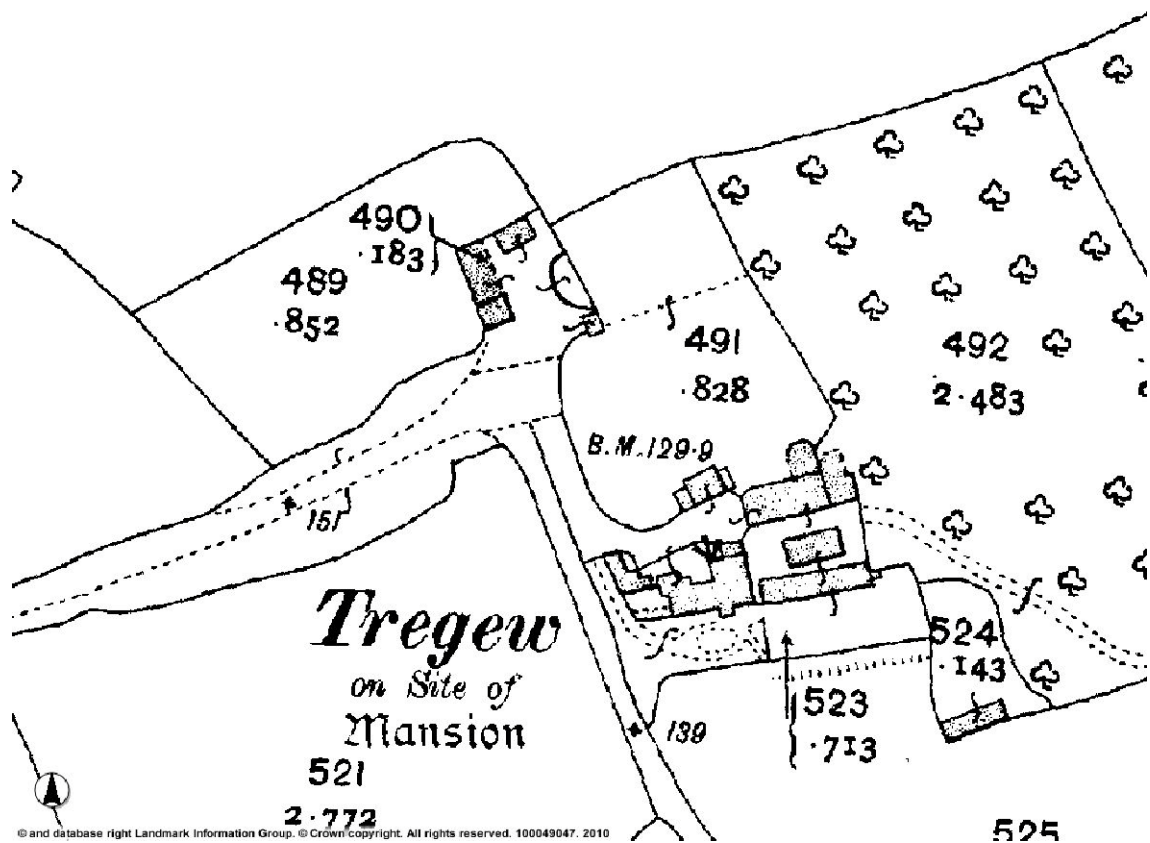
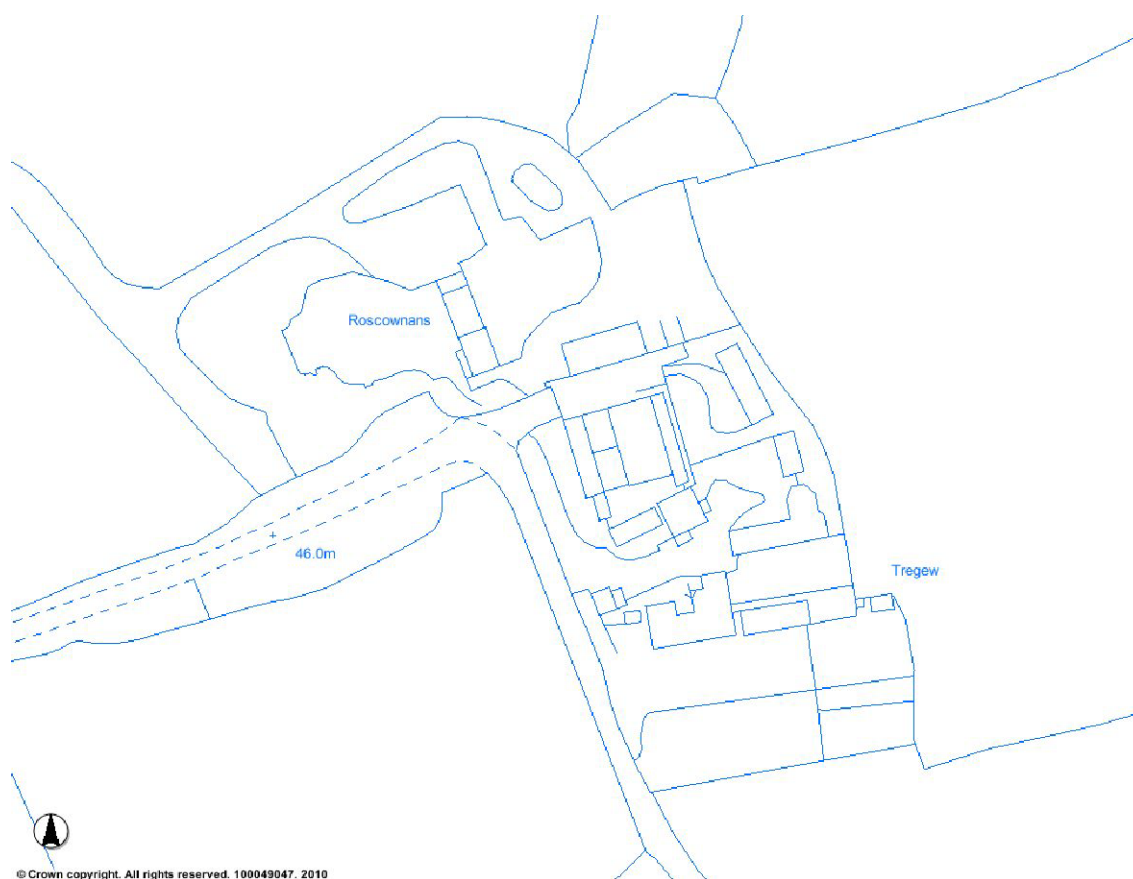


Fig 4 Second Edition of the Ordnance Survey 25 Inch Map, c1907



*Fig 5 Ordnance Survey digital mapping showing the site and its environs (2009)*



*Fig 6 Air photo of Tregew (2005)*





*Fig 7 Main barn range, viewed from the SE*

The RH end appears to have been a cowhouse on the ground floor with a threshing barn above. The LH end nearer the farmhouse appears to have originally been a stable with a loft above. This part seems to have been absorbed into the main barn when a new stable was built behind.



*Fig 8 The rear of the barn range viewed from the NW, with the attached horse-engine house*





*Fig 9 View from the farm lane towards the barn range*

The former mowhay visible on the Tithe map was on the higher ground to the left of the barn



*Fig 10 The E end of the barn, with the attached horse-engine house*

Both doorways on the ground floor are later insertions, the RH door connecting to a rear feeding passage in the cowhouse.

The walling in front is all that remains of a roofed structure with an apsidal pierced N end, a likely pound house (cider house) for the old orchard in the foreground





*Fig 11 The upper floor of the barn range, looking E*



*Fig 12 The upper floor of the barn range, looking W*

Insertion of two modern silos has cut through the flooring, including part of the threshing floor between the two doorways.





*Fig 13 A shallow recess in the rear wall and two indents in the floor provide evidence of location for a threshing machine or winnower*



*Fig 14 17<sup>th</sup> century granite kneeler stone, reused as a quoin in the NE corner*





*Fig 15 Horse-engine house, viewed from the W*



*Fig 16 Horse-engine house, viewed from the NE*

Note the collapsed stone masonry and sagging roofline





*Fig 17 Interior of the horse-engine house, looking SE*

The principal beam, now cracked and propped up, would have supported gearing and axles driving machinery in the barn



*Fig 18 Interior of the horse-engine house, looking S*

The blocked opening low in the wall to the R of the scale may pre-date construction of the horse-engine house. The slot inserted into the wall L of the scale may be a belt drive from an oil engine.





*Fig 19 The location of the principal bearing which supported the horse-engine gearing*



*Fig 20 Detail of the scantle slate roofing and timberwork of the horse-engine house*





*Fig 21 View of the calf-house from the former farmyard*



*Fig 22 Rear view of the calf-house from the SW*

The lack of stone masonry gables at both ends and the remains of a diagonal timber at the NW corner indicate that this building's roof was originally hipped at both ends, like the barn behind.





*Fig 23 Interior view of the calf-house, looking W*

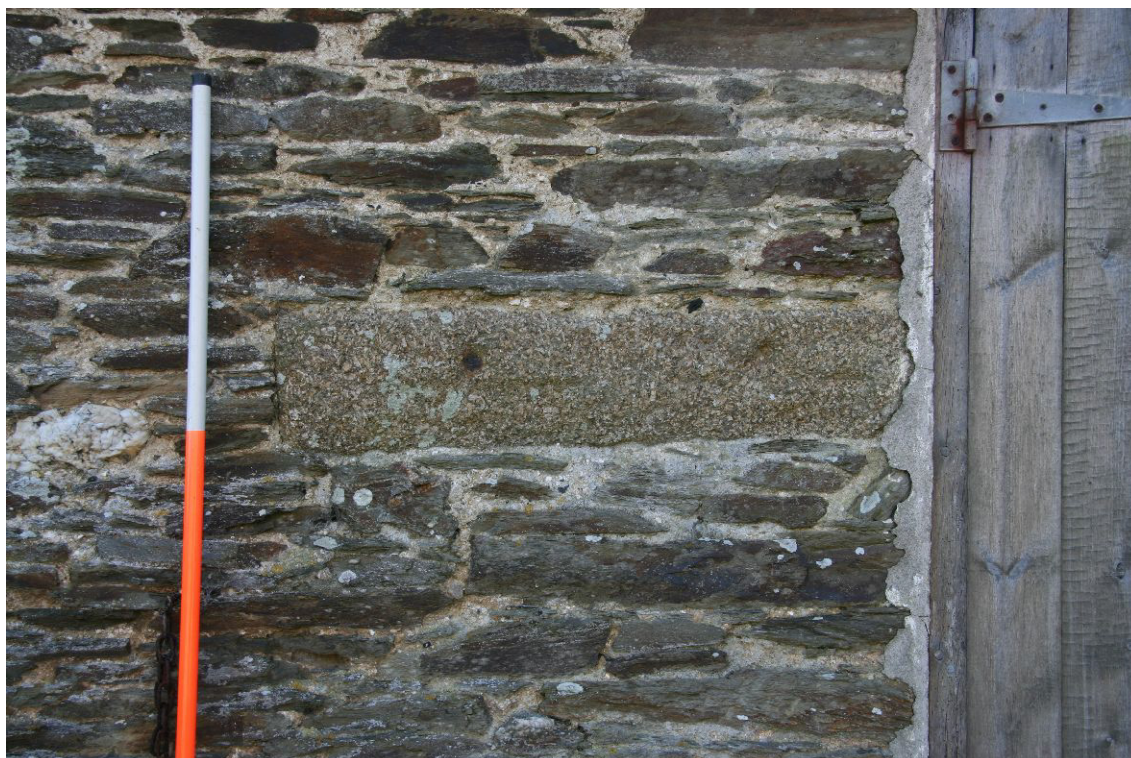


*Fig 24 Interior view of the calf-house, looking E*

The modern concrete floor is some 120mm higher than the original floor level, as evidenced by granite thresholds in the doorways. Insertion of the raised floor level necessitated alterations to the roof; the original tie-beams on the trusses were cut away and shortened to make collars at higher level.

The diagonal recessed feature to the R of the scale is probably for a hay rack.





*Fig 25 A sill or lintel of a 17<sup>th</sup> century 2-light window reused in the wall of the calf-house*



*Fig 26 NW Stable, front SE elevation*





*Fig 27 NW Stable, SW elevation and upper floor loading doorway*



*Fig 28 NW Stable rear elevation, showing secondary openings on upper floor*

## BRIEF FOR DESCRIPTIVE HISTORIC BUILDING RECORDING

**Date:** 3<sup>rd</sup> Dec, 2010  
**Address:** Tregew Farm, Old Kea, Truro.  
**Applicant:**  
**Agent:** RTP Surveyors

Historic Environment Advisor (Archaeology): Dan Ratcliffe, Cornwall Council, Historic Environment Service, 39 Penwinnick Rd, St Austell, PL25 5DR

### Local Planning Authority Officer:

This brief is only valid for six months. After this period the Historic Environment Planning Advice Officer (HEAA) 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 works on site shall take place until the HEAA and the Local Planning Authority (LPA) have approved the archaeological contractor's WSI.

## 1 Introduction

This brief has been written by the HEA and sets out the minimum requirements for the production of a 'Level 2 descriptive record' as defined by English Heritage in *Understanding Historic Building: A guide to good recording practice* (2006). A Level 2 record provides an archive quality record of a building in its current state, an assessment of its significance and an indication of its potential for further research. It need provide only a basic analysis of the building concerned but should be capable of forming the basis of later more detailed analysis where required.

A Level 2 record is required in order to discharge condition 9 of planning consent LB07/0550/10/R.

## 2 Site Location

The buildings proposed for conversion are located at the settlement of Tregew, about 1km west of the Fal Estuary above its subsidiary creeks of Cowland and Lamouth at OS grid reference SW 8270 4048.

## 3 Planning Background

PPS5 *Planning for the Historic Environment* (DCLG 2010) states that where the Local Planning Authority decides that a loss of significance is justified by the merits of a scheme requiring consent, then planning obligations should be imposed to *record and advance understanding of the heritage asset*. The LPA has therefore imposed the following condition-

"No works 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 by the applicant and approved



in writing by the Local Planning Authority in consultation with the County Archaeologist”

The applicant, their agents and any subcontractors should note that where there are other conditions requiring satisfaction in advance of the commencement of works on site; it is the responsibility of the applicant to liaise with the planning officer concerned to ensure that the timetabling of these works is managed .

#### **4 Site Background**

The buildings proposed for conversion by this application consist of two barns associated with the 17th century Grade II Listed Tregew Farmstead. Tregew is recorded on the Cornwall and Scilly Historic Environment Record as MCO17285 ‘Medieval, Early Medieval Settlement’. The settlement of Tregew was first recorded in 1208. The name is Cornish and contains the elements tre, ‘estate, farmstead’, and kew, ‘hollow, enclosure’. The element tre implies a settlement of early medieval origin. It has been suggested that a fragment of worked stone recorded nearby may have come from a medieval building at Tregew. The buildings proposed for conversion include a two storey barn with a probable later semi-circular extension to the rear, presumably provided for horse-traction.

#### **5 Requirement for Work**

Conversion of the building is likely to remove, replace or obscure building fabric, fixtures and fittings with the potential to advance our understanding of such increasingly rare vernacular buildings of this period.

Post medieval farm buildings have been identified by HES as a heritage assets for their archaeological, historic and architectural significance in addition to their contribution to the unique historic character of the county. They provide information on building techniques, architectural styles and on the changing social and economic nature of Cornish life. The proposed changes may constitute a significant and irreversible change to the building’s significance. A record is required in order to inform these changes; to advance our understanding of the building type and of this example in particular; and to add to the evidence base for future planning decisions.

##### Aim of the work.

To provide a basic, written, measured/drawn and photographic record of the buildings concerned at an appropriate scale and level of detail to permit a full proper understanding of its present state.

This recording needs to be directed by a specialist who will ‘read’ the structure and record the important details. This person will be expected to produce a basic survey or to adapt one produced by a capable building surveyor. As much of the building will be retained following these works, recording should be concentrated on what will be removed or changed. Nevertheless it is vital to convey the context for the parts in question to inform future understanding.

The report should briefly demonstrate an understanding of the building in its typological context. It is not intended be an exhaustive analysis of the building but to be optimised towards the recording of those features to be lost

within the wider context of the building. The archive record should be produce evidence capable of later further analytical development.

## **6 General Methodology**

- 6.1 All stages of the investigation shall be supported by a written scheme of investigation (WSI).
- 6.2 The archaeological or historic building contractor is expected to follow appropriate codes of practice – i.e. those of the Institute for Archaeologists (IfA) / Institute of Historic Building Conservation (IHBC).
- 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.
- 6.5 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.
- 6.7 Documentary research will be undertaken before the commencement of fieldwork and will establish the nature and extent of existing records and understanding of the assets involved. Research will include consultation of historic Ordnance Survey and Tithe mapping, the Cornwall and Scilly Historic Environment Record, the Cornwall Record Office, relevant Local Studies Libraries and other relevant collections.

## **7 Site Recording Methodology**

***Note: Where the brief is for mitigation recording of a conversion where most significant fabric will remain accessible for future study recording should be targeted on material to be lost with only sufficient recording of other parts of the building to provide sufficient context for the detailed record.***

- 7.1 The drawn record need not be comprehensive and act principally to support the photographic and written descriptive record but as a minimum should include
  - o measured plans of all floors at 1:50 or 1:100 as appropriate
  - o a site plan at 1:500
  - o Measured elevations shall be required, only where these are necessary to an understanding of a building's design, development or function and are not more readily obtained by photography.
  - o a phased plan if the building's constructional complexity and the extent of proposed works warrants this, and
  - o a plan annotated to show the location, shot number and direction of all photographs.



*In some cases it may be appropriate to use a diagrammatic sketch not necessarily to scale to demonstrate features not apparent on measured drawings or photography*

Plans may be based on existing architectural survey data where this exists but these must be checked on site to ensure acceptable accuracy and detail and should be recast where necessary to standard EH conventions as illustrated in *Understanding Historic Buildings* as appropriate to Level 1 and 2 surveys. All plans must be tied to the OS grid, show a north point and be accompanied by suitable labelling and naming of parts.

- 7.2 The photographic record shall include
- o A general view or views of the building in its wider setting or landscape
  - o The building's external appearance- a series of oblique views of all external elevations. Where individual elevations show complex stratigraphy views perpendicular to the elevational frame may be appropriate.
  - o The overall appearance of principal spaces.
  - o Any relevant details such as machinery, fittings, graffiti, ephemera and decorative or structural detail not apparent from wider shots

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. For both general and specific photographs, a photographic scale shall be included.

7.4 The written record shall include items 1-3 as set out in *Understanding Historic Buildings* section 4.5.2 and include a summary description. The following may act as a useful *aide memoire* to the details required.

- o Building type and function
- o Date of construction and any subsequent alteration
- o Architect / style of design
- o Materials, method of construction
- o Plan form
- o Façade treatment and fenestration
- o Interiors, particularly fixtures and fittings and internal arrangements
- o Subsidiary features such eg. machinery, ephemera. decoration
- o Historical significance
- o Source materials
- o The setting of the building in the landscape / townscape

The account should briefly demonstrate an understanding of the building in its typological context. Conclusions should be drawn regarding the building's development and use but there need not be detailed discussion of the evidence on which these conclusions are based. It is not intended be an exhaustive analysis of the building but to be optimised towards the recording of those features to be lost within the wider context of the building.

## 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 County 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 table of contents.
  - The building's precise location in National Grid and address form.
  - 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.
  - The date of the record, name of recorder(s) and the location and contents of the deposited archive.
  - A location map, copies of any plans/drawings and copies of such photographs as necessary to illustrate the written description with appropriate annotation.
  - A written description of the building and its structure, materials and layout.
  - A full bibliography where external sources have been used.
  - A copy of the brief and approved written scheme of investigation (WSI) will be included as an appendix.
  - A digital copy of all photographs (in .TIFF format) making up the archive record to be bound into the rear cover of the HER / HEAA copy of the report on CDR or DVDR.

## 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, all drawn materials and all archive quality photographic prints and negatives shall be deposited with the appropriate organisation within two months of the completion of the full report and confirmed in writing with the HEAA.
- 9.3 Documentary archives will normally be deposited with the Cornwall Record Office. Photographic archives are normally deposited with the Cornwall Museum.
- 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 HEAA.

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

## Historic Environment Projects, Cornwall Council



### Tregew Farm barns: Written Scheme of Investigation for historic building recording

Client: Mr W and Mrs R Buckley  
Client contact: Andrew Miller, RTP Surveyors, Falmouth  
Client tel: AM 01326 310620  
Client email: [Andrew@rtpsurveyors.co.uk](mailto:Andrew@rtpsurveyors.co.uk)

### Site history

Tregew is located in Feock parish at NGR SW 8270 4048. According to the Cornwall Historic Environment Record the settlement of Tregew is first recorded in 1208. The name is Cornish and contains the elements tre, 'estate, farmstead', and kew, 'hollow, enclosure'. The element tre implies a settlement of early medieval origin. Tregew is mentioned in the early 17th century. The present farmhouse is grade II listed and is of 17th century origin. The largest older farm building (the barn) is shown on the parish Tithe map of c1840 and the smaller outbuildings are shown on the earlier large scale OS maps (c1880 and 1907).

### Project background

Planning consent has been granted by Cornwall Council for conversion of the outbuildings (ref. LB07/0550/10/R). Consent is subject to conditions, and the historic environment condition reads:

No works 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 by the applicant and approved in writing by the Local Planning Authority in consultation with the County Archaeologist.

Historic Environment Projects was subsequently contacted by RTP Surveyors (Falmouth) on behalf of the owners. A brief outlining the required recording works was prepared by Dan Ratcliffe, Historic Environment Advisor (Archaeology), on behalf of the County Archaeologist. This brief stated:

Conversion of the building is likely to remove, replace or obscure building fabric, fixtures and fittings with the potential to advance our understanding of such increasingly rare vernacular buildings of this period.

#### Aim of the work

To provide a basic, written, measured/drawn and photographic record of the buildings concerned at an appropriate scale and level of detail to permit a full proper understanding of its present state.

This recording needs to be directed by a specialist who will 'read' the structure and record the important details. This person will be expected to produce a basic survey or to adapt one produced by a capable building surveyor. As much of the building will be retained following these works, recording should be concentrated on what will be removed or changed. Nevertheless it is vital to convey the context for the parts in question to inform future understanding.



An estimate of costs was prepared by HE Projects and agreed by the clients. This Written Scheme of Investigation (WSI) sets out the intended works, the methodology employed and the arrangements for project monitoring.

## Aims and objectives

The principal aim of the study is to gain a better understanding of the farm outbuildings. 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 brief study of historical material, followed by a photographic survey, annotation of existing measured drawings and the production of brief building descriptions. The analysis of these will inform a summary report.

### Desk-based research

A rapid search will be made of readily available historical material, including the parish Tithe Map (c1840), early OS editions (c1880 and c1907), air photos, as well as information held in local archives. For the latter, an online search will be made prior to visiting archives.

### Fieldwork: photographic recording

A 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.

### Measured survey

Copies of existing measured drawings will be made available by the client or agent. Field copies of drawings will be annotated with additional information as necessary, such as clues to build and changes of function, as well as dating evidence.

### 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 Historic Environment Record standards. All monochrome photographs will be archived using the HER photo database.
- Digital colour photographs (stored according to HER guidelines and copies of images made available to the client). Final images will be stored in the archive in uncompressed TIF format.
- Processing of final drawings
- Vernacular building records.
- The site will be entered on English Heritage/ADS online index of archaeological interventions (OASIS)

### **Archive report**

The brief requires that the report includes:

- A concise non-technical summary of the project results.
- A table of contents.
- The building's precise location in National Grid and address form.
- A brief history of the site.
- The aims and methods adopted in the course of the investigation.
- The date of the record, name of recorder(s) and the location and contents of the deposited archive.
- A location map, copies of any plans/drawings and copies of such photographs as necessary to illustrate the written description with appropriate annotation.
- A written description of the building and its structure, materials and layout.
- A full bibliography where external sources have been used.
- A copy of the brief and approved written scheme of investigation (WSI) will be included as an appendix.
- A digital copy of all photographs (in .TIF format) making up the archive record to be bound into the rear cover of the HER / HEAA copy of the report on CDR or DVDR.

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 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. Archive standard negative holders and archive print holders, to be stored in the HE system until transferred to the Royal Cornwall Museum.
3. The project archive will be deposited initially at Pound and Company, Penryn and in due course (when space permits) at Cornwall Record Office.

## Timetable

The study is anticipated to be commenced during December 2010. As there are issues concerning structural safety of the building and the need to install support scaffolding, fieldwork will be undertaken at the earliest opportunity.

The archive report will be completed by the end of January. The deposition of the archive will be completed within a month 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 Advisor (Archaeology). Where the HEAA 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 Historic Environment, Cornwall Council (HE). HE employs some 20 project staff with a broad range of expertise, undertaking around 80 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

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 Historic Environment 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.

### 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, 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.

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