# **CHESTERS STABLES**

HUMSHAUGH, NORTHUMBERLAND

## **BUILDING RECORDING**



May 2018

Prepared for Doonan Architects by
Alan Williams Archaeology, 216 Wingrove Road
Fenham, Newcastle upon Tyne, NE4 9DD
alanwilliamsarchaeology@gmail.com

#### **CONTENTS**

#### **SUMMARY**

- 1. THE DEVELOPMENT
- 2. ARCHAEOLOGICAL REQUIREMENT
- 3. ARCHIVE AND REPORT
- 4. CHESTERS STABLES
- 4.1 Background
- 4.2 Layout and External Elevations of the Stables
- 4.3 Internal Elevations
- 4.4 Interiors
- 5. SOURCES
- 6. PLANS AND ELEVATIONS (Doonan Architects)
- 7 PLATES
- 8. KEY TO PLATE LOCATION
- 9. BRIEF and WSI

Planning Ref:15/04317/FUL; 15/043/LBC

Northumberland Conservation Ref: T29/225256

OASIS reference: alanwill1-317755

#### **FIGURES**

Figure 1A:The locality of Chesters Stables. The village of Wall lies to the south east

1B: The stables lie across the Military Road from Chesters House and the walled garden.

Figure 2: The location of Chesters Stables (circled in red) as shown on the second edition Ordnance Survey (1897).

- Figure 3: Chesters Stables. Ground-floor plan (Doonan Architects Drawing E03).
- Figure 4: Chesters Stables. First-floor plan (Doonan Architects Drawing E04).
- Figure 5: Chesters Stables. External elevations (Doonan Architects Drawing E07).
- Figure 6: Chesters Stables. Internal elevations (Doonan Architects Drawing E06).
- Figure 7: Amended by Peter Ryder from Doonan base plan.
- Figure 8: Chesters Stables. Location and direction of view of photographs.

external to the ranges and within the courtyard.

- Figure 9: East Range: The Mares' Stalls and Loose Box (North to right).
- Figure 10: The North Stalls (west block) and Tack Room.
- Figure 11: The North Stalls (east block); Hay Store (ground floor) and Fodder Store.
- Figure 12: The Eastern Domestic Ranges. Ground (left) and First Floor.
- Figure 13: The Horse Wash at the north-east angle of the ranges.
- Figure 14: The Coach Houses either side of the Gatehouse.
- Figure 15: Accommodation in the West Range. Ground (left) and First Floor.
- Figure 16: Gatehouse (first-floor and stairs).

#### **PLATES**

Front Cover: Tethering ring in one of the stables in the east range.

- Plate 1: Chesters Stables. Looking north from the Military Road.
- Plate 2: The gatehouse.
- Plate 3: Chesters Stables from the south-east.
- Plate 4: The south-east corner of the building

- Plate 5: Projecting domestic block. Centre of the east range. Looking west.
- Plate 6: The north-east corner of the building. Looking south-west.
- Plate 7: The north face of the building and timber offshot. Looking west.
- Plate 8: Projecting block in the north face of the north range. Looking south.
- Plate 9: The western half of the south range of the building. Looking north.
- Plate 10: The south-west corner of the building. Looking north.
- Plate 11: The courtyard. Looking north-westat the north and west ranges.
- Plate 12: The courtyard. Looking south-west at the south and west ranges.
- Plate 13: The courtyard. Looking east at the east range.
- Plate 14: The courtyard. Looking south-west across the west range
- Plate 15: The courtyard. Looking north at the eastern part of the north range.
- Plate 16: The courtyard. Looking north at the western part of the north range.
- Plate 17: The courtyard. Looking south at the gatehouse.
- Plate 18: The courtyard. Looking south at the western part of the south range.
- Plate 19: The courtyard. Looking south at the eastern part of the south range.
- Plate 20: The courtyard. Looking east across the face of the north range.
- Plate 21: The courtyard. Looking west across the eastern end of the north range.
- Plate 22: Western side of the ranges. Looking south..
- Plate 23: The mounting block. Looking south.
- Plate 24: Looking south through the gatehouse.
- Plate 25: Doorway on the east side of the entrance arch.
- Plate 26: Looking south along the front of stalls in the mares' stables.
- Plate 27: Looking north along the front of stalls in the mares' stables.
- Plate 28: An oblique view of a stall in the mares' stables.
- Plate 29: An oblique view of a stall in the mares' stables.
- Plate 30: A stall in the mares' stables.
- Plate 31: Feeding trough and manger in one of the stalls in the mares' stables.
- Plate 32: Partition screen between stalls in the mares' stables.
- Plate 33: South wall with attached 'partition' in the mares' stables.
- Plate 34: Looking north at the planked ceiling in the mares' stables.
- Plate 35: Drainage channel and non-slip concrete floor in the mares' stables.
- Plate 36: Ornamented tethering ring in the mares' stables.
- Plate 37: Looking east at the feeding trough and manger in the loose box.
- Plate 38: Looking south-west in the loose box.
- Plate 39: Looking north-west in the loose box.
- Plate 40: Door with grille into the mares' stables from the loose box. Looking north.
- Plate 41: Manger in the loose box.
- Plate 42: Trough in the loose box.
- Plate 43: Horse boxes in the north range. West block looking west.
- Plate 44: Horse boxes in the north range. West block looking east.
- Plate 45: Horse boxes in the north range. One of the boxes in the west block.
- Plate 46: Inside one of the horse boxes. Non-slip concrete floor and manger and trough.
- Plate 47: Manger in one of the horse boxes.
- Plate 48: Partition screen in one of the horse boxes.
- Plate 49: Passage way in front of the hay store. Looking east.
- Plate 50: Cupboard in the passage way south of the horse boxes. Looking east.
- Plate 51: Passage south of the hay store. Looking east.
- Plate 52: Eastern block of horse boxes in the north range. Looking east.
- Plate 53: Eastern block of horse boxes in the north range. Looking west.
- Plate 54: Feed chute in the east block of horse boxes.
- Plate 55: Staircase up to the fodder store.
- Plate 56: Looking down the staircase from the fodder store.
- Plate 57: The fodder store. Looking south-west across the staircase.

- Plate 58: The fodder store. Looking south.
- Plate 59: The fodder store. Looking south-east.
- Plate 60: The fodder store. Looking north.
- Plate 61: Hay store. Looking west at boxed staircase to fodder store above.
- Plate 62: Hay store. Looking north-east.
- Plate 63: Tack room with supports for saddles. Looking north.
- Plate 64: Tack room. Saddle supports in north wall. Looking north-east.
- Plate 65: Tack room. Pegs for harness.
- Plate 66: Tack room. Looking south.
- Plate 67: Corridor to living room in eastern domestic block. Looking south towards stables.
- Plate 68: Shelving in utility room.
- Plate 69: Fireplace in living room in east domestic block.
- Plate 70: Living room in east domestic block. Looking south-east.
- Plate 71: Fireplace in corner of kitchen in east. Domestic block. Looking south-east.
- Plate 72: Staircase up to first floor in east domestic block.
- Plate 73: Fireplace in bedroom in east domestic block.
- Plate 74: Fireplace in bedroom in east domestic block.
- Plate 75: Entrance to horse wash from courtyard. Looking north-east.
- Plate 76: Horse wash. Looking east.
- Plate 77: Horse wash. Looking west towards entrance.
- Plate 78: Horse wash. Looking west to arched door in south wall.
- Plate 79: Horse wash. Door in north wall.
- Plate 80: Horse room. The roof structure. Looking south.
- Plate 81: Coach house 2 from the courtyard. Looking south-east.
- Plate 82: Entrance door with grille to coach house 2. Looking south.
- Plate 83: Interior of coach house 2. Looking north-east.
- Plate 84: Interior of coach house 2. Looking south.
- Plate 85: Trough in coach house 2. Looking south-east.
- Plate 86: Coach house 1. External view from courtyard. Looking south-west.
- Plate 87: Entrance door with grille to coach house 1. Looking south.
- Plate 88: Interior of coach house 1. Looking north-west.
- Plate 89: Interior of coach house 1. Looking south.
- Plate 90: Interior of coach house 1 with trough in corner. Looking south-east.
- Plate 91: West domestic block. Looking south.
- Plate 92: West domestic block. Bathroom. Looking west.
- Plate 93: West domestic block. Looking east.
- Plate 94: West domestic block. Kitchen. Looking north-east.
- Plate 95: West domestic block. Living room. Looking east.
- Plate 96: West domestic block. Kitchen. Looking east.
- Plate 97: Gatehouse. Staircase to first floor. Looking north.
- Plate 98: Gatehouse. Staircase down to ground.
- Plate 99: Gatehouse. First-floor room.
- Plate 100: Gatehouse. First-floor corridor.
- Plate 101: Gatehouse first floor. Windows looking south.
- Plate 102: Gatehouse first floor. Entrance hatch to clock cupola.
- Plate 103: Mechanism of clock.
- Plate 104: Clock cupola.
- Plate 105 First-floor landing in the west accommodation block. Looking east.
- Plate 106 First-floor accommodation. Bedroom looking north-west.
- Plate 107 First-floor accommodation. Bedroom looking north-east.
- Plate 108 First-floor accommodation. Dressing room.

#### SUMMARY

The substantial and imposing Chesters Stables (listed grade II\*) was constructed in a free Baroque style towards the end of the 19<sup>th</sup> century by FW Rich, a well-known local architect as one component of the Chesters estate. The ranges sit around a rectangular courtyard entered from the south through a pedimented gatehouse surmounted by a cupola with clock. All of the stable and stud arrangements and fixtures and fittings, within the north and east ranges, as well as adapted coach houses in the south range, survive. Domestic accommodation for the stables staff, substantially altered over time, was set in the east and west ranges.

A planning application has been passed by Northumberland County Council for the development of the disused stables which forms a part of Chesters Estate. This has involved change of use of the ranges which now accommodates eight holiday lets, three single-storey extensions and provision of new on-site access road and car parking.

Because the stables are listed and of recognised historic and architectural interest, a programme of historic building recording work was requested by Northumberland County Council Conservation as part of the planning requirement. A detailed historical and structural description of the building was previously provided by Peter Ryder (Ryder 2014) as supporting information for the application. This document, to fulfil the requirement, follows Ryder's report and provides in addition a drawn and photographic record of the stables.

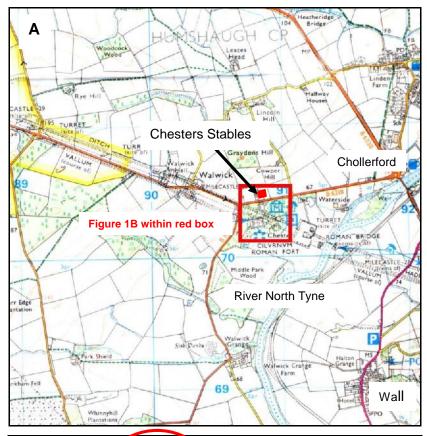
#### 1. THE DEVELOPMENT

- **1.1** A planning application has been passed by Northumberland County Council for the development of the grade II\* listed Chesters Stables (Latterly Stud Farm), parish of Humshaugh, Northumberland (see figure 1) which lie to the north of Chesters House (NY 9086 7048). This involves change of use of the presently disused building ranges to accommodate eight holiday lets, three single-storey extensions and provision of new on-site access road and car parking. The development has been designed to minimise loss to the historic structures and features but still involves changes to the original layout as well as loss of some historic features and the insertion of a number of new openings and entrances.
- 1.2 Although the stables lie in an historic landscape, in the vicinity of the Roman Wall (which can be seen fragmentarily in the grounds of Chesters House to the south) and Chesters Roman Fort, it is not considered that there will be any indirect (visual) or direct (physical) impact on the archaeological resource or historic landscape. However, because developments at Chesters Stables will impact directly on the structures, Northumberland Conservation (NC) advised Northumberland County Council Development Team that the development should have a condition placed on it requiring a programme of mitigation recording works (Condition 11). This sets out that:

A programme of historic building recording work is required in accordance with the brief provided by Northumberland Conservation (NC Ref. T29/2; 25256 dated 03/05/16). The archaeological scheme shall comprise three stages of work. Each stage shall be completed and approved in writing by the Local Planning Authority before it can be discharged:

- a) No development or archaeological mitigation shall commence on site until a written scheme of investigation based on the brief has been submitted to and approved in writing by the Local Planning Authority;
- b) The archaeological recording scheme required by the brief must be completed in accordance with the approved Written Scheme of Investigation;
- c) The programme of analysis, reporting, publication and archiving, if required by the brief must be completed in accordance with the approved Written Scheme of Investigation.

Reason: The site is of historic and archaeological interest in accordance with the Local plan policy BE29.



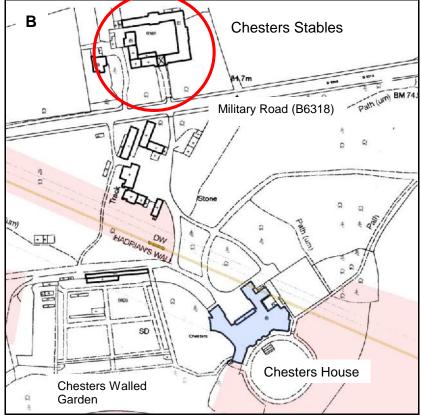


Figure 1 A:The locality of Chesters Stables. The village of Wall lies to the south east. **B:** The stables lie across the Military Road from Chesters House and the walled garden.

#### 2. ARCHAEOLOGICAL REQUIREMENT

- **2.1** Requirements are for a programme of building recording set out in sections 2 and 3 of the NC briefing document (Derham 2016):
  - Work has been carried out in compliance with the codes of practice of the Institute for Field Archaeologists and will follow the IfA Standard and Guidance for archaeological investigation and recording of standing buildings and structures;
  - The programme of building recording has been carried out to Historic England (HE) standards (English Heritage 2006)
  - The programme of building recording broadly adheres to level 2 of the HE guidelines set out in English Heritage 2006, but some additional items have been incorporated from other levels of the guidelines (Level 3, photographic recording). The report includes (as detailed in section 3.3 of the brief: A written account, a drawn record, a photographic record.
- **2.2** Specific issues addressed by the recording are set out in section 2 of the brief:
  - Significant fixtures and fittings surviving within the buildings, particularly those
    associated with the original use of the rangesd as a stables including walls,
    floors, partitions, fixtures and fittings, noting both similarities and variations
    across the site;
  - the development of the buildings, both individually and as a group;
  - Relationships between individual buildings
- **2.3** General Standards of recording are set out in section 3.4 of the briefing document.

#### 3. ARCHIVE AND REPORT

- **3.1** The archive is based on architect's drawings (prepared by Doonan Architects). The drawings are generally comprehensive including all components of the ranges.
- **3.2** Photographs have been taken in digital format. They include views and detailed shots as per the briefing document section 3 iii. The digital archive (photographs) has been deposited with ADS.

#### 4. CHESTERS STABLES

#### 4.1 Background

Chesters Stables, a substantial and imposing range of buildings, was established within Chesters Estate towards the end of the 19<sup>th</sup> century. It has been attributed to the architect Norman Shaw but was, in fact, constructed by FW Rich (Ryder 2014, 1), a well-known local architect. Ranges are set around a rectangular courtyard to the north of the Military Road (B6318) a little way to the west of Chollerford and east of Walwick within the Chesters Estate. The courtyard is entered from the south through a pedimented gatehouse surmounted by a cupola with clock. All of the stable and stud arrangements and fixtures and fittings, set within the north and east ranges, survive. Domestic accommodation for the stables staff was set in the east and west ranges in two-storey blocks. A detailed historical and structural description of the building has been provided by Peter Ryder (Ryder 2014). The following notes, accompanying a photographic record of the stables, follows or paraphrases Ryder's report.

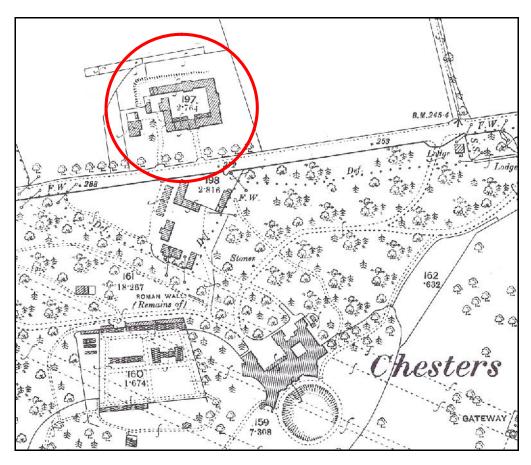
#### 4.2 Layout and External Elevations of the Stables (Plates 1 to 10)

The stables, in a free Baroque style, are constructed of squared sandstone rubble with ashlar dressings and red-tiled roofs. Most openings have moulded surrounds and a number of doors have ogee arched panels on their lintels. Gables have elaborately moulded kneelers and moulded copings. Ranges are set around a rectangular courtyard, its long axis east-west. Largely single-storey, there are two-storey blocks at the centre of each range; those to east and west were constructed as accommodation for staff, that to the north as a fodder and haystore, that to the south as a monumental gatehouse and clock tower. An additional entrance to the courtyard runs in at the north-west corner via a smaller western court. The single-storey parts of the north range - flanking the fodder and hay store - were constructed as stables and ancilliary structures. Stabling also occupied the southern part of the east range with a horse wash at the north end. The rooms immediately south of the two storey accommodation block in the west range was stabling prior to expansion of accommodation. The two coach houses, flanking the gatehouse were converted to additional stabling at some point.

#### **South Frontage**

The south frontage, facing the Military Road, was made for impression. The richly decorated two-storey gatehouse sits at the centre of the range. It has a three-centred entrance arch flanked by pilasters, each with paired rusticated columns

which rise to support a pedimented gable above two casement windows with leaded lights. Single attached columns at the outer angles rise up to finials. East of the entrance arch is a doorway accessing the staircase to the first floor. Above all rises an ornate wooden 'clock-tower' cupola set on a splayed lead-covered base. There are clock faces to north and south and a weather vane set on the leaded dome above.



**Figure 2:** The location of Chesters Stables (circled in red) as shown on the second edition Ordnance Survey (1897).

Flanking the gatehouse are the two coach houses with chamfered plinth and cornice. Each coach house has three pairs of vertical slit lights (one pair per bay). East and west end 'pavilions' sit beyond the coach houses and project slightly forward. Three tall mullioned-and-transomed windows in each are flanked with pilasters with a shaped and pedimented gable above which have circular central windows and blind slits to either side.

#### East frontage

The centrepiece of the east elevation is a projecting two-storey accommodation block with a pair of mullioned windows on each floor and a gable that has elaborate kneelers, moulded copes and a ball finial. The single-storey stable block to the south (north of the east face of the corner 'pavilion') has five horizontal vents below the eaves and a single small window at its north end. The northern single-storey block has a mullioned-and transomed window towards its south end and at the north-east corner a simple gable with kneelers. A mullioned-and-transomed window below has been knocked through to form a doorway.

#### **North Frontage**

Here, two stable blocks, each with five horizontal vents below the eaves, flank a projecting two-storey central bay constructed as a fodder and hay store. This has two tiers of five vertical slit-vents each. Beyond the western stable block, the wall is blank but with a brick chimney-stack projecting from the eaves of the smithy.

#### **West Frontage**

The west elevation also has a projecting two-storey central bay of a similar pattern to that in the east frontage. The short single storey block to the north has a mullioned-and transomed window with a hipped roof. The north face has inserted door and window. The single storey block south of the central projecting bay was originally stables, with four horizontal vents below the eaves and a mullioned window at its south end and an inserted window further north. The end 'pavilion' has a mullioned-and-transomed window.

#### 4.3 Internal Elevations (Plates 11 to 23)

#### South

The interior face of the gatehouse is more workmanlike than that to the south, and rather less symmetrical. However, it retains the three-centred entrance arch with a moulded surround. There is a central mullioned-and transomed window above as well as two two-light windows to the east and a small single-light window below. The block is topped with a pedimented gable.

To either side of the gatehouse, both coach houses have a clerestory of small-paned casement windows set above the gables. Both coach houses have undergone conversion to provide additional stabling. As constructed, the coach houses were accessed through full-length sliding-screen timber doors. These survive only on the eastern coach house, replaced to the west with a blockwork frontage wall pierced by three doors accessing three inserted stalls. The eastern house has also been converted into three stalls with a timber screen to the rear of the sliding doors.

forming a corridor. A metal canopy projects from the western coach house but has been removed from the astern coach house. They were used as shelter when washing the coaches.

#### **East and West**

The projecting gabled central-bays in each range have near identical frontages, screened by an arcade - or loggia - of three elliptical arches carried on columns. The frontage proper, behind, consists of a central door with flanking mullioned-and-transomed windows. On the floor above, three mullioned-and-transomed windows are set symmetrically above the arches. On the west range, the single-storey block to the south of the central bay (and north of the corner 'pavilion') is fronted with two mullioned-and-transomed windows flanking an ogee-headed doorway, the lower part of which has been blocked and the remainder converted to a window. An arched entrance to the south of this has an inserted timber screen and door. The short single-storey block north of the central bay is screened by a further arch continuing the loggia. The eastern counterpart, north of its central block, has two arches carrying the arcade as far as the horse wash, accessed through a substantial archway with an inserted timber screen and door. The western range has two chimney stacks.

#### North

The central projecting block in the north range, a hay and fodder store, has a central ground-floor ogee-arched doorway flanked by transomed-and-mullioned windows with a pitching door above flanked to each side by three tall vents topped with loops. The flanking single-storey stable blocks have ogee-arched doorways (two to west, one to east) set between mullioned-and-transomed windows. The north range continues westwards from the stables, flanking a secondary entrance to the courtyard. These are ancilliary ranges including tack room, coal store and smithy. The frontage consists of mullioned-and-transomed windows with a wide-arched cart entrance into the coal store, a sash window in the smithy and flat-lintelled doors into the smithy and tack room.

#### 4.4 Interiors

#### The Gatehouse (Plates 23 to 25)

The entrance passage ceiling is of three bays, spanned by moulded transverse beams resting on ashlar corbels. A round-headed doorway, now boarded over, formerly allowed access to the lobby at the foot of the stairs rising on the east side of

the gate passage to the two rooms on the upper floor. These were probably offices, the southern room having a ceiling hatch for access to the cupola and clock.

#### Stables in the East Range (Plates 26 to 42)

In the east range, stalls lie at the south end of the block, comprising five, possibly originally six stalls set against the east wall with a corridor to the west. As with the northern stables, the walls within stalls are in green-glazed brick with an upper border of red-glazed brick. Floors are of grooved non-slip concrete with open drain channels through each stall running into a longitudinal channel along the corridor. As with the northern stalls, partitions are of half-height vertical boards but with the bars above sweeping down to a cast-iron post with ball finial. As with the northern stables, on the rear wall of each stall is a tethering-ring ornamented with a central 10 point star and a surrounding collar. Horizontal vents in the back walls of the stalls are closed with top-opening casements, running at oblique angles through the wall to accommodate the pattern of internal stalling and external symmetry. The ceiling is boarded.

At the south end of the stalls, a door with vertical bars in its upper part opens into a separate loose box set within the south-east pavilion. This has boarded side walls with white glazed-brick above. At some time, a north-south partition was removed, leaving the outline of a post in the north wall. There are three windows in the south wall, two with lower lights obscured by the wooden panelling, one with internal bars and to full height. There is one vent in the east wall and an ornamented tethering post in the same wall with a running bar below, as well as a feed trough and a manger in the north-east and south-east corners respectively.

#### Stables in the North Range (Plates 43 to 54)

In the north range, Stables lie in the single storey blocks to the east and west of the hay store. There are five stall compartments to each side set against the north wall of the range with a corridor to the south. The blocks have floors in a grooved non-slip concrete and walls of glazed white brick. The stalls, themselves, are faced in glazed pale-green brick with an upper border of red glazed-brick. All the stalls are partitioned with vertical boards and with closely-set circular bars, above. Entrance doors to each stall are of the same pattern, hung between cast-iron posts with ball finials (with the makers name cast on each post). Each stall has feed and drinking troughs set obliquely in the eastern angles and a 'Y' plan drainage channel running out into a longituduinal drain along the corridor. On the rear wall of each stall is an

ornamented tethering ring with a central 10 point star and a surrounding collar. Horizontal vents in the back walls of the stalls are closed with top-opening casements. They run at oblique angles through the wall in the eastern block to accommodate internal stalling and external symmetry. The ceiling is underdrawn and boarded.

On the south wall of the stables, within the window recesses which continue to ground level, are inset cupboards with sliding doors and arched recesses for taps, alongside. To each side of the central fodder and hay store (within the corridor flanking the stalls) wooden chutes run down the walls. They provided feed directly to the ground-floor from first-floor grain hoppers.

#### Fodder Store (Plates 55 to 60) and Hay Store (Plates 61 and 62)

This block, comprising hay store on the ground floor and fodder store above, lies at the centre of the north range between the stables. The ground floor room lies to the north of the corridor along the range. It has two vertical slit vents in the north wall and when photographed, no other features. The fodder store above is accessed by a wooden staircase rising from the corridor and also has a pitching door on the south frontage. The single room contained a number of hoppers for feed with grain chutes down to the stables (plates 49 and 54). The walls are rendered to mid-height with exposed stonework above. The roof is of three bays, formed of collar-beam trusses with raised king-posts.

#### The Tack Room (Plates 63 to 66)

This room lies to the west of the north stable block. The rows of hooks, pegs and supports for stables on the walls indicate that it functioned as a tack room. What would appear to have been a cartshed with double doors lies to the west with a smithy beyond. Neither room was available for photography when the survey was carried out, although Ryder describes the smithy as containing a hearth at its northeast corner with a brick flue running back in to the wall with a low recess running into the north wall alongside. The cartshed was empty.

# Domestic Accommodation (Plates 67 to 74 for the East Range; 91 to 96 and 105 to 108 for the West Range)

Accommodation and facilities for the stable staff originally took up the eastern and western two-storey central blocks. As constructed, both were similar, and both then expanded along their respective ranges. The eastern block consists of a large main room on the ground floor with doors to north and south (north into kitchen, the south

entering a small utility space) and an external door from the arcade passage to the west into a small entance lobby (a later addition). It has boarded walls and ceiling with a fireplace in the north wall. There is a kitchen to the north with a small fireplace set obliquely into its south-east corner. A staircase runs to the first-floor from the lobby. Upstairs are two bedrooms, both with fireplaces, and a bathroom.

As mentioned, accommodation in the west range was initially similar to the eastern block, with a large room encompassing much of the ground floor of the central two-storey block with a substantial stone fireplace in the north wall. An entrance lobby was added internally on the east wall and a bathroom under the staircase on the south wall. Upstairs are two bedrooms with original hearths and a dressing room in the south-east angle at the top of the stairs. Eventually, accommodation extended down the southern part of the west range, a kitchen, bedroom and bathroom taking over two former stalls and the space over a heating chamber. The pavilion was always used for the staff, originally as a mess area (the large eastern room), pantry and scullery. These rooms were eventually converted for residential use and included a bedroom incorporating the scullery and pantry with a living room occupying the former mess.

#### Horse Wash (Plates 75 to 80)

This room lies immediately to the south of the eastern end of the north stable block in the east range. As constructed, its arched west wall opened out, without a door, into the courtyard. The room is faced with buff tiles and has a series of tethering rings on its east wall and a low arched opening for a tap on its south wall. Entrances into the room include an ogee-arch doorway into the north stable block, a segmentally arched doorway into the north end of the arcade passage and a flatheaded doorway into the kitchen of the accommodation block to the south. The roof is formed of arch braces rising from moulded corbels.

#### Coach Houses in the South Range (Plates 81 to 90)

Both coach houses are faced internally with light buff brick and have boarded ceilings and timber roof structures with iron tie beams. Internal divisions (timber in the eastern range, blockwork in the western), forming three rooms per coach house, are insertions, marking conversion of the coach houses to additional stabling for the stud farm.

#### 5. SOURCES

Derham, K (2016) Chesters Stud Farm, The Chesters, Humshaugh, Northumberland: Brief for Historic Building Recording 3/5/16

Ryder, P (2014) The Stables Block, Chesters, Humshaugh, Northumberland: An historic building assessment

## 6. PLANS AND ELEVATIONS Doonan Architects (figs. 3 to 6) and Ryder (fig. 7)

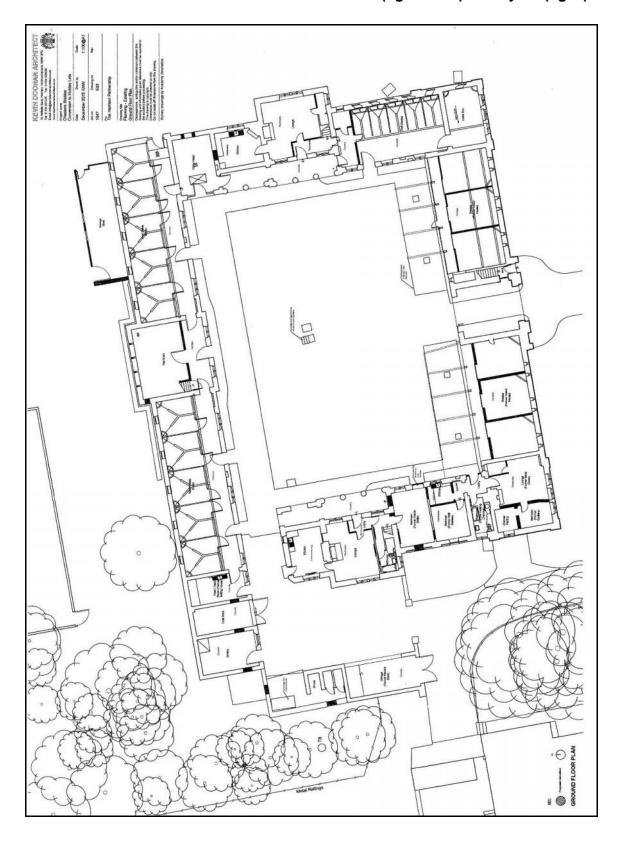


Figure 3: Chesters Stables. Ground-floor plan (Doonan Architects Drawing E03).

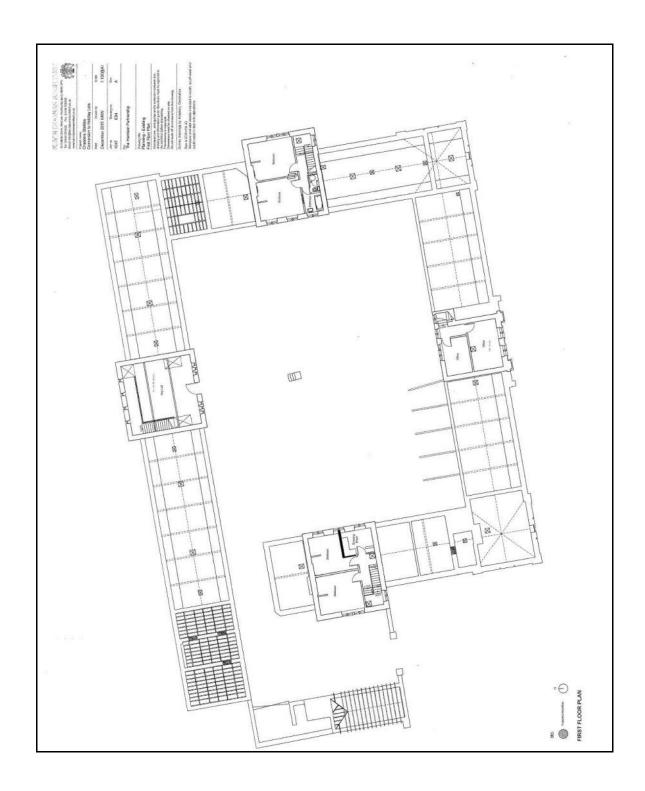


Figure 4: Chesters Stables. First-floor plan (Doonan Architects Drawing E04).

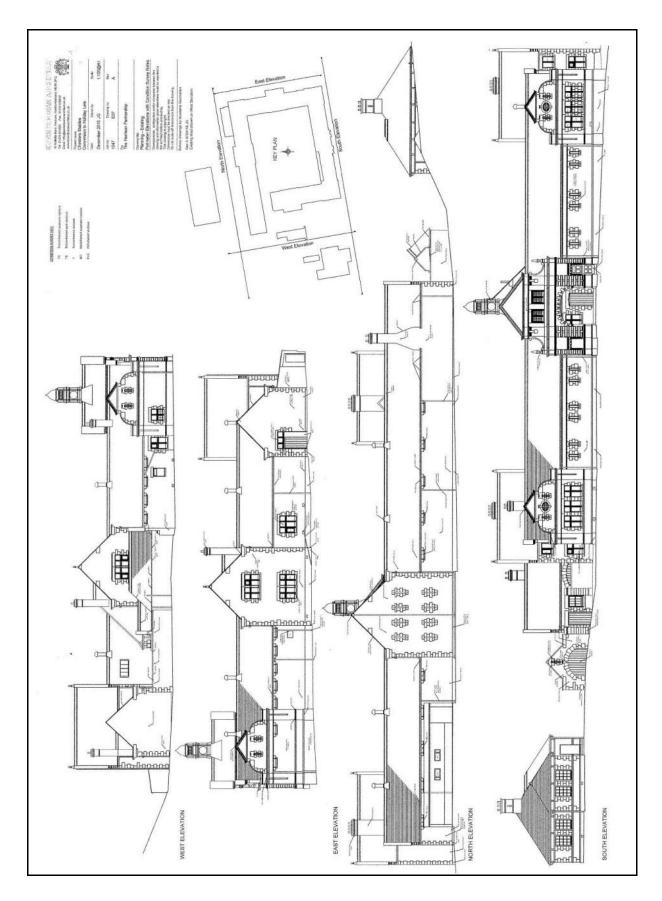


Figure 5: Chesters Stables. External elevations (Doonan Architects Drawing E07).

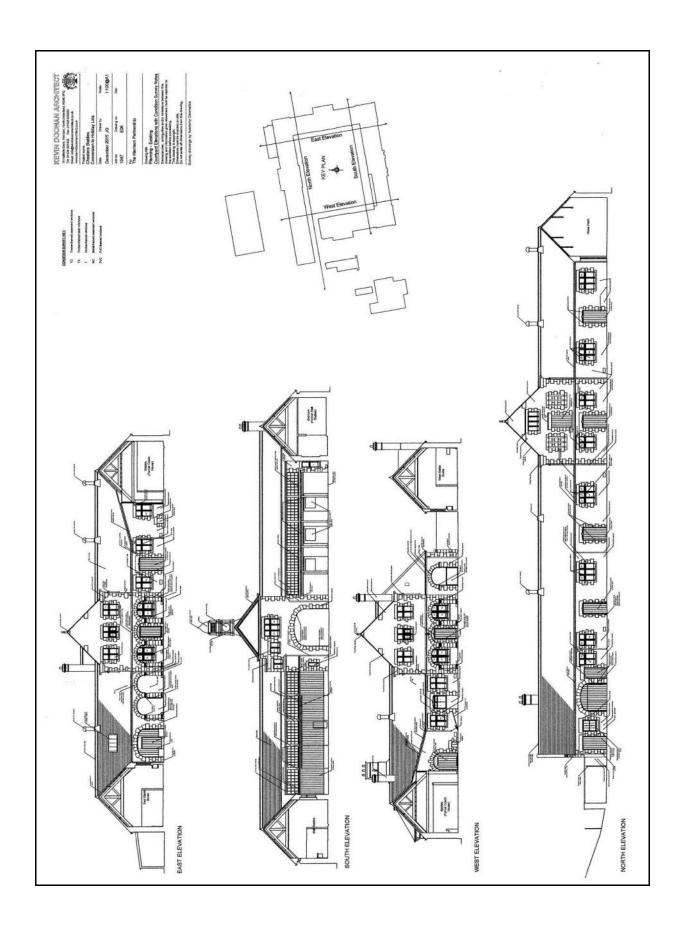


Figure 6: Chesters Stables. Internal elevations (Doonan Architects Drawing E06).

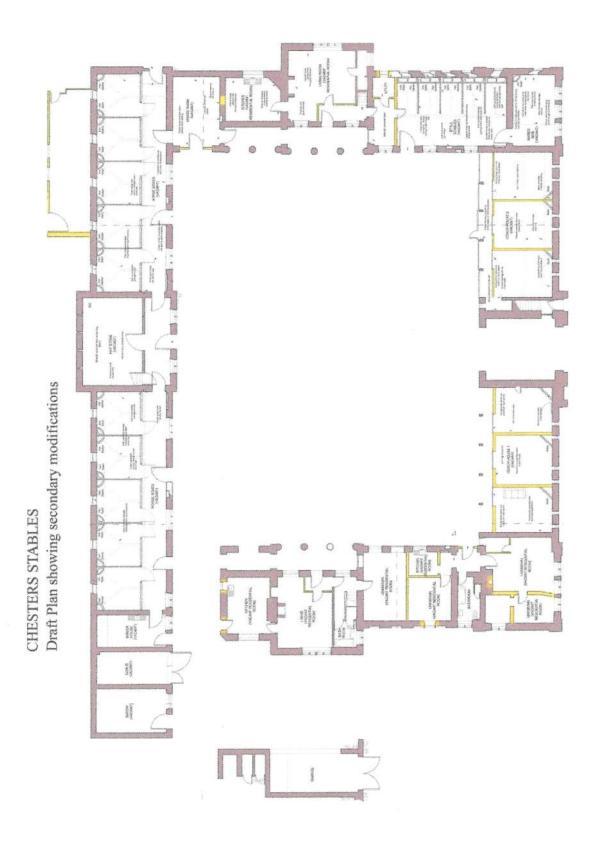


Figure 7: Chesters Stables: Amended by Peter Ryder from Doonan base plan.

# PHOTOGRAPHIC RECORD External



Plate 1: Chesters Stables. Looking north from the Military Road.



Plate 2: The gatehouse



Plate 3: Chesters Stables from the south-east.

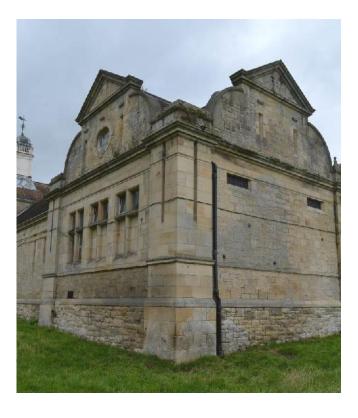


Plate 4: The south-east corner of the building



Plate 5: Projecting domestic block. Centre of the east range. Looking west.



Plate 6: The north-east corner of the building. Looking south-west.



Plate 7: The north face of the building and timber offshot. Looking west.



Plate 8: Projecting block in the north face of the north range. Looking south.



Plate 9: The western half of the south range of the building. Looking north.

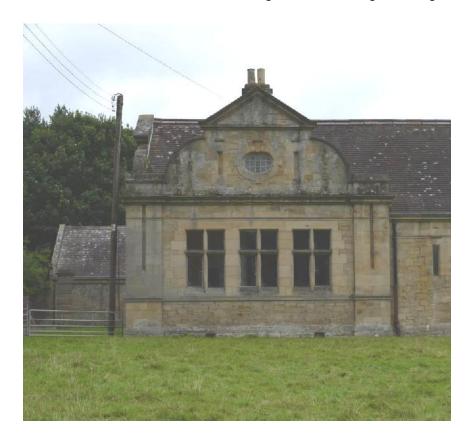


Plate 10: The south-west corner of the building. Looking north.

### The Courtyard and Gatehouse



Plate 11: The courtyard. Looking north-westat the north and west ranges.



Plate 12: The courtyard. Looking south-west at the south and west ranges.



Plate 13: The courtyard. Looking east at the east range.



Plate 14: The courtyard. Looking south-west across the central block of the west range.



Plate 15: The courtyard. Looking north at the eastern part of the north range.



Plate 16: The courtyard. Looking north at the western part of the north range.



Plate 17: The courtyard. Looking south at the gatehouse.



Plate 18: The courtyard. Looking south at the western part of the south range.



Plate 19: The courtyard. Looking south at the eastern part of the south range.



Plate 20: The courtyard. Looking east across the face of the north range.



Plate 21: The courtyard. Looking west across the eastern end of the north range.



Plate 22: Western side of the ranges. Looking south..



Plate 23: The mounting block. Looking south.



Plate 24: Looking south through the gatehouse.

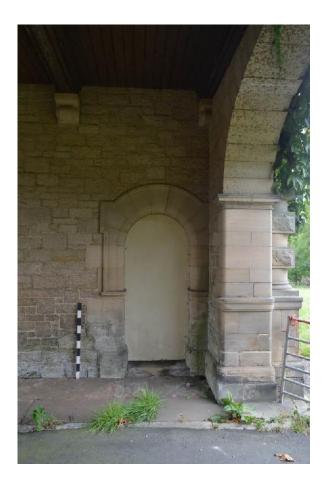


Plate 25: Boarded-up door on the east side of the entrance arch.

### Stables in the East Range



Plate 26: Looking south along the front of stalls in the mares' stables.



Plate 27: Looking north along the front of stalls in the mares' stables.

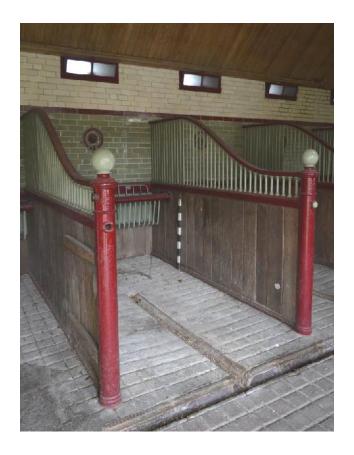


Plate 28: An oblique view of a stall in the mares' stables.

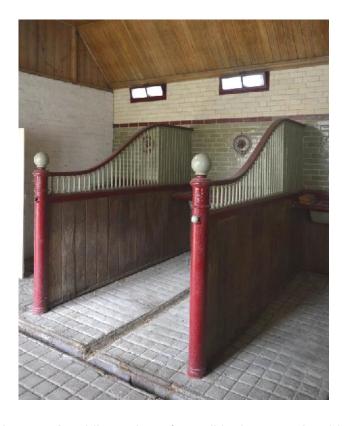


Plate 29: An oblique view of a stall in the mares' stables.



Plate 30: A stall in the mares' stables.



Plate 31: Feeding trough and manger in one of the stalls In the mares' stables.



Plate 32: Partition screen between stalls in the mares' stables.

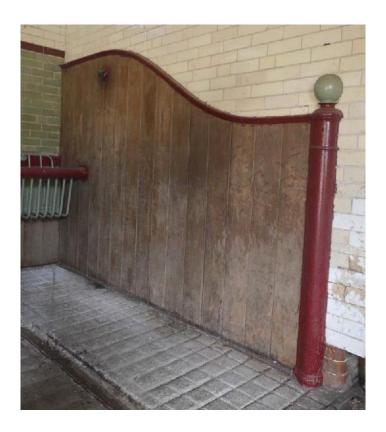


Plate 33: South wall with attached 'partition' in the mares' stables.



Plate 34: Looking north at the planked ceiling in the mares' stables.



Plate 35: Drainage channel and non-slip concrete floor in the Mares' stables.

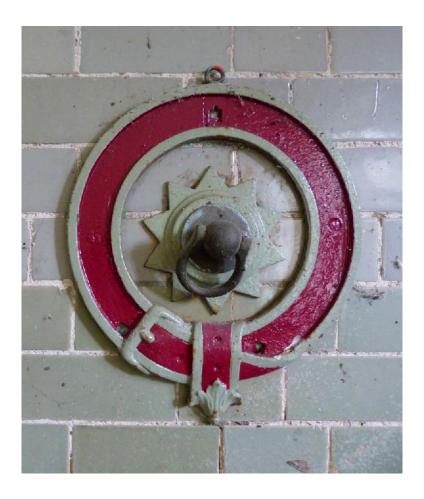


Plate 36: Ornamented tethering ring in the mares' stables.

### **Loose Box**



Plate 37: Looking east at the feeding trough and manger in the loose box.



Plate 38: Looking south-west in the loose box.



Plate 39: Looking north-west in the loose box.



Plate 40: Door with grille into the mares' stables from the loose box. Looking north.



Plate 41: Manger in the loose box.



Plate 42: Trough in the loose box.

### Stables in the North Range



Plate 43: Horse boxes in the north range. West block looking west.



Plate 44: Horse boxes in the north range. West block looking east.



Plate 45: Horse boxes in the north range. One of the boxes in the west block.



Plate 46: Inside one of the horse boxes. Non-slip concrete floor 'Y' drainage and manger and trough.



Plate 47: Manger in one of the horse boxes.



Plate 48: Partition screen in one of the horse boxes.



Plate 49: Passage way in front of the hay store from the west stalls. Looking east. Feed chute to left.



Plate 50: Cupboard in the passage way south of the horse boxes. Looking east.



Plate 51: Passage south of the hay store. Looking east.



Plate 52: Eastern block of horse boxes in the north range.

Looking east.



Plate 53: Eastern block of horse boxes in the north range.
Looking west.



Plate 54: Feed chute in the west wall of the east block of stalls.

There was an identical chute for the west block.

# Fodder Store (Plates 55 to 60)



Plate 55: Staircase up to the fodder store.



Plate 56: Looking down the staircase from the fodder store.



Plate 57: The fodder store. Looking south-west across the staircase.



Plate 58: The fodder store. Looking south.



Plate 59: The fodder store. Looking south-east.



Plate 60: The fodder store. Looking north.

# **Hay Store**



Plate 61: Hay store. Looking west at boxed staircase to fodder store above.



Plate 62: Hay store. Looking north-east.

### **The Tack Room**

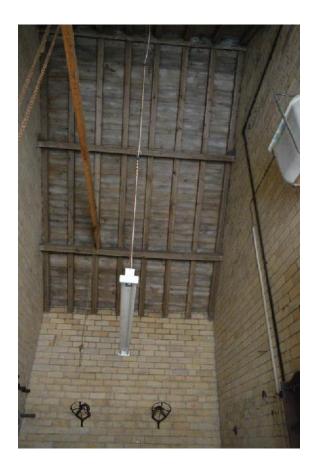


Plate 63: Tack room with supports for saddles. Looking north.



Plate 64: Tack room. Saddle supports in north wall. Looking north-east.



Plate 65: Tack room. Pegs for harness.



Plate 66: Tack room. Looking south.

# Accommodation in the East Range (Plates 67 to 74)



Plate 67: Corridor to living room in eastern domestic block.
Looking south towards stables.



Plate 68: Shelving in utility room.



Plate 69: Fireplace in living room in east domestic block.



Plate 70: Living room in east domestic block. Looking south-east.



Plate 71: Fireplace in corner of kitchen in east Domestic block. Looking south-east.



Plate 72: Staircase up to first floor in east domestic block.



Plate 73: Fireplace in bedroom in east domestic block.



Plate 74: Fireplace in bedroom in east domestic block.

## The Horse Wash (Plates 75 to 80)



Plate 75: Entrance to horse wash from courtyard. Looking north-east.



Plate 76: Horse wash. Looking east. Tethering points on wall.



Plate 77: Horse wash. Looking west towards entrance.



Plate 78: Horse wash. Looking west to arched door in south wall.



Plate 79: Horse wash. Door in north wall.



Plate 80: Horse wash. The roof structure. Looking south.

### 11. Coach Houses 1 and 2 in the South Range (Plates 81 to 90)



Plate 81: Coach house 2 from the courtyard. Looking south-east.



Plate 82: Entrance door with grille to coach house 2. Looking south.



Plate 83: Interior of coach house 2. Looking north-east.

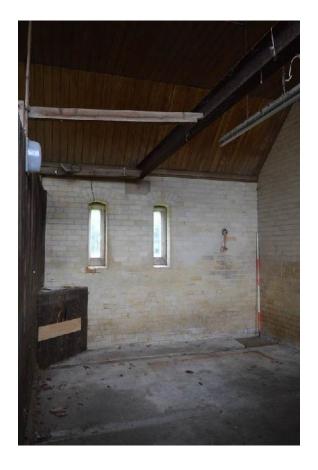


Plate 84: Interior of coach house 2. Looking south.



Plate 85: Trough in coach house 2. Looking south-east.



Plate 86: Coach house 1. External view from courtyard. Looking south-west



Plate 87: Entrance door with grille to coach house 1. Looking south.



Plate 88: Interior of coach house 1. Looking north-west.



Plate 89: Interior of coach house 1. Looking south.



Plate 90: Interior of coach house 1 with trough in corner. Looking south-east.

### 12. Accommodation in the West Range (Ground floor Plates 91 to 96)



Plate 91: West domestic block. Looking south.



Plate 92: West domestic block. Bathroom. Looking west.



Plate 93: West domestic block. Looking east.



Plate 94: West domestic block. South kitchen. Looking north-east.



Plate 95: West domestic block. Living room in centre block. Looking east.



Plate 96: West domestic block. North kitchen. Looking east.

# The Gatehouse and Clock Cupola (Plates 97 to 104)



Plate 97: Gatehouse. Staircase to first floor. Looking north.



Plate 98: Gatehouse. Staircase down to ground.



Plate 99: Gatehouse. First-floor room. Looking east.



Plate 100: Gatehouse. First-floor corridor. Looking south.



Plate 101: Gatehouse first floor. Windows looking south-west.



Plate 102: Gatehouse first floor. Entrance hatch to clock cupola.



Plate 103: Mechanism of clock (looking up from first floor.



Plate 104: Clock cupola.

# Accommodation in the West Range (First floor Plates 105 to 108)



Plate 105 First-floor landing in the west accommodation block. Looking east.



Plate 106 First-floor accommodation. Bedroom looking north-west.



Plate 107 First-floor accommodation. Bedroom, looking north-east.



Plate 108 First-floor accommodation. Dressing room.

## 8. KEY TO PLATE LOCATION



**Figure 8:** Chesters Stables. Location and direction of view of photographs external to the ranges and within the courtyard.

76

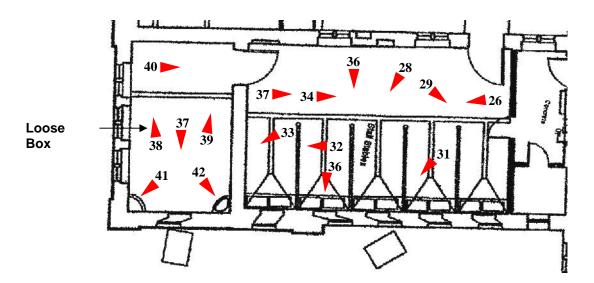


Figure 9: East Range: The Mares' Stalls and Loose Box (North to right)

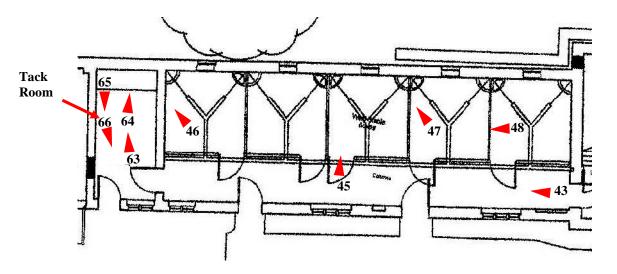


Figure 10: The North Stalls (west block) and Tack Room.

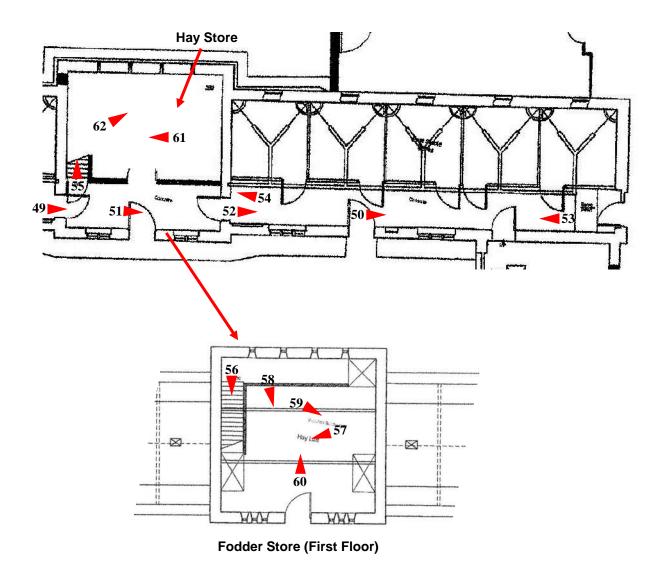


Figure 11: The North Stalls (east block); Hay Store (ground floor) and Fodder Store (first floor).

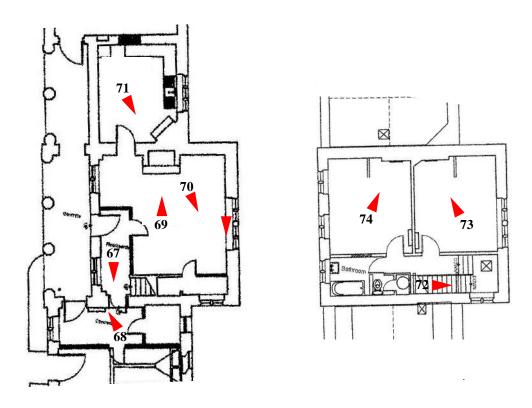


Figure 12: The Eastern Domestic Ranges. Ground (left) and First Floor.

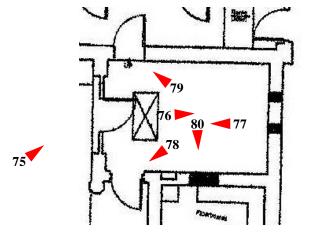


Figure 13: The Horse Wash at the north-east angle of the ranges.

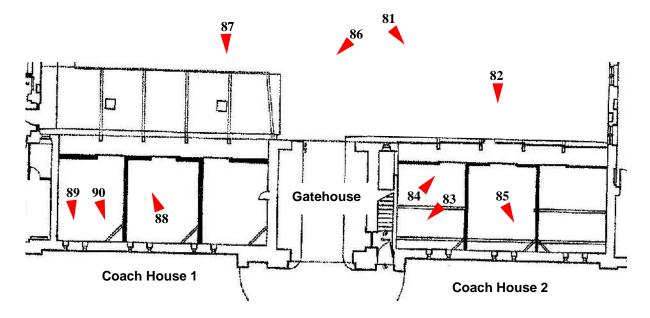


Figure 14: The Coach Houses either side of the Gatehouse

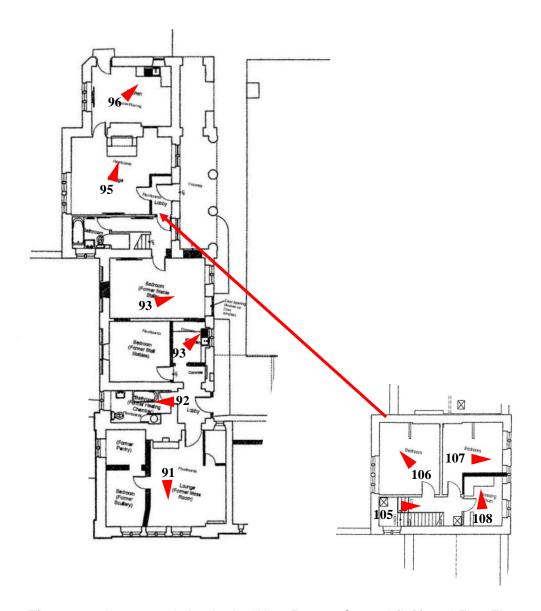


Figure 15: Accommodation in the West Range. Ground (left) and First Floor

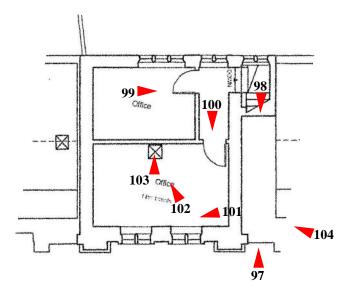


Figure 16: Gatehouse (first-floor and stairs).

# CHESTERS STUD FARM HUMSHAUGH, NORTHUMBERLAND

Planning Ref:15/04317/FUL; 15/043/LBC Northumberland Conservation Ref: T29/225256

# WRITTEN SCHEME OF INVESTIGATION FOR BUILDING RECORDING

September 2016



Prepared for Doonan Architects by
Alan Williams Archaeology, 53 Derwentdale Gardens
High Heaton, Newcastle upon Tyne, NE7 7QN
alanwilliamsarchaeology@gmail.com

#### **CONTENTS**

- 1. BACKGROUND TO DEVELOPMENT
- 2. CHESTERS STUD FARM
- 3. ARCHAEOLOGICAL REQUIREMENT
- 4. ARCHIVE AND REPORT
- **5. HEALTH AND SAFETY**

#### **FIGURES**

**Figure 1:** The location of Chesters Stud Farm (circled in red) as shown on the second edition Ordnance Survey (1897).

#### **PLATES**

Front cover: The entrance arch to the stables looking north

Plate 1: Stalls in the western range of the stables

Plate 2: The east-facing frontage of the western accommodation block

#### 1. BACKGROUND TO DEVELOPMENT

- 1.1 A planning application has been passed by Northumberland County Council for the development of the grade II\* listed Chesters Stud farm or Stables, parish of Humshaugh, Northumberland (see figure 1) which lie to the north of Chesters House (NY 9086 7048). This will involve change of use of the presently disused building ranges to accommodate eight holiday lets, three single-storey extensions and provision of new on-site access road and car parking. The development has been designed to minimise loss to the historic structures and features but will still involve changes to the original layout as well as loss of some historic features and the insertion of a number of new openings and entrances.
- 1.2 Although the stables lie in an historic landscape, in the vicinity of the Roman Wall (which can be seen fragmentarily in the grounds of Chesters House to the south) and Chesters Roman Fort, it is not considered that there will be any indirect (visual) or direct (physical) impact on the below-ground archaeological resource or the historic landscape. However, because developments at Chesters Stables will impact directly on the structures, Northumberland Conservation (NC) advised Northumberland County Council Development Team that the development should have a condition placed on it requiring a programme of mitigation recording works (Condition 11). This sets out that:

A programme of historic building recording work is required in accordance with the brief provided by Northumberland Conservation (NC Ref. T29/2; 25256 dated 03/05/16). The archaeological scheme shall comprise three stages of work. Each stage shall be completed and approved in writing by the Local Planning Authority before it can be discharged:

- a) No development or archaeological mitigation shall commence on site until a written scheme of investigation based on the brief has been submitted to and approved in writing by the Local Planning Authority;
- b) The archaeological recording scheme required by the brief must be completed in accordance with the approved Written Scheme of Investigation;
- c) The programme of analysis, reporting, publication and archiving, if required by the brief must be completed in accordance with the approved Written Scheme of Investigation.

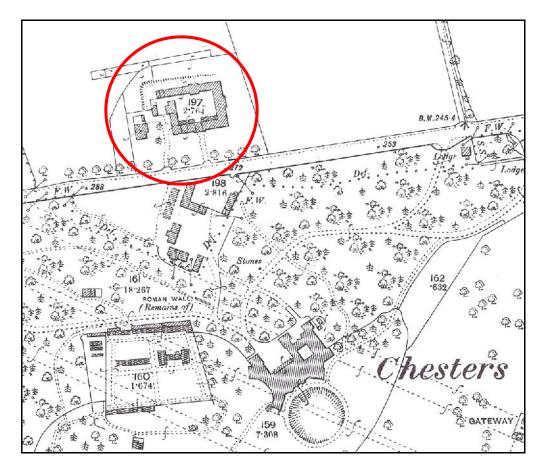
Reason: The site is of historic and archaeological interest in accordance with the Local plan policy BE29.

**1.3** The following document forms the required Written Scheme of Investigation as set out in the brief. It has been prepared by Alan Williams Archaeology.

#### 2. CHESTERS STUD FARM

**2.1** Chesters Stud Farm, a substantial and imposing range of buildings, was established as a stud farm within Chesters Estate in the last decade of the 19<sup>th</sup> century. It is set around a rectangular courtyard to the north of the Military Road (B6318) a little way to the west of Chollerford and east of Walwick. It was constructed in 1891 and has been attributed to the architect Norman Shaw. In fact,

the building was constructed by FW Rich (Ryder 2014, 1). The range is entered from the south through a pedimented gatehouse surmounted by a cupola with clock. All of the lavish stable and stud arrangements and fixtures and fittings, set along the north and south ranges, survive. Domestic accommodation for the stables staff was set in the east and west ranges in two-storey blocks. A detailed historical and structural description of the building has been provided by Peter Ryder (Ryder 2014).



**Figure 1:** The location of Chesters Stud Farm (circled in red) as shown on the second edition Ordnance Survey (1897).

#### 3. ARCHAEOLOGICAL REQUIREMENT

**3.1** Requirements are for a programme of building recording set out in sections 2 and 3 of the NC briefing document (Derham 2016):

- Work will be carried out in compliance with the codes of practice of the Institute for Field Archaeologists and will follow the IfA Standard and Guidance for archaeological investigation and recording of standing buildings and structures;
- The programme of building recording will be carried out to Historic England (HE) standards (English Heritage 2006)
- The programme of building recording will broadly adhere to level 2 of the HE guidelines set out in English Heritage 2006, but some additional items will be

required from other levels of the guidelines (Level 3, photographic recording). Components of the final report will include (as detailed in section 3.3 of the brief: **A written account**, **a drawn record**, **a photographic record**.



Plate 1: Stalls in the western range of the stables

- **3.2** Specific issues to be addressed by the recording are set out in section 2 of the brief:
  - Significant fixtures and fittings surviving within the buildings, particularly those associated with the original use of the rangesd as a stud farm including walls, floors, partitions, fixtures and fittings, noting both similarities and variations across the site:
  - the development of the buildings, both individually and as a group;
  - Relationships between individual buildings
- **3.3** General Standards of recording are set out in section 3.4 of the briefing doc ument. The Assistant County Archaeologist will be informed of the start date for the recording work and for the project timetable.



Plate 2: The east-facing frontage of the western accommodation block

#### 4. ARCHIVE AND REPORT

- **4.1** The required drawing archive will be based on architect's drawings (prepared by Doonan Architects) annotated to include any historic or other features not shown on the drawings. The set of drawings is generally comprehensive including all components of the ranges.
- **4.2** Photographs will be taken in digital format. They will include views and detailed shots as per the briefing document section 3 iii. The digital archive (photographs) will be deposited with ADS.
- **4.3** Final drawings will be provided in digital format.
- **4.4** If appropriate, arrangements will be made to publish the results of the investigations through a local or national journal. A summary report will be prepared for *Archaeology in Northumberland* and submitted to Liz Williams, NCC HER Officer by December of the year in which the work is completed.
- **4.5** AWA supports the Online Access to Index of Archaeological Investigations (OASIS). The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. The online OASIS form will be completed at <a href="http://ads.ahds.ac.uk/project/oasis/">http://ads.ahds.ac.uk/project/oasis/</a>.

#### 4.6 Site Archive and Report

- **4.6.1** The site archive will be prepared to the standards specified in the Management of Research Projects in the Historic Environment (MoRPHE), English Heritage, 2006. Archive preparation and deposition will be undertaken with reference to the repository guidelines and standards, and where necessary the Museums and Galleries Commission (MGC), United Kingdom Institute for Conservation (UKIC) standards and guidelines.
- **4.6.2** An illustrated report will be supplied within 2 months (or shorter period by mutual agreement) on completion of the fieldwork. Copies of the report will be sent to the client and Northumberland Conservation (one bound paper copy and one digital copy in Word or PDF format) and the County Historic Environment Record. The report will contain:
  - Planning application number, Northumberland Conservation reference number and OASIS reference
  - A location plan of the site within the local context
  - A plan of the ranges
  - Plans and elevations of the buildings cross-referenced to the text
  - Non-technical summary of the results
  - · Detailed description of the results
  - Photographs of the building including both internal and external shots and detailed shots of fixtures, fabric and fittings
  - A gazetteer referencing and locating all photographs in the archive
  - Any further recommendations
  - References and bibliography
  - Copy of project design (WSI) and brief

#### 4.7 Approval of the Report

In line with the planning condition (11) the report will need to be submitted to NCC Development Management Team for approval.

#### **4.8 OASIS**

AWA supports the Online Access to Index of Archaeological Investigations (OASIS). The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. The online OASIS form will be completed at http://ads.ahds.ac.uk/project/oasis/.

#### **5. HEALTH AND SAFETY**

**5.1** AWA will comply with the Health and Safety at Work Act and subsequent additions and amendments.

**5.2** If the Provisions of Construction, Design and Management (CDM) Regulations 2007 are appropriate the employer will appoint a CDM Coordinator who will prepare

a Health and Safety Plan which will be made available to the archaeological contractor prior to the commencement of work.

#### 6. SOURCES

Derham, K (2016) Chesters Stud Farm, The Chesters, Humshaugh, Northumberland: Brief for Historic Building Recording 3/5/16

Ryder, P (2014) The Stables Block, Chesters, Humshaugh, Northumberland: An historic building assessment

#### **NCC BRIEF**

Planning ref: 15/04317/FUL & 15/04318/LBC

NC ref: T29/2; 25256

#### CHESTERS STUD FARM, THE CHESTERS, HUMSHAUGH, NORTHUMBERLAND

#### **Brief for Historic Building Recording**

#### 1 <u>Introduction</u>

- 1.1 A planning application has been submitted for alterations, extensions and change of use to create four additional residential units, Chesters Stud Farm, The Chesters, Humshaugh, Hexham, Northumberland (Fig 1). Chesters Stables is a Grade II\* complex of buildings constructed in 1891 around a courtyard and attributed to Norman Shaw.
- 1.2 The proposed residential conversion has been designed to minimise the impact on the historic structures and features but will still result in the removal of some historic features, alterations to the original layout and the provision of new openings in various locations.

#### 1.3 Policy Background

- 1.3.1 Policy relating to the assessment and mitigation of impacts to the heritage resource within the planning system is set out in the *National Planning Policy Framework*. The Framework identifies that the planning system should perform 'an environmental role', contributing to and protecting the built and historic environment<sup>1</sup> and that the pursuit of 'sustainable development' includes seeking improvements to the built, natural and historic environment.<sup>2</sup>
- 1.3.2 The Framework further clarifies that, in circumstances where heritage assets will be damaged or lost as a result of development, Local Planning Authorities should require developers to record and advance the understanding of the asset to be lost in a manner appropriate to the significance of the asset. The evidence (and any archive) generated as part of the plan making process should be made publically accessible; copies of the evidence generated should be deposited with the relevant Historic Environment Record and archives with the relevant museum.<sup>3</sup>
- 1.4 This submitted planning application will result in alterations to important historic buildings which may harm the significance of the heritage assets. Northumberland Conservation has therefore advised Northumberland County Council Development Management Team that, should permission be granted, a condition should be attached to the permission requiring a programme of building recording **prior to** alteration and/or demolition to mitigate the loss of significance. This advice is consistent with Paragraphs 141; 176; 203-206 of the *National Planning Policy Framework*.

#### 1.5 Northumberland Conservation Charging Policy

- 1.5.1 Northumberland Conservation now operates a charging policy to contribute to or recover the cost of staff time in relation to development control advice. Details of the charging policy can be accessed via the County Council's website<sup>1</sup> or requested by email (contact details at the end of the document).
- 1.5.2 This is a minor development application. The costs set out in Table 2 of the charging document will apply in relation to this of application.

#### 1.6 Purpose of the Brief

- **1.6.1** This brief constitutes Northumberland Conservation's justification for the investigation, its objectives and the strategy and procedures to apply to the programme of archaeological recording. **This brief does not constitute the required** 'written scheme of investigation'.
- **1.6.2** The brief is intended to establish the project parameters to enable an archaeological consultant or contractor to tender for the work and, once commissioned, to prepare and submit an appropriate Written Scheme of Investigation/Project Design/Method Statement to Northumberland Conservation for approval prior to work commencing. The mitigation brief is tied directly into the planning condition and as a result there will be no charge for the production of a mitigation brief.

#### 1.7 Purpose of the Written Scheme of Investigation (WSI)

- 1.7.1 The Written Scheme of Investigation (WSI)/Project Design/Method Statement should be produced in line with the detailed requirements laid out in the brief or following detailed discussion with the Assistant County Archaeologist.
- 1.7.2 The developer should discuss the extent of the development, the nature of the works and their intended scope of works with their archaeological contractor **prior to the production of a WSI**, in order that an appropriate programme of historic building recording work can be **agreed and confirmed within the WSI**.
- 1.7.3 Contact should be made with the relevant Archives (see sections 3.4 and 4.1) to discuss their requirements <u>prior to the production of the WSI</u>. <u>Details of these requirements should be included in the WSI for approval.</u>
- 1.7.4 In line with part (a) of the planning condition, work cannot commence on site until the WSI has been submitted to NCC Development Management Team and approved in writing on the advice of Northumberland Conservation. Northumberland Conservation now charges for this service. The current costs are laid out in Table 2 of the charging document.

<sup>1</sup> http://www.northumberland.gov.uk/default.aspx?page=1627 Charging Policy document

#### Specific issues to be addressed by the programme of building recording

- 2.1 While the building recording should record the buildings in line with section 3, the recording and subsequent report should make particular reference to:
- i) Significant fixtures and fittings surviving within the buildings particularly those associated with the original function of the buildings including walls, floors, partitions, fixtures and fittings, noting both similarities and variations across the site
- ii) The development of the buildings (individually and as a group)
  - Relationships between individual buildings

#### Method of work

- 3.1 All work should be carried out in compliance with the codes of practice of the Institute for Archaeologists (IfA) 5 and will follow the IfA Standard and Guidance for archaeological investigation and recording of standing buildings or structures<sup>6</sup>.
- 3.2 The programme of building recording should be carried out to English Heritage standards.7 All work should be carried out in compliance with the Regional Statement of Good Practice. 8
- 3.3 This programme of building recording should broadly adhere to Level 2 of the guidelines but some additional items will be required from other levels of the guidelines, in particular, Level 3 photographic recording will be required. These comprise:

#### i) Written Account

This section should

#### include:

- Precise details of the location of the building, by name or street number, civil parish or town.
- The National Grid reference of the building and details of listing or scheduling
- The date when the record was made and the name of the recorder
- A summary of the building's plan, type and purpose, materials used in construction and so far as is possible, the date of construction
- The names of architects, builders, patrons and owners (if known)

#### ii) Drawn Record

This section should include:

- A scale plan of all floors as existing, showing the form and location of any structural features of historic significance (including blocked windows and doors, former fireplace openings, masonry joints, changes in internal levels, internal fixtures and fittings)
- Architect's plans can be used, providing that they at a recognisable planning scale
- Institute for Archaeologists, 2008, By-Laws: Code of Conduct (23 October 2008):
- http://www.archaeologists.net/modules/icontent/inPages/docs/codes/code conduct.pdf
- Institute for Archaeologists, 2008, Standard and Guidance for archaeological investigation and recording of standing buildings or structures:

http://www.archaeologists.net/modules/icontent/inPages/docs/codes/build2.pdf

<sup>7</sup> English Heritage, 2006, *Understanding Historic Buildings. A guide to good recording practice*. (available as pdf.

files in three parts at the address listed below):

http://www.english-heritage.org.uk/upload/pdf/Understanding Historic Buildings 1.pdf http://www.english-heritage.org.uk/upload/pdf/Understanding Historic Buildings 2.pdf http://www.english-heritage.org.uk/upload/pdf/Understanding Historic Buildings 3.pdf

Yorkshire, The Humber and the North-East: A Regional Statement of Good Practice for Archaeology in the Development Process (25 November 2009) and show sufficient structural detail. Any additional features and any discrepancies found on site must be amended on the plans.

#### iii) Photography

This section should include:

- · General views of the exterior of the building, from all angles
- The overall appearance of the principal rooms and circulation areas
- Any external or internal detail, structural or decorative, which is relevant to the building's design, development or use and which does not show adequately on general photographs. When photographing details the photographs should include a clearly marked and suitably sized scale next to the subject and parallel to one edge of the photograph.
- Any building contents or ephemera which have a significant bearing on the building's history and function
- Any machinery or other plant or evidence for its former existence
- Detailed scaled photographs of all the stable walls, floors, partitions, fixtures and fittings to produce a comprehensive record of the buildings prior to alteration.

#### 3.4 General Standards

i) All staff must be suitably qualified and experienced for recording historic buildings and a curriculum vitae should be supplied to the

Northumberland Conservation for approval prior to work commencing

- ii) All staff must familiarise themselves with the archaeological background of the site, and the results of any previous work in the area, prior to the start of work on site. All staff must be aware of the work required under the specification, and must understand the projects aims and methodologies. iii) A full and proper record (written, graphic and photographic as appropriate) should be made for all work, using pro forma record sheets and text descriptions appropriate to the work. Accurate scale plans and section drawings should be drawn at 1:50, 1:20 and 1:10 scales as appropriate.
- iv) The recorded buildings should be accurately tied into the National Grid and located on a 1:2500 or 1:1250 map of the area.
- v) A photographic record must be taken in colour transparency and black and white print and should include a clearly visible, graduated metric scale. A register of all photographs must be kept. Additional digital photographs may be taken for reference or inclusion in reports but are not a

substitute for transparencies and prints which are required for long-term archiving. If the archaeological contractor would prefer to use digital photography as standard, the digital photographs will need to be submitted to the Archaeological Data Service (ADS) for long-term archive storage. ADS will need to be approached prior to the production of the Written Scheme of Investigation (see section 1.7.1) and the digital archiving details included in that document. Contact details can be provided by Northumberland Conservation on request.

#### 3.5 Site monitoring and visits

- 3.5.1 The Assistant County Archaeologist dealing with this application must be informed on the start date and timetable for the programme of building recording **in advance** of work commencing.
- 3.5.2 Regular communication between the archaeological contractor, the Assistant County Archaeologist and other interested parties must be maintained to ensure the project aims and objectives are achieved.
  - 3.5.3 The Assistant County Archaeologist does not anticipate that a site visit will be required for this work. If the developer, their agent or archaeological contractor would like the Assistant County Archaeologist or his/her nominee to visit the site there will be a cost for this service. The current costs laid out in Table 2 of the charging document will apply for a minor application.<sup>2</sup> Return mileage from County Hall to the site will be charged at the rate stated in the charging document.

#### 4 Post excavation work, archive, and report preparation

#### 4.1 Site Archive

- 4.1.1 Paragraph 141 of the *National Planning Policy Framework* clarifies that Local Planning Authorities should make evidence gathered as part of archaeological mitigation exercises, including any archive, publically accessible. Copies of the primary report should be deposited with the Historic Environment Record and the archive deposited the Northumberland Archives at Woodhorn.
- 4.1.2 The archive must be deposited in the Northumberland Archives at Woodhorn, within **6 months** of completion of the post-excavation work is and the report.
- 4.1.3 If the archaeological contractor would prefer to use digital photography as standard, the digital photographs will need to be submitted to the Archaeological Data Service (ADS) for long-term archive storage within 6 months of completion of the post-excavation work is and the report.
  - 4.1.4 Contact should be made with the relevant archives <u>prior to</u> the production of the Written Scheme of Investigation (see section 1.7.1) and the archiving details included in that document for approval. Archive contact details can be provided by Northumberland Conservation on request.

<sup>2</sup> http://www.northumberland.gov.uk/default.aspx?page=1627 Charging Policy document

- 4.1.5 Archiving work must be carried out in compliance with the IfA Guidelines for Archiving<sup>3</sup>.
- 4.1.6 Northumberland Conservation will require confirmation that the archive had been submitted in a satisfactory form to the relevant museum before recommending to the local planning authority that the condition should be fully discharged.

#### 4.2 Report

- 4.2.1 Paragraph 141 of the National Planning policy Framework clarifies that Local Planning Authorities should make evidence gathered as part of archaeological mitigation exercises, including any archive, publically accessible. Copies of the primary report should be deposited with the Historic Environment Record.
- 4.2.2 The archaeological consultant or contractor must submit a copy of the report to their client and Northumberland Conservation within 2 months of completion of the work.
- 4.2.3 Northumberland Conservation will need to approve the report before fully discharging the condition on the planning permission.
- 4.2.4 Northumberland Conservation requires one bound paper copy of the report and one digital copy in Word or PDF format.
  - 4.2.5 Each page and paragraph should be numbered within the report and illustrations cross-referenced within the text.
- 4.2.6 The report should include the following as a minimum:
  - i) Planning application number, Northumberland Conservation reference, OASIS reference number, archive reference number and an 8 figure grid reference
  - ii) A location plan of the site at an appropriate scale of at least 1:10 000 iii) A location plan of the extent of the site. This must be at a recognisable planning scale, and located with reference to the national grid, to allow the results to be accurately plotted on the Historic **Environment Record**
  - iv) Plans and elevations of the building, cross-referenced in the text v) A summary statement of the results vi) A detailed description of the results
  - vii) Photographs of the building including both internal and external shots and detailed photographs of significant fabric, fixtures and fittings
  - viii) An appendix comprising a register of all colour transparencies and black and white prints

### ix) Any variation to the above requirements should be approved by the planning authority prior to work being submitted

## 4.3 Approval of report

3

Institute for Archaeologists, 2008. Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives (October 2008):

http://www.archaeologists.net/modules/icontent/inPages/docs/codes/Archives2009.pdf

- 4.3.1 In line with the planning condition, the report will need to be submitted to NCC Development Management Team and approved in writing before the condition can be discharged. Approval of the report will be on the advice of Northumberland Conservation.
- 4.3.2 There will be a fixed charge for approving the report submitted at the postexcavation phase, including (if appropriate) interim and final reports. This cost has been based on the estimated time required to undertake this activity. The current costs laid out in the charging document will apply for a minor application.<sup>4</sup>

#### 4.4 **OASIS**

- 4.4.1 Northumberland Conservation and HER support the Online Access to Index of Archaeological Investigations (OASIS) Project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large scale developer funded fieldwork.
- 4.4.2 The archaeological consultant or contractor must therefore complete the online OASIS form at http://ads.ahds.ac.uk/project/oasis/. If the contractors are unfamiliar with OASIS, they are advised to contact Northumberland HER prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, Northumberland HER will validate the OASIS form thus placing the information into the public domain on the OASIS website. The archaeological consultant or contractor must indicate that they agree to this procedure within the specification/project design/written scheme of investigation submitted to **Northumberland Conservation for approval**

#### 4.5 **Publication**

- 4.5.1 A summary should be prepared for 'Archaeology in Northumberland' and submitted to Liz Williams, Northumberland Historic Environment Records Officer, by December of the year in which the work is completed.
- 4.5.2 A short report of the work should also be submitted to a local journal if appropriate.

#### 5 **Further Guidance**

5.1 Any further guidance or queries regarding the provision of a specification should be directed to:

Karen Derham Assistant County Archaeologist Northumberland County Council County Hall Morpeth Northumberland NE61 2EF

Tel: 01670 622655 Fax: 01670 533086

4 http://www.northumberland.gov.uk/default.aspx?page=1627 Charging Policy document

e-mail: karen.derham@northumberland.gov.uk

3/5/2016

# FOR COPYRIGHT REASONS, ALL MAPS SUPPLIED BY NORTHUMBERLAND COUNTY COUNCIL MUST BE RETURNED TO THEM ON COMPLETION OF THE PROJECT Historic Building Recording Report Check List

**Archaeological Contractor:** 

Check List	Contractor	Northumberland Conservation
Copy of report checklist		
Planning ref.		
NC ref.		
Archive ref:		
OASIS ref.		
Confirmation that all OASIS sections completed incl.		
submission of grey literature		
8 figure grid reference		
Results		
Summary statement of the results		
Detailed description of results		
Photographs and drawings cross-references within the text		
Appendix listing the colour transparencies and black and		
white contact strips taken		
Illustrations		
Location plan at scale of at least 1:10000		
Plans showing location of development area at recognisable		
planning scale and located with reference to the national grid		
Location plan of the site at an appropriate scale of at least 1:10 000		
Plans appropriate to the building recording as laid out in the brief		
Elevations appropriate to the building recording as laid out in		
the brief		
Photographs appropriate to the building recording as laid out		
in the brief		
Any variation approved by NC prior to work commencing		

Any variation approved by NC prior to work commencing			
Contractor checked:	NC Officer checked:		
Contractor checked.	NO Officer checked.		
Date:	Date:		