



University of Leicester

Archaeological Services

**An Archaeological Historic
Building survey for
Canterbury House Coach House,
117 Main Street,
Higham on the Hill,
Leicestershire.
NGR: SP 384 955**

Andrew Hyam



ULAS Report No. 2010-081
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An Archaeological Historic Building Record for

Canterbury House Coach House

117 Main Street,

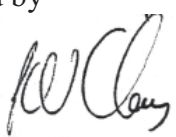
Higham on the Hill,

Leicestershire.

NGR: SP 384 955

Andrew Hyam

For: Mr and Mrs Fripp

Approved by	
Signed:	
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ULAS Report Number 2010-081

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An Archaeological Historic Building survey at Canterbury House Coach House, 117 Main Street, Higham on the Hill, Leicestershire. NGR SP 384 955

Andrew Hyam

Summary

An archaeological historic building recording exercise (photographic survey) was undertaken by The University of Leicester Archaeological Services (ULAS) at Canterbury House Coach House, Higham on the Hill, Leicestershire. The survey studied a former coach house and stables previously belonging to the adjacent Canterbury House Rectory. The disused coach house is being converted and restored to create a single domestic dwelling (planning application No: 06/00655/4/FUL).

The coach house appears to be of mid- to late 18th century origin with later additions and modifications. As such buildings represent a diminishing resource within the region the Senior Planning Archaeologist requested that they be recorded to create a permanent archive.

The survey took place on the 27th of April 2010 and was carried out by A R Hyam. The report and archive will be deposited with Leicestershire County Council under Accession Number XA 72.2010

Introduction

In accordance with PPS5 (Planning and the Historic Environment, 2010), this document forms the report of archaeological historic building recording on the coach house formerly belonging to Canterbury House, 117 Main Street, Higham on the Hill, Leicestershire (NGR SP 384 955). Under planning application number 06/00655/4FUL the disused building has been converted into a single domestic dwelling. Despite the installation of modern facilities the basic layout of the coach house has remained essentially the same, especially on the outside of the building. When considering the planning application the Senior Planning Archaeologist at Leicestershire County Council, as advisor to the planning authority, recommended that a suitable level of historic building survey should be undertaken because the building has a significant historical value, and that the work will alter the appearance and affect its historic fabric. The survey did not take place before the renovation work had started. However, the present owner created an extensive photographic archive both before and during the works. These photographs, supplemented by photographs taken during the survey on 27th of April, are included in this report and are shown in Appendix 2.

The building is located approximately 3km north-west of Hinckley and 4km to the north-east of Nuneaton (figs. 1, 2 and 3). It is situated on the northern side of Main Street at the eastern end of the village. It lies at a height approximately 115m above OD.

Background

The coach house is shown on the earliest available 1880's 1st edition OS mapping and appears to be associated with the adjacent Rectory (now known as Canterbury House) 117, Main Street. The style and brickwork of the main part of the Rectory appear to date from at least the mid-18th century and it is not unreasonable to assume that elements of the coach house may be of a similar or slightly later date. A map supplied by the client dated 6.11.08 (presumably 1908) shows the layout of the Rectory and coach house with additional outbuildings to the south of the coach house and a large kitchen garden to the west (fig. 4). An aerial photograph from the 1970s shows the outbuildings to have been reduced in size and the coach house to be in much the same state as it was prior to renovation (fig. 5). At this stage the kitchen garden still survived although it has now been incorporated into the nearby school as a playing field. Part of the driveway to the Rectory has been divided to provide access to the coach house which now forms a separate property. Drawings of the building before any renovation took place have been supplied by the client (fig. 6).

Objectives

The objectives of the historic building photographic survey were to:

- Record the building by photography with specific attention given to those elements proposed for demolition, conversion and/or alteration. This work to be undertaken to a standard that will allow the future interpretation of the building within the context for which it was originally designed and which subsequently evolved.
- Produce an archive and report of the results.

Methodology

Building Recording

The work followed guidelines prepared by English Heritage (2006) for the recording of historic buildings, as detailed below.

Written account

The written account will include:

- The precise location of the building, by name or street number, civil parish, town, etc, and a National Grid reference (including the National Grid Line reference and accurate to at least 6 figures).
- A note of any statutory (listing, scheduling or conservation area) and non-statutory (historic park and garden registration, etc.) designation(s).
- The date when the record was made, the name(s) of the recorder(s) and the archive content/character and location.
- A summary of the building's type or purpose, historically and at present, its materials and possible date (s).
- A gazetteer of photographs taken (this should list the photographs by format and subject).

If a visual index is to be included in the report, this should be submitted as an appendix and is not a substitute for the inclusion of key images in the body of the report.

The Drawn Record

The drawn record will include:

- Site location plans at suitable scales (preferably indicating the position of the site within the country, within the county and a clear plan of the precise location/outline of the building (s) i.e. 1:1250).
- A plan(s) indicating the position and orientation of photographs/images included in the report.

Photographic Survey

The photographic survey will comprise a general and detailed photographic record of the building to be altered (see below for detail).

The photographic record will be in black and white using an SLR camera with 35mm film. Processing will follow guidelines Archaeological Archives Forum (2007), Digital and/or colour slide photography will supplement the photographic record where appropriate.

The record will cover:

- General photographs of the interior, exterior and setting of the building is required. A ranging rod should be included in a selection of general shots in order that the scale of all elements of the building can be sufficiently established.
- The building's external appearance is to be recorded. Typically a series of oblique views will show all external elevations of the structure and give an overall impression of size and shape. Where an individual elevation embodies complex historical information or have been conceived as formal compositions, views at right angles to the plane of the elevation may also be appropriate.
- Further views may be desirable to indicate the original design intentions of the builder or architect.
- Any external detail, structural or decorative, which is relevant to the design development and does not show adequately on general photographs should be the subject of detailed photography N.B. all detailed photographs must contain a photographic scale.
- The overall appearance of principal rooms and circulation areas;
- Any external or internal detail, structural or decorative, which is relevant to the building's design, development and use and which does not show adequately on general photographs;
- Any machinery or other plant, or evidence for its former existence;
- Any dates or other inscriptions, signage, makers' plates or graffiti which contribute to an understanding of the building or its fixtures or contents.

- Any building contents or ephemera which have a significant bearing on the building's history.
- Copies of maps, drawings, views and photographs, present in the building and illustrating its development/use, or that of its site.
- The photographic component of the report should include a selection of photographs illustrating the building in its context and the main focus of the survey (for example, areas subject to alteration/demolition). For the purposes of the report, high quality digital images are acceptable (N.B within the report, no more than 4 and more usually 2 images per A4 page should be presented. These should be at a scale that allows a proper appreciation of their content).

Results

As mentioned above, the building is reached from a driveway leading from Main Street with the north elevation facing towards the Rectory building (fig. 7).

External details

The two storey brick-built coach house consists of two main wings running north to south and east to west forming an L-shape around a south-easterly facing courtyard laid with river washed cobbles. The red bricks vary in size from 240mm long by 50mm high by 115mm wide up to 210mm long by 60mm high by 100mm wide. The majority of the bricks are of the thinner variety and appear to be handmade. These thin bricks are slightly less well fired than the adjacent Rectory house. Areas of patching and rebuilding throughout the building are of a number of different sizes and bonds. A brick dog-tooth decoration is set below the eaves on the north elevation and the elevations facing into the courtyard. Prior to the renovation the main part of the roof was of corrugated asbestos sheet with a small area of welsh slate on the lean-to building on the northern side. The remaining outhouses also show the same variety of brickwork and have a mixture of roof coverings including a small area of Swithland slate (fig. 8).

Prior to renovation the north elevation had two cast iron framed arched windows at ground floor level and evidence of a small rectangular window on the first floor which had been blocked with later brickwork (figs. 9, 10 and 11). Later renovation has reopened this window and a matching arched window has been inserted on the western side. A single storey lean-to structure is butt jointed against the eastern half of this elevation and has a small arched opening at floor level which appears to have been used for coal. Access to this structure was by a single doorway on the northern elevation and a single doorway into the coal house on the eastern elevation. Missing bricks form a diamond-shaped vent on the eastern side of the lean-to (fig.12).

The eastern gable end of the east to west wing is a flat gable ended structure with a wooden-framed window set at eaves height. A single stringer course of projecting bricks at eaves height breaks the otherwise plain façade.

The south elevation of the east to west wing fronting onto the courtyard was formerly the entrance into the coach or cart shed with a large brick-arched double wooden door to the east and a single door into the shed immediately west of this (figs. 13 and 14). There is some evidence of modification of the wall above the double doors as the dogtooth eaves decoration is missing at this point, this has now been replaced. A low

doorway leads into a separate stairway up to the first floor. The eastern elevation of the north to south wing facing towards the courtyard has a small door which led to a ground floor room and a wider door leading into the stable (fig. 15). An arched metal-framed window, matching those on the north elevation, lights the stable room. At the southern end of this elevation a single doorway pierces a larger blocked up entrance into a large open room with river washed cobbles laid on the floor. On the first floor a wooden hatch with metal strap hinges appears to be used as the entrance to the hay or feed loft. Renovation has opened the blocked doorway and made the hayloft hatch into a window.

The southern elevation of the north to south wing is a plain brick gable end pierced by a rectangular window at eaves height. As in the eastern gable end there is a brick stringer course at eaves height. Remnants of a low brick wall can be seen in the western corner (fig. 16). From the 1908 map this would appear to be one side of a gateway into the kitchen garden. The west elevation of the building was not accessible during the survey but the architect's drawings indicate the gable end seems to match the other two gable ends.

Internal details

Downstairs the floor plan is divided into five main rooms in addition to the lean-to. The southernmost room, accessed by the blocked double doorway, had a river washed cobbled floor similar in style to the courtyard (fig. 17). Some of the floor joists have been replaced either indicating a floor repair or a hatch up to the first floor. The adjacent stable had rectangular blue brick stable paviments on the floor and a wooden loosebox in the northern end (figs. 18 and 19). During the renovation this room has subsequently been divided into two with a set of stairs leading to the first floor.

The north-eastern corner room had a brick-paved floor and substantial chamfered timber beams in the ceiling. There is no indication of the former use of this room (fig. 20). A narrow room to the east of this may have been used as a store or tack room. Immediately to the east of this a narrow set of wooden stairs, accessed from the courtyard, led up to the first floor. The coach store, at the eastern end of the east to west wing, is a large open room with a chamfered timber beam running across the centre of the ceiling. Wooden pegs set around the walls indicate where harnesses and fittings were stored (fig. 21). A large wooden lintel over a fireplace on the west wall has a number of slots for floor joists and has clearly been reused from elsewhere (fig. 22).

The first floor has six rooms which, although there is no clear evidence of their former use, would presumably have served as storage for fodder and basic accommodation. For the purpose of this survey the rooms were numbered 1 to 6 starting at the southern end of the north to south wing and going to number 6 over the coach store. Room 1, at the southern end of the north to south wing, has two parallel timbers set into the tops of the purlins and sawn off pegs suggesting that they were used as a support or lifting structure (fig. 23). Of the roof structure, only the tenoned and pegged principal rafters set onto the upper face of the purlins remained in place supporting the asbestos sheet roof. The principals were attached to the wall plate timbers by mortice and tenon joints and were pegged at their top ends. A timber lintel with a number of mortice holes had been reused over the doorway into Room 2 (fig. 24). From the poor quality

of the brickwork this doorway had the appearance of undergoing many episodes of rebuilding and patching.

Room 2, as with the other rooms, had a plaster floor but also had a boarded area on the western side. The hayloft door opened into this room but otherwise the room was bare (fig. 25). A partial brick partition led into Room 3 which had reused timbers supporting the purlins. Rooms 3 and 4 were similarly devoid of fittings to suggest their former usage (fig. 26). Room 5 housed the small staircase leading from the courtyard and opened to the east and west into Rooms 4 and 6. Room 6, over the coach store, had the base of the chimney which had been reduced in height and capped when the old roof covering was changed to asbestos sheets (fig. 27). A small fireplace in this room suggested its use as a dwelling space (fig. 28).

Discussion

The coach house is an unusual and interesting building in a small village such as this. The use of the rather decorative arched windows either suggests an attempt at creating a rather grand, but compact, building to compliment the recently constructed rectory or perhaps they were reused or reclaimed from an earlier building. The presence of a number of re-used timbers within the building might point towards the latter explanation although re-used timbers are common and do not necessarily indicate a lack of funds. The main building appears to have been constructed in a single episode with the northern lean-to being added at a later date. The idea of a single episode comes from the repetition of detail around the building and the lack of any butt joints etc in the brickwork. This does not however explain the range of brick sizes employed around the building. It may be possible that the bricks were obtained from a variety of sources which did not, or could not, supply similarly sized ones and were then incorporated into the building as it was being built. They may also have been reclaimed from earlier buildings.

Archive

The archive consists of:

This report,

6 photographic record sheets,

2 handwritten pages of notes taken during the survey,

35mm black and white negatives (25 photos),

1 contact sheet of 35mm black and white photographs,

1 contact sheet of digital photographs taken during the survey (29 photos),

Contact sheets taken by client before renovation (125 photos),

1 cd of digital images in .jpeg format,

1 cd of digital images in .tiff format.

Publication

The site archive will be deposited with Leicestershire Museums Service under accession code X.A.72.2010.

A summary of the work will be submitted for publication in the *Transactions of the Leicestershire Archaeological and Historical Society* in due course. A record of the

project will also be submitted to the OASIS project. Oasis is an online index to archaeological grey literature reports.

Acknowledgments

The fieldwork was undertaken by A R Hyam. The project was managed by Dr P Clay. Thanks are also due to the client of the coach house for arranging access to all areas of the building and for supplying the initial photographs and other useful background information.

Bibliography

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

English Heritage 2007. *Agricultural Buildings Selection Guide*. London: English Heritage

RCHME 1996. *Recording Historic Buildings; A Descriptive Specification Third Edition*, Royal Commission on the Historical Monuments of England

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04.05.2010

Appendix 1 Figures

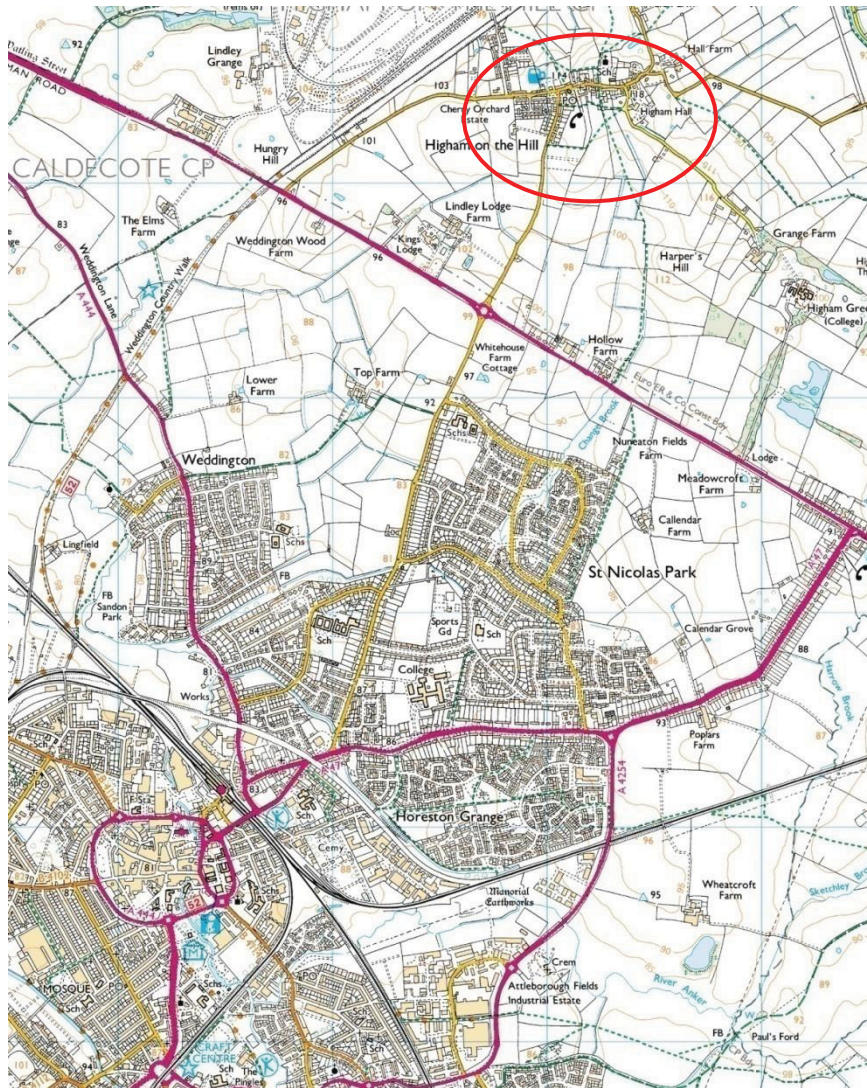


Figure 1 Location of Higham on the Hill

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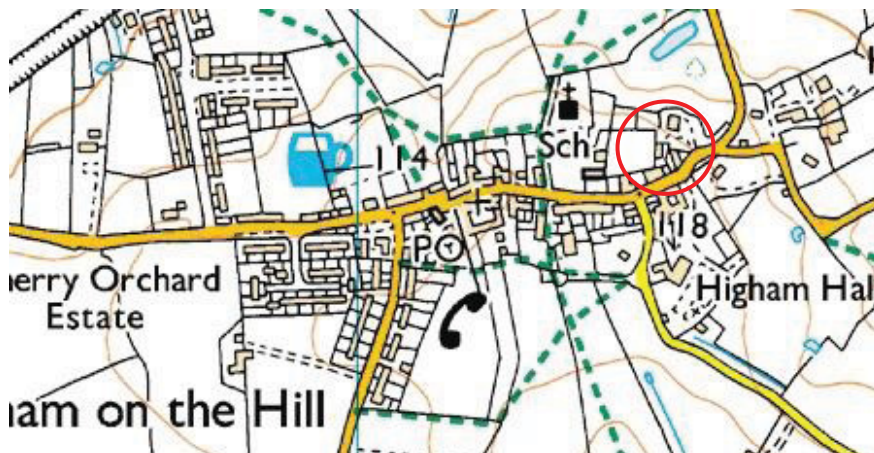


Figure 2 Higham on the Hill and site location

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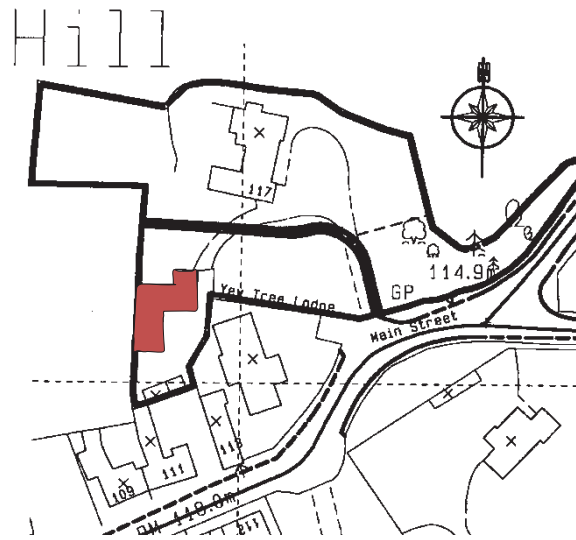


Figure 3 Coach House (highlighted) location
Supplied by client

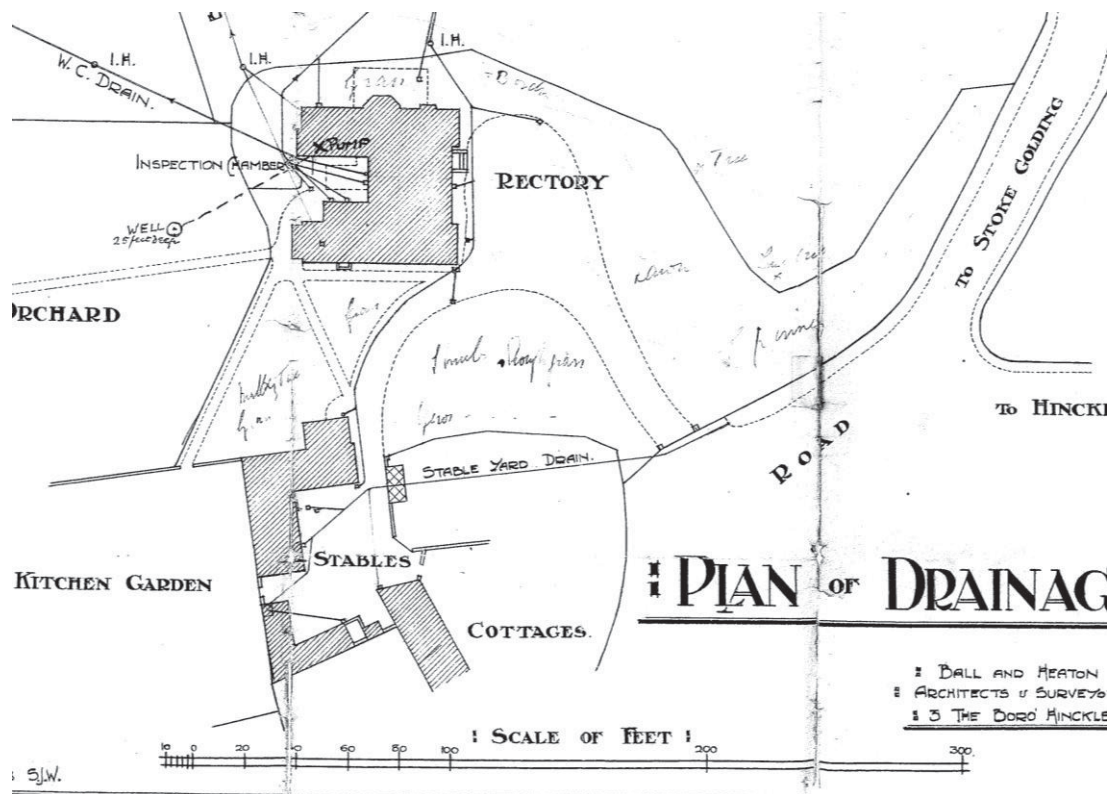


Figure 4 Plan of the Rectory estate
Supplied by client



Figure 5 Aerial photograph of the site (extreme right of picture)
Supplied by client

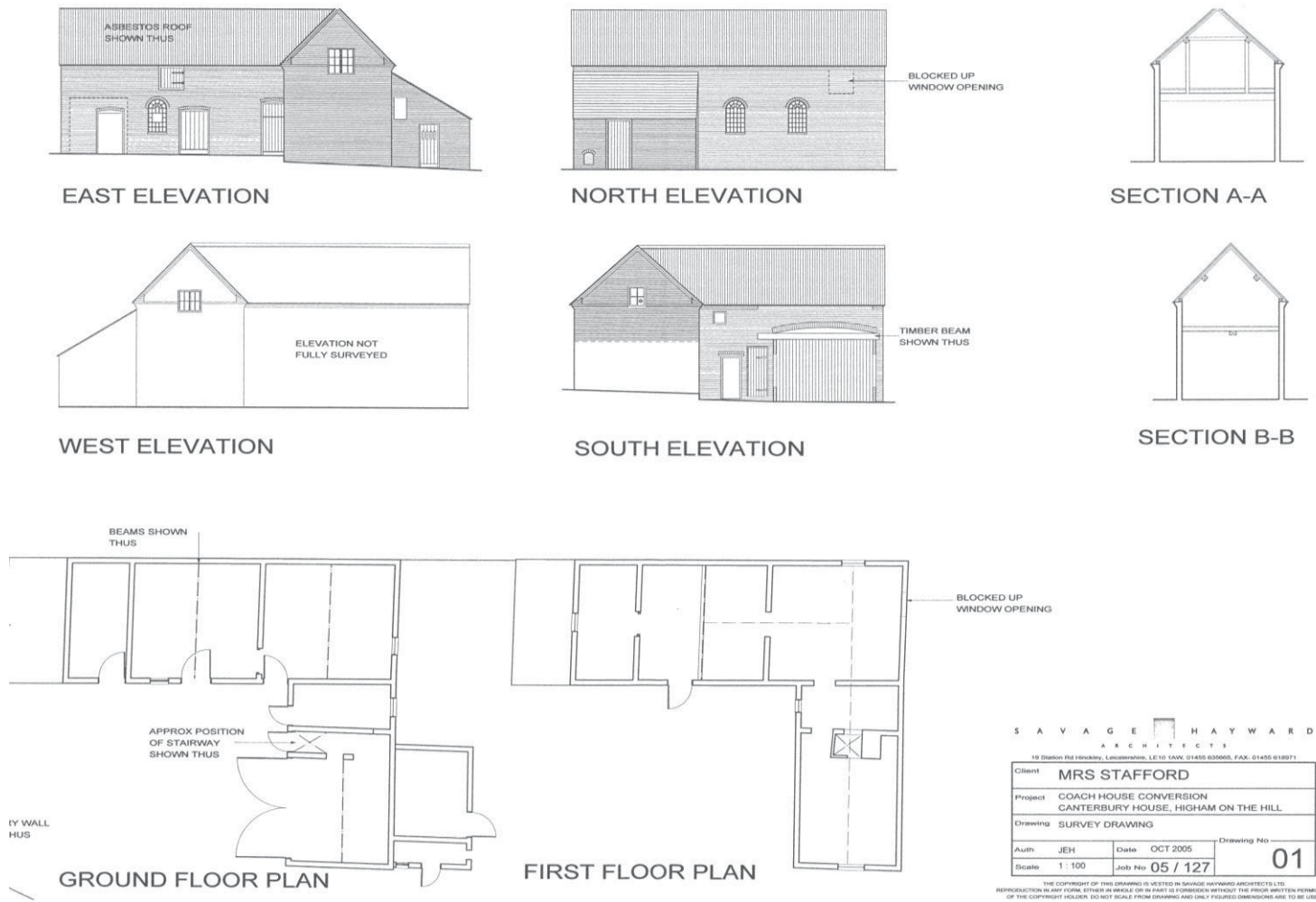


Figure 6 Plans before renovation
Supplied by client



Figure 7 Coach House from the entrance drive (after renovation)
Looking south west



Figure 8 Outhouses to the south of the main building
Looking south west. 1m scale



Figure 9 North and east elevations before renovation
Looking south west

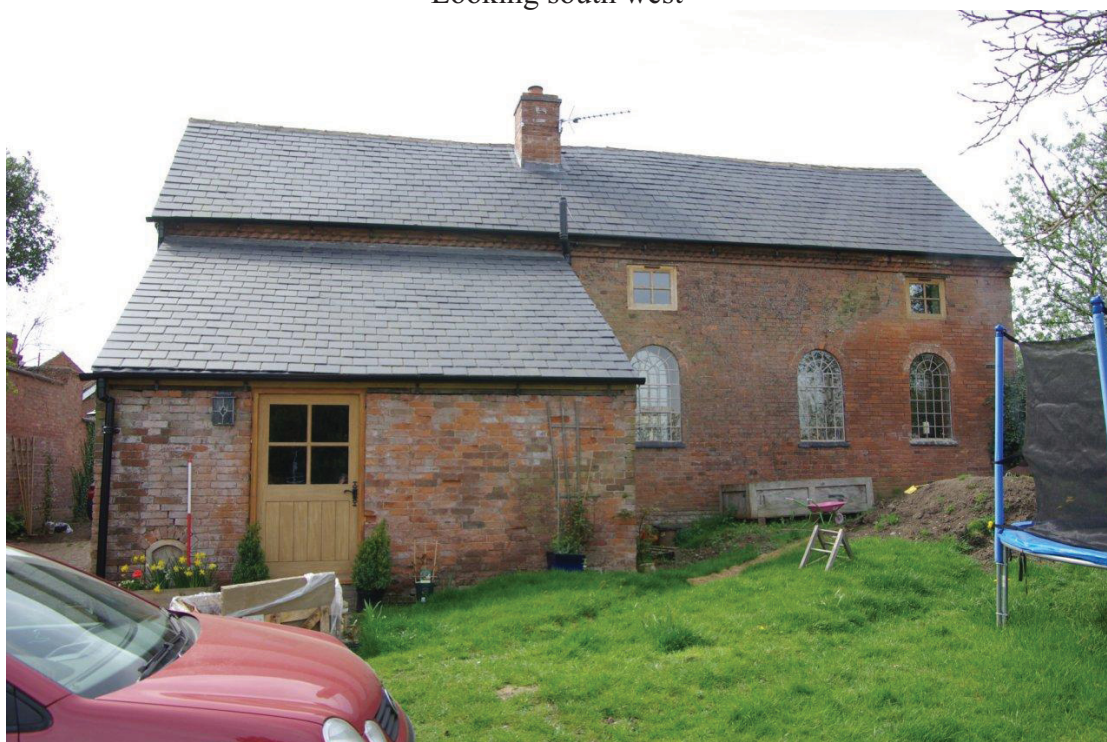


Figure 10 North elevation after renovation
Looking south. 1m scale



Figure 11 North elevation detail after insertion of new windows
New windows are first floor on left and ground floor on left
Looking south. 1m scale



Figure 12 East elevation and lean-to
Looking south-west



Figure 13 South elevation of east to west wing before renovation
Looking north



Figure 14 South elevation of east to west wing after renovation
Looking north



Figure 15 East and south elevations of north to south wing before renovation
Looking north-west



Figure 16 Southern end of building with wall stub visible
Looking north-west



Figure 17 South end room floor being removed
Looking west



Figure 18 Loose box in stable
Looking north-west



Figure 19 Stable window and door detail
Looking east



Figure 20 North-east corner room
Looking north-east



Figure 21 Outside doors of coach store, note wooden pegs on wall
Looking south-east



Figure 22 Stable fireplace, note reused lintel on left of picture
Looking west



Figure 23 Roof detail of Room 1



Figure 24 Room 1 dividing wall into Room 2
Looking north-east



Figure 25 Room 2 dividing wall to Room 1, note purlin supports
Looking south



Figure 26 Room 4 roof detail at junction of the two wings
Looking south-east



Figure 27 Room 6, top of stairs and capped chimney
Looking west



Figure 28 Room 6 gable end wall
Looking east

Appendix 2 Digital photographs

ULAS survey photographs



XA72 2010 (1).JPG



XA72 2010 (2).JPG



XA72 2010 (3).JPG



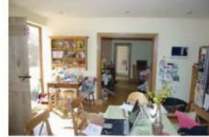
XA72 2010 (4).JPG



XA72 2010 (5).JPG



XA72 2010 (6).JPG



XA72 2010 (7).JPG



XA72 2010 (8).JPG



XA72 2010 (9).JPG



XA72 2010 (10).JPG



XA72 2010 (11).JPG



XA72 2010 (12).JPG



XA72 2010 (13).JPG



XA72 2010 (14).JPG



XA72 2010 (15).JPG



XA72 2010 (16).JPG



XA72 2010 (17).JPG



XA72 2010 (18).JPG



XA72 2010 (19).JPG



XA72 2010 (20).JPG



XA72 2010 (21).JPG



XA72 2010 (22).JPG



XA72 2010 (23).JPG



XA72 2010 (24).JPG



XA72 2010 (25).JPG



XA72 2010 (26).JPG



XA72 2010 (27).JPG



XA72 2010 (28).JPG



XA72 2010 (29).JPG

Client's photographs



Outside (1).JPG



Outside (2).JPG



Outside (3).JPG



Outside (4).JPG



Outside (5).JPG



Outside (6).JPG



Outside (7).JPG



Outside (8).JPG



Outside (9).JPG



Outside (10).JPG



Outside (11).JPG



Outside (12).JPG



Outside (13).JPG



Outside (14).JPG



Outside (15).JPG



Outside (16).JPG



Outside (17).JPG



Outside (18).JPG



Outside (19).JPG



Outside (20).JPG



Outside (21).JPG



Outside (22).JPG



Outside (23).JPG



Outside (24).JPG



Outside (25).JPG



Outside (26).JPG



Outside (27).JPG



Outside (28).JPG



Outside (29).JPG



Outside (30).JPG



Outside (31).JPG



Outside (32).JPG



Outside (33).JPG



Outside (34).JPG



Outside (35).JPG



Outside (36).JPG



Outside (37).JPG



Outside (38).JPG



Outside (39).JPG



Outside (40).JPG



Outside (41).JPG



GFir Coach shed (1).JPG



GFir Coach shed (2).JPG



GFir Coach shed (3).JPG



GFir Coach shed (4).JPG



GFir Coach shed (5).JPG



GFir Coach shed (6).JPG



GFir Coach shed (7).JPG



GFir Coach shed (8).JPG



GFir Coach shed (9).JPG



GFir Coach shed (10).JPG



GFir Coach shed (11).JPG



GFir leanto (1).JPG



GFir leanto (2).JPG



GFir leanto (3).JPG



GFir leanto (4).JPG



GFir leanto (5).JPG



GFir leanto (6).JPG



GFir N room (1).JPG



GFir N room (2).JPG



GFir N room (3).JPG



GFir N room (4).JPG



GFir N room (5).JPG



GFir Stable (1).JPG



GFir Stable (2).JPG



GFir Stable (3).JPG



GFir Stable (4).JPG



GFir Stable (5).JPG



GFir Stable (6).JPG



GFir Stable (7).JPG



GFir Stable (8).JPG



GFir Stable (9).JPG



GFir Stable (10).JPG



GFir Stable (11).JPG



GFir Stable (12).JPG



GFir Stable (13).JPG



GFir Stable (14).JPG



GFlr Stairs (1).JPG



GFlr Stairs (2).JPG



GFlr Stairs (3).JPG



GFlr Stairs (4).JPG



GFlr Stairs (5).JPG



GFlr Stairs (6).JPG



G Flr S end (1).JPG



G Flr S end (2).JPG



G Flr S end (3).JPG



G Flr S end (4).JPG



G Flr S end (5).JPG



G Flr S end (6).JPG



G Flr S end (7).JPG



G Flr S end (8).JPG



1 Flr R1 (1).JPG



1 Flr R1 (2).JPG



1 Flr R1 (3).JPG



1 Flr R1 (4).JPG



1 Flr R1 (5).JPG



1 Flr R1 (6).JPG



1 Flr R1 (7).JPG



1 Flr R1 (8).JPG



1 Flr R1 (9).JPG



1 Flr R2 (1).JPG



1 Flr R2 (2).JPG



1 Flr R2 (3).JPG



1 Flr R2 (4).JPG



1 Flr R2 (5).JPG



1 Flr R2 (6).JPG



1 Flr R2 (7).JPG



1 Flr R2 (8).JPG



1 Flr R3 (1).JPG



1 Flr R3 (2).JPG



1 Flr R3 (3).JPG



1 Flr R3 (4).JPG



1 Flr R4 (1).JPG



1 Flr R4 (2).JPG



1 Flr R4 (3).JPG



1 Flr R4 (4).JPG



1 Flr R4 (5).JPG



1 Flr R6 (1).JPG



1 Flr R6 (2).JPG



1 Flr R6 (3).JPG



1 Flr R6 (4).JPG



1 Flr R6 (5).JPG



1 Flr R6 (6).JPG



1 Flr R6 (7).JPG



1 Flr R6 (8).JPG

**PHOTO RECORD SHEET XA72.2010 Canterbury Coach House,
Higham on the Hill, Leics.**

Digital colour photographs by client before renovation.

photo no	description	location	facing	initials	date
1	S elevation N-S wing	Outside	N	CFripp	
2	S elevation E-W wing	Outside	NE	CFripp	
3	ditto	Outside	N	CFripp	
4	E elevation N-S wing window detail	Outside	W	CFripp	
5	E elevation N-S wing door detail	Outside	NW	CFripp	
6	S elevation N-S wing 1st floor window	Outside	N	CFripp	
7	S elevation N-S wing door detail	Outside	N	CFripp	
8	Lean-to door on east side	Outside	SW	CFripp	
9	N elevation E-W wing	Outside	SE	CFripp	
10	N elevation	Outside	S	CFripp	
11	S +E elevation from courtyard	Outside	NW	CFripp	
12	E elevation N-S wing	Outside	NW	CFripp	
13	S +E elevation from courtyard	Outside	NW	CFripp	
14	S +E elevation from courtyard	Outside	N	CFripp	
15	N elevation of lean-to	Outside	S	CFripp	
16	N elevation of lean-to	Outside	S	CFripp	
17	Arched windows on N elevation	Outside	SE	CFripp	
18	Building from school field	Outside	NE	CFripp	
19	Courtyard & outbuildings	Outside	SW	CFripp	
20	E elevation of lean-to	Outside	W	CFripp	
21	E elevation +cobble E-W range	Outside	W	CFripp	
22	Lean-to roof	Outside	S	CFripp	
23	N-S wing from courtyard	Outside	NW	CFripp	
24	E-W wing from courtyard	Outside	N	CFripp	
25	N-S wing S elevation	Outside	N	CFripp	
26	N-S wing window detail	Outside	W	CFripp	
27	N-S wing hayloft door	Outside	W	CFripp	
28	N-S wing stable door detail	Outside	W	CFripp	
29	E-W wing coach store door	Outside	N	CFripp	
30	E-W wing coach store door	Outside	N	CFripp	
31	E-W wing 1st floor window, S elevation	Outside	N	CFripp	
32	N-S wing door detail	Outside	W	CFripp	
33	Coach store N elevation	Outside	S	CFripp	
34	Coach store W elevation from field	Outside	NE	CFripp	
35	Lean-to roof detail	Outside	S	CFripp	
36	N-S wing from courtyard	Outside	NW	CFripp	
37	E-W wing from courtyard	Outside	N	CFripp	
38	Lean-to	Outside	SE	CFripp	
39	N elevation blocked 1st floor window	Outside	S	CFripp	
40-41	E elevation	Outside	SW	CFripp	

**PHOTO RECORD SHEET XA72.2010 Canterbury Coach House,
Higham on the Hill, Leics.**

Digital colour photographs by client before renovation.

photo no	description	location	facing	initials	date
G Flr coach shed 1	Brackets on E wall	G floor	NE	CFripp	
G Flr coach shed 2	Nook to N of chimney	G floor	NW	CFripp	
G Flr coach shed 3	Ditto	G floor	NW	CFripp	
G Flr coach shed 4	Chimney breast	G floor	W	CFripp	
G Flr coach shed 5	NE corner	G floor	NE	CFripp	
G Flr coach shed 6	Inner door detail	G floor	SE	CFripp	
G Flr coach shed 7	Ditto	G floor	S	CFripp	
G Flr coach shed 8	Chimney breast	G floor	W	CFripp	
G Flr coach shed 9	Ditto	G floor	W	CFripp	
G Flr coach shed 10	Underside of NW corner fireplace	G floor	W	CFripp	
G Flr coach shed 11	Ditto	G floor	W	CFripp	
G Flr lean-to 1	Butt joint against N wall	G floor	E	CFripp	
G Flr lean-to 2	Lean-to window	G floor	W	CFripp	
G Flr lean-to 3	Lean-to coal house entrance	G floor	NE	CFripp	
G Flr lean-to 4	Lean-to holes knocked out for new purlins	G floor	E	CFripp	
G Flr lean-to 5	Ditto	G floor	E	CFripp	
G Flr lean-to 6	Lean-to coal chute	G floor	N	CFripp	
G Flr N end rm 1	Window detail	G floor	N	CFripp	
G Flr N end rm 2	SW corner + brick floor	G floor	SW	CFripp	
G Flr N end rm 3	View into stable	G floor	S	CFripp	
G Flr N end rm 4	NE corner and window	G floor	NE	CFripp	
G Flr N end rm 5	SW corner door	G floor	SW	CFripp	
G Flr stable 1	Window detail	G floor	SE	CFripp	
G Flr stable 2	Floor detail	G floor	W	CFripp	
G Flr stable 3	Lose box	G floor	NW	CFripp	
G Flr stable 4	View through door	G floor	W	CFripp	
G Flr stable 5	Dismantled loose box	G floor	NW	CFripp	
G Flr stable 6	Ditto	G floor	SW	CFripp	
G Flr stable 7	Ditto	G floor	SW	CFripp	
G Flr stable 8	SE corner	G floor	SE	CFripp	
G Flr stable 9	Wall detail	G floor	W	CFripp	
G Flr stable 10	Ditto	G floor	SW	CFripp	
G Flr stable 11	Ditto	G floor	NW	CFripp	
G Flr stable 12	Ditto	G floor	N	CFripp	
G Flr stable 13	Door & window detail	G floor	E	CFripp	
G Flr stable 14	Old furniture	G floor	W	CFripp	
G Flr stairs 1	Stairs	G floor	W	CFripp	
G Flr stairs 2	Under stair detail	G floor	NW	CFripp	
G Flr stairs 3	Fireplace under stairs	G floor	NW	CFripp	
G Flr stairs 4	Up chimney	G floor	-	CFripp	

**PHOTO RECORD SHEET XA72.2010 Canterbury Coach House,
Higham on the Hill, Leics.**

Digital colour photographs by client before renovation.

photo no	description	location	facing	initials	date
G Flr stairs 5	Blocked chimney	G floor	-	CFripp	
G Flr stairs 6	Window detail	G floor	E	CFripp	
G Flr S end 1	Door lintel	G floor	E	CFripp	
G Flr S end 2	Cobbled floor	G floor	W	CFripp	
G Flr S end 3	Cobbled floor being removed	G floor	W	CFripp	
G Flr S end 4	E wall	G floor	E	CFripp	
G Flr S end 5	Ditto	G floor	E	CFripp	
G Flr S end 6	S + W walls	G floor	SW	CFripp	
G Flr S end 7	SE corner	G floor	SE	CFripp	
G Flr S end 8	SW corner	G floor	SW	CFripp	
Room 1 1	Reused beam into R2	1st flr	NW	CFripp	
Room 1 2	Gable end	1st flr	SW	CFripp	
Room 1 3	New supports under beam	1st flr	N	CFripp	
Room 1 4	Gable over beam	1st flr	N	CFripp	
Room 1 5	Brickwork over dividing wall	1st flr	NE	CFripp	
Room 1 6	Ditto	1st flr	NW	CFripp	
Room 1 7	SE corner	1st flr	SE	CFripp	
Room 1 8	NE corner	1st flr	NE	CFripp	
Room 1 9	Roof detail	1st flr	-	CFripp	
Room 2 1	Hayloft door	1st flr	NE	CFripp	
Room 2 2	Ditto	1st flr	NE	CFripp	
Room 2 3	Ditto	1st flr	E	CFripp	
Room 2 4	Propped dividing wall to R1	1st flr	S	CFripp	
Room 2 5	Dividing wall to R1	1st flr	S	CFripp	
Room 2 6	Winch & floor doors	1st flr	W	CFripp	
Room 2 7	Dividing wall to R1	1st flr	S	CFripp	
Room 2 8	Ditto	1st flr	SW	CFripp	
Room 3 1	Wooden post dividing wall to R 4	1st flr	NW	CFripp	
Room 3 2	Dividing wall to R4	1st flr	N	CFripp	
Room 3 3	Dividing wall to R 3	1st flr	S	CFripp	
Room 3 4	Wooden post	1st flr	SW	CFripp	
Room 4 1	Dividing wall to R3	1st flr	SW	CFripp	
Room 4 2	Corner into R5	1st flr	SE	CFripp	
Room 4 3	Roof detail	1st flr	SE	CFripp	
Room 4 4	Removed door	1st flr	SE	CFripp	
Room 4 5	Roof detail	1st flr	S	CFripp	
Room 6 1	Capped chimney	1st flr	W	CFripp	
Room 6 2	End window	1st flr	E	CFripp	
Room 6 3	Chimney & stairs	1st flr	W	CFripp	
Room 6 4	Ditto	1st flr	W	CFripp	

**PHOTO RECORD SHEET XA72.2010 Canterbury Coach House,
Higham on the Hill, Leics.**

Digital colour photographs by client before renovation.

photo no	description	location	facing	initials	date
Room 6 5	End window and roof	1st flr	E	CFripp	
Room 6 6	Dividing wall being demolished	1st flr	W	CFripp	
Room 6 7	Purlin detail	1st flr	-	CFripp	
Room 6 8	Purlin detail	1st flr	-	CFripp	
				CFripp	
				CFripp	

Appendix 4 ULAS Design Specification

UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES

Design Specification for Archaeological Work

Site: Canterbury House, 117, Main Street, Higham on the Hill, Leicestershire,
SP 384 955

Client: Mr C Fripp

Planning Authority: Hinckley and Bosworth Borough Council (HBBC)
P.A 06/00655/4

Non-Technical Summary

This document represents a design specification for archaeological historic building recording for **Canterbury House, 117, Main Street, Higham on the Hill, Leicestershire**. The design specification addresses the requirements of Leicestershire County Council as advisors to the planning authority and follows the guidelines as laid out in the *Institute for Archaeologists Standards and Guidance for Standing Buildings or Structures (IfA S&G)*.

1. Site Location and condition

- 1.1 Canterbury House, 117, Main Street, Higham on the Hill, Leicestershire (SP 384 955: Figs 1-2).

2. Planning Background

- 2.1 The requirement for archaeological work is in accordance with PPS5 "Planning and the Historic Environment" (2010). This proposal involves various works to the coach house at Main Street, Higham on the Hill which is identified as of historic, architectural and/or archaeological interest from information held in the Leicestershire and Rutland Historic Environment Record (HER). In consequence, the Senior Planning Archaeologist (SPA) has recommended Building recording (photographic survey) of the coach house as detailed in his advice letter to HBBC (LCC HNET 7 July 2006)

3. Archaeological and Historical Background

- 3.1 The coach house is shown on 1880's 1st edition OS mapping and appears to be associated with the Rectory (now 117, Main Street). At this time there was also a formal garden to the west of the coach house. Buildings such as there are a diminishing resource, and as such we recommend that the planning authority require the applicant to complete an appropriate level of building recording prior to alteration.

4 Aims and objectives

- 4.1 The aim of the work is to complete an appropriate level of historic building assessment of the impact of proposed works to the structure. This will pay specific attention to those elements where demolition/conversion and/or alteration are proposed. The work should be undertaken to a standard that will allow the future interpretation of the buildings within the context for which they were originally designed as well as later uses

5. Methodology

5.1 Building Recording

Work should follow guidelines prepared by English Heritage for the recording of historic buildings, as detailed below.

5.2 Written account

The written account will include:

- The precise location of the building, by name or street number, civil parish, town, etc, and a National Grid reference (including the National Grid Line reference and accurate to at least 6 figures).

- A note of any statutory (listing, scheduling or conservation area) and non-statutory (historic park and garden registration, etc.) designation(s).
- The date when the record was made, the name(s) of the recorder(s) and the archive content/character and location.
- A summary of the building's type or purpose, historically and at present, its materials and possible date (s).
- A gazetteer of photographs taken (this should list the photographs by format and subject).

If a visual index is to be included in the report, this should be submitted as an appendix and is not a substitute for the inclusion of key images in the body of the report.

5.3 *The Drawn Record*

The drawn record will include:

- Site location plans at suitable scales (preferably indicating the position of the site within the country, within the county and a clear plan of the precise location/outline of the building (s) i.e. 1:1250).
- A plan (s) indicating the position and orientation of photographs/images included in the report.

5.4 *Photographic Survey*

The photographic survey will comprise a general and detailed photographic record of the building to be altered (see below for detail).

The photographic record will be in black and white using an SLR camera with 35mm film. Processing will follow guidelines Archaeological Archives Forum (2007), Digital and/or colour slide photography will supplement the photographic record where appropriate.

The record will cover:

- General photographs of the interior, exterior and setting of the building is required. A 2 metre ranging rod should be included in a selection of general shots in order that the scale of all elements of the building can be sufficiently established.
- The building's external appearance is to be recorded. Typically a series of oblique views will show all external elevations of the structure and give an overall impression of size and shape. Where an individual elevation embodies complex historical information or have been conceived as formal compositions, views at right angles to the plane of the elevation may also be appropriate.
- Further views may be desirable to indicate the original design intentions of the builder or architect.
- Any external detail, structural or decorative, which is relevant to the design development and does not show adequately on general photographs should be the subject of detailed photography N.B. all detailed photographs must contain a photographic scale.
- The overall appearance of principal rooms and circulation areas;
- Any external or internal detail, structural or decorative, which is relevant to the building's design, development and use and which does not show adequately on general photographs;
- Any machinery or other plant, or evidence for its former existence;
- Any dates or other inscriptions, signage, makers' plates or graffiti which contribute to an understanding of the building or its fixtures or contents.
- Any building contents or ephemera which have a significant bearing on the building's history.
- Copies of maps, drawings, views and photographs, present in the building and illustrating its development/use, or that of its site.
- The photographic component of the report should include a selection of photographs illustrating the building in its context and the main focus of the survey (for example, areas subject to alteration/demolition). For the purposes of the report, high quality digital images are acceptable (N.B within the report, no more than 4 and more usually 2 images per A4 page should be presented. These should be at a scale that allows a proper appreciation of their content).

6. Report Preparation

6.1 The reports will contain as a minimum:

- non-technical summary
- introductory statements
- aims and purpose of the survey
- methodology
- an objective summary statement of results
- supporting illustrations at appropriate scales
- supporting data, tabulated or in appendices

6.2 The report will be in A4 format and initially .pdf copies will be sent to the Client, LCC HNET and HER.

7. Copyright

7.1 The copyright of all original finished documents shall remain vested in ULAS and ULAS will be entitled as of right to publish any material in any form produced as a result of its investigations.

8. Health and Safety

8.1 ULAS is covered by and adheres to the University of Leicester Archaeological Services Health and Safety Policy (2007) and FAME (SCAUM) Health and Safety manual with appropriate risks assessments for all archaeological work. The relevant Health and Safety Executive guidelines will be adhered to as appropriate. The HSE has determined that archaeological investigations are exempt from CDM regulations.

8.2 A Risks assessment form will be completed prior to work commencing on-site, and updated as necessary during the site works.

9 Insurance

9.1 All ULAS work is covered by the University of Leicester's Public Liability and Professional Indemnity Insurance. The Public Liability Insurance is with St Pauls Travellers Policy No. UCPOP3651237 while the Professional Indemnity Insurance is with Lloyds Underwriters (50%) and Brit Insurances (50%) Policy No. FUNK3605.

10. Timetable and Monitoring arrangements

10.1 The project is scheduled to start on 27.04.2010 and be monitored by the project manager on behalf of ULAS and the LCC Senior Planning Archaeologist on behalf of the planning authority.

10.2 All monitoring shall be carried out in accordance with the *IFA S&G*.

11 Bibliography

Archaeological Archives Forum 2007, *Archaeological Archives: A guide to best practice in the creation, compilation, transfer and curation of archaeological archives*

Department of the Environment/Department of National Heritage, 1994. *Planning policy guidance 15: planning and the historic environment*

English Heritage, 2006. *Understanding Historic Buildings*.

Institute for Archaeologists, 2008. *By-laws, standards and policy statements of the Institute of Field Archaeologists*

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Appendix 5 OASIS Information

INFORMATION	
Project Name	Canterbury House Coach House
Project Type	Building recording
Project Manager	P Clay
Project Supervisor	A Hyam
Previous/Future work	None
Current Land Use	Agricultural
Development Type	Conversion to domestic dwelling
Reason for Investigation	
Position in the Planning Process	As a condition
Site Co ordinates	SP 384 955
Start/end dates of field work	27.4.2010
Archive Recipient	LCC
Study Area	100m ²

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