



# heritage



## **Historic Building Recording**

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## **Historic Building Recording**

#### Summary

Wessex Archaeology were commissioned by Thomas Ford and Partners, on behalf of Wakefield Metropolitan District Council, to undertake a Photographic Survey of the Grade II Listed Wakefield Old Crown Court, Wakefield, West Yorkshire, centred on National Grid Reference (NGR) 433005, 420975.

The site is located on the junction of Wood Street and Cliff Parade, within the Civic Quarter, the historic core of Wakefield city centre, which lies within the Wood Street Conservation Area. The County Court was the first civic building to be constructed on Wood Street which now also includes the Town Hall, Former Mechanics Institution and the Police Station.

The site comprises a Grade II\* listed Neo-classical courthouse opened in 1810, constructed in sandstone ashlar, and designed by the notable Charles Watson who had been responsible for the building of other court houses and town halls in Yorkshire. The courthouse continued to be modified throughout its lifetime, notably in 1849-50. The Old Crown Court closed in 1992 when cases were moved to nearby Leeds and Bradford. The building was privately sold at this time and has since had numerous owners and fallen into disrepair. In 2013 Wakefield Old Crown Court was added to the Historic England 'Heritage at Risk' register. Subsequently, Historic England has been working with Wakefield Metropolitan District Council to actively develop an appropriate strategy to conserve and protect the Wakefield Old Crown Court, and the building was purchased by the local authority in 2014.

A scheme of historic building recording was undertaken by Wessex Archaeology during February 2016 ahead of conservation works. The produced record shows the structure in its current form and setting through a series of technical plans and photographs which are used to illustrate this report. Archival and documentary research has also been undertaken to provide a historical context for the structure. The archaeological recording works have identified seven main phases of construction and have made note of retained architectural and historical features retained within the building.

The historic building recording archive is currently held in the Wessex Archaeology Sheffield Office under the project code 112100. This archive will be deposited along with a copy of the final version of this report with West Yorkshire Archives Wakefield Office. The photographic negatives will be archived with West Yorkshire Archaeology Advisory Service.

## **Historic Building Recording**

#### Acknowledgements

The project was commissioned by Thomas Ford and Partners on behalf of Wakefield Metropolitan District Council and Wessex Archaeology is grateful to Clive England of Thomas Ford and Partners and Claire Newton of Wakefield Metropolitan District Council in this regard. David Hunter of West Yorkshire Archaeology Advisory Service is also acknowledged.

The site survey was undertaken by Maria-Elena Calderón, Andrew Swann and Lucy Dawson. Archive research, analysis and report compilation was by Maria-Elena Calderón and Lucy Dawson. Illustrations were prepared by, Maria-Elena Calderón, Chris Breeden and Chris Swales. The project was managed for Wessex Archaeology by Lucy Dawson.

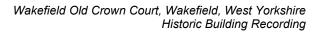


## Historic Building Recording

#### 1 INTRODUCTION

#### 1.1 Project background

- 1.1.1 Wessex Archaeology was commissioned by Thomas Ford and Partners on behalf of Wakefield Metropolitan District Council (WMDC) (hereafter 'the Client') to undertake a scheme of historic building recording of the Grade II\* listed Wakefield Old Crown Court, Wood Street, Wakefield, West Yorkshire, centred on National Grid Reference (NGR) 433005, 420975 (hereafter 'the Site', **Figure 1**).
- 1.1.2 The Site comprises a Grade II\* listed Neo-Greek courthouse which opened in 1810, constructed with sandstone ashlar and designed by the notable Charles Watson, who built other court houses and town halls in Yorkshire. The Crown Court was the first civic building constructed along the newly created Wood Street which now also contains the Town Hall, Former Mechanics Institution and Police Station. The courthouse continued to be modified throughout its history, notably in 1849-50 and 1883. The Old Crown Court closed in 1992 when cases were moved to nearby Leeds and Bradford. The building was privately sold at this time and has since had numerous owners and fallen into disrepair. In 2013 Wakefield Old Crown Court was added to the Historic England 'Heritage at Risk' register. Subsequently, Historic England has been working with Wakefield Metropolitan District Council to actively develop an appropriate strategy to conserve and protect the Wakefield Old Crown Court, included in the proposed Civic Quarter Master Plan to regenerate the area. The Civic Quarter Master Plan aims to identify appropriate uses for historic buildings to ensure sustainability whilst preserving their character, and the Site is listed within the Plan's 'Future Challenges' (Wakefield Council, 2014). The building was purchased by the local authority in 2014.
- 1.1.3 The Site is currently supported by extensive scaffolding both externally and internally, in order to stabilise and make safe the building. As such, this initial phase of restoration works to the building is primarily concerned with making the building structurally sound and water tight in order to prevent any further damage to the historic fabric.
- 1.1.4 All works were carried out in accordance with the 'Specification for archaeological photographic recording of the former Crown Court House, Wood Street, Wakefield', produced by West Yorkshire Archaeology Advisory Service (WYAAS) (2016) which set out the requirements and methodologies for the survey. This specification can be found at the back of this report in **Appendix III**.
- 1.1.5 A scheme of archaeological recording was undertaken by Wessex Archaeology in February 2016 ahead of any conservation works, the results of which comprise this report. All works were carried out in accordance with industry standards and best practice.





#### 2 THE SITE

#### 2.1 Site location and description

- 2.1.1 The Site lies at the junction of Wood Street and Cliff Parade and is bound by them to the north-east and north-west respectively. The Site is also bound to the south-east by the pedestrianised Gill Street and an unnamed road to the south-west (**Figure 1**), and lies within the Wakefield Civic Quarter, the historic core of Wakefield city centre, and the Wood Street Conservation Area. Principal access to the Site is from Wood Street to the north-east, however, access is also available from secondary entrances to Cliff Parade and the rear of the building.
- 2.1.2 The Site is located approximately 1 km north-west of the Calder River, 280 m to the east of Wakefield Westgate Railway Station and 3.5 km east of junction 40 of the M1 motorway.
- 2.1.3 The Site is situated on an elevation of approximately 57 m above Ordnance Datum (aOD). The Site is underlain by bedrock geology of the Woolley Edge Rock sandstone, of the Carboniferous Period (British Geological Survey (BGS)).

#### 3 AIMS AND OBJECTIVES

#### 3.1 Historic building recording

- 3.1.1 The principal aim of the archaeological works is to identify and objectively record by means of photographs and phase plans any significant architectural features and evidence for the original and subsequent historical form and functions of the court house, and to place this record in the public domain by depositing it with the West Yorkshire Historic Environment Record (WYHER).
- 3.1.2 Specific aims of the work were:
  - to produce a drawn record of the building with archaeological and architectural information;
  - to produce a photographic record of the building;
  - to produce a written account of the building; and
  - to produce a report which will present the results of the historic building survey in sufficient detail.

The objective of the works is to place the crossed referenced, long-term record of the building in the public domain by depositing it with West Yorkshire Historic Environment Record and West Yorkshire Archaeology Advisory Service (WYAAS).

#### 4 METHODOLOGY

#### 4.1 Scope of the historic building recording

4.1.1 The scope of the recording works has taken the form of three elements: an archival and documentary study; a photographic survey of the building; and use of existing architectural drawings, annotated with architectural and archaeological information.

#### 4.2 Documentary research

4.2.1 A programme of documentary research was been carried out at Wakefield Archive and Local Studies Library to obtain a historic map regression of the Site, and to assess any



readily-available primary or secondary sources that related to the historical development of the Site. This was supplemented by online research and sources within the Wessex Archaeology in-house library This research helps to inform a narrative which sets the building within its historical context.

4.2.2 Relevant maps are reproduced to illustrate this report (**Figure 2**).

#### 4.3 Photography

- 4.3.1 The photography of the Site was based on the requirements for archaeological photographic recording, specified by WYAAS (2016: **Appendix III**) and comprised:
  - general oblique views of the court house in its wider setting;
  - general internal views of each room or discrete space from sufficient vantage points as to adequately record the form, general appearance and manner of construction of each area;
  - detailed photographs of all features of archaeological and architectural interest identified during the recording process;
  - *detailed photographs of any significant change in construction material;*
  - detailed photographs of any blocked, altered or introduced openings; and
  - detailed photographs of evidence for phasing, and for historical additions and alterations to the building.
- 4.3.2 The photographic record comprises 35mm black and white and colour film. A photographic scale of appropriate size was included in all detailed and general views.
- 4.3.3 The location and direction of each photographic viewpoint was recorded onto the corresponding Site or floor plan. These have been complemented by photographic registers which, as a minimum, give the direction of the view and a brief description of the subject, and are included at the back of this report in **Appendix I**. Each viewpoint of the photographic record has been used to illustrate this report and can be found in **Plates 1-253**, whilst plate viewpoints can be found on **Figures 1, 8-10**.
- 4.3.4 The full photographic record, together with copies of the marked up plans and photographic registers will be included in the Site archive.

#### 4.4 Drawn record

- 4.4.1 Existing site plans, supplied by Thomas Ford and Partners, and surveyed by Premier Surveys Limited, were utilised by Wessex Archaeology and supplemented with archaeological and architectural information, in accordance with the specification (WYAAS 2016: **Appendix III**).
- 4.4.2 The annotated and phased site plans have been used to illustrate this report (**Figures 8-10**).

#### 5 HISTORICAL BACKGROUND

#### 5.1 Introduction

5.1.1 Information was gathered from Wakefield Archive and Local Studies Library to enhance the understanding of the use and development of the Site within its local and national context.



#### 5.2 Early Wakefield

5.2.1 The city of Wakefield is situated on the ford of a Roman road leading from Pontefract to Manchester. It was settled by the Angles during the 5th and 6th century but later became controlled by the Vikings in what is now known as the *Danelaw*. The Viking administration of wapentakes lasted for centuries after their control ceased, with Wakefield belonging to the wapentake of Agbrigg. The name Wakefield derives from the Old English '*wacu*' and '*feld*' meaning open land where festivals take place (Mills 1991). The street names Kirkgate, Westgate, and Northgate all contain the suffix '*-gate*' being the Old Norse name for 'street'. All of which attests to the development of the city during the Anglo-Saxon period.

#### 5.3 Medieval – post-medieval period

- 5.3.1 The Manor of Wakefield was in royal possession before the conquest of 1066. As such it passed directly to William I and is listed with his land in the Domesday Book of 1086. The area suffered during the 'harrying of the north' between 1069-1070 and it is noted that the land had devalued from £60 before the conquest, to £15 in 1086 (Williams and Martin 1992). The manor later passed to William de Warenne, 1st Earl of Surrey, like much of Yorkshire.
- 5.3.2 The Domesday Book of 1086 (Williams and Martin 1992) notes two churches in the Manor; one at Wakefield and one in Sandal. Whilst in addition, the castle at Sandal was constructed during the 12th century and Wakefield received a Charter to hold a market in AD 1203. Throughout the medieval period the town became a centre for the woollen and tanning trade and the Aire and Calder canal was passed in parliament in 1699 providing the town with access to the North Sea. A cattle market opened in 1765 and became one of the largest in northern England. The town continued to expand well into the post-medieval period becoming an inland port and centre for trade.

#### 5.4 The Industrial Revolution

5.4.1 During the Industrial Revolution Wakefield saw great expansion with the construction of woollen mills, breweries, glass works, engineering works, soap works, and bricks yards, and as such Wakefield developed into an administrative centre. The 19th century saw great expansion in civic building within Wakefield, with the first civic building on Wood Street being the court house.

#### 5.5 The Old Crown Court

- 5.5.1 Wakefield Crown Court was designed by the famous architect Charles Watson in 1806. Watson came from a line of architect/surveyors; his father and grandfather both named John had held the appointment of 'Surveyor of Bridges to the West Riding' and the former had worked with John Carr on the House of Correction at Wakefield 1766. Watson was in partnership with William Lindley of Doncaster in the 1790s and likely designed several houses on Margret Street, Westgate and Wentworth Street until the turn of the century when the partnership dissolved. Following works at Wakefield Crown Court, Watson went on to design Pontefract Court House in 1807 and also worked at Woolley Hall for Godfrey Wentworth. He later moved to York and partnered with J. P. Pritchett but carried on working in Wakefield, designing the West Riding Pauper Lunatic Asylum in 1818 and the Public Library and News Room in 1820-2 (Linstrum 1978).
- 5.5.2 Prior to the construction of the Court House, cases were heard in public houses such as the White Heart Inn and the Elephant and Castle (Walker 1965). Sources vary on the act of parliament that created provision for the construction. William Wilberforce, before he famously for lead the campaign for the *Slavery Abolition Act 1833*, proposed the *West*



*Riding of Yorkshire Court Houses Act 1806* that allowed public money or rates to fund the erection of court houses in any of the 11 towns across the county (Bagshaw 1812; Law Commission 2012), other sources state that an unnamed act of parliament in 1795 provided funds for Wakefield Crown Court (Walker 1965; Taylor 1976).

- 5.5.3 Land was purchased for the Court House from Rev. Wood in 1806, from whom the street is named (Walker 1965; Taylor 1976). It is said that there was a delay in building the Court House due to difficulties in sourcing large enough blocks of stone for the pillars (Wakefield Historical Society 2012) and it was not until 10th January 1810 that the Court House opened for session (Walker 1965). The Site is credited with being one of the earliest examples of Greek revival in the country (Taylor 1976). The Court House was extended between 1849 and 1850, and again in 1883, with minor modifications likely to have been on-going (Walker 1965; Taylor 1976).
- 5.5.4 Wakefield Old Crown Court served a number of functions prior to the construction of Wakefield's other civic buildings. This included the announcement of George IV's accession to the throne being read from the Crown Court in 1820, and when a riot broke out during the 1837 elections, the cast-iron railings of the Court House were torn up to use as weapons, and all of the windows were said to have been smashed. The railings were later replaced and an illustration dated to 1853, (not reproduced Walker 1965) shows a wrought iron fence upon a stone wall enclosing the front of the Court House. In 1858 a Russian cannon that had been taken at the Siege of Sevastopol, during the Crimean War, was 'clandestinely' fired from the portico of the Court House (Taylor 1876).
- 5.5.5 A map regression shows the earliest depicted form of the Court House on the 1851 Town Plan (**Figure 2**). The map presents the internal division of the building which include a central historic core with primary curved rear wall, flanking wings and a secondary attached extensions to the rear, enclosed by a boundary wall. The later 1854 OS map (not reproduced) shows this same main footprint but minus one of the attached rear extensions to the south-west end of the north-west range. Both these maps were drawn from the same survey in 1849 but the 1851 in more detail. The difference which may suggest that this area was under construction at the time and that the Town Plan was amended to include some of the alterations. A number of sources state that the Court House was extended in 1849-51 and again in 1883 (Walker 1965; Taylor 1967).
- 5.5.6 An undated cellar plan, but presumed likely to be from c.1850, shows the foundations of the southwestern extensions to the main Court House (Figure 4) along with the foundations and passageway of a phase 3 extension to the south-east. Further information is added with two contemporary elevation drawings (Figure 3) showing the phase 3 south-east extension and a ground floor single storey corridor to the south-east elevation, the majority of which was later demolished for the fourth major phase of development. The 1890 OS (Figure 2) depicts the addition of the two-storey extension to the south-east of the building, but this extends further to the north-east than that depicted on the earlier drawings of the early 1850s (Figures 3, 4). The 1890 OS also shows how the once open rear of the building had gained more extensions leaving only a staircase and small open yard to the cellar level beyond the boundary wall. A set of stairs to the north-west elevation are also shown, leading to a doorway within the phase 2 extension. There is no change to the depicted plan form of the building shown on the 1894 OS map, which is not reproduced, however, by 1907 (Figure 2) this open yard area to the rear is shown as covered and the previously covered area adjacent to it is open. This is likely an error in the 1907 edition as it reverts back by 1914.

- 5.5.7 The 1907 edition also depicts the boundary wall as having been removed and a new wall enclosing only the east corner of the plot whilst the north-east and north-west elevations front directly on to the street (**Figure 2**). An undated plan to remove the front steps to the portico of the building and move the boundary wall to this location for probably dates to this period (**Figure 6**). A historic photograph dated 1900-1920 in Wakefield Museum's collection depicts the portico steps which were never removed, and the altered position of the curved boundary wall to the east corner, which had originally continued in front of the principal north-east façade, joining with the portico steps (**Figure 7**).
- 5.5.8 By 1914, a small yard to the south-east of the 1850s extension has been infilled (Figure 2). The depiction of the structures at the rear of the building varies over time, but the area is finally completely enclosed by the 1930/1933 OS map (Figure 2). An undated cellar and ground floor plan (Figure 5) show the building with the same footprint as the 1930/1933 OS, which has remained. The former pavement lights that have surrounded the building since the 1890 OS map through the historic mapping are now covered over by concrete.
- 5.5.9 The building continued to function as the Crown Court until the 1970s when Crown Court cases were moved to Leeds (Law Commission 2012), and was listed as Grade II\* in March 1971. The building closed fully in 1992, although some sources state 1994, and was sold to private owners (Yorkshire Evening Post 2014). Since its sale the building has been used to film scenes from the soap opera *Emmerdale* in 2007 (Emmerdale 2007), although it has largely been left empty, passed through several ownerships and fallen into disrepair. The building was added to the Historic England 'Heritage at Risk' register in 2013, and purchased by WMDC in 2014.

#### 6 BUILDING DESCRIPTION

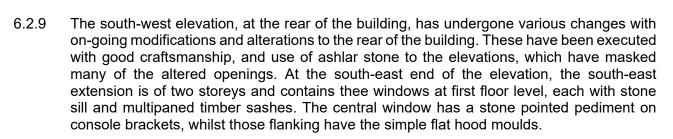
#### 6.1 Introduction

6.1.1 The historic building recording was carried out between the 15th and 18th February 2016. At the time of the survey the structure was extensively scaffolded both externally and internally. This allowed for close inspection of historical architectural detail and fabric; however, it limited the ability to photographically capture general views of rooms or circulation spaces and external elevations. A large portion of the external building was fenced off at ground floor level, obscuring the elevations and some internal spaces were sealed due to asbestos contamination and therefore not accessible for recording.

#### 6.2 External

- 6.2.1 The structure occupies a quadrilateral plot of land approximately 0.2 acres in size, orientated north-west to south-east, situated on the junction of Wood Street and Cliff Parade (**Figure 1**). The building is a two storey structure in part, with an elevated ground floor level and basement below. It is built mostly of ashlar sandstone masonry in a Neo-classical style with a series of hipped roofs obscured by parapets, typical of the era (**Plates 1-3**).
- 6.2.2 The principal façade is to the north-east fronting Wood Street and contains an imposing double height portico to the north-west of the elevation (**Plates 1-3**). The tetrastyle portico is raised, with six fluted columns (**Plates 4-6**) supporting a pediment with a pure Doric entablature enriched with triglyphs, metopes and mutules with guttae (**Plate 6**). From recent photographs, prior to the erection of the external scaffolding, we know that the Royal coat of arms of the United Kingdom sits within the centre of the tympanum with an acroterion of Lady Justice to the pediment, typical of a law building. These details were obscured at the time of survey (**Plates 1-3**)

- 6.2.3 Stone steps lead from either side of the portico to the raised platform (Plate 7) which is partially enclosed by a decorative wrought iron rail (Plate 4). Centrally located within the north-east elevation is the principal entrance (Plate 8). The entrance was fitted with a large double door decorated with beaded panels and fitted with the original brass furniture (Plates 9-10). The doorway is surrounded with a moulded architrave with console brackets, enriched with a chain motif (Plates 9-10). The door is flanked by an inserted sash windows to each side (Plate 8) with ashlar surrounds of matching design (Plate 11), with the southeastern window having been altered to incorporate a post box in recent years. To either side of the central two storey range with portico are single storey, one bay, ranges fenestrated with a single window to the north-east elevation with the same surround design, although obscured at the time of the survey (Plates 1-3, 12).
- 6.2.4 Attached to the south-east of the primary structure, set back from the principal façade, is a two storey extension of eight bays, with the north-westernmost three bays at first floor only (**Plate 12**). The area of land directly to the northeast of the extension comprises a small stone flagged yard, enclosed by a small curved stone wall (**Plates 12-13**) with a stone stepped entranceway which was formerly gated (**Plate 14**). Very little of this yard area was viewed due to the positioning of the scaffolding and associated material.
- 6.2.5 The north-east elevation of the extension comprises five bays at ground floor, with a centrally positioned double doorway, accessed via small set of stone steps, leading to the internally raised floor level of the building (**Plates 15-16**). This central doorway has a stone surround and pediment matching those to the principal façade of the primary structure, and simple three paned overlight (**Plate 15**). The two bays to each side of the central doorway comprise a window and door opening, each decorated with a flat stone hood mould. The doorways contain matching timber panelled double doors and overlight, however, neither of the doorways include steps from the lower external yard area, rendering them inaccessible, suggestive that they were purely for aesthetics of symmetry to the elevation. (**Plates 15-16**).
- 6.2.6 At first floor, the elevation contains six windows, matching the design of those at ground floor level, with multipaned timber sashes, flat hood moulds and a stone string course forming the sill (**Plates 12-13**). This elevation continues above the roof level of the primary single storey east range of the building.
- 6.2.7 The south-east elevation of the primary single storey east range contains a window with surround matching that of the principal elevation, and secondary timber sash window (Plate 17). To the south, a doorway has been inserted into a former window opening with timber panelled double doors and overlight, the same as those of the south-east extension, and flat hood mould. Beyond, is the first floor of the primary central range which contains two windows, mirroring the openings at ground floor, but were both obscured by scaffolding at the time of the survey (Plate 12).
- 6.2.8 The remaining elevations were almost entirely obscured by scaffolding (**Plates 1, 13, 18-20**) and could not be inspected. However, it is known from various available online sources that the south-east elevation contains two windows at ground floor, the north-eastern being of higher status, serving the phase 4general waiting hall for Court 2 with decorative stone panel beneath and flat hood mould, whilst the south-western window was much smaller with decorative surround, reflecting its position to the rear of the building. At first floor, the elevation comprises five bays, each fenestrated, and steps back at the south-west end, encompassing three of the five bays.



- 6.2.10 The remainder of the elevation comprises the south-west end of the single storey west range, and later extensions to the rear of the original structure, with several inserted and blocked openings, constructed within a former open yard area. The primary central building has a curved ashlar rear wall which is still visible at first floor level, above the later additions. This has three windows at first floor, lighting the internal courtroom.
- 6.2.11 The north-west elevation, although obscured by the scaffolding and fencing at the time of the survey, is made up of the primary single storey west range at ground floor, with the first floor of the two-storey central range beyond, although this first floor elevation is not visible from the street level of Cliffe Parade. The west range contains nine bays, the southernmost two being a later addition. Each bay encompasses a single window, with the exception of the eighth bay that contains a doorway. The first, fourth, seventh and ninth bay each have windows with decorative stone surround, console brackets and flat pediment, with chain motif. The doorway also encompassed the same surround with timber panelled door and overlight. The remaining windows had plan surrounds, though all contained multipaned sash windows.
- 6.2.12 Below the ground floor windows, twelve small barred lightwells, serving the cells within the basement of the former court, are visible, which are located within bays one to seven. The position of former pavement lights directly in front of these lightwells is delineated by the presence of concrete patching which is in contrast with the stone flags of the remainder of the pavement. The elevation also encompasses a small parapet which obscures a shallow pitched roof, hipped north-east and south-west, beyond.

#### 6.3 Internal

#### Basement

- 6.3.1 The basement comprises a complex network of interconnecting rooms and corridors that have been converted, rearranged, and adapted over time. A significant proportion of the walls show signs of having been whitewashed, added with a blue laundry dye, such as Reckett's 'dolly blue', which was widely used during the 19th century throughout the UK for its cleansing properties, whilst the floors are concrete throughout. The basement can be divided into three areas: a central section represented by barrel vaulted and jack-arched ceilings; and two flanking ranges to the north-east and north-west (**Figure 8**).
- 6.3.2 The basement is accessed via a secondary stone staircase leading from room G26 above, although another entrance is located to the rear of the building, leading directly from the external unnamed road to the south-west of the building, although this was not accessible at the time of the survey. The internal staircase leads down to room C3, where at the base is an inserted window in the southwest wall which is now painted over, obscuring the glass panes (**Plates 21, 22**). C3 is an 'L'-shaped circulation area, truncated to the northeast by an inserted room, C37. A metal frame that once housed a secure gate divides this 'L'-shaped corridor. The north-west of this corridor leads to the north-east were rooms C1 and C2, two former cells with altered openings. An interconnecting doorway between the two rooms



is now blocked. In addition, the doorway leading from C3 to C2 encompassed a barred overlight and a small barred window was positioned within the south-west wall (**Plates 23-28**). Partitioned within the east corner of C2 was an enclosed chute/vent with access from C37 (**Plate 29**).

- 6.3.3 Leading from the south-east of C3, room C4 had previously housed three further cells, evidenced by blocked doorways, scars in the floor, and historic plans (**Figures 4, 5**), but was amalgamated into a single room. Rooms C1-C4 and C37 all contain jack-arched ceilings which were an early form of fire precaution within large buildings of the time, likely necessary due to the location below the front of the building, and where prisoners were led from the cells to the court room above (**Pates 30-33**).
- 6.3.4 To the south-west, rooms C35 and C36 are remnants of the early cold air flue system evidenced in **Figures 4, 5** that was later enclosed, and altered to a water meter room. At the time of the survey, C36, contained a cast iron vent (**Plate 34**) to the north-west wall and had been largely opened up with room C4, to the north-east (**Plate 35**), whilst C35 contained an inserted barred opening within its south-west wall, a vent at the north-west end, and a light-sharing window to the north-east (**Plate 36, 37**). An opening between C35 and C36, leads from C3 to C18 to the south-west.
- 6.3.5 The south-west of the central range comprises rooms C16-C18, C33 and C34. These consist of a long central room (C18), divided by a barred security gate, with rooms C33 and C34 to the north-west and rooms C16 and C17 to the south-east (**Figure 8**).
- 6.3.6 Room C18 is a barrel vaulted central room, with access gained from a historic reinforced double doorway to the south-west, from corridor C19, which led directly from the external yard area of C38 (not accessed) to the rear of the building (**Plates 38-41, Figure 8**). From C18, access could originally be gained directly to rooms C16, C17, C33 and C34 that lead off, however, direct access to room C16 had been blocked. C18 also leads to C3 to the north-east, and from the east corner a passageway leads to room C8. Concrete beams have been inserted within the barrel vaulting at the north-east end of the room, presumably in the 1880s when substantial alterations were made, and a blocked flue opening is present within the south-east wall (**Plates 42-44**).
- 6.3.7 Rooms C33 and C34 are positioned to the north-west of C18, are barrel vaulted and accessed both independently from C18, as well as being interconnected through an inserted doorway (**Figure 8**). C34 is also accessed via an inserted doorway from C21 to the north-west. Originally a cell (**Figure 4**), C34 was altered to a '*Receiving room for Prisoners*' in the 1880s (**Figure 5**). The inserted opening between rooms C34 and C33 contains fittings within the wall that suggest that a metal grill that lies detached on the floor of C33 was at one time set within this opening wall, barring physical access but allowing visual access and the movement of air. C34 has retained a historic wooden door with opener, fitted within the doorway leading from C18. The opener, and other door furniture, clearly show that the power resided with the occupant of C18, and that C34 originally functioned as a cell (**Plates 45, 46**). This cell was much larger than other, later cells, suggesting it would may have held more than one prisoner. Once altered to a receiving room for prisoners, a doorway was inserted into the north-west wall allowing prisoners to pass through to cells C23-32 (**Figures 5, 8**).
- 6.3.8 C33, to the south-west of C34, is depicted as a living room with a fireplace to the northwest, and window to the curved south-west wall in Figure 4, though traces of this fireplace were obscured at the time of the survey due to the area being used as a store (Plates 47, 48). By the 1880s, Figure 5 shows that C33 had been converted to a gas meter room, with

the former fireplace having been removed, and the window to the south-west being partially blocked and a doorway inserted. This doorway was blocked at the time of the survey.

- 6.3.9 Positioned to the south-east of C18, rooms C17 and C18, originally comprising a cell, flue, and bedroom (**Figure 4**), have largely been opened up to one another (**Figure 8**). C17, with an original barred opening to the north-east wall, has undergone significant alterations (**Plate 49**). Within the south-east corner, an opening had been made for the insertion of a staircase that had led directly to the dock of Court 1 (G17) above, with inserted RSJs and added brickwork. The staircase has since been removed, however (**Plate 50**). To the south of the room, a former air vent was removed in the late 19th century, though there is a blocking within the northwest wall (**Plate 51**), and an opening in the south corner, leading to C10, which are remnants of this former flue. The former dividing wall of C16 and the flue has also in part been removed to allow free access between the rooms.
- 6.3.10 Room C16 was a mirror of C33, depicted as a bed room with fireplace to the south-east wall, and window within the south-west curved wall (**Figure 8**). The former doorway from C18 has been blocked, the former window has been altered to a doorway and the former fireplace was not visible due to the walls having been plastered and painted in recent years (**Plate 52**).
- 6.3.11 To the south-west of the central range, what was originally an open rear yard area leading from the street, has been infilled in the later 19th century creating a curved corridor (C19), and two rooms (C20 and C15), with small open access yard (C38) (**Figure 8**).
- 6.3.12 C19 (**Plates 53-57**) is an inserted corridor formed by the original curved external rear cellar wall to the east, and an inserted curved brick and blockwork wall to the west. The original external wall continues up through the building at all floors and is constructed of ashlar stone, with three bays (central entrance and flanking windows at basement level), although the former window openings have been altered, as previously described above. The corridor is divided by three sets of security gates dating from various periods, and had a stone flagged floor and reinforced concrete ceiling.
- 6.3.13 To the south of C19, room C15 has been created with a blockwork dividing the two areas, whilst the remaining walls are constructed of stone, incorporating the former boundary wall to the south-west. This was originally a yard area with ventilation shaft and small room at the south corner (**Figure 4**), but later covered over further to create a larger room, with reinforced concrete floor above and vent from C38 to the northwest. A blocked vent is also positioned within the south-east wall (**Plates 58, 59**).
- 6.3.14 Positioned to the south-west of C19, room C20 was created within the former yard area in the late 19th century (**Figures 4, 5**), as a coal store, again incorporating the south-west boundary wall, and the insertion of reinforced concrete floor above. Several blockings are noted to the south-west and south-east walls, although stone flag flooring has been retained (**Plate 60**).
- 6.3.15 Located between rooms C15 and C20 is C38. This is a former open entranceway leading from the unnamed road to the rear/south-west of the building, directly to the basement, for prisoner movement. This area was not accessible at the time of the survey due to the presence of asbestos, but is presumed to comprise a doorway to the southwest and steps leading down to the doorway with C19 (**Figures 4, 5, 8, 9**).
- 6.3.16 The south-east range of the basement comprises rooms C5-C14 (**Figure 8**). It would appear that this area of the basement had originally served as cellar stores with prisoner W.C.



facilities (**Figure 4**) and later converted to house additional numbers of cells (**Figure 5**). At the time of survey, however, it was apparent that in recent years much of the interior of these rooms has been removed and altered.

- 6.3.17 Room C5 is located at the eastern corner of the basement and can be accessed from C4 via an inserted doorway, and via a primary doorway from C6 to south-west (Figure 8). C5 had originally comprised two cellar rooms (Figure 4), which were converted in the late 19th century to contain 12 cells with associated lightwells and vents (Figure 5). At the time of the survey, all of these cells have been removed, with the exception of two sections of wall (Plates 61-70). The positions of the former cells were delineated by scars from the removed partitions and barred openings above former cell doorways (Plates 62-64). Small, high lightwells were retained within the south-east and north-east walls (Plate 67), whilst small cast iron vents were present within the north-west wall (Plate 68). Within the north-east wall, a doorway led to the added lightwell/pavement light passage (Plate 69), presumably for maintenance purposes, although the doorway was located in the position of a former drain running from the building shown on **Figure 4**, and was likely the location of a primary lightwell. Where paint was retained on former cell walls, large amounts of graffiti were present, largely dating to the late 1980s. A very recent opening had also been made within the south-east wall (Plate 70).
- 6.3.18 To the south-west of C5, a small corridor area has been divided and comprises corridor C8 to the north which provides access to C18 (**Plates 71, 72**) and C6 to the south-east which joins with C7 (**Figure 8**).
- 6.3.19 C6, originally a prisoners' water closet has been altered to a corridor leading to C7, an extension of C6 in the late 19th century to provide two toilet cubicles and wash basin area (C7) (Plates 73-75), beneath the phase four extension to the south-east, with shuttered concrete ceiling (Figures 5, 8). Lightwells serving C7 to the north-east have been blocked.
- 6.3.20 To the south-west of the C8/C6 corridor, a primary opening leads to room C10 (**Figure 8**). This was originally, and remained, a store room with partitioned pantry within the north corner (C9) (**Plate 76**). The south-east wall contains an inserted door which was been blocked, and had once led to G3 above, and a cast iron vent (**Plates 77, 80**). Located at the west corner of the room, an inserted passageway marks the position of a former flue which formed part of that described above within C17. This flue was removed during the late 20th century, and the former opening within the south-west wall blocked with blockwork. The stone flags of the flue have been retained and delineate its former curved position within the room (**Plates 78, 79**). C9, to the north, is a small store room with brick supports against the north-east wall that had supported a stone top (removed)/cold slab (**Plate 81**).
- 6.3.21 At the south corner of C10, an added corridor, C11, continues in a north-south alignment. This corridor was added in 1849-50s, when the phase 3 south-east extension was constructed, and led to the dock of Court 2 within room G4. This corridor has been blocked with blockwork, although through a small hole it could be seen that a timber door remains beyond, and a former staircase had been filled with brick and blockwork lose debris from above (**Figures 4, 8,** and **Plate 82**).
- 6.3.22 Room C12, to the south-west of C10, is referred to on two historic plans as the heating chamber and as containing heating apparatus (**Figures 4, 5**). At the time of the survey, the room had very little floor remaining with a large hole was present where heating apparatus would have once been located. The remains of the brick flue that would have continued through the west corner of C10 is partially retained running from the lower part of the northeast wall, and along against the north-west wall, with stone cap (**Plates 83, 84**). To the

south-west, the room opens with corridor C14 and a doorway provides access to C13 (**Figure 8**).

- 6.3.23 C13 is an early coal store, possibly primary. The south-west wall contains a coal chute directly from the road, the splay of which was added around the 1880s. Most recently a modern timber staircase was inserted to give access to G4 above (**Plate 85**).
- 6.3.24 Corridor C14, is located to the southeast of C12, at the south-eastern end of corridor C19 (**Figure 8**). It had historically provided access from the street to the south-west via a small staircase. Access into the rooms was limited due to scaffolding and health and safety concerns. The fabric of the outer walls of the rooms may date to the 1806-1810 phase of constructions, however, they have been substantially altered and added to during later phases, including the addition of a brick chimney stack to the south-east wall, serving a fireplace in G22 above, and the former opening to the south-west has been blocked and covered by a metal grille (**Plates 86, 87**). A door jamb was noted at the south corner of the primary structure, at the corner of C14 and C19 (**Plate 88**).
- 6.3.25 The north-west range of the basement comprises rooms C21-C32, which form a long corridor (C21), with a series of 10 cells positioned off to the north-west (C23-C32), and a further small room at the far west end (C22) (Figure 8). This range had originally contained three cellar rooms, two small stores, and an entrance leading from the street to the southwest via a small staircase (Figure 4). During the 1880s, the area was reconfigured to accommodate further cells, and the corridor C21 was inserted with 12 cells (C23-C32) and a water closet inserted with C22 (Figure 5). An emergency exit was added at the north-east end of the corridor, and the former entrance at the south-west end was converted to an emergency exit. At the time of the survey, four former cells had been altered to two larger rooms (C27 and C23) with the removal of their dividing partition walls, and the former emergency exits at either end of corridor C21 had been blocked (Plates 89-92). Access to C21 is gained form the inserted doorway within the south-east wall from C3, C34 and corridor C19 (Figure 8). Within the floor adjacent to the inserted opening to C3 are three circular insets which are indicative of a former substantial gate, since removed (Plate 93). Positioned fixed to the south-east wall of C21 is a timber bench, historic in date, above which is a pipe from C35 (Plate 94).
- 6.3.26 Room C22, located at the south-west end of corridor C21, is a small rectangular room with inserted window within the south-west wall, since blocked (**Plate 95, Figure 8**). The walls have been plastered and painted, and the room formerly served as a water closet. Within the northern half of the room the ceiling had been removed, opening the room up to G9 above.
- 6.3.27 The series of cells, C23-C32, were all of a standard form, comprising secure door with barred overlight leading from C21, and an inserted barred lightwell to the north-west wall which had been blocked (**Plates 96-100**). Graffiti was noted within C27 and C28, dating to the late 1980s (**Plate 101**).

#### Ground Floor

6.3.28 The ground floor is a clear example of the continual alteration and adaptation the building, with at least seven main constructional phases that include: the central two-storey range with flanking single-storey ranges; a double height courtroom added to the south-east of the building; and a later two storey extension to the phase three courtroom to the north-east (**Figure 9**).



- 6.3.29 The primary entrance (**Plate 102**), located within the north-east wall of the two-storey central range, opens into a large lobby via a small vestibule. The central two storey range comprises rooms G13-G15 that make up the lobby area, corridor G16 and courtroom G17 (**Figure 9**).
- 6.3.30 The now single open lobby area was historically divided into G13, G14 and G15, evidenced by the position of cornicing and wall scars, and depicted in **Figure 5**. However, this layout would appear to be a later 19th century adaptation, as the staircase leading to the first floor is a later insert, and the divisions indicated on the 1850 Town Plan (**Figure 2**) suggest that mirrored staircases leading to the first floor were positioned against the north-east wall. Both windows within the north-east wall of G13 and G15 are also secondary inserts.
- 6.3.31 Within the lobby area, painted plaster covers the majority of the walls and ceiling with the floor covered by exposed timber floorboards. G14 was formerly an 'L'-shaped hallway with principal staircase leading to the first floor and an arched opening to the south-west leading to corridor G16 (**Plates 103-105**). The staircase was doglegged, with terrazzo treads and metal baluster with wooden handrail (**Plates 106**). The staircase is clearly a later replacement not in-keeping with the classical architectural design of the building. To the north of the staircase, the lobby area continues through to G26, a small landing at the top of the staircase leading from C3 in the basement below, which provides through access to rooms G12 and G13 (**Plate 105**).
- 6.3.32 At the north of the lobby, former G13 was a square room in plan, lit by an inserted single splayed window. Situated within the eastern corner is a chute/flue corresponding to that observed in rooms C2 and C37 in the basement below (**Plate 107**). The south-east and south-west walls have been removed and are supported by post beams encased in modern plasterwork. The remaining walls are covered in pained plaster, with parts of brickwork exposed on the flue/chute. Wooden skirting and a cavetto cornice with reed enrichment have been retained within the room (**Plates 108, 109**). To the north-west, a doorway with moulded architrave leads to G12.
- 6.3.33 Former room G15, at the south-east of the lobby (**Figure 9**), contains an inserted window in the north-east wall, mirroring that of G13 (**Plates 110, 111**). The majority of the north-west wall of the rooms has been removed although retained within the west corner of the room is a cast-iron fireplace enriched with a decorative wreath motif surround with a bead and reel moulding (**Plate 112**), a common characteristic in Neo-Classical architecture. An inserted modern partition, now partly removed, at the south of the rooms creating a small room accessed only from G2 to the south-east, with timber panelled door (**Plate 113**).
- 6.3.34 To the south-west of G14, corridor G16 divides the lobby area from the main courtroom with G17. This corridor provided through access from the general waiting hall (G3) to the southeast, to offices, or former barristers rooms to the north –west (G11), via two single doorways with decorative moulded architraves and a retained fanlight to the south-east door (**Plates 114-117**). The south-west wall of G16 is divided with tongue and groove boarding to the lower half and painted plastered to the upper half. Seven light sharing windows are positioned high along the wall, each divided into nine lights separated by timber muntins and fitted with bevelled glazing (**Plate 118**). Two cast iron columns support a boxed beam with cornice that creates an overhead division the length of the corridor. The north-east half of the room is noticeably less ornate, with the skirting board being replaced with a simple low rail and vinyl covering that once spread across the entire floor, but since removed to the north-east. This is due to the removal of two rooms serving as the 'constables helmet' store and 'caretakers store', as depicted on **Figure 5**.In addition, the ceiling has been removed to the north-east exposing the structure of the gallery seating in F4 above. Two



doorway openings are positioned the north-east wall, leading from the lobby area and landing area from the basement, and there are two doorways within the south-west wall leading in the courtroom, G17.

- 6.3.35 The principal courtroom, known as 'Courtroom 1' (G17) is an impressive double height room with public gallery (F4) and small balcony overhead at first floor level (**Figures 9, 10** and **Plates 120-131**). In addition to the access from G16 to the north-east, two doorways were located in both the north-west wall (leading directly from the former Magistrates room) and the south-east wall (leading from G23).
- 6.3.36 The room is lit by windows at first floor level in the south-west and north-west walls with six over six sash fittings. The former windows in the south-east and north-east walls have all been blocked or altered to doorways. All fenestration comprises splayed sills and reveals, moulded architraves with a decorative plaster frame with the beaded detail. In addition, the room was lit by a stained glass skylight in the ceiling surrounded by three ventilators identical to those in the later courtroom within G4 (**Plates 140, 141**).
- 6.3.37 The walls would have all originally been plastered and painted, however, below a Greek key moulded frieze (**Plate 132**) delineating the ground and first floor at sill level, much of the plaster had been removed, exposing the brick walls. The cornice enriched with mutules, however, had largely been retained (**Plates 138, 139**). At ground floor, the timber panelled dock, public benches, witness stand and wall cladding remain in part and are also of a neoclassical style with beaded detail. Small traces of parquet flooring were also noted, however, this had almost entirely been removed (**Plate 133**).
- 6.3.38 The upper gallery comprises three tiers of timber benches, accessed via a double doorway from F2 to the north-east (**Figure 10** and **Plates 134-136**). The double doorway is fitted with a set of panelled double swing doors surrounded by a moulded architrave with stepped detail, topped with a segmental pediment (**Plate 137**). A single doorway inserted within and earlier window opening to the southeast, also connects to room F5. At the south end of the room, a separate small timber balcony is also accessed from F5.
- 6.3.1 The roof of the courtroom, which spans the whole of the two storey central range, is pitched with hip to the south-west, supported with what appear to be modern replacement timber Howe trusses with struts to the principal rafter, and gusset plates adding additional strength to the joints (**Plates 142, 143**). Some original tie beams have been retained, however. A lightwell encased with tongue and grove connects to the skylight serving G17. Two removed timber window casements that were leant against a roof truss suggest the lightwell was originally similar to that noted in G4.
- 6.3.2 To the north-west of the central two storey range, rooms G10-G12 form the phase one single storey north-west range (**Figure 9**). Located at the north end, room G12 is accessed from G26 and G13 to the south-east. This room was, by the late 19th century, used as a law library (**Figure 5**). It is square in plan, with a single window to the north-east and two windows to the north-west, decorated with a simple moulded cornice, dado rail and skirting (**Plates 145-148**). The rooms former fireplace to the south-west has been completely removed and blocked, whilst two doorways lead to room G11 to the south-west, the westernmost being an insert. The original doorway between the two rooms comprises an arched recess with moulded architrave and timber panelled reveals that include a cupboard (**Plate 151**).
- 6.3.3 Room G11 (**Plates 149, 150**) historically the Barristers room, contained a partitioned off consulting room and water closet at the south-west end (**Figures 5, 9**). These rooms had

been removed, and spaced opened to create single room. A fireplace has been retained within the north-east wall (**Plate 152**), and the room decorated in a similar style to G12, with reeded cornice (**Plate 153**). The room is fenestrated by three windows to the north-west, the same as those within G12 and G10, and a small skylight. To the south-east, a doorway leads to corridor G16, whilst a recess, or alcove, may have been a former fireplace. An inserted doorway in the south-west wall gives access to room G10.

- 6.3.4 At the south end of the original north-west range, room G10, accessed from G11, G17 and G25 (**Figure 9**) was historically the Magistrates retiring room (**Figure 5**). The former plaster to the south-east and south-west walls of the room has been removed, exposing the brick fabric of the walls (**Plates 154, 155**). To the south-east, the wall contains a central fireplace with original doorway to the south leading to the benches within G17, and an inserted doorway to the north-east. The south-west wall contains a blocked doorway fitted with a built-in cupboard (**Plate 156**), and an inserted doorway leading to G25. Two windows fenestrate the room to the north-west, with six over six sash windows, and timber panelled shutters to the splayed reveals retained in part (**Plate 155**). The ceiling of this room had been removed, revealing the timber trusses of the range above.
- 6.3.5 The roof of the north-west range comprises timber King-Post trusses with additional diagonal struts, and hipped to the south-west and north-east (**Plate 157**).
- 6.3.6 Added to the south-west of the north-west range, in the early to mid- 19th century, was a small extension to the range which incorporated a separate Magistrates entrance (G25) and Magistrates toilets (G9) (**Figure 9**). This extension may be that depicted on the 1850 Town Plan (**Figure 2**), although the internal configuration does not match that of the later 19th century, or that recorded.
- 6.3.7 The extension is made up of corridor G25, and room G9, divided by a brick partition (Figure 9). G25 leads from a single entranceway at the north-west, from Cliff Parade, fitted with a timber panelled door with overlight (Plates 158, 159). A small set of stairs lead up to the internal ground floor level. The lower two thirds of the walls are covered with decorative glazed tiles comprising a brown glazed tiled skirting, rail with yellow flower border and a mustard green tile with geometric honeycombed flower design (Plates 160, 161). Above this the walls are exposed, with a stone to the north-east and a single skin redbrick wall to the south-west. The north-east stone wall has been pecked to create a texture in order for the glazed tiles to adhere to the wall. The floor surface is made up of mortar with remaining areas of octagon and dot floor tiles with a Melville boarder (Plate 162).
- 6.3.8 Room G9, accessed to the south-west of G25 (**Figure 9**), is lit by a single six-over-six sash splayed window with match boarded reveals. The plastered walls are painted pink with a low lying wooden rail and fixtures such as paper dispensers, splash tiles and piping indicate its function as washroom. Urinals and toilets are partitioned to the south-east, with both toilet cubicles lit by individual splayed windows. A large amount of the floor within G9 has been removed, and left open to room C22 below (**Plates 163, 164**).
- 6.3.9 The ceilings of both G25 and G9 have been removed, revealing a hipped roof, although almost pyramidal, that covers both G25 and G9. It is carried on two joggled King-Post trusses braced with struts. Some of the common rafters have been replaced in recent years, though much of the original roof structure remains (**Plates 165, 166**).
- 6.3.10 Positioned to the rear of the original building, in what was a yard area leading down to the basement below, corridor G5, and rooms G8, G6 and G22 have been added (**Figure 9**). It

is not until the 20th century (post- 1933) that the corridor G5 was created, and G8 formed on the footprint of an earlier infill room depicted on the 1890 OS (**Figure 2**).

- 6.3.11 Corridor G5 (**Plates 167,168**) is made up of the primary external curved ashlar stone wall of the building with three blind openings. The flanking blind window openings have simple hood moulds whilst the central blind door exhibits a moulded architrave, with chain detailing to the frieze and console brackets enriched with a 'Yorkshire Rose' motif supporting the pediment above, as observed to the doorway of the external elevations, previously described. Their decorative stone surrounds have been damaged in the process of the insertion of the roof over the added structures (**Plates 169-174**). The south-west of the corridor comprises a brick wall with a centrally positioned window overlooking G7/C38 (**Plate 175**), and doorways leading to rooms G8, G6 and G22 (**Figure 9**). Redundant rain water goods are still present against the junction of G5 and G23.
- 6.3.12 Room G8, at the west end of the corridor, was the 'Lady Magistrates retiring room' with water closet, and has white painted plaster patches covered the brick fabric of the walls (**Plate 176**). The room is subdivided to the south-east with a toilet and washroom, and associated windows. The style of the timber panelled doors and toilet and washing facilities indicate a 1940s-1950s date (**Plates 177**). The roof over G8, and the northern half of corridor G5, is a pitched and hipped roof, supported by timber trusses, pre-dating the internal configuration of the rooms.
- 6.3.13 At the south end of corridor G5 were rooms G6 and G22 (**Figure 9**). These had originally formed a single room serving as a Magistrates retiring room (**Figure 5**), though divided by a blockwork partition in recent years. Access was gained via an original doorway at the north-west end, and two inserted doorways. Three windows are positioned in the south-west wall, although boarded internally, and a fireplace within the south-east wall (**Plates 178, 179**). All the walls appear to be exposed brick with stone ashlar patching to the south-west wall. Within G22 the floor has a large opening down into C14 below, thereby restricting access. A modern timber and hardwood flat roof provides cover over rooms G22, G6 and the southern half of G5.
- 6.3.14 Positioned between rooms G8 and G6, is G7 (the same as C38) (**Figure 9**). Access was not available to this area, but is essentially a small access point and yard with stairway leading from the street to the south-west to the basement of the courts.
- 6.3.15 At the south-east of the primary two storey central range, two rooms of the primary southeast single storey range remain in the form of rooms G1 and G2 (**Figure 9**). Room G1, formerly the Magistrates Clerk's office (**Figure 5**), is accessed from G15 and G2, and fenestrated by two splayed sash windows with modern secondary glazing. Both have moulded architraves and a dado rail run around the room at sill level (**Plates 180, 181**). In addition, historic cornicing and skirting have been retained and a central fireplace with flower motif and glazed tile inset is situated within the south-west wall (**Plates 182, 183**). This is flanked by single doorways that lead to G2, both with moulded architraves. The western doorway is original and contains panelled reveals with a discrete in-built cupboard, whilst the eastern doorway is a later insert (**Plate 184**).
- 6.3.16 Room G2, accessed from G1, G15 and G3, has undergone substantial changes when the 1880s extension was added, further truncating the remainder of the original south-east single storey range (**Figure 9**). The rooms is rectangular in plan, and contains an arched built-in cupboard alongside a blocked fireplace within the north-east wall (**Plates 185, 186**). An entrance has been inserted within a former window to the south-east wall and the south-west wall was likely re-built during phase four. Some retained historic skirting and cornicing



is more intricate than those found in G1, as is the moulding around the doorway leading to G3 to the south-west (**Plates 187, 188**). A modern partition divides the south-west portion of the room, permitting access exclusively from G3 through two single doorways, both inserted.

- 6.3.17 At the south-east of the original building, the south-west end of the former single storey south-east range was removed and replaced by a two phase extension dating to 1849-1850 and 1883 (**Figures 3, 5, 9**). The earlier, phase three, extension comprises room G4; a large double height courtroom, known historically as 'Courtroom no 2' or 'Small Court'.
- 6.3.18 G4 (Plate 189) is accessed from G3 to the northeast, via three historic doorways and one later inserted door at the north corner. A former Magistrates entrance from G23 in the northwest wall has been blocked. The courtroom was elaborately decorated with beaded moulding around the doors and clerestory level windows and panelled fixtures, of which only the public gallery remains. A small first floor balcony is supported by three cast iron columns. A deep beak cornice with reed enrichment is partially intact (Plates 194, 195). The ceiling contains one circular and two hexagonal garnished ventilator hoods. A skylight with stained glass panels provides natural light though a lightwell built into the roof (Plates 190-193). The roof space over this room is supported by Queen-post trusses (Plates 196, 197). The scaffolding restricted access to the room and observations were made from doorways at the ground and first floor. Within the floor, in the centre of the room, is a large hole over the former position of the dock, which has a staircase leading down to the basement below, and blocked corridor of C11. This hole has been filled with rubble and debris.
- 6.3.19 Attached to the south-east of G4, within the footprint of a former single storey structure were rooms G19-G21 (**Figure 9**). These were formed within the fabric of the earlier phase three structure, altered in the 1880s and again in the early 20th century (**Figure 5**). Room G21 is accessed directly from courtroom G4 via a timber panelled door, and was the Jury's retiring room. Access into the room was limited at the time of the survey due to health and safety concerns. It is a small rectangular room, with a lower floor level than the adjacent rooms, although the suspended timber had been entirely removed (**Plate 198**). An inserted window (boarded) is positioned within the south-east wall and a small timber staircase leads up into room G20 via an inserted door.
- 6.3.20 Room G20 is a later infill room, located between G21 and G19 (**Figure 9**). This space is depicted as open on the 1890 OS map (**Figure 2**), but has been enclosed by 1907. This, along with the adjacent G19 formed Gentleman's toilets, although all fixtures and fittings have been removed, leaving scars within the walls and floor to delineate their former positions. A skylight within the hard wood ceiling is now boarded over and the glazing removed (**Plate 199**). G19 to the north-east served as a small lobby leading into G20. This was accessed from an original door opening within the north-east wall, from G3, with stone ashlar to the southern door jamb (**Figure 3** and **Plate 200**). An internal cast-iron down pipe is present in the corner of the room.
- 6.3.21 To the north-east of this phase three extension, the structure was added further during phase four, adding room G3, which served as the general waiting hall (**Figure 5**). It is a large open plan space, although a modern partitions have created the subdivided rooms of G18 at the south end, and G24 to the north. Two large cast iron columns support the first floor above, whilst external access is gained from a central doorway to the northeast with flanking windows and non-functional doors (**Plates 201-203**). The entire floor was covered with protective hardboard masking any underlying fabric and the rooms was heavily scaffolded. Retained, however, was a moulded skirting and a deep cornice (**Plate 204**). The



cornice also mounted the two cast iron column flanges (**Plate 205**). A glazed tile decorative boarder and rail was present in parts of the room which had been painted white in-keeping with the plasterwork of the ceiling above, yet a coloured glaze was noted beneath (**Plate 207**).

- 6.3.22 A blockwork wall in the eastern corner separates stairwell G18 from G3. Here a modern staircase has been inserted, replacing an original staircase, in the opposite direction, evidenced by the marks in the paint (**Plates 209-211**). This staircase leads to F7 of the first floor above and is supported by further blockwork walls creating an under-stair cupboard. Within the south-west wall of G3 are four doorways, leading into G4, the southernmost via a small set of stairs to the raised public gallery (**Plate 208**). The northern-most doorway is a later insert, and leads to corridor at the north-west of G4. The doorways vary in style with the most elaborate being fluted architraves with decorative roundels (**Plate 206**). This is inkeeping with the bead and fillet sunk detail displayed elsewhere.
- 6.3.23 At the north of G3, a modern partition has created a small corridor with modern staircase (G24) leading to G23 and F5 of the first floor (**Figure 9**, **Plate 212**). G23 to the south-west occupies what would have been two spaces, although the former dividing walls have been removed and RSJs inserted to support the walls of F6 above. The south-westerly half of the room would have been an interconnecting circulation space between G4, G17 and G5, through which magistrates would have had exclusive access, although the doorway to G4 has been blocked (**Figure 5**). The north-eastern half provided direct access from G3 into G17, but has been divided by a modern partition. Bare brick is exposed to the north-west and south-east wall (**Plates 213-216**).

#### First Floor

- 6.3.24 First floors are present only above the original central range, and the south-east phase three and four extensions (**Figure 10**).
- 6.3.25 The first floor of the central range, mirrors that present on the ground floor below, and comprises room F1-F4. At the top of the staircase leading from G14, F2 is an 'L'-shaped corridor with room F1 to the north and F3 to the south-east (**Figure 10**). F2 is lit by a window in the north-west wall above the staircase, although the architrave has been removed. The ceiling has been recently plastered and retains no historic fabric. A small hatch to the north east provides access to the roof space, confirming the continuation of the structure from above G17. The floor covering has also been removed and now a series of temporary hardboard panels rest upon joists (**Plates 217-221**).
- 6.3.26 A small curved stud partition leads from F2 to a doorway into F1, which has been subdivided into three spaces (Figure 10). These include a small vestibule that connects to two separate spaces one lit by a typical window with moulded architrave, with bead detailing, and a small room to the north-east with the flue/chute continuing up from the floors below (Plates 222-224). The wooden flooring is still intact within F1, as is the skirting which is identical to that in G13. However, due to scaffolding it was not possible to make observations of the ceiling.
- 6.3.27 The wall dividing F2 and F3 has been largely removed and an RSJ inserted (Plate 226). Room F3 contains two typical windows to the south-east with matchboard boxing below one of the sills (Plates 225, 231). An earlier wooden dado rail and lath and plaster wall was observed where modern plaster has been removed from the south-east wall (Plate 227). Within the west corner, a fireplace is fitted with the same cast iron flower surround as that observed in G1, but inset with a more recent firebox surround of plain beige tiles that

continue to the hearth (**Plate 228**). This room also retains the cornice and skirting, identical to that observer in G13 (**Plates 229, 230**).

- 6.3.28 To the south-west of F2, a doorway leads the first floor balcony, F4, of Court Room 1, as previously described.
- 6.3.29 Known as 'Court No 3' room F5 is a large airy room (**Plates 232-235**), accessed from an inserted doorway in F4, an inserted staircase at the northwest of the room form G24, and F7. It is lit by four splayed windows in the north-east wall (**Figure 10**). Each window has a six over six sash, with an inner combination casement window with upper hopper (**Plates 236, 239**). Two lightwells, far smaller than those in adjacent courtrooms G17 and G4, would have provided additional natural light to the south-westerly section of the room, but are now boarded over (**Plate 238**). This room retains a wooden floor, skirting and cornice seen elsewhere on the first floor and within G13 (**Plate 243**). The ceiling to the north-west and south-east, with King-Post roof trusses, displaying some construction marks. The roof structure covers both F5 and F7 (**Plates 240-242**).
- 6.3.30 To the west of F5, two doors lead off; one to a timber panelled balcony from which courtroom G17 can be viewed (**Plate 245**) whilst the other leads to a small room, F6 (**Figure 10**). Within F6 is a splayed window, the frame of which extends above the line of the cornice. In the west corner plastic replacement piping can be seen coming from within the north-west wall and going into the south-west wall. Disturbance for this pipe shows the stone cladding of the original outer wall of the courthouse and the brick pitching, as well as the later brick south-west wall butting up against it (**Plate 246**).
- 6.3.31 Room F7 (**Plates 247-253**) is situated to the south-east of F5 (**Figure 10**), accessed through a set of mid- 20th century double doors, upon which and engraved sign reads 'COURT No 3', referring to room F5 (**Plate 247**). Within the dividing wall between F5 and F7, at the south end is second doorway to F7, now blocked. A chimney stack is positioned within the wall, between the two doorways, although no fireplace is retained. Two further pairs of windows, identical to those in F5, light F7 from the north-east and south-east. The floorboards have been removed from the northeast half of the room and the floor is now covered by temporary hardboard, whilst timber floorboards remain throughout the rest of the room. The retained cornice and skirting is also the same as that found within F5. Modern stud partitions now divide the space.

#### 7 DISCUSSION

#### 7.1 Conclusions

- 7.1.1 The programme of recording has produced a photographic record and phased plans of the Old Crown Court which form the long term record of the Site which will is subject to conservation and refurbishment works, preserving it by record. This long-term record will be placed in the public domain by depositing it with West Yorkshire Archives, along with a copy of this report.
- 7.1.2 At least seven main phases of construction have been identified. Although the function of the building did not change until its closure, several extensions and on-going internal rearrangements have been carried out to meet the ever changing functional requirements of the court over time. This has included the reconfiguration of the basement in order to accommodate a greater number of prisoners, and to separate male and female occupants. The addition of a second court room in the mid-19th century, and second large extension within 35 years represents the increase in crime rates within large towns and cities during



the Victorian era. This was a result of growing industries, populations, wealth and as a result, crime. In addition, the 19th century saw a decline in private prosecutions and the extension of use of the courts by the masses; a key feature of the 19th century.

7.1.3 The general history and development of the Grade II\* listed Old Crown Court is well documented, however, the recent recording works have built upon and added to the known account. Much of the interior of the building has been altered and historic fabric, fixtures and fittings lost. However, enough of the historic structure and remnants of fabric and architectural details have been retained in order to 'read' the building, to understand its development, circulation and former architectural decoration, which can be used to inform on any future development works.

#### 7.2 Archive

- 7.2.1 The recording of Wakefield Old Crown Court has produced a drawn, written and photographic archive which is currently held in Wessex Archaeology's Sheffield Office and will be delivered to the West Yorkshire Archives for deposition in due course. The photographic negatives will be deposited with WYAAS. If necessary, the paper records of the site archive will be security microfilmed prior to deposition.
- 7.2.2 An OASIS form will be completed at http://ads.ahds.ac.uk/projects/oasis for inclusion in the ADS database. This will include an electronic copy of this report in PDF format which will be accessible six months after deposition.



#### 8 BIBLIOGRAPHY

#### 8.1 References

Bagshaw, R., 1812, Cobbett's Parliamentary Debates

- English Heritage, 2006, Understanding Historic Buildings: A guide to good recording and practice
- Law Commission and Scotland: Law Commission, 2012, Statute Law Repeals: Nineteenth Report: Draft Statute Law (Repeals) Bill

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Wakefield Council, 2014, Civic Quarter Master Plan

Walker, J.W., 1965, *Wakefield: Its History and People* 

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- Williams, A and G. H. Martin eds., 1992, *Domesday Book: A Complete Translation.* Penguin, London

#### 8.2 Consulted online sources

- British Geological Survey: <u>http://mapapps.bgs.ac.uk/geologyofbritain</u> /home.html
- Historic England At Risk Register: <u>https://historic</u> england.org.uk/advice/heritage-at-risk/search-register/listentry/1288143
- Yorkshire Evening Post, 2014: <u>http://www.yorkshireeveningpost.co.uk/news/historic-wakefield-crown-court-is-on-english-heritage-at-risk-register-1-6131240 (accessed 10/03/2016)</u>
- Wakefield Express: <u>http://www.wakefieldexpress.co.uk/news/local-news/crown-court-building-put-on-english-heritage-s-at-risk-register-1-6140200</u>
- Emmerdale: <u>http://www.emmerdale.me.uk/emmerdale.htm</u>
- Wakefield Historical Society, 2012: <u>http://www.wakefieldhistoricalsociety.org.uk/WakefieldsHistory.htm</u>
- Flickriver: <u>http://www.flickriver.com/photos/atoach/sets/72157608791526378/</u>

### 8.3 Consulted cartographic sources

- 1851 Town Plan
- 1854 OS

Т

- 1890 OS
- 1907 OS
- 1914 OS
- 1930 OS
- 1933 OS



#### 9 APPENDIX I: PHOTOGRAPHIC REGISTERS

Film 01							
Format	35mm	Туре	B&W	Photographer	M. Calderón		
Frame	Description					Date	Report Plate (D=duplicate)
1-6	VOID				-	-	-
7	ID Shot					15.02.16	
8	General view of upper F3				E	15.02.16	226
9	General view of upper F3				SW	15.02.16	229
10	Detail of cornice in F3				W	15.02.16	230
11	Detail of cornice in F3				SE	15.02.16	D
12	General view of upper F2				SE	15.02.16	220
13	General view of F2 showing windo	w			NW	15.02.16	219
14	Detail of truss above F2				NE	15.02.16	221
15	Detail of typical window moulding	in F3			NW	15.02.16	231
16	General view of F3				W	15.02.16	225
17	Detail of rail in F3			NW	15.02.16	227	
18	Detail of window in F3			NE	15.02.16	D	
19	Detail of fireplace in F3			E	15.02.16	228	
20	View from F3 looking into F2			E	15.02.16	217	
21	View from F3 looking into F2			E	15.02.16	D	
22	General view of F3			SE	15.02.16	218	
23	General view of F1			SW	15.02.16	223	
24	General view of F1 with window d	etail			SE	15.02.16	222
25	General view of F1				SW	15.02.16	224
26	General view of G17				N	15.02.16	131
27	General view of G17				NE	15.02.16	130
28	Detail of doorway in F4				SW	15.02.16	D
29	General view of F4				NW	15.02.16	135
30	General view of F4			SE	15.02.16	136	
31	General view of F4 from balcony F8			S	15.02.16	D	
32	General view of F4 from balcony F8			S	15.02.16	134	
33	General view of F5			SE	15.02.16	232	
34	General view of F5			W	15.02.16	233	
35	General view of F5			W	15.02.16	234	
36	General view of F5			NW	15.02.16	235	
37	Detail of window in F5				N	15.02.16	236



Film 0	2								
Format	35mm	Туре	B&W	Photographer	M. Ca	M. Calderón			
Frame	Description								
1	ID Shot				-	16.02.16	-		
2	Detail of roof space above F	5			NW	16.02.16	240		
3	Detail of roof space above F	5			N	16.02.16	241		
4	Detail of cornice in F5				W	16.02.16	243		
5	Detail of construction mark	on truss above F5			NW	16.02.16	D		
6	Detail of construction mark	on truss above F5			NW	16.02.16	242		
7	Detail of shipping mark on t	russ above F5			W	16.02.16	244		
8	General view of upper F5				S	16.02.16	D		
9	General view of upper F5				S	16.02.16	237		
10	Detail of skylight well in F5				S	16.02.16	238		
11	Detail of upper window oper	ner in F5			S	16.02.16	239		
12	General view of F7 showing	inserted stairwell			N	16.02.16	249		
13	General view of F7				SE	16.02.16	247		
14	General view of F7				NW	16.02.16	248		
15	General view of F7 showing blacked doorway					16.02.16	250		
16	General view of F7				NW	16.02.16	251		
17	Detail of window in F7				NE	16.02.16	252		
18	General view of upper F7				N	16.02.16	253		
19	Detail of cornice in F7				S	16.02.16	D		
20	General view of roof space	above G4			Ne	16.02.16	196		
21	General view of roof space	above G4			N	16.02.16	197		
22	Detail of cornice frame in G	4			SE	16.02.16	194		
23	Detail of Cornice in G4				SW	16.02.16	195		
24	General view of upper G4				N	16.02.16	D		
25	General view of upper G4				N	16.02.16	190		
26	Void				-	-	-		
27	Detail of decorative skylight	in G4			NE	16.02.16	D		
28	Detail of decorative ventilate	or cover in G4			N	16.02.16	D		
29	Detail of decorative ventilator cover in G4					16.02.16	D		
30	Detail of window in F9				NE	16.02.16	246		
31	Detail of bead panel cornice in G17				SW	16.02.16	138		
32	General view of roof space above G17				E	16.02.16	142		
33	Detail of cornice in G17				SW	16.02.16	139		
34	General View of upper G17				E	16.02.16	140		
35	General view of roof space	above G17			S	16.02.16	143		
36	General view of roof space	above G17			E	16.02.16	144		
37	General View of upper G17 showing windows in south-west wall					16.02.16	141		



Film 0	3						
Format	35mm	Туре	B&W	Photographer	M. Ca		
Frame	Description	View from	Date	Report Plate (D=duplicate)			
1	View onto balcony area F8 thro	ough doorway with	G17 beyond		SE	16.02.16	245
2	ID Shot				-	16.02.16	-
3	Detail of principal entrance to n	orth-east elevatior	า		NE	16.02.16	9
4	Oblique view of principal entra window beyond	nce to northeast e	elevation show	ring detail to corbels with	E	16.02.16	10
5	Detail of typical window to princ	cipal façade on noi	rth-east elevat	ion	NE	16.02.16	11
6	Oblique view of principal façad north-east elevation	le upon the crepid	loma of the p	rojecting pediment to the	N	16.02.16	8
7	Oblique view of crepidoma area	a of the projecting	pediment sho	wing columns	S	16.02.16	4
8	Detail of column to the crepidor	ma of the projectin	g pediment		SW	16.02.16	5
9	Detail of stairs to the crepidoma	a of the projecting	pediment to th	ne north-east elevation	SE	16.02.16	7
10	Detail of Doric capital on the pr	ojecting pediment	to the principa	al north-east elevation	E	16.02.16	6
11	General view of the projecting	pediment to the pri	incipal north-e	ast elevation	E	16.02.16	3
12	General view of the projecting	pediment to the pri	incipal north-e	ast elevation	Ν	16.02.16	2
13	Oblique view showing part of the north-east and southeast elevations with projecting pediment					16.02.16	12
14	Oblique view of the south-east elevation					16.02.16	23
15	View of the south-east elevation					16.02.16	17
16	View of the northeast elevation	to the east end of	the building		E	16.02.16	15
17	View of the northeast elevation	to the east end of	the building		NE	16.02.16	16
18	Detail of gate jamb in boundary	wall accessed via	a stone steps		W	17.02.16	14
19	Oblique view of the south-west	elevation			S	17.02.16	18
20	Oblique view of the south-west	elevation with the	Town Hall clo	ck tower beyond	W	17.02.16	19
21	Oblique view of the north-west	elevation			W	17.02.16	20
22	Oblique view of the north-east and Cliff Parade with the Town				N	17.02.16	1
23	Detail of staircase to cellar in C	3			SE	17.02.16	21
24	Oblique view within C3 showing	g staircase, painte	d window and	metal gate frame	E	17.02.16	22
25	Oblique view within C3 showing	g passage to C18 a	and C36 beyo	nd	NE	17.02.16	23
26	View within C3 showing blocke	ed doorway with o	pening above	and modern doorway to	w	17.02.16	24
27	Detail of blocked cell doorway	within C37 with jac	k arch ceiling	above	NW	17.02.16	28
28	View of C37 showing opening into C2				S	17.02.16	29
29	Void				-	-	-
30	General view of C.2				SW	17.02.16	27
31	General view of passage in C3 to cells C1 and C1				S	17.02.16	25
32	General view of C1 showing a blocked doorway in the south-east wall				SW	17.02.16	26
33	General view of corridor C21				NE	17.02.16	D
34	General view of corridor C21				NE	17.02.16	89
35	General view of corridor C21				NE	17.02.16	D
36	General view of corridor C21				NE	17.02.16	D
37	General view of corridor C21				NE	17.02.16	D



Film 0	4								
Format	35mm	Туре	B&W	Photographer	M. Ca	M. Calderón / L. Dawson			
Frame	Description	Description							
1	ID Shot	ID Shot							
2	Void				-	-	-		
3	General view of corridor C2	21			NE	17.02.16			
4	View of C.31, a typical cell				SE	17.02.16	96		
5	View of altered cell C28				SE	17.02.16	98		
6	Oblique view in amalgamat	ed cell C27 showing	graffiti		W	17.02.16	D		
7	General view of corridor C2	21			SW	17.02.16	90		
8	Detail of window and doorw	ay at the south-west	end of C21		NE	17.02.16	91		
9	General view of C22				NW	17.02.16	95		
10	General view of C19				N	17.02.16	53		
11	Detail of blocked openings	in C19 in former princ	cipal façade		S	17.02.16	54		
12	General view of C20				NW	17.02.16	60		
13	General view of corridor C1	9 showing gated part	tition		NW	17.02.16	56		
14	Detail of historic entrance to the cells in C19					17.02.16	40		
15	View though historic entrance into C18					17.02.16	41		
16	General view of south-western half of C18 showing vaulted ceiling and a blocked doorway					17.02.16	42		
17	General view of north-easte	ern half of C18 showir	ng vaulted ceili	ng	W	17.02.16	43		
18	General view passage to C	3 and doorway to C3	5 from C18		S	17.02.16	44		
19	General view of C35 showi	ng blocked windows			SE	17.02.16	36		
20	Detail of blocked window in	C35			E	17.02.16	37		
21	General view of C34				NE	17.02.16	45		
22	General view of C33 showi	ng blockings			N	17.02.16	47		
23	General view of C33 throug	h to C34			S	17.02.16	48		
24	Detail of historic cell door le	ading from C18 to C	34		SW	17.02.16	46		
25	View behind hole in north- same design to hat in the s			window and door of the	S	17.02.16	92		
26	View of stairwell into C17 w	ith scar of former sta	ircase leading	to main courtroom G17	NW	17.02.16	50		
27	General view of C17				W	17.02.16	49		
28	Detail of blocked doorway i	Detail of blocked doorway in C17				17.02.16	51		
29	General view of C16 showing blocked doorway					17.02.16	52		
30	General view of C15				NW	18.02.16	58		
31	General view of C15				NW	18.02.16	D		
32	General view of C15				NW	18.02.16	D		
33	General view of C15				SE	18.02.16	59		
34	General view of C14 towards obscured window				NE	18.02.16	86		
35	General view of C14 toward	ds obscured window			NE	18.02.16	87		
36	General view of C19				E	18.02.16	57		
37	General view of C12				SW	18.02.16	84		



Film 0	5								
Format	35mm	Туре	B&W	Photographer	L. Dav	L. Dawson			
Frame	Description	View from	Date	Report Plate (D=duplicate)					
1	ID Shot				-	18.02.16	-		
2	Detail of join and former	door jamb at junction of	C12 and C14		E	18.02.16	88		
3	General view of C12				E	18.02.16	83		
4	General view of C13				NE	18.02.16	85		
5	General view of C11				N	18.02.16	82		
6	General view of C10				S	18.02.16	76		
7	General view of C9				S	18.02.16	81		
8	General view of C10				E	18.02.16	78		
9	Detail of vent in C10				E	18.02.16	80		
10	General view of C10				NW	18.02.16	77		
11	Detail of Stone flags in o	corridor from C10 to C17			SE	18.02.16	79		
12	General view of C8				SE	18.02.16	71		
13	General view of C6				NW	18.02.16	73		
14	View of typical toilet cubical in C7				SE	18.02.16	75		
15	View of typical toilet cub	ical in C7			SE	18.02.16	D		
16	General view of C6				SE	18.02.16	74		
17	General view of C5				SW	18.02.16	61		
18	Detail of former cell in C	5			NW	18.02.16	65		
19	Detail of iron bars above	door to former cell in C	5		NW	18.02.16	66		
20	Detail of typical window	in C5			NW	18.02.16	67		
21	View of scars left by form	ner cells in C5			Ν	18.02.16	62		
22	Detail of mortices to the	ceiling from cell bars in	C5		NW	18.02.16	64		
23	General view of C5				E	18.02.16	63		
24	Detail of vent in C5				SE	18.02.16	68		
25	Detail of inserted openir	g leading to external bo	undary passage	e below ground level	NW	18.02.16	70		
26	View of north-east wall of	of C5			SW	18.02.16	69		
27	General view of C4				E	18.02.16	31		
28	General view of C4				W	18.02.16	30		
29	Detail of jack arches to ceiling in C4				SW	18.02.16	33		
30	View of jack arches to ceiling in C4				W	18.02.16	32		
31	General view of C36				SE	18.02.16	35		
32	View corridor from C8 to C36 and C18				NW	18.02.16	72		
33	Detail of door within the principal entrance in G14				SW	18.02.16	D		
34	General view of G14 and G15 showing staircase				E	18.02.16	104		
35	Detail of door within the	principal entrance in G1	4		SW	18.02.16	102		
36	General view of C14 sho	owing the opening view f	rom the princip	al entrance	NE	18.02.16	103		
37	Detail of staircase in G1	4			SE	18.02.16	106		



Film 0	6								
Format	35mm	Туре	B&W	Photographer	L. Da	L. Dawson			
Frame	Description	View from	Date	Report Plate (D=duplicate)					
1	ID Shot		-	18.02.16	-				
2	View of staircase in G14				SE	18.02.16	D		
3	Detail of skirting in G13				SE	18.02.16	D		
4	Detail of skirting in G13				SE	18.02.16	108		
5	Detail of cornice in G13				N	18.02.16	109		
6	General view of G13 show	ving window			W	18.02.16	107		
7	General view of G12				E	18.02.16	145		
8	General view of G12				W	18.02.16	146		
9	Detail of cornice in G12				W	18.02.16	148		
10	Detail of skirting and rail ir	n G12			NW	18.02.16	147		
11	Detail of panelled doorway	with inset cupboard i	in G12 though t	o G11	SW	18.02.16	151		
12	Detail of Fireplace in G11				SW	18.02.16	152		
13	General view of G11				E	18.02.16	149		
14	General view of G11				E	18.02.16	D		
15	General view of G11					18.02.16	150		
16	Detail of cornice in G11				NW	18.02.16	153		
17	General view of G10				N	18.02.16	154		
18	Detail of cupboard set into	the southwest wall in	G10		NE	18.02.16	156		
19	General view of G10				S	18.02.16	155		
20	General view of G10				S	18.02.16	D		
21	View of roof structure abo	ve G10			SW	18.02.16	D		
22	View of roof structure abo	ve G10			SW	18.02.16	157		
23	General view of G25				SE	18.02.16	D		
24	Detail of glazed tiles in G2	5			SW	18.02.16	D		
25	Detail of floor tiles in G25				NE	18.02.16	162		
26	General view of G25 show	ing historic external v	vall beyond to G	5	NW	18.02.16	D		
27	Detail of glazed skirting in	G25			SW	18.02.16	D		
28	Detail of glazed skirting in	G25			SW	18.02.16	D		
29	View of roof space above	G25 and G9			E	18.02.16	166		
30	General view of G9				E	18.02.16	163		
31	General view of toilets in G9				W	18.02.16	164		
32	View of rood space above G9				E	18.02.16	165		
33	General view of G8				E	18.02.16	176		
34	Detail of toilet door in G8				NW	18.02.16	177		
35	Detail of niche / blind wind	ow in north-east wall	/ historic outer v	vall in G5	W	18.02.16	169		
36	General view of G5				NW	18.02.16	167		
37	General view of G5				NW	18.02.16	D		

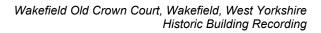


Film 0	7							
Format	35mm	Туре	B&W	Photographer	L. Dawson			
Frame	Description	View from	Date	Report Plate (D=duplicate)				
1	ID Shot		-	18.02.16	-			
2	Detail of historic principa	al entrance, now blocked	l in G5		S	18.02.16	170	
3	Detail of historic principa				W	18.02.16	171	
4	Detail of pediment to his	toric entrance in G5			SW	18.02.16	172	
5	Detail of boarded windo	w in G5			NE	18.02.16	175	
6	General view of G6				E	18.02.16	D	
7	General view of G6				E	18.02.16	178	
8	Detail of blocked / blind	window in G5			S	18.02.16	173	
9	Pediment to blocked / bl	ind window in G5			SW	18.02.16	174	
10	General view of G5				E	18.02.16	168	
11	General view of G22				NE	18.02.16	179	
12	General view of G23 wit	h blocked door and corr	idor G24 beyon	d	SW	18.02.16	213	
13	Detail of doorway into courtroom G17 from G23					18.02.16	214	
14	Detail of cornice in G23				NE	18.02.16	215	
15	Detail of inserted doorway from G23 into G17					18.02.16	216	
16	General view of G24					18.02.16	212	
17	Detail of doorway with fanlight in G24 leading to G16				SE	18.02.16	116	
18	General view of G3	<u> </u>			N	18.02.16	201	
19	View of the north-east w	all of G3 showing a typi	cal window and	external door	SW	18.02.16	D	
20	View of the north-east w	all of G3 showing a typi	cal window and	external door	SW	18.02.16	203	
21	General view of G3				E	18.02.16	202	
22	General view of G18				W	18.02.16	209	
23	Detail of scar from remo	ved staircase in G18			W	18.02.16	210	
24	Detail of cornice in G18				N	18.02.16	211	
25	General view of G20				N	18.02.16	199	
26	General view of G21				N	18.02.16	198	
27	General view of G19 sh	owing door jamb			W	18.02.16	200	
28	Detail of staircase in G3				W	18.02.16	208	
29	Detail of glazed rail in G3				E	18.02.16	D	
30	Detail of cornice to column in G3				NW	18.02.16	205	
31	Detail of cornice in G3				S	18.02.16	204	
32	Detail of doorway in G3				NE	18.02.16	206	
33	General view of G4				N	18.02.16	189	
34	General view of G2 showing inset cupboard				W	18.02.16	185	
35	Detail of inset cupboard	in G2			SW	18.02.16	186	
36	Detail of cornice in G2				SW	18.02.16	187	
37	Detail of doorway in G2				NE	18.02.16	188	



Film 0	8							
Format	35mm	Туре	B&W	Photographer	L. Dawson			
Frame	Description				View from	Date	Report Plate (D=duplicate)	
1	ID Shot				-	18.02.16	-	
2	General view ofG1				W	18.02.16	180	
3	General view of G1				E	18.02.16	181	
4	Detail of fireplace in G1				NE	18.02.16	D	
5	Detail of cornice in G1				S	18.02.16	182	
6	Detail of panelled doorway w	ith inbuilt cupboard	in G1		N	18.02.16	184	
7	General view of G15				W	18.02.16	110	
8	Detail of timber panelled doo	r in G15			NW	18.02.16	113	
9	General view of G15				E	18.02.16	111	
10	Detail of fireplace in G15				E	18.02.16	112	
11	General view of G16				NW	18.02.16	114	
12	General view of G16				SE	18.02.16	115	
13	Detail of door in G16				SE	18.02.16	117	
14	Detail of cornice in G16				E	18.02.16	119	
15	Detail of window in G16				NE	18.02.16	118	
16	General view of G17				N	18.02.16	120	
17	General view of G17				N	18.02.16	121	
18	General view of G17				N	18.02.16	122	
19	General view of G17				W	18.02.16	123	
20	General view of G17				SW	18.02.16	124	
21	General view of G17				S	18.02.16	125	
22	General view of G17				S	18.02.16	D	
23	Detail of remaining parquet fl	oor in G17			N	18.02.16	133	
24	Oblique view of the galleries	in G17			S	18.02.16	128	
25	Detail of panel to gallery in G	17			SW	18.02.16	129	
26	Detail of panel to gallery in G	17			SW	18.02.16	D	
27	General view of G17				E	18.02.16	126	
28	General view of G17				E	18.02.16	127	
29	Detail of the Greek key moulding in G17				SE	18.02.16	D	
30	Detail of the Greek key moulding in G17				SE	18.02.16	132	
31	Detail of the vent in passage from C18. The vent leads through to C36				NW	18.02.16	34	
32	Detail of removed door to C.28				E	18.02.16	100	
33	Detail of cell light well in C27				SE	18.02.16	99	
34	Detail of bench in corridor C2	1			N	18.02.16	94	
35	Detail of gate fixings inset int	o floor of C21 at do	orway to C3		W	18.02.16	93	
36	General view of landing for c	ellar staircase G26			NE	18.02.16	D	

Film 0	9						
Format	Slide	Туре	Colour	Photographer	M. Ca	Ilderón / L. D	awson
Frame	Description				View from	Date	Report Plate (D=duplicate)
1	Detail of fireplace in G1				NE	18.02.16	183
2	Detail of glazed rail in G3				Е	18.02.16	207
3	Detail of glazed skirting in G25				SW	18.02.16	161
4	Detail of glazed wall tiles in G25 SW 18.02.16						
5	General view of G25 showing colo	NW	18.02.16	159			
6	Detail of glazed tiles and rail in G2	SW	18.02.16	160			
7	General view of G25		SE	18.02.16	158		
8	Detail of historic door to the cells i	n C19			S	17.02.16	38
9	Detail of historic door to the cells i	n C19			W	17.02.16	39
10	General view of C19				NW	17.02.16	55
11	Oblique view of the north-west wa		S	17.02.16	97		
12	View of graffiti in cell C27					17.02.16	101
13	Detail of ventilation covers in G4	Ν	16.02.16	191			
14	Detail of ventilation covers in G4	Ν	16.02.16	192			
15	Detail of stained glass skylight in G4 NE 16.02.16 193						193
16	Detail of door in gallery F4 SW 15.02.16 137						
17	ID Shot				-	-	-



#### 10 APPENDIX II: LISTING DESCRIPTION

# **CROWN COURT HOUSE**

# List Entry Summary

This building is listed under the Planning (Listed Buildings and

Conservation Areas) Act 1990 as amended for its special architectural or

historic interest.

Name: CROWN COURT HOUSE

List entry Number: 1258996

### Location

CROWN COURT HOUSE, WOOD STREET

The building may lie within the boundary of more than one authority.

County: District: Wakefield District Type: Metropolitan Authority Parish: National Park: Not applicable to this List entry. Grade: II\* Date first listed: 30-Mar-1971 Date of most recent amendment: 01-Feb-1979

# Legacy System Information

The contents of this record have been generated from a legacy data system.

Legacy System: LBS UID: 446034

# Asset Groupings

This list entry does not comprise part of an Asset Grouping. Asset Groupings are not part of the official record but are added later for information.

# List entry Description

# Summary of Building

Legacy Record - This information may be included in the List Entry Details.

## Reasons for Designation

Legacy Record - This information may be included in the List Entry Details.

## History

Legacy Record - This information may be included in the List Entry Details.

### Details

1. WOOD STREET 5115 (South-West Side) Crown Court House (formerly listed as Court House) SE 3220 NE 1/292 SE 3320 NW 2/292 30.3.71. II\* GV 2. 1810 building in Neo-Greek style with extensions of 1849-50. 2- storeys, sandstone ashlar with banded rustication to all walls. Tetrastyle. Doric pedimented portico with 8 side steps to stylobate. Central door flanked by sash windows with glazing bars. Plain parapets to one-storey side wings. Set back 2-storey le稔g section has three pairs of windows and an entablature and blocking course continuous with return of main block. Listing NGR: SE3300320976

### Selected Sources

Legacy Record - This information may be included in the List Entry Details National Grid Reference: SE 33003 20976

This shows the entry on 09-Mar-2016 at 03:16:59. End of official listing



#### 11 APPENDIX III: WYAAS SPECIFICATION FOR ARCHAEOLOGICAL PHOTOGRAPHIC RECORDING

#### SPECIFICATION FOR ARCHAEOLOGICAL PHOTOGRAPHIC RECORDING OF THE FORMER CROWN COURT HOUSE, WOOD STREET, WAKEFIELD

#### (SE 33001 20975)

This specification details the requirements for an archaeological & architectural record of the former Wakefield Crown Court House, Wood Street, Wakefield prior to restoration and change of use. This specification was requested Lucy Dawson of Wessex Archaeology on behalf of Wakefield Metropolitan District Council.

#### 1. Summary

1.1 This specification covers the requirements for a archaeological and architectural photographic record of the surviving aspects of the former Crown Court House including its internal layout, decoration and fittings. The WYAAS have visited the building and are aware that extensive scaffolding has been employed internally and externally to prevent the building's collapse. The recording methodology will therefore be limited by these engineering measures. To this end 35mm photography and phased plans of the building are specified.

#### 2. Archaeological / Architectural Interest

2.1 The former Crown Court is thought to have been the first civic building on the newly created Wood Street to the north of Wakefield's medieval core. The court was constructed in 1810 with additions to the south and west in 1850. Both the original building and later extension are in the Neo-Greek style befitting an important building with a serious purpose. The Crown Court comprises an extensive cellar which was designed to hold prisoners before their appearance in the court room above. Access to and around the warren-like cellar was controlled by heavy doors, bared and gated passageways. Heavily bared internal windows allowed observation of those moving through the basement.

The ground floor is set above the exterior ground level and its general arrangement of the central court room flanked by single storey anterooms is clearly shown on the Ordnance Survey 5' to the mile (1:10560) map of 1851. The present foyer is not shown. This map also clearly shows the court's curved rear wall. The extension of the 1850s and more modern alterations and insertions have concealed some of this form but elements of the court's furniture and original decoration survive.

The court room rises through the second floor with banked seating and a balcony provided at this level for those viewing the proceedings. Further anterooms are also provided on the first floor.

Although clearly altered close observation of the building can still inform us about the court house's original form; access to it and how access was controlled; the provision made for the different participants in the judicial system and the functioning of the court.

3. Aims of the Project

Written by the West Yorkshire Archaeology Advisory Service

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5.1 The aim of the proposed work is to identify and objectively record by means of photographs and phase plans any significant architectural features and evidence for the original and subsequent historical form and functions of the court house, and to place this record in the public domain by depositing it with the West Yorkshire Historic Environment Record (the Registry of Deeds, Newstead Road, Wakefield WF1 2DE; tel. 01924 306797; email wyher@wyjs.org.uk). The building recorder on site should give particular attention to recording as far as possible the functional and access arrangements of the court house.

The buildings archaeologist should refer to the relevant section of the West Yorkshire Archaeology Advisory Services Research agenda on historic buildings for further guidance (Medieval and Post-Medieval to 1914, Colum Giles 2013, available from http://www.archaeology.wyjs.org.uk/wyjs-archaeology-research.asp).

#### 4. General Instructions

#### 4.1 Health and Safety

4.1.1 The building recorder on site will naturally operate with due regard for Health and Safety regulations. Prior to the commencement of any work on site the building recorder may wish to carry out a Risk Assessment on the court house in accordance with the Health and Safety at Work Regulations. The building recorder should identify any contaminants which constitute potential Health and Safety hazards (e.g. chemical drums) and make arrangements with the owner / developer for decontamination/making safe as necessary and appropriate. The WY Archaeology Advisory Service and its officers cannot be held responsible for any accidents or injuries which may occur to outside contractors engaged to undertake this survey while attempting to conform to this specification.

#### 4.2 Confirmation of Adherence to Specification

4.2.1. Unauthorised variations are made at the sole risk of the building recorder. Proposed modifications presented in the form of a re-written specification/project design will not be considered. For technical queries see para. 8.1.

#### 4.3 Confirmation of Timetable and Contractors' Qualifications

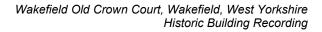
4.3.1 Prior to the commencement of *any work*, the building recorder **must** provide the local planning authority and WYAAS **in writing** with:

- a projected timetable for the site work
- · details of the staff structure and numbers
- names and CVs of key project members (the project manager, site supervisor, any proposed specialists, sub-contractors etc.)

4.3.2 All project staff provided by the building recorder must be suitably qualified and experienced for their roles. In particular, staff involved in building recording should have proven expertise in the recording and analysis of buildings. The timetable should be adequate to allow the work to be undertaken to the appropriate professional standard.

#### 4.4 Notification and Monitoring

Written by the West Yorkshire Archaeology Advisory Service February 2016



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The WYAAS should receive at least one week's notice in writing of the intention to start fieldwork.

#### 5 Recording Methodology

#### 5.1 Site preparation

The WYYAS are aware of the extensive scaffolding within the building and accept this will reduce the completeness of the record. The buildings archaeologist should make allowances for these limitations and use phase plans and selective photography to achieve the necessary record and understanding of the building.

#### 5.2 Documentary research

The building recorder should undertake a rapid map-regression exercise based on the readily-available map and photographic evidence held by the relevant Local History Library and the West Yorkshire Archive Service's Wakefield office (WYAS, Wakefield office, Registry of Deeds, Newstead Road, Wakefield WF1 2DE Tel: +44 (0)1924 305980 Email: <u>wakefield@wyjs.org.uk</u>), and a rapid examination of the available 19<sup>th</sup>- and 20<sup>th</sup>-century Trades and Postal directories, and all other available primary and relevant secondary sources. This work is intended to inform the building recording by providing background information with regard to function and phasing.

Please note that this exercise is not intended to be a formal desk-based assessment, and should not represent a disproportionate percentage of the time allowed for the project overall.

#### 5.3 Site/building plans

If as "existing plans" of the court house exist, and these are judged appropriate, then they may be used as a basis for the archaeological and architectural record and annotation relative to the photographic record (permission of the copyright holder must be sought).

Failing this, an accurate sketch plan of the building's basement, ground floor and first floor should be drawn and reproduced at an appropriate scale (not smaller than 1:100). These plans should then be used for any annotation relative to the photographic record and phase plans.

#### 6. Photographic Record

#### 6.1 External photographs

A general 35mm external photographic record should be made which includes a number of oblique general views showing the court house in its setting. In addition, a 35mm general colour-slide survey of the setting should also be provided (using a variety of wide-angle, medium and long-distance lenses). While it is not necessary to duplicate every black-and-white shot, the colour record should be sufficiently comprehensive to provide a good picture of the form and general appearance of the court house and its setting. The colour slide record should also include some internal shots. (See para. 6.5 below for the use of digital photography.)

Written by the West Yorkshire Archaeology Advisory Service

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#### 6.2 Internal photographs

Due to the scaffolding the general internal photographic record of the court house should be made using a 35mm film camera on monochrome film. General views should be taken of *each room* or discrete internal space from a sufficient number of vantage points to adequately record the form, general appearance and manner of construction of each area photographed. In areas which are wholly modern in appearance, character and materials, a single shot to record current appearance will suffice.

#### 6.3 Detail photographs

In addition, detailed record shots should be made of all features of archaeological and architectural interest identified during the process of appraisal. Typically, items of interest would include:

- The roof structures
- Original access routes, doors and any associated shutters, grills, bars or other fittings
- Any evidence of original staircases and other access arrangements
- · Evidence of original court house furniture and fittings
- Evidence of seating
- Original means of lighting, including borrowed light
- Original decorative elements including wooden partitions, plaster work etc.
- Heating and ventilation arrangements
- Evidence of sanitation

But this list should not be treated as exhaustive. The building recorder on site should also identify and note:

- any significant changes in construction material this is intended to include significant changes in stone/brick type and size
- any blocked, altered or introduced openings
- Evidence for phasing, and for historical additions or alterations to the building.

Elements for which multiple examples exist (e.g. each type of roof truss, column or window frame) may be recorded by means of a single representative example. **N.B.** Detail photographs must be taken at medium-to-close range and be framed in such a way as to ensure that the element being photographed clearly constitutes the principal feature of the photograph.

#### 6.4 Equipment

General photographs should be taken with 35mm camera that has perspective control, using a tripod. The contractor must have proven expertise in this type of work. Any detail photographs of structural elements should, if possible, be taken with a camera with perspective control. Detail photographs should also be taken with a 35mm camera. All detail photographs must contain a graduated photographic scale of appropriate dimensions (measuring tapes and surveying staffs are not considered to be acceptable scales in this context). A 2-metre ranging-rod, discretely positioned, should be included in a selection of general shots, sufficient to independently establish the scale of all elements of the court.

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#### 6.5 Digital photography

Digital photography: as an alternative to colour transparency photography, good quality digital photography may be supplied, using cameras with a minimum resolution of 10 megapixels. Digital photography should follow the guidance given by Historic England in Digital Image Capture and File Storage: Guidelines for Best Practice, July 2015. Note that conventional black and white print photography is still required and constitutes the permanent record. Digital images will only be acceptable as an alternative to colour slide photography if each image is supplied in both JPEG and TIFF versions. The latter as an uncompressed 8-bits per channel TIFF version 6 file of not less than 25Mbs (See section 2.3 of the Historic England guidance). The contractor must include metadata embedded in the TIFF file. The metadata must include the following: the commonly used name for the site being photographed, the relevant centred OS grid coordinates for the site to at least six figures, the relevant township name, the date of photograph, the subject of the photograph, the direction of shot and the name of the organisation taking the photograph. Any digital images are to be supplied to WYAAS on gold CDs by the archaeological contractor accompanying the hard copy of the report.

#### 6.6 Film stock

All record photographs to be black and white, using conventional (not chromogenic) silver-based film only, such as Illford FP4 or HP5, or Delta 400 Pro that is replacing HP5 in certain film sizes (such as 220). Dye-based films such as Ilford XP2 and Kodak T40CN are unacceptable due to poor archiving qualities.

#### 6.7 Printing

6.7.1 Record photographs should be printed at a minimum of 5" x 7". Bracketed shots of identical viewpoints need not be reproduced, but all viewpoints must be represented within the report.

6.7.2 Prints may be executed digitally from scanned versions of the film negatives, and may be manipulated to improve print quality (but not in a manner which alters detail or perspective). All digital prints must be made on paper and with inks which are certified against fading or other deterioration for a period of 75 years or more when used in combination. If digital printing is employed, the contractor must supply details of the paper/inks used in writing to the local authority with supporting documentation indicating their archival stability/durability.

#### 6.8 Documentation

A photographic register and photo location plan are required. The photographic register should (as a minimum) include location, direction and subject of shot must accompany the photographic record; a separate photographic register should be supplied for any colour slides or digital photographs. Position and direction of each photograph and slide should be noted on a scaled copy of the building plan (minimum acceptable scale 1:100), which should also be marked with a north pointer. (See also para. 5.3 above.)

7. Post-Recording Work and Report Preparation

7.1 Report Preparation 7.1.1 Report format and content

Written by the West Yorkshire Archaeology Advisory Service

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A written report should be produced. This should include:

- an executive summary including dates of fieldwork, name of commissioning body, planning application reference and condition number, if allocated, and a brief summary of the results including details of any significant findings
- an introduction outlining the reasons for the survey
- a brief architectural description of the court house presented in a logical manner (as a walk around and through the structure, starting with setting, then progressing to the interior)
- a discussion placing the court in its local and historical contexts, describing and analysing the development of the building as a whole. This analysis should consider the site type as an integrated system intended to perform a specialised function, with particular attention being given to architectural style, decoration, historical plan form and the control of access.

Both architectural description and historical/analytical discussion should be fully crossreferenced to the photographic record, sufficient to illustrate the major features of the site and the major points raised.

#### 7.1.2 Report Illustrations

Illustrations should include:

- a location map at a scale sufficient to allow clear identification of the court house in relation to other buildings in the immediate area
- Phase plans showing the court house's development
- a complete set of site drawings at a legible scale, on which position and direction
  of each photograph has been noted
- any relevant historic map editions, with the position and extent of the site clearly indicated
- any additional illustrations pertinent to the site
- a complete set of good-quality laser copies of <u>all</u> photographs. All photographs should be accompanied by detailed captions clearly locating and identifying any pertinent features.

The latter should be bound into the report, appropriately labelled (numbered, and captioned in full) and fully referenced within the report. When captioning, contractors should identify the individual photographs by means of a running sequence of numbers (e.g. Plate no. 1; Plate no. 2), and it is this numbering system which should be used in cross-referencing throughout the report and on the photographic plans. However, the relevant original film and frame number should be included in brackets at the end of each caption.

#### 7.2 Report deposition

7.2.1 The report should be supplied to the client and to the local planning authority and an identical copy (but also including the photographic prints and any colour slides) supplied to the West Yorkshire HER – see para.7.3 below for details). The finished report should be supplied within twelve weeks of completion of all fieldwork unless otherwise agreed with the local authority. The report will become publicly accessible once deposited with the West Yorkshire Historic Environment Record, unless

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confidentiality is explicitly requested, in which case it will become publicly accessible six months after deposit.

7.2.2 The West Yorkshire HER supports 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. The building recorder must therefore complete the online OASIS form at http://ads.ahds.ac.uk/project/oasis/. Contractors are advised to contact the West Yorkshire HER officer prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, the West Yorkshire HER may place the information on a web-site. Please ensure that you and your client agree to this procedure in writing as part of the process of submitting the report to the case officer at the West Yorkshire HER.

7.2.3 With the permission of the client, the building recorder is encouraged to consider the deposition of a copy of the report for this site with the appropriate Local History Library.

#### 7.3 Deposition with WYAAS (as holders of the West Yorkshire Historic Environment Record)

The report copy supplied to the WY Archaeology Advisory Service (see address at the base of this document) should also be accompanied by both the photographic negatives and a complete set of labelled photographic prints (mounted in KENRO display pockets or similar, and arranged in such a way that labelling is readily visible) bound in a form which will fit readily into a standard filing cabinet suspension file (not using hard-backed ring-binders). Labelling should be on the *back* of the print in pencil giving film and frame number only (taking care not to damage the print) and on applied printed labels stuck on the front of the relevant photographic sleeve and which should include:

- film and frame number
- date recorded and photographer's name
- · name and address of building
- national grid reference
- specific subject of photograph.

Negatives should be supplied in archivally stable mounts (KENRO display pockets or similar), and each page of negatives should be clearly labelled with the following:

- national grid reference
- Site name and address
- Date of photographs (month/year)
- Name of archaeological contractor
- Film number

Colour slides should be mounted, and the mounts suitably marked with the 'Old Court House' at the top of the slide; grid reference at the bottom; date of photograph at the right hand side of the mount; subject of photograph at the left hand side of the mount. Subject labelling may take the form of a numbered reference to the relevant

Written by the West Yorkshire Archaeology Advisory Service

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photographic register. The slides should be supplied to the WY Archaeology Advisory Service in an appropriate, archivally stable slide hanger (for storage in a filing cabinet). In all other respects, standards for archive compilation and transfer should conform to those outlined in Archaeological Archives – a guide to best practice in creation, compilation, transfer and curation (Archaeological Archives Forum, 2007).

7.3.3 Copyright - Please note that by depositing this report, the contractor gives permission for the material presented within the document to be used by the WYAAS, in perpetuity, although The Contractor retains the right to be identified as the author of all project documentation and reports as specified in the *Copyright, Designs and Patents Act* 1988 (chapter IV, section 79). The permission will allow the WYAAS to reproduce material, including for use by third parties, with the copyright owner suitably acknowledged.

#### 8. Technical Queries

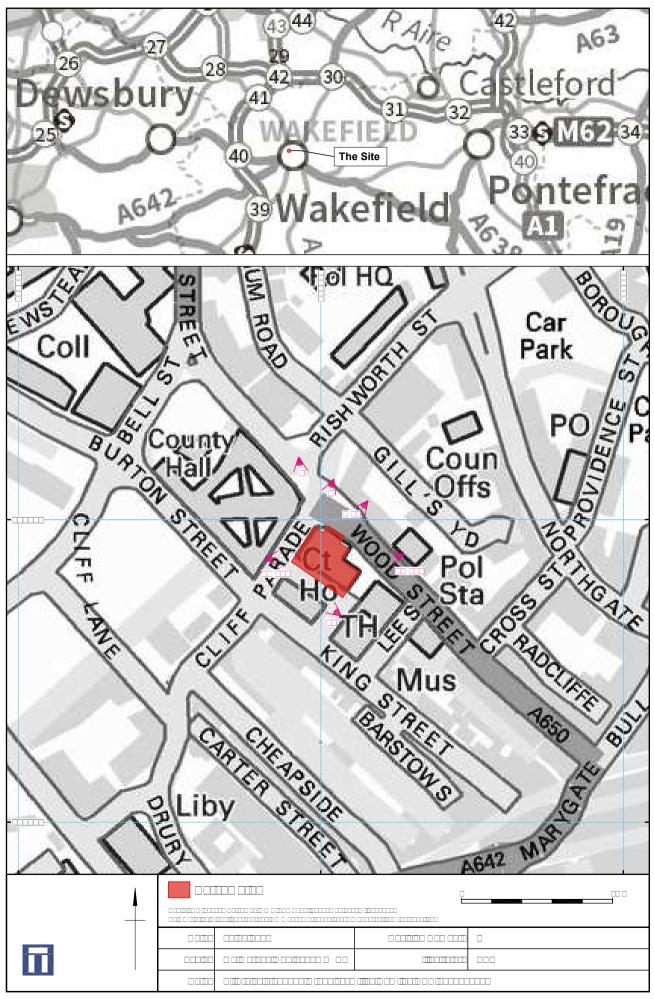
8.1 Any technical queries arising from the specification detailed above, should be addressed to WYAAS without delay.

9. Valid Period of Specification 9.1 This specification is valid for one year of issue.

David Hunter West Yorkshire Archaeology Advisory Service West Yorkshire Historic Environment Record Registry of Deeds Newstead Road Wakefield WF1 2DE February 2016

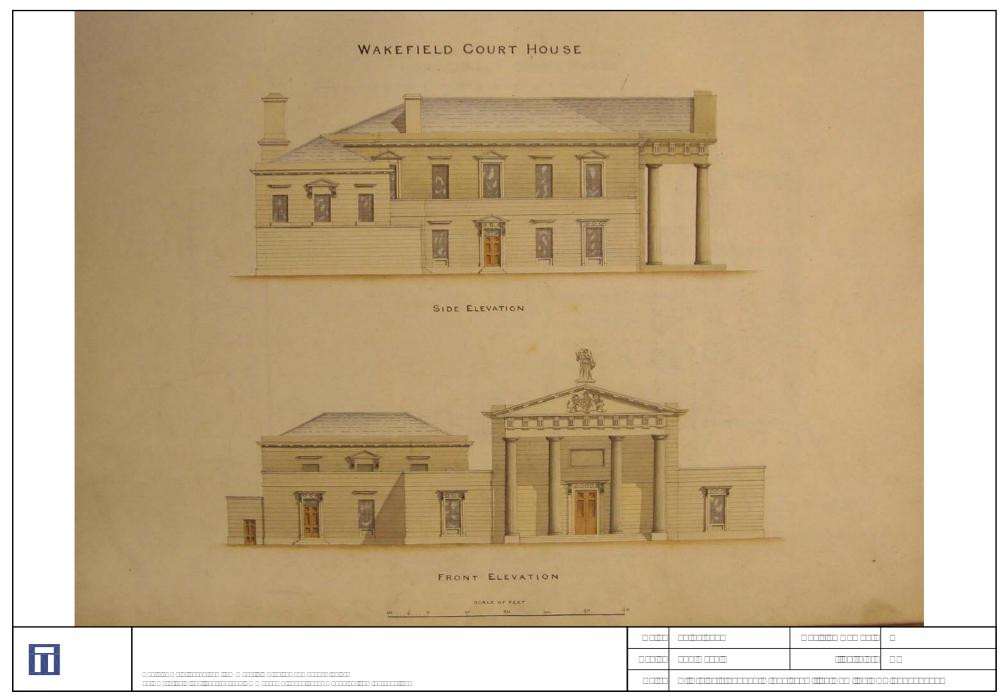
Telephone: (01924) 306798 Fax: (01924) 306810 E-mail: david.hunter@wyjs.org.uk

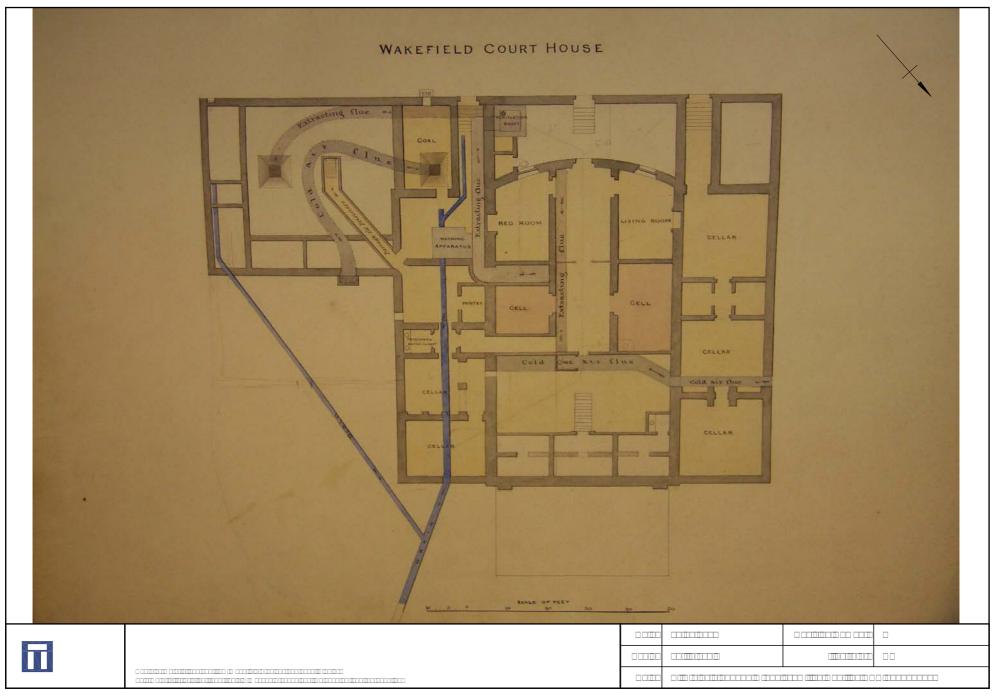
Written by the West Yorkshire Archaeology Advisory Service

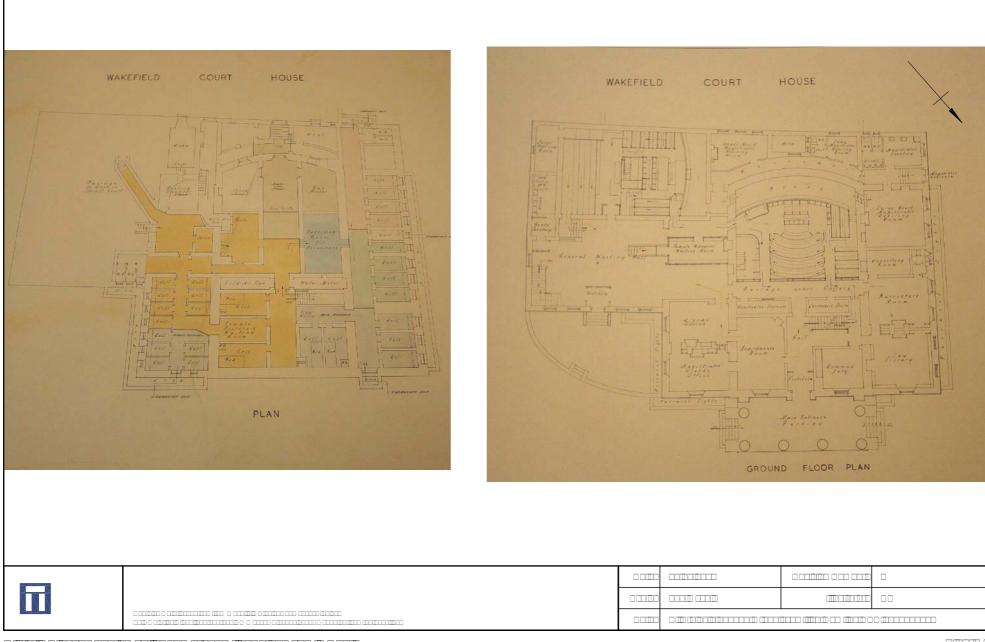




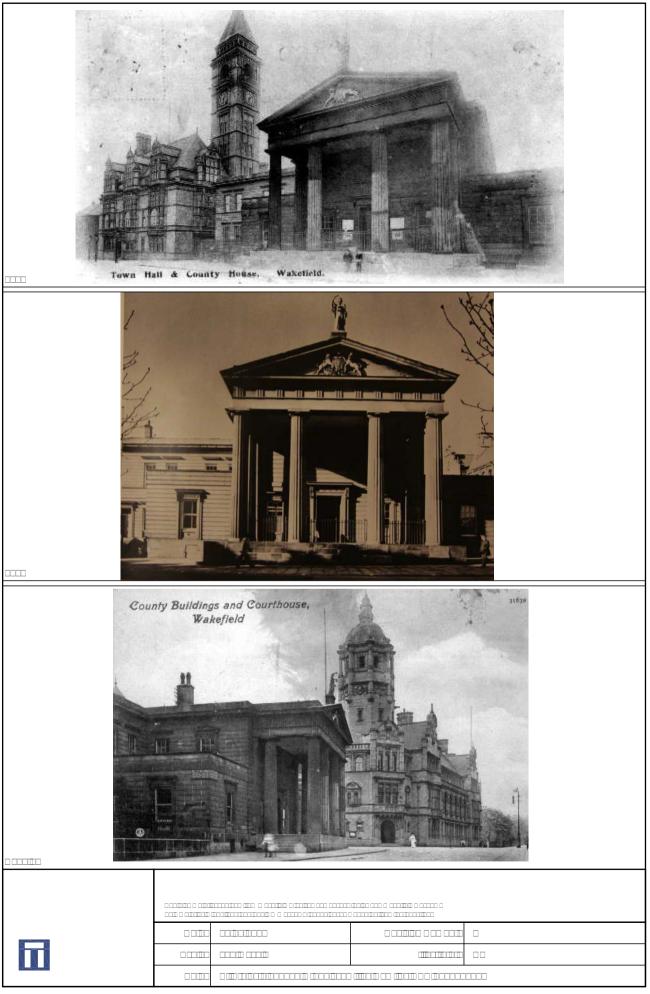
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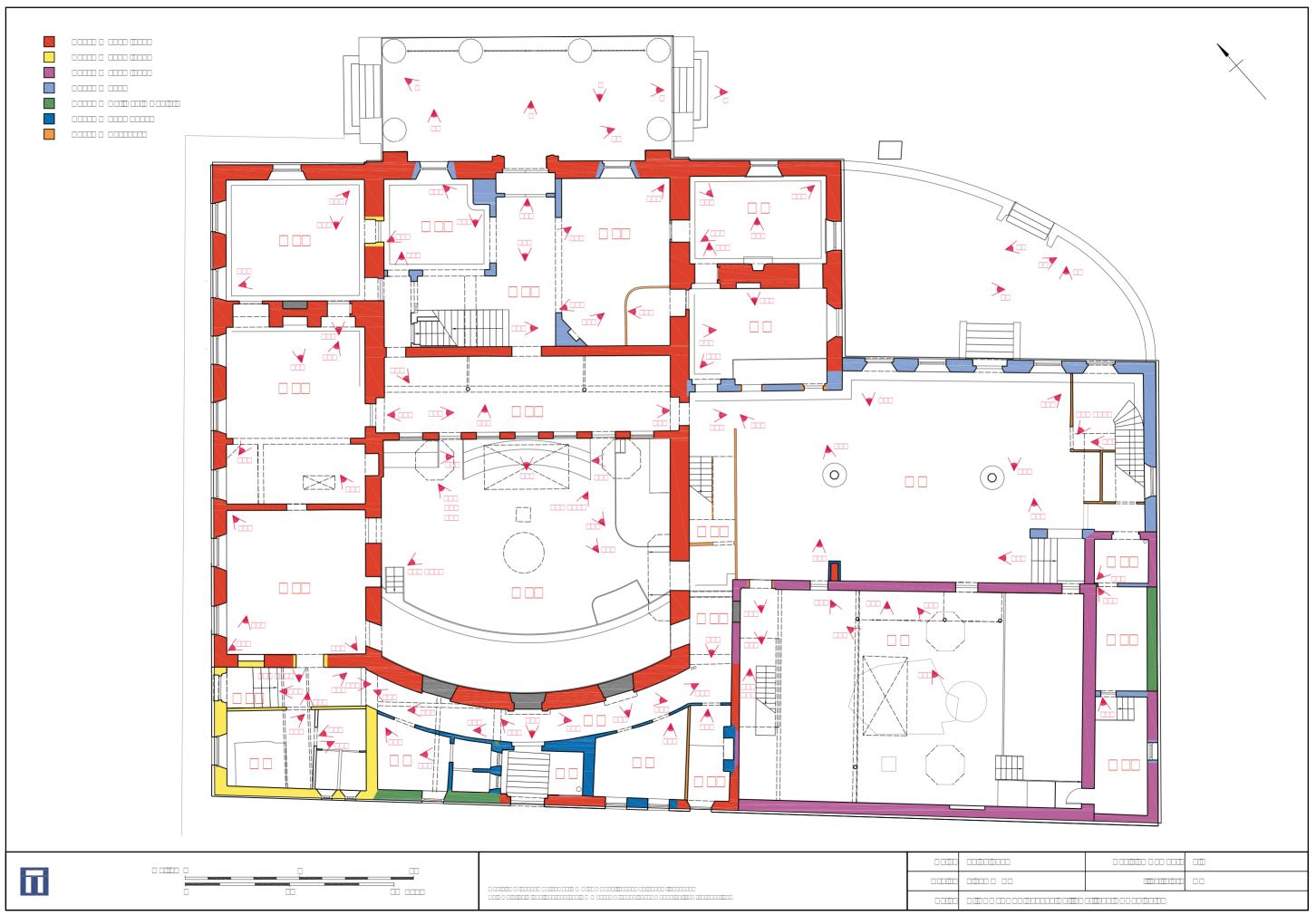


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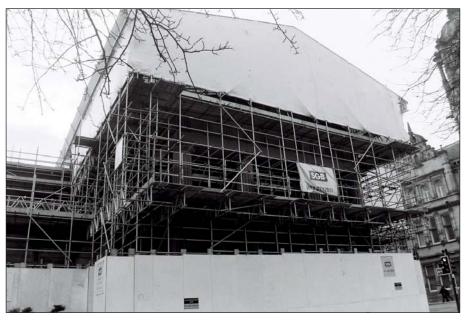




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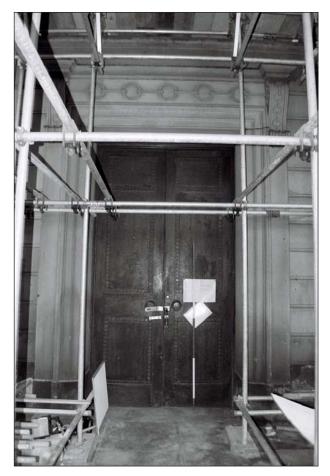


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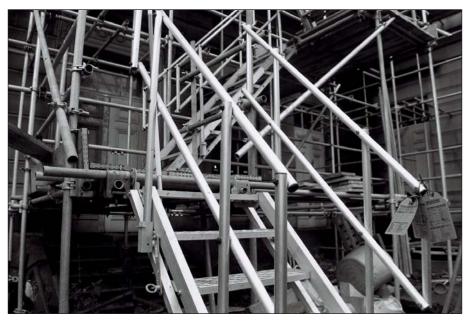
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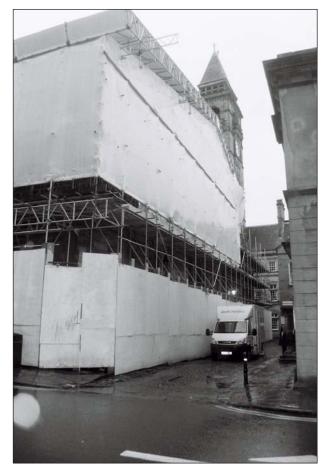
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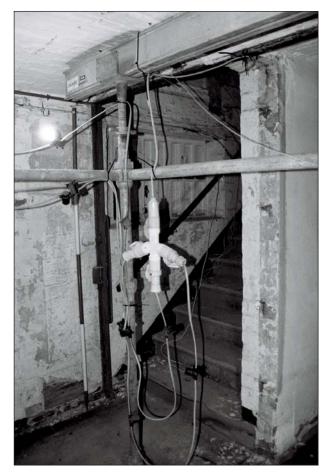


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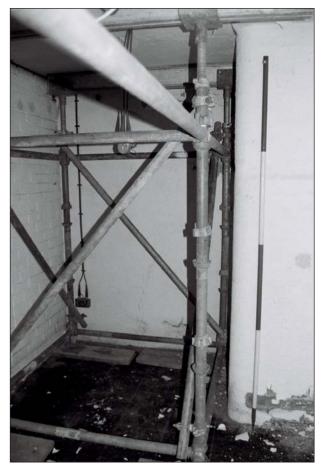
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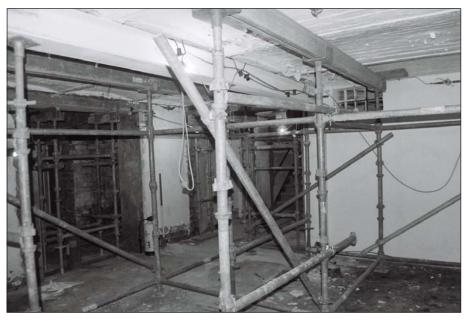


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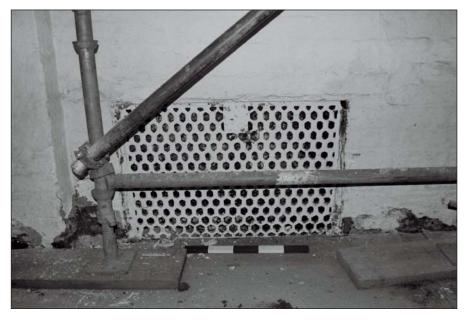
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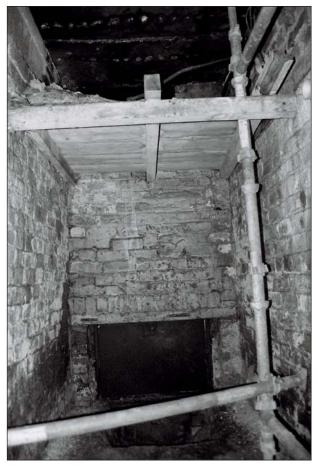
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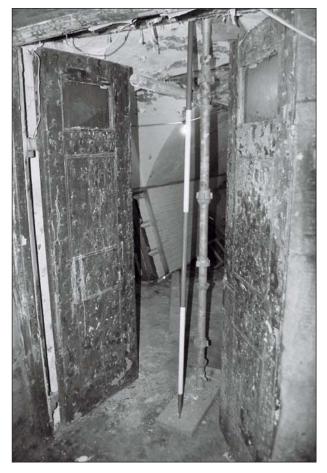
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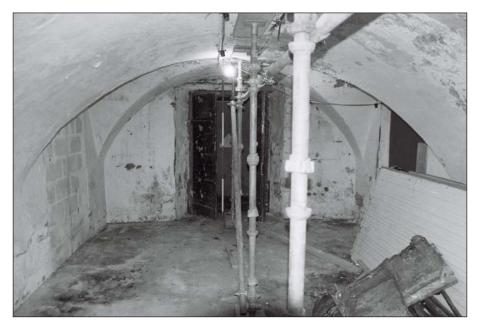


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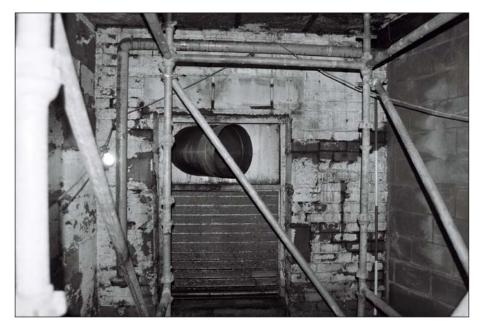


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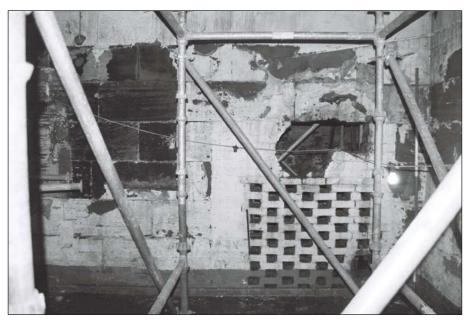








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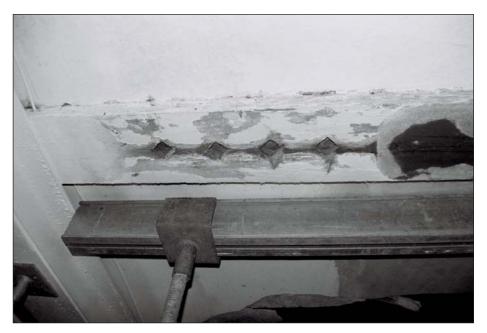
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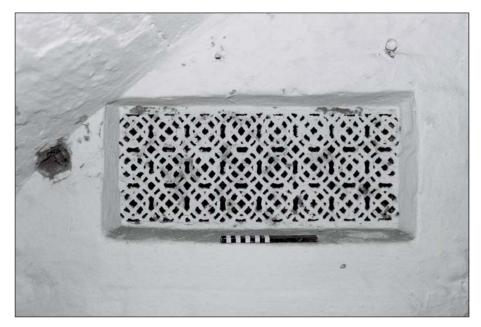


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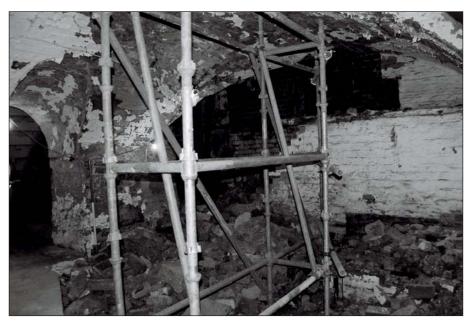




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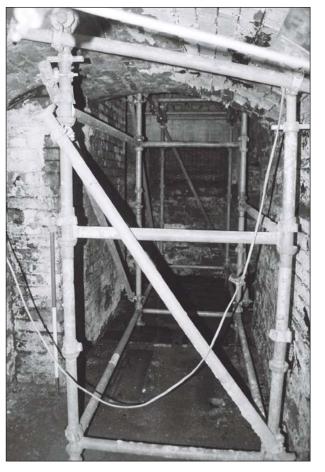


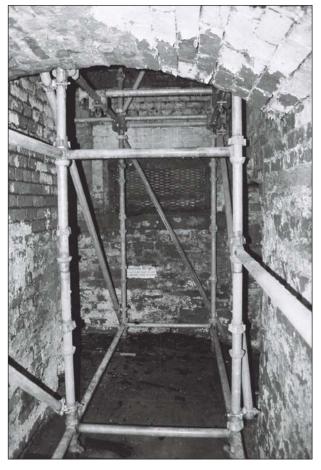
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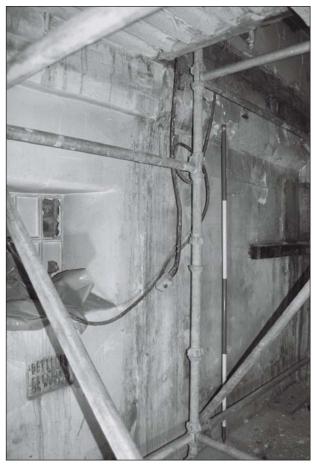




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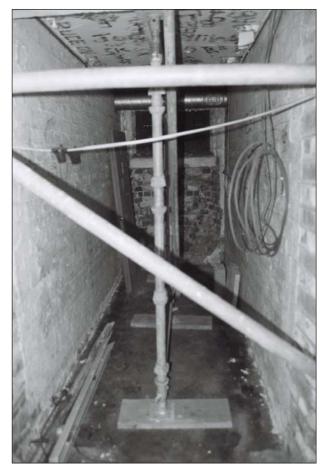
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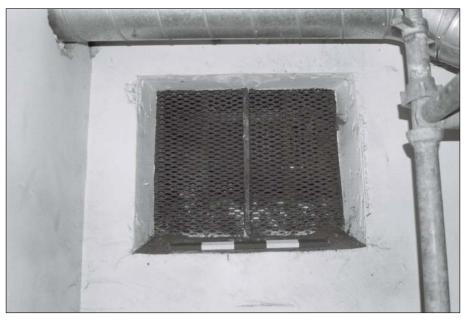


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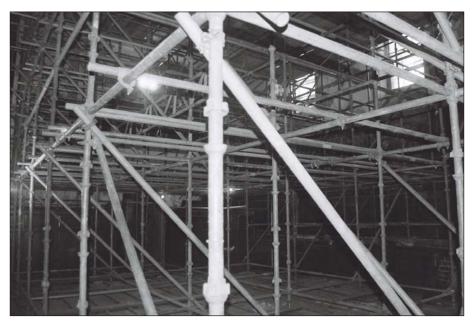




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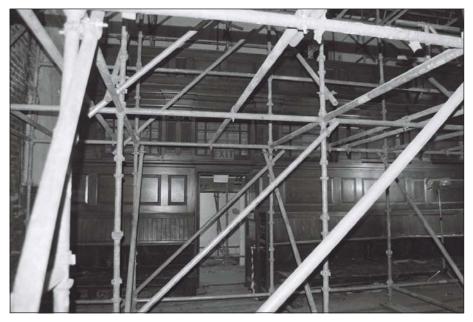




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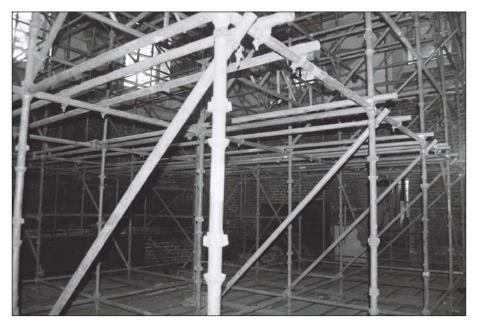
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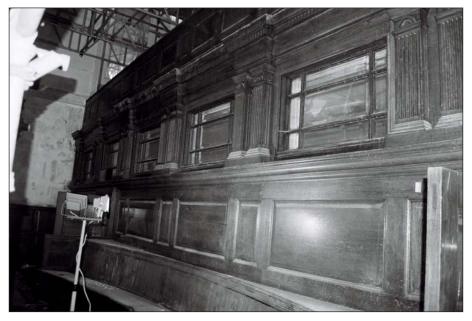




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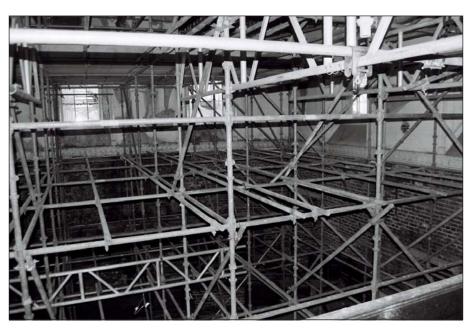
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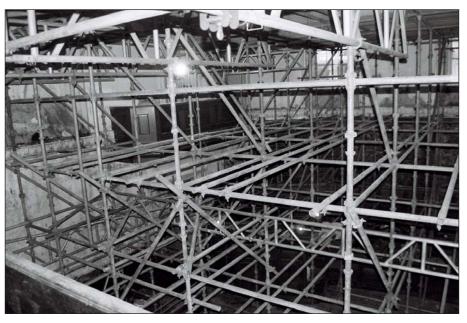
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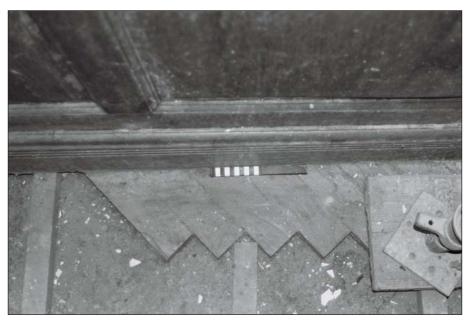
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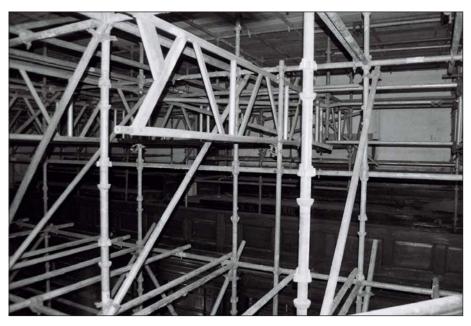
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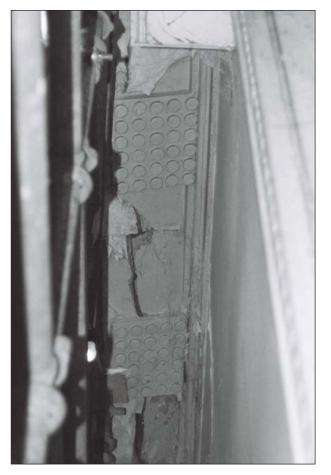




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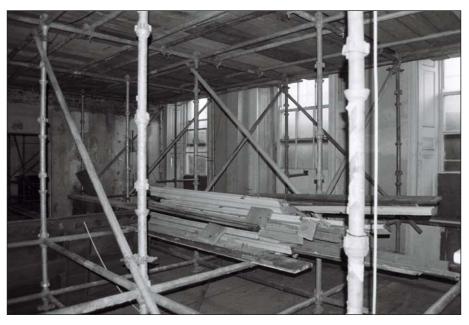
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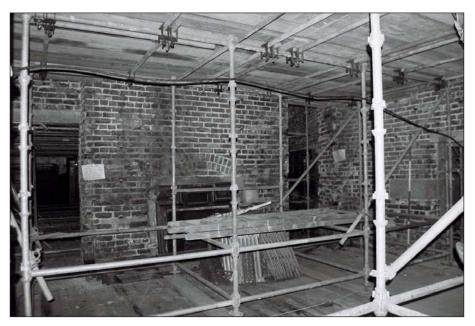


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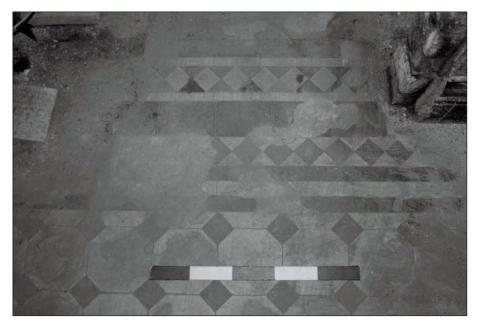




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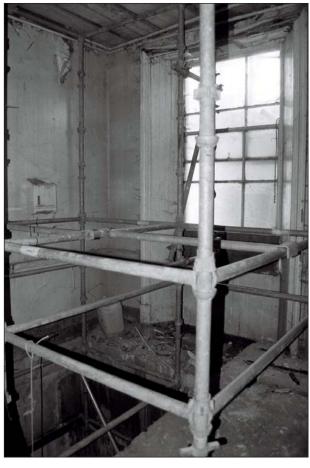
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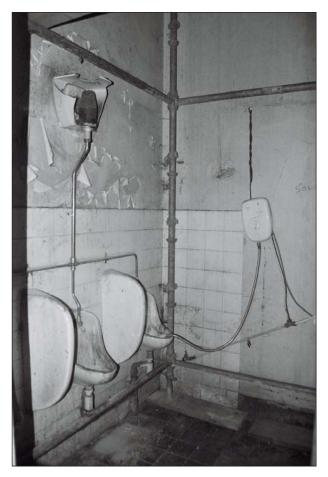


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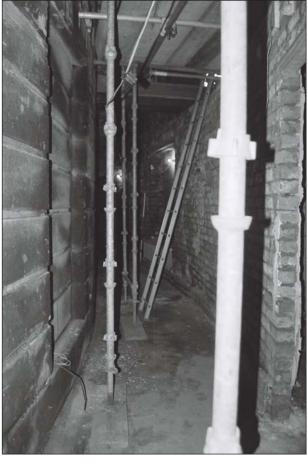
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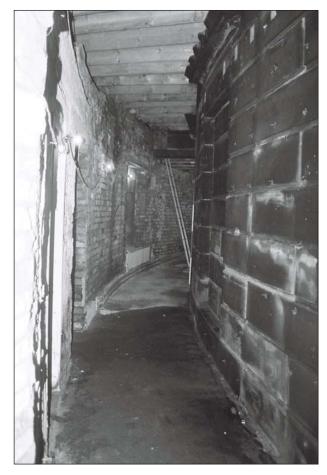




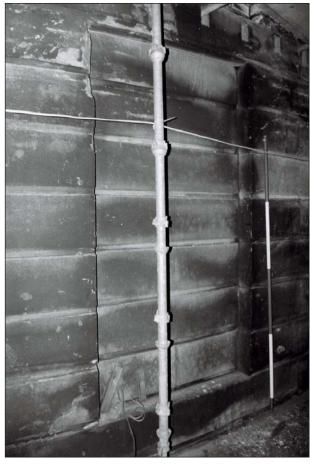


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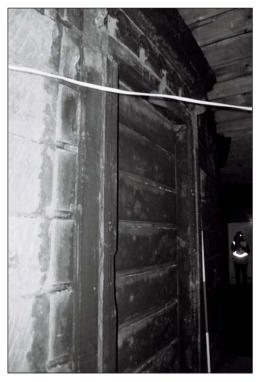


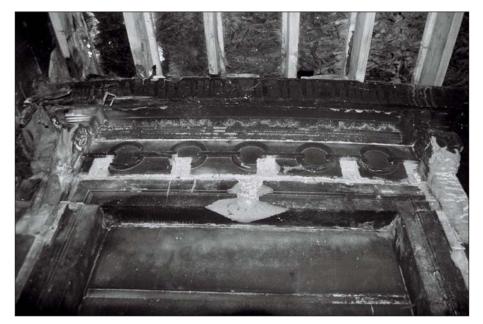
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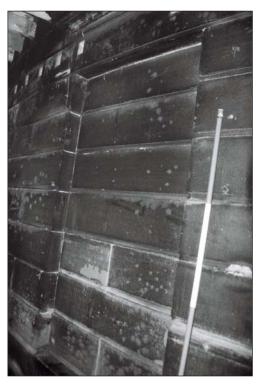






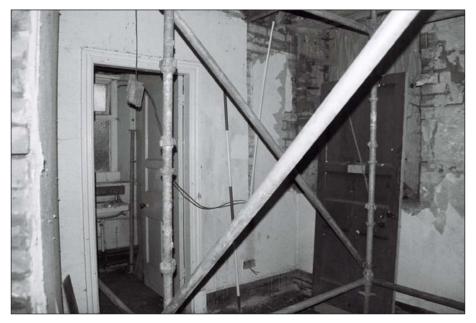
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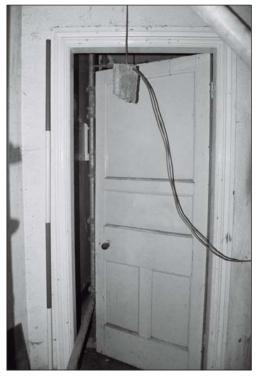


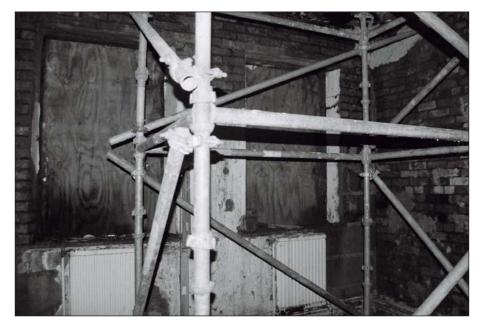




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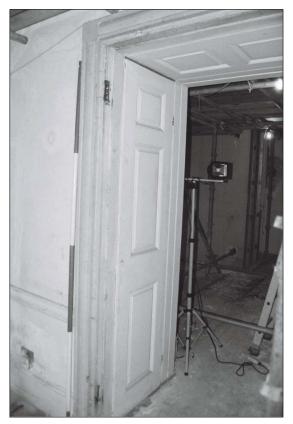
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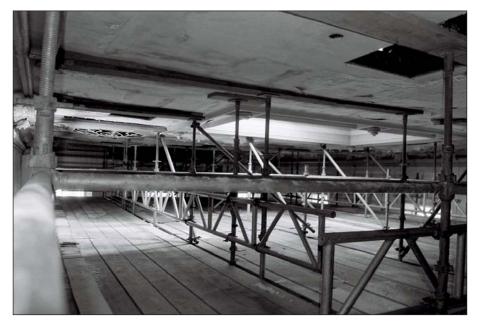


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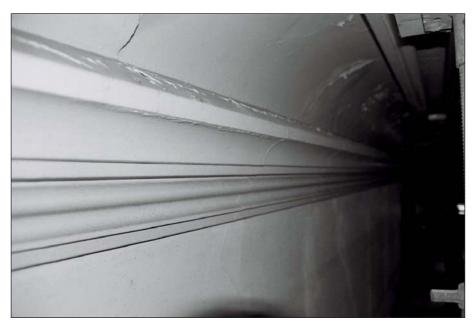


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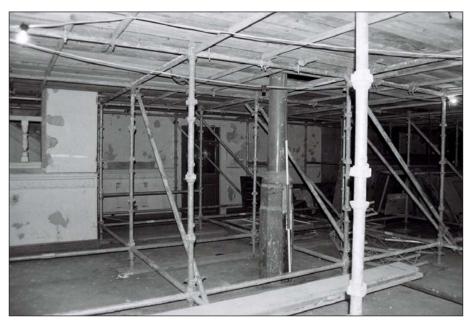








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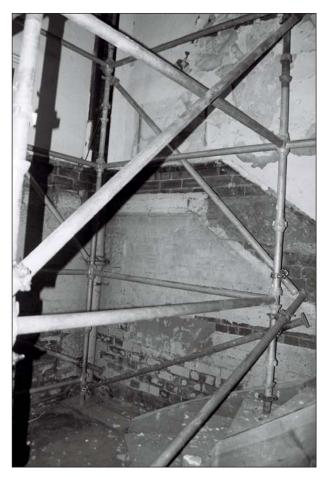
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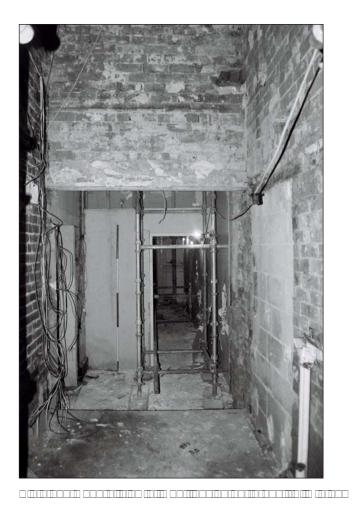


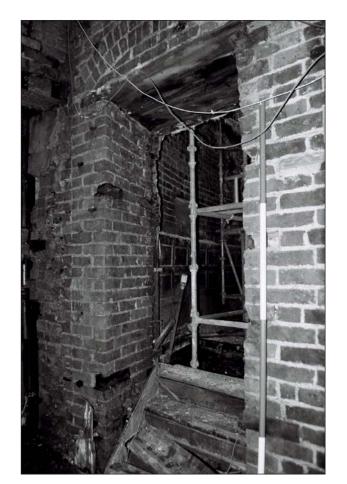




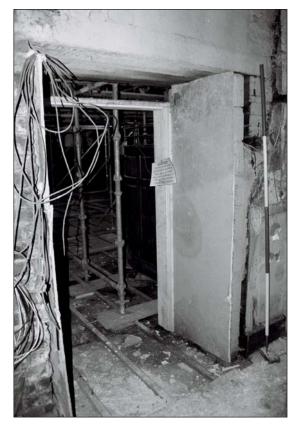


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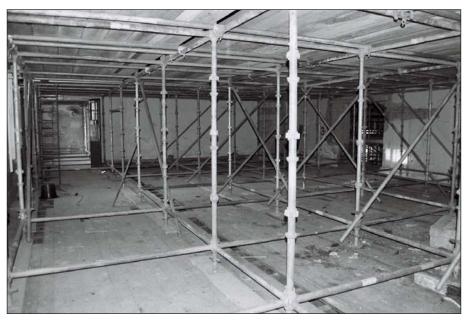


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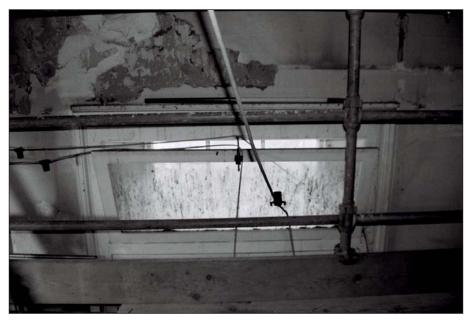
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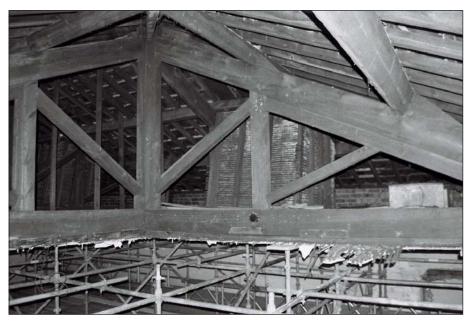






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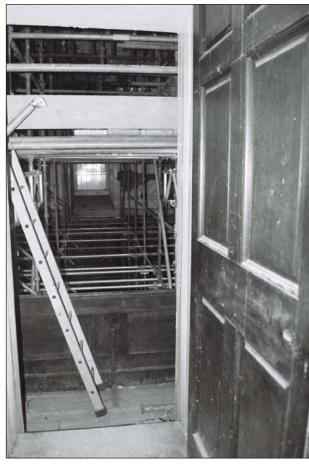


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