

**AN ARCHAEOLOGICAL WATCHING-BRIEF AND
TARGETED HISTORIC BUILDING RECORD AT
THE OLD TOWN HALL, MARKET SQUARE, HORSHAM,
WEST SUSSEX, RH12 1EU**

(NGR 517228 130490)



**Commissioned by
Chameleon Refurbishments Ltd**

Site Code: HTH12

Report No. 2012202

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Project No. 5652

Report No. 2012202

Site Code: HTH12

Prepared by Amy Williamson

October 2012

Archaeology South-East
Units 1 & 2
2 Chapel Place
Portslade
East Sussex
BN41 1DR

SUMMARY

In September and October 2012, Archaeology South-East (a division of the Centre for Applied Archaeology, UCL) carried out targeted historic building recording prior to, and an archaeological watching-brief during, alterations to The Old Town Hall, Market Square, Horsham, West Sussex, RH12 1EU. The work was commissioned by Chameleon Refurbishments Ltd to satisfy a condition placed on planning consent in relation to the building's proposed conversion to restaurant use.

The site has a long history, with a building being present on the site by at least the 17th century. During this time there have been several documented phases of reworking and rebuilding, with the most recent substantial phase of rebuilding being in 1888-9. Given its history, there is the possibility that evidence for earlier phases of the building, particularly within the lower levels, might survive beneath later finishes. The extent to which this might be the case is not altogether clear, although it is probably fairly fragmentary and confined mainly to the basement. The recent works, which included partial surface stripping of the interior of the north wall, and the removal of the infill of two blind arches, revealed evidence to suggest that within the north elevation, the lowest c. 350mm of stonework surviving might have been retained from a previous building phase.

Elsewhere in the building, the works revealed some minor construction details.

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1.0 INTRODUCTION

- 1.1 In September and October 2012, Archaeology South-East (a division of the Centre for Applied Archaeology, UCL) carried out targeted historic building recording prior to, and an archaeological watching-brief during, alterations to The Old Town Hall, Market Square, Horsham, West Sussex, RH12 1EU (NGR: 517228 130490; Figs. 1 & 2). The work was commissioned by Chameleon Refurbishments Ltd to satisfy a condition placed on listed building consent (listed building consent ref. DC/08/2321; planning ref. DC/08/2317) in relation to the conversion of the building for restaurant use (Figs. 10 & 11).
- 1.2 The building was listed Grade II on the 26th July 1974 (Source: English Heritage, National Heritage List, ref. 1027519; Appendix 2). The list description itself is not a comprehensive schedule of those elements which are legally protected, as the legislative cover not only relates to both the interior and exterior of the stated structure, it also extends to any building within the curtilage which predates the 1st July 1948 as stated in Section 1 (5) of the Planning (Listed Buildings and Conservation Areas) Act 1990.
- 1.3 In view of this designation and in accordance with the requirements of the Government's National Planning Policy Framework which took effect on 27th March 2012, John Mills, Senior Archaeologist at West Sussex County Council specified the requirement for a preliminary record to be made of various parts of the building prior to any alterations taking place, and an archaeological watching-brief during alteration works.
- 1.4 The following condition (No. 5) was applied to the listed building consent:

The Developer shall arrange where appropriate for an archaeological organisation or appropriately qualified archaeologists to observe the building alterations and record archaeological and architectural evidence that may be uncovered as a result of the development in accordance with a written scheme of investigation which shall be submitted to and approved by the Local Planning Authority prior to the commencement of demolition and building works. A Historical Record report shall be submitted to the Local Planning Authority within three months of the first occupation of the building.

REASON: To ensure that ground excavations and building alterations to the building will be properly recorded by an archaeologist in accordance with policy DC10 of the Horsham District Council Local Development Framework: General Development Control Policies (2007).

2.0 SCOPE & METHODOLOGY

- 2.1 The main objectives of the project were to record, prior to their removal, all features of archaeological and architectural interest that will be affected by the alterations; and to monitor all interventions into the standing building fabric and all excavations associated with the development in order to ensure that any features, artefacts or ecofacts of archaeological interest exposed and affected by the alterations are recorded and interpreted to appropriate standards. Ultimately, it was not necessary during the building works to carry out any intrusive groundworks, and therefore archaeological monitoring was confined to interventions into the fabric of the building itself.

- 2.2 Comments on the planning application made by John Mills identified several specific areas requiring investigation and recording. In particular, these included a drawn and photographic record of: the stonework of the north façade before opening-up of the blind arches, including the geological identification of the stone; the cells within the basement before their refurbishment; the blocked windows in the outer wall of the basement; and any other architectural features revealed during the opening up. With regard to the floors, it was specified that an archaeologist should attend the removal of the raised dais and the lowering of any floor levels so that any previously covered-up floor levels, features masked by the dais or exposed foundations of the Town Hall or predecessor buildings could be recorded.
- 2.3 A written scheme of investigation (WSI) detailing the precise scope of work was produced by Archaeology South-East, dated 14th August 2012, and approved by John Mills in his capacity as archaeological advisor to Horsham District Council by email dated 11th September 2012. The work was carried out in accordance with the WSI, English Heritage's *Understanding Historic Buildings: A guide to good recording practice* (English Heritage 2006), the relevant Standards and Guidance of the Institute for Archaeologists (IfA), and West Sussex County Council's *Recommended Standard Archaeological Conditions*.
- 2.4 The site was visited by Amy Williamson on the 25th September 2012 in order to carry out the preliminary recording work, and on subsequent occasions during the alterations. The photographic record was made using 35mm black and white photography, duplicated with digital photography. Within the report selected digital images have been reproduced as plates, together with an index of the digital photography and location plots (Appendix 3). A full catalogue of all photographs is included in the archive.
- 2.5 With the exception of the detail of the blind arches (Fig. 4), the drawn record is based upon existing survey drawings produced by PWA Construction Consultants and Chartered Surveyors, with additions and annotations made where necessary. They are included within the report as Figs. 5-7.

3.0 SITE LOCATION

- 3.1 The site is located at the centre of Horsham's Market Square (NGR: 517228 130490). The building is aligned north-east to south-west (hereafter simplified north – south), with its principal façade facing north.

4.0 HISTORIC BACKGROUND

- 4.1 There has been a town hall on the site since at least the 17th century, although it is certainly possible that there was a building on the site prior to this. By 1721 a new structure was being built: this building was two-storeyed, of Portland Stone and had a three-bayed entrance façade to the north, and five-bayed side façades (Hudson 1986, 183). In the 18th century, the building was used for county quarter sessions, assizes, borough courts, and also as a general public meeting place; the ground floor, which was open, was used as a butter and poultry market (*ibid.*)
- 4.2 By the early 19th century, the building was considered lacking in accommodation and was in poor structural condition. The Duke of Norfolk funded the enlargement of the

building c. 1812, which included the addition of the (existing) Romanesque north façade and a new staircase which was built at the south end. At this time the open ground floor was enclosed permanently as a lower court room (*ibid.*).

- 4.3 The building had again fallen into a poor state of repair by 1830, and by 1866 it is noted that the upper floor had become so dangerous that the quarter sessions temporarily abandoned the town (*ibid.*). Various repairs were undertaken in 1867, and it is told (*ibid.*) that in 1888 the building was completely rebuilt by the local board of health (who then leased the building), except for the north façade, which was heightened. However, it is not absolutely clear whether the building (with the exception of the north façade) was entirely rebuilt, or in fact substantially modified, and in fact a letter dated 8th July 1887, from Mr Sadler the Clerk to The Local Board to The Duke of Norfolk suggests the latter. It tells that having carried out a survey of the building it had been found 'necessary for the stability of the structure that a considerable sum of money should be expended in substantial repairs. As the existing arrangements of the hall are not suitable for present wants the Board are desirous of entirely remodelling the building and making certain additions thereto...' (Knight 2008, 74). That being so, it is possible that earlier material might survive within the present fabric of the building, although the extent to which this might be the case is not entirely clear.
- 4.4 Architectural drawings by J. Percy Gates, dated 29.9.1888 (Fig. 3), show the alterations proposed for the Town Hall, which are reflected in the building's current layout. The plans indicate that the north façade and the east façade as far as, and including part of, the east stair tower were retained, together with the return wall of the west elevation, the remainder of which was extended outwards on the same line. At this point within the basement, the west wall contains a visible break in the construction of the building comprising earlier stonework to the north, and later brickwork to the south. The new southern end of the building provided two rooms on the ground floor plus a single room on the first floor.

5.0 DESCRIPTION OF RESULTS

5.1 Preliminary Recording Work

North Façade

- 5.1.1 The north elevation comprises three Romanesque arches at ground floor level (Plate 1). Originally, all three were designed as architectural blinds, although for some time, the central arch has formed the main entrance to the building. The façade is constructed in ashlar blocks of sandstone, with later repointing in cement mortar. The infill of the blind arches was of the same sandstone. The outer two arches were drawn (Fig. 4) and photographed (Plates 2 and 3) prior to their opening-up as part of the alteration works.

Cells

- 5.1.2 The main, northern part of the basement is divided into two length-ways (north – south) by a brick wall (Fig. 6). The resulting two areas each contain a series of six wooden holding cells backing onto the dividing wall (Plates 4 and 5). Stylistically they appear c. 1900 in date. The cells were recorded prior to their refurbishment.

- 5.1.3 The cells are notable for their virtual completeness. They are constructed in softwood tongue-and-groove boards, with the timber uprights of the cell partitions and the doors being enriched by chamfer detailing. Each cell measures 1.9m x 0.95m and is closed by a four-panel timber door, the two upper panels of which contain a wire lattice-work grille (Plate 6). The doors retain their original furniture including handle, rim-lock and bolt. The space above each door is spanned by two iron bars to prevent prisoner escape. The reverse side of each door is fixed with a folding ledge (Plate 7), while fitted benches at the back of each cell have formerly been removed. Each cell retains an original light fitting (Plate 8). The walls of the cells retain some 20th century graffiti written by individuals awaiting trial.

Basement Blocked Windows

- 5.1.4 The south elevation contains three basement window apertures (Plate 9) which presumably belong to the 1888-9 phase of construction. They are blocked with 20th century brickwork laid in a cement-based mortar.

5.2 Results of Archaeological Watching-Brief

Basement

- 5.2.1 A doorway was created within the partition wall between the two southern rooms of the basement (Plate 10). The removal of a modern tiled surface revealed underlying, probably 19th century brickwork of a mottled pale orange colour, laid in a lime-based mortar.

Ground Floor

- 5.2.2 On the ground floor, the main area of alteration concerned the opening-up of the blind arches. Other, more minor alterations included the removal of later partitioning within the former courtroom and the raising of the floor level to coincide with that of the rest of the building; the removal of a partition wall between the two southern rooms, and the sealing of two doorways.

Blind Arches

- 5.2.3 Prior to the opening-up of the arches, the inner face of the north wall was partially stripped of its finishes. Initially this involved the removal of the modern hardboard dado, beneath which was revealed an earlier softwood tongue-and-groove boarded dado with moulded rail, presumably of the 1888-9 phase of alterations (Plate 11). The subsequent removal of this revealed the underlying construction of the wall which comprised a mixture of stone and brickwork, of probably three main phases (Figs. 8 & 9).
- 5.2.4 The arches are formed in ashlar sandstone blocks, with ashlar sandstone blocks (externally), and brickwork (internally) infilling the arch, with a half-brick skin of brickwork containing timber-bearers to the internal face. Above the arches, the interior face of the wall is formed of orange English-bonded brickwork laid in a lime-based mortar. At its lower level, to c. 1m in height, the wall is formed essentially of stone blocks, although differentiation in the composition of the walling, which is more rubbly to the lower c. 0.35m, whereas formed of generally larger, more regular stone blocks above, might suggest that the wall is of more than one construction phase. The two are separated by a tile levelling course.

- 5.2.5 Towards either end of the wall, there is a discrete area of orange brickwork which probably relates to the turrets located at each corner. The brickwork, which appears to be similar to that surrounding the arches (i.e. of early 19th century date) appears to truncate the lower stonework, corroborating the suggestion that the lower stonework survives from an earlier building phase. The orange brickwork, at the east end at least, continues above the tile levelling course to c. 0.8m in height, above which it is concealed/truncated by later brickwork.
- 5.2.6 At the east and west corners there is an area of later (probably late-19th century) salmon pink-orange brickwork laid in a cement mortar, no doubt relating to the later-19th century (1888-9) phase of reworking/rebuilding.

Partition Wall

- 5.2.7 The removal of the partition wall between the two southern rooms exposed a narrow strip of the brickwork between floor and ceiling level (Plate 12). This appeared to be of two phases, the lower brickwork, to c. 2m from floor level being the earlier of the two (i.e. of 1888-9), with later, 20th century brickwork, seemingly representing a repair, above. Above this, on the line of the partition, the ceiling contained a length of I-girder (not continuing to the opposite wall) supporting the projecting first floor window above, and possibly associated with a later repair.

First Floor

- 5.2.8 At this level, the main alteration was located at the north end of the former council chamber, where a section of the floor was removed to create a void overlooking the ground floor. Further small sections of flooring were removed elsewhere for the accommodation of a hoist and ducting. No other notable alterations were carried out at this level.

Void

- 5.2.9 The creation of the void between the ground and first floor first involved the removal of a raised dais area within the former council chamber. A newspaper of March 19th 1974 was found beneath the dais indicating that it was constructed on or after this date. The dais was constructed over a surface of vinyl floor tiles, beneath which were fairly narrow softwood timber boards (Plate 13). These were laid over deep-section softwood joists (275mm x 63mm/10½" x 2½") aligned north-south supported over riveted I-girders, and at the north wall directly upon the stone masonry, with bricks between for added rigidity (Plate 14).

Hoist & Ducting

- 5.2.10 Within the rear room, the removal of the small sections of flooring in association with the hoist and ducting revealed no significant features or fabric (Plate 15).

6.0 DISCUSSION

- 6.1 Given the site's long history, which includes several phases of reworking and rebuilding (the most recent substantial phase of rebuilding being in 1888-9), there is the possibility that evidence for earlier phases of the building, particularly within the lower levels, might survive beneath later finishes. The extent to which this might be the case is not altogether clear, although it is probably fairly fragmentary and confined

mainly to the basement. The recent partial surface stripping of the interior of the north wall, and the removal of the infill of the arches, revealed evidence to suggest that within the north elevation, the lowest c. 350mm of stonework surviving there might be retained from a previous building phase. Whilst it is possible that the wall is essentially of a single phase (c. 1812); the ragged edge of the walling at the junction with the orange brickwork at each end, would appear to indicate that the stonework has been cut back to allow the brickwork of the corner turrets to be tied-in to the wall, thereby suggesting that the lower part of the wall pre-existed.

- 6.2 The brickwork at each corner is certainly later and presumably relates to the late-19th century reworking of the building. However, as the east and west walls were not stripped of their finishes, it was not possible to ascertain the extent of this brickwork, and therefore the question remains as to whether any of the c. 1812 building (as shown shaded grey on Fig. 3) is retained within these walls.
- 6.3 Elsewhere in the building, the works revealed some minor construction details. but nothing of great consequence.

7.0 BIBLIOGRAPHY AND SOURCES CONSULTED

Harris, R.B. 2004 *Horsham: Historic Character Assessment Report*. Sussex Extensive Urban Survey.

Hudson, T. P. 1986 *The Victoria County History of the County of Sussex: Vol. 6*. London: Archibald Constable

Knight, J. 2008 *History of Horsham Volume 3 1880-1913*. Horsham District Council, Horsham Museum.

Internet Sources

English Heritage, The National Heritage List for England
URL <http://list.english-heritage.org.uk/>
Date accessed: 26th September 2012

8.0 DEPOSITION OF THE ARCHIVE

A full archive intended for deposition with Horsham Museum has been prepared in accordance with the guidelines set out in English Heritage's Management of Archaeological Projects 2 as well those published in *Guidelines for the Preparation of Excavation Archives for Long-term Storage* (United Kingdom Institute for Conservation, 1990) and *Standards in the Museum Care of Archaeological Collections* (Museums and Galleries Commission, 1994). The archive has been assigned Archaeology South-East site code HTH12. The archive will comprise a hard copy of the full report, a pdf version of the report on CD, the full photographic record with registers, field notes and sketches.

9.0 ACKNOWLEDGEMENTS

Archaeology South-East would like to thank Chameleon Refurbishments Ltd for commissioning this Archaeological Watching-Brief and John Mills, Senior Archaeologist at West Sussex County Council for his input into the project.

ASE would also like to thank Jeremy Knight of Horsham Museum for supplying historic background information regarding the site.



Plate 1: North elevation prior to alteration (21)



Plate 2: Left-hand blind arch prior to alteration (23)



Plate 3: Right-hand blind arch prior to alteration (22)



Plate 4: Cells in western portion of basement, looking north-east (11)



Plate 5: Cells in eastern portion of basement, looking north-west (18)

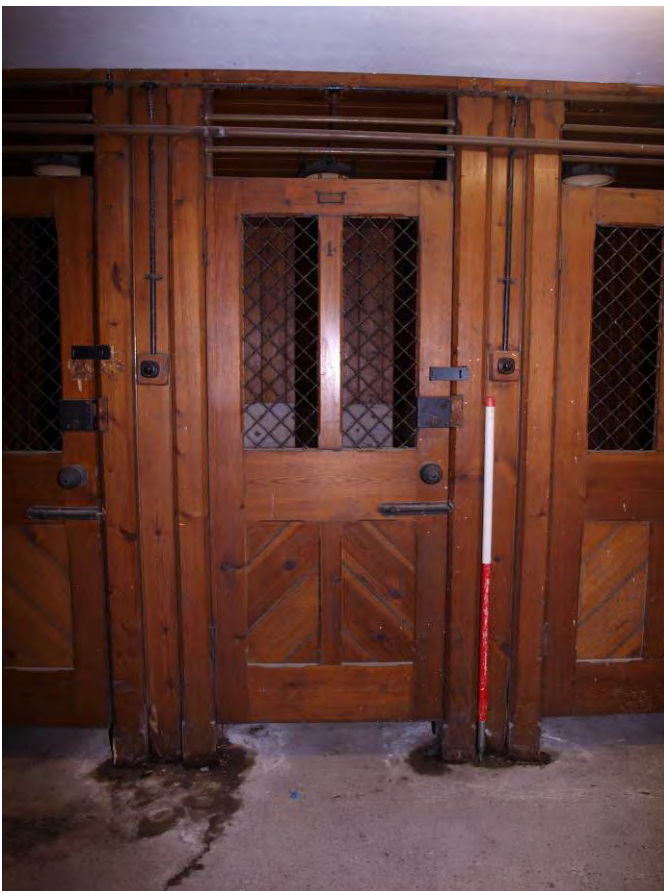


Plate 6: Cell door detail (13)



Plate 7: Cell interior detail (15)



Plate 8: Cell light-fitting (16)



Plate 9: Blocked basement window apertures within south wall, looking north-west (24)



Plate 10: Doorway inserted within basement wall, looking south-east (51)



Plate 11: Tongue and groove boarded dado revealed on north wall, looking north (35)



Plate 12: Rear ground floor room following removal of partition wall, looking south (46)



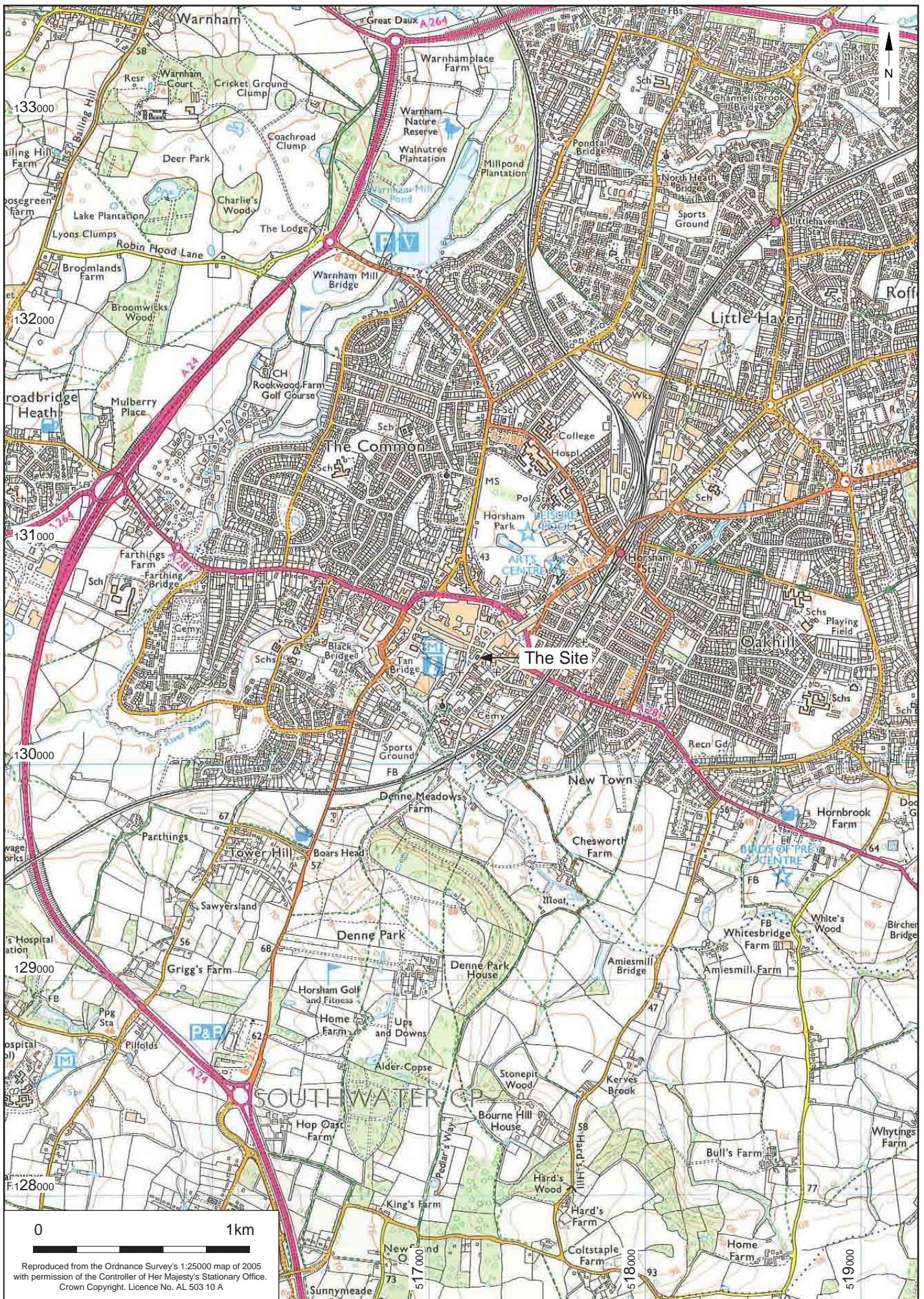
Plate 13: Removal of 1970s dais (first floor), looking east (26)



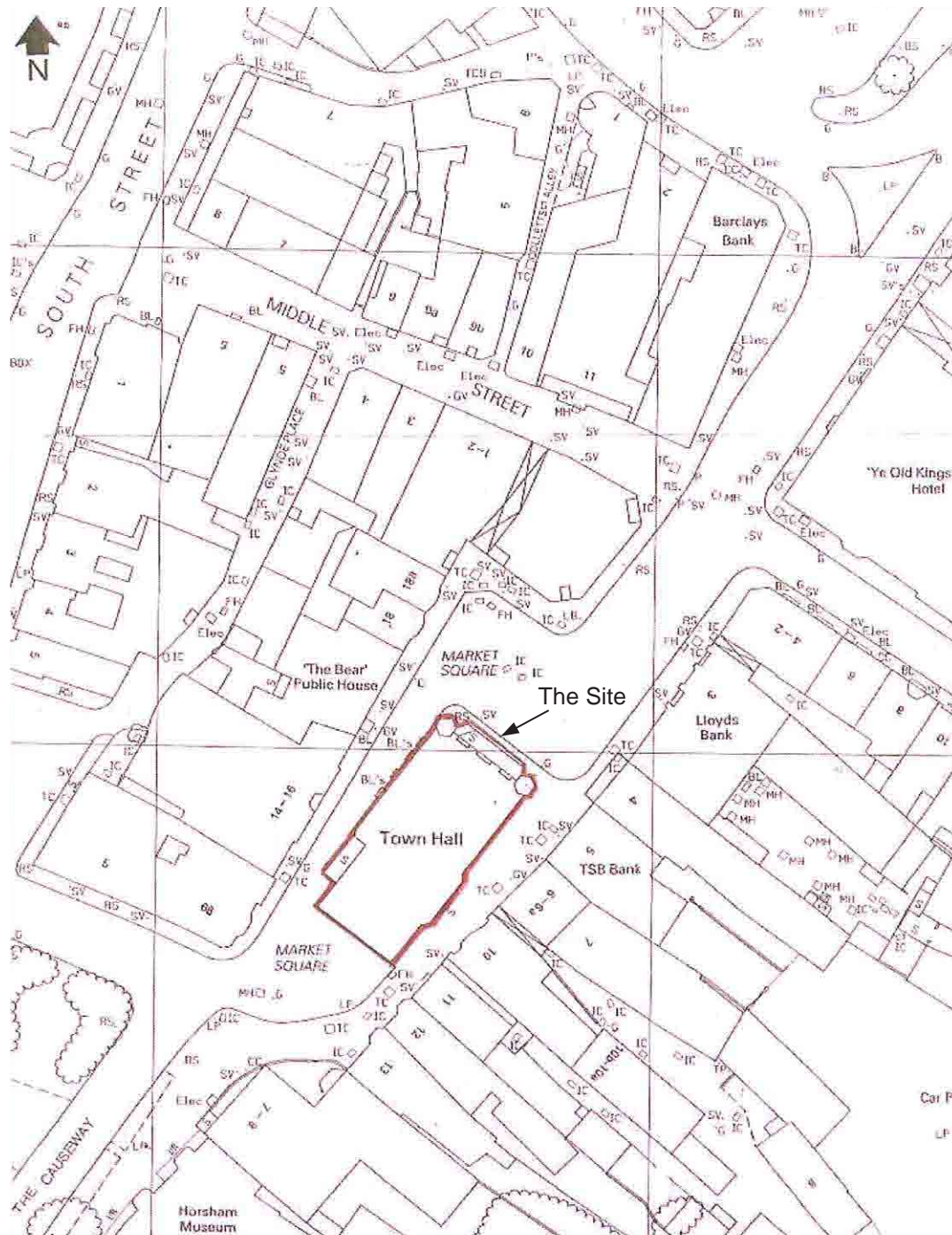
Plate 14: View during creation of first floor void, looking north (43)



Plate 15: Creation of void in first floor for ducting, looking west (49)



© Archaeology South-East		The Old Town Hall, Market Square, Horsham		Fig. 1
Project Ref: 5652	Nov 2012	Site location		
Report Ref: 2012202	Drawn by: AW			



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© Archaeology South-East		The Old Town Hall, Market Square, Horsham	Fig. 2
Project Ref: 5652	Nov 2012	Detailed site location (plan provided by Chameleon Refurbishments Ltd)	
Report Ref: 2012202	Drawn by: AW		

Plan
OF
(PROPOSED ALTERATIONS)
Horsham Town Hall

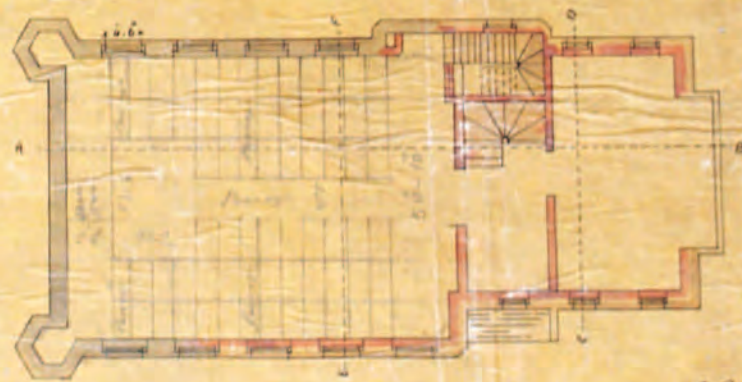
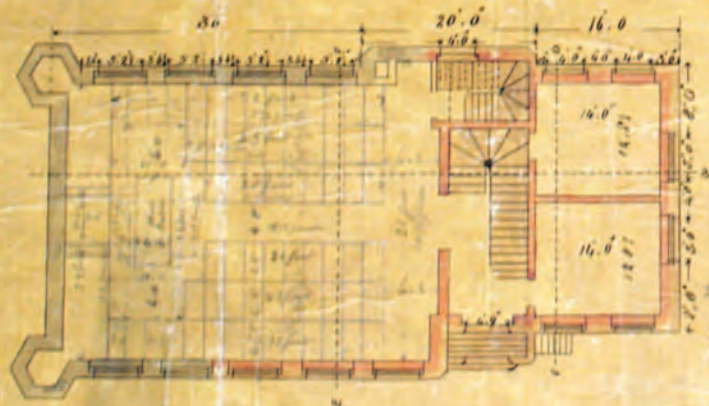
DRAWING N^o1



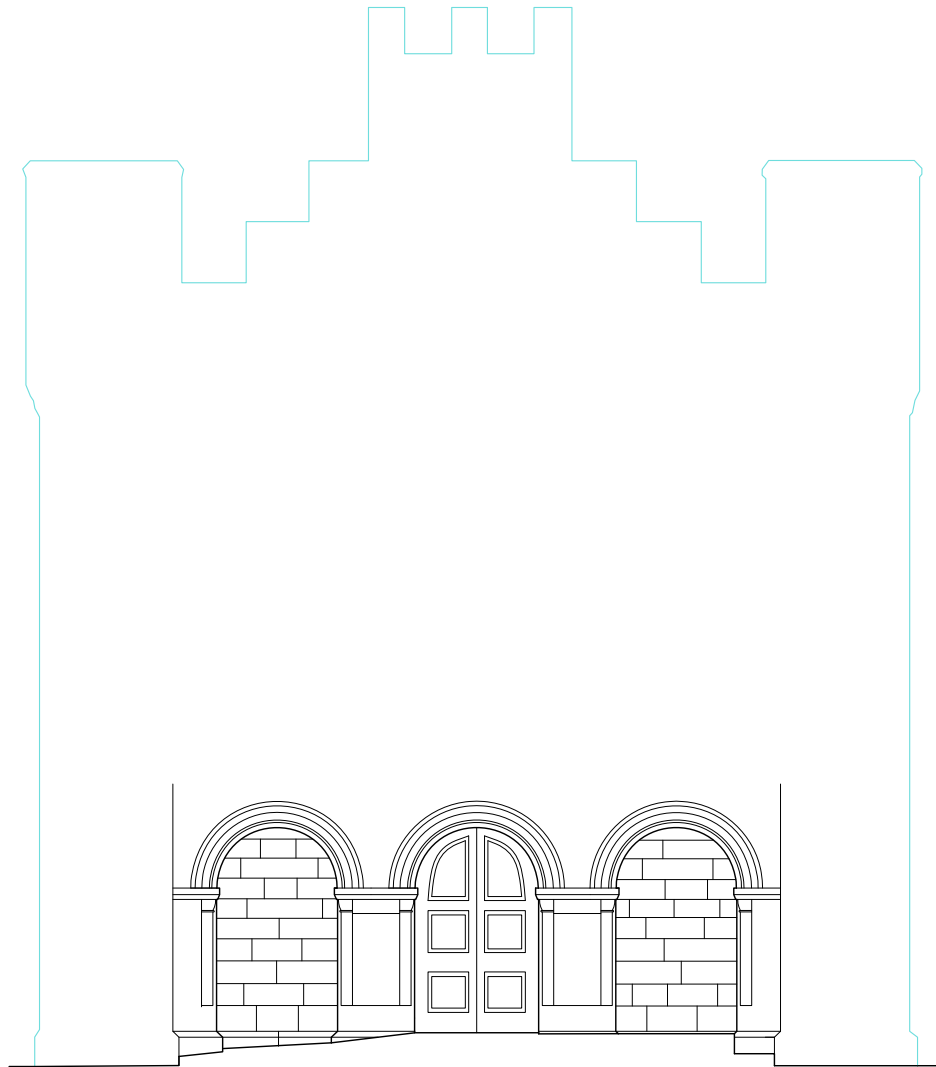
WEST ELEVATION



SECTION A.B.





*J. Percy Galle
& Son
Drapers &c*



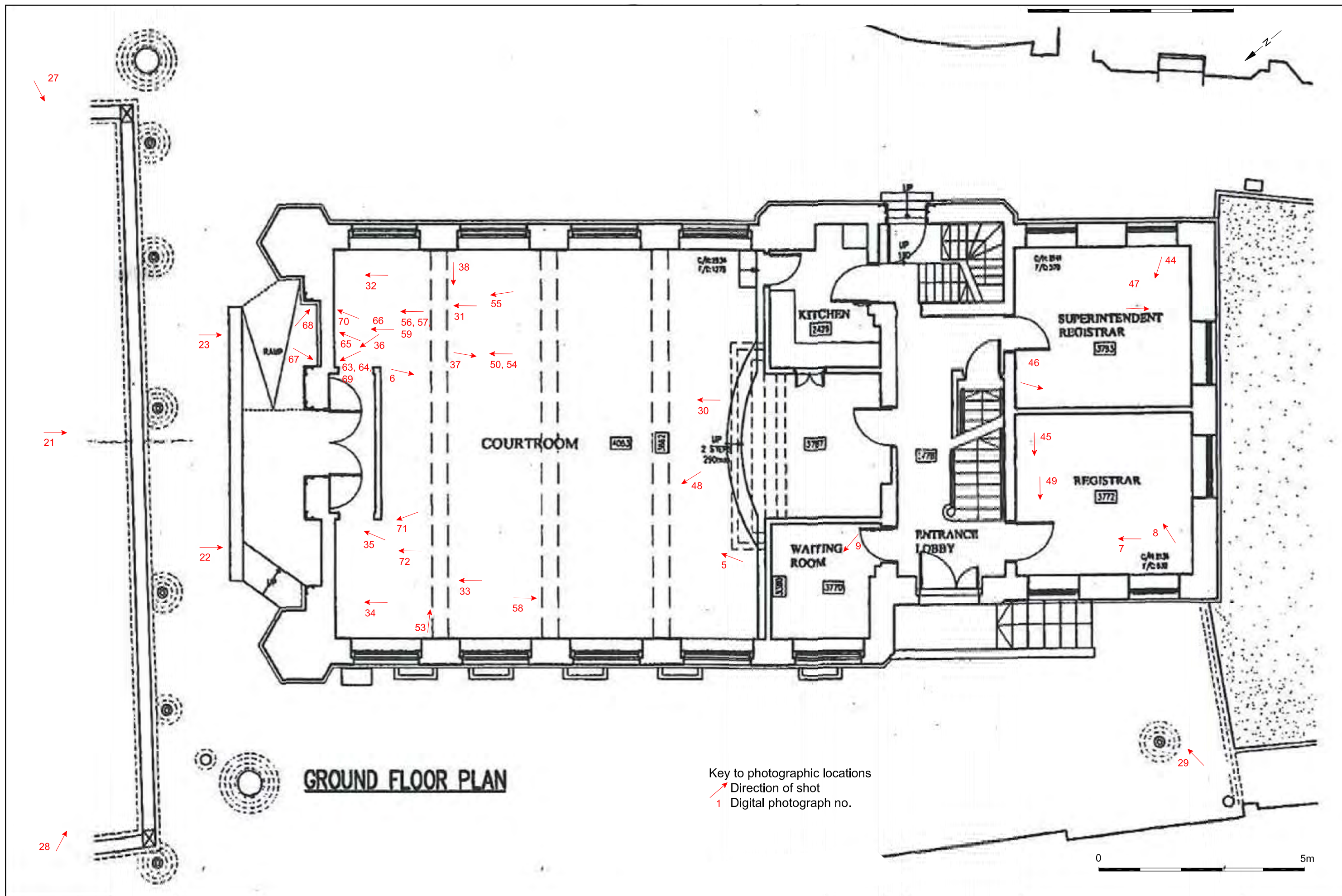
NORTH ELEVATION

KEY

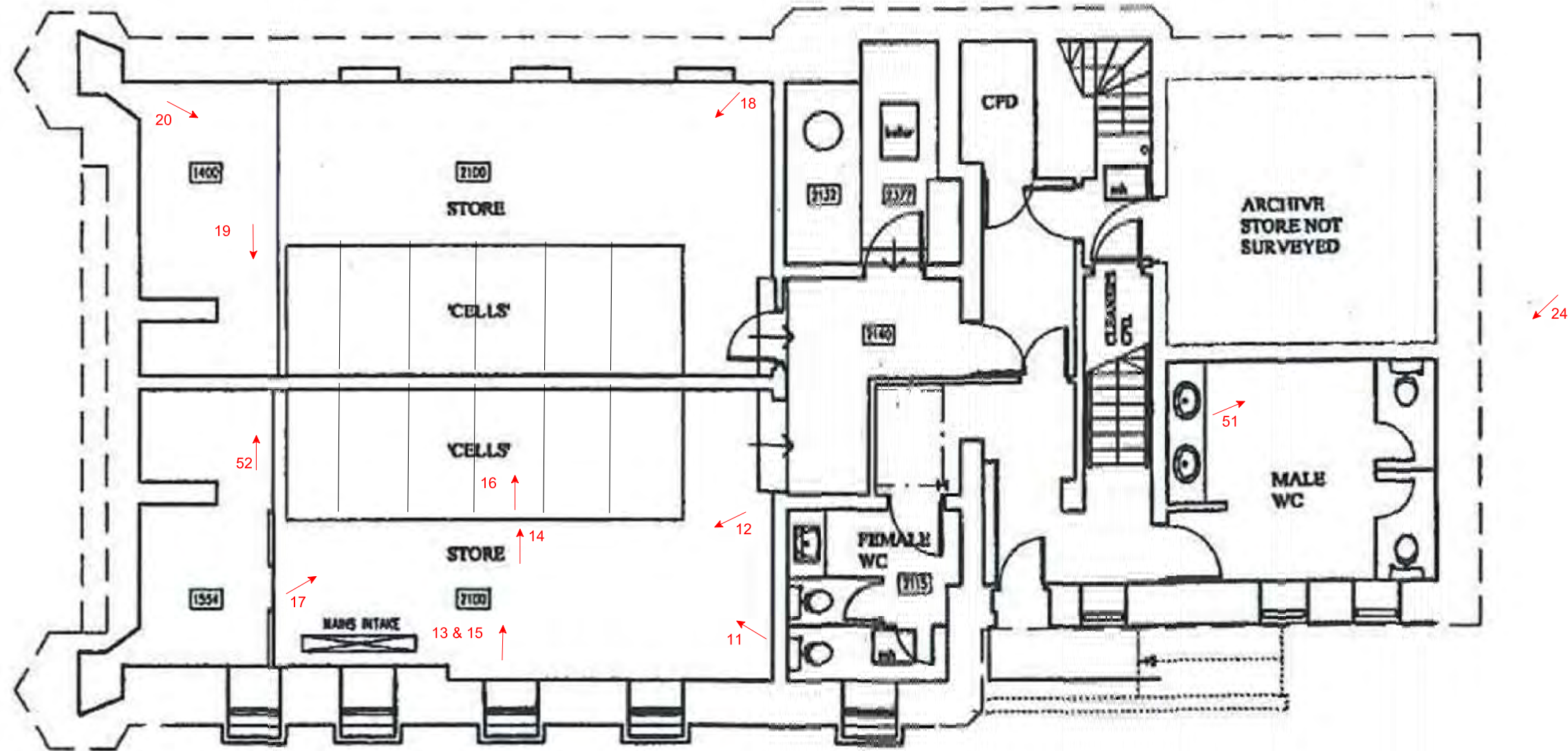
-  Detail surveyed by ASE
-  Outline obtained from survey by PWA

0  5m

© Archaeology South-East		The Old Town Hall, Market Square, Horsham	Fig. 4
Project Ref: 5652	Nov 2012	Blind arches on north elevation	
Report Ref: 2012202	Drawn by: AW		



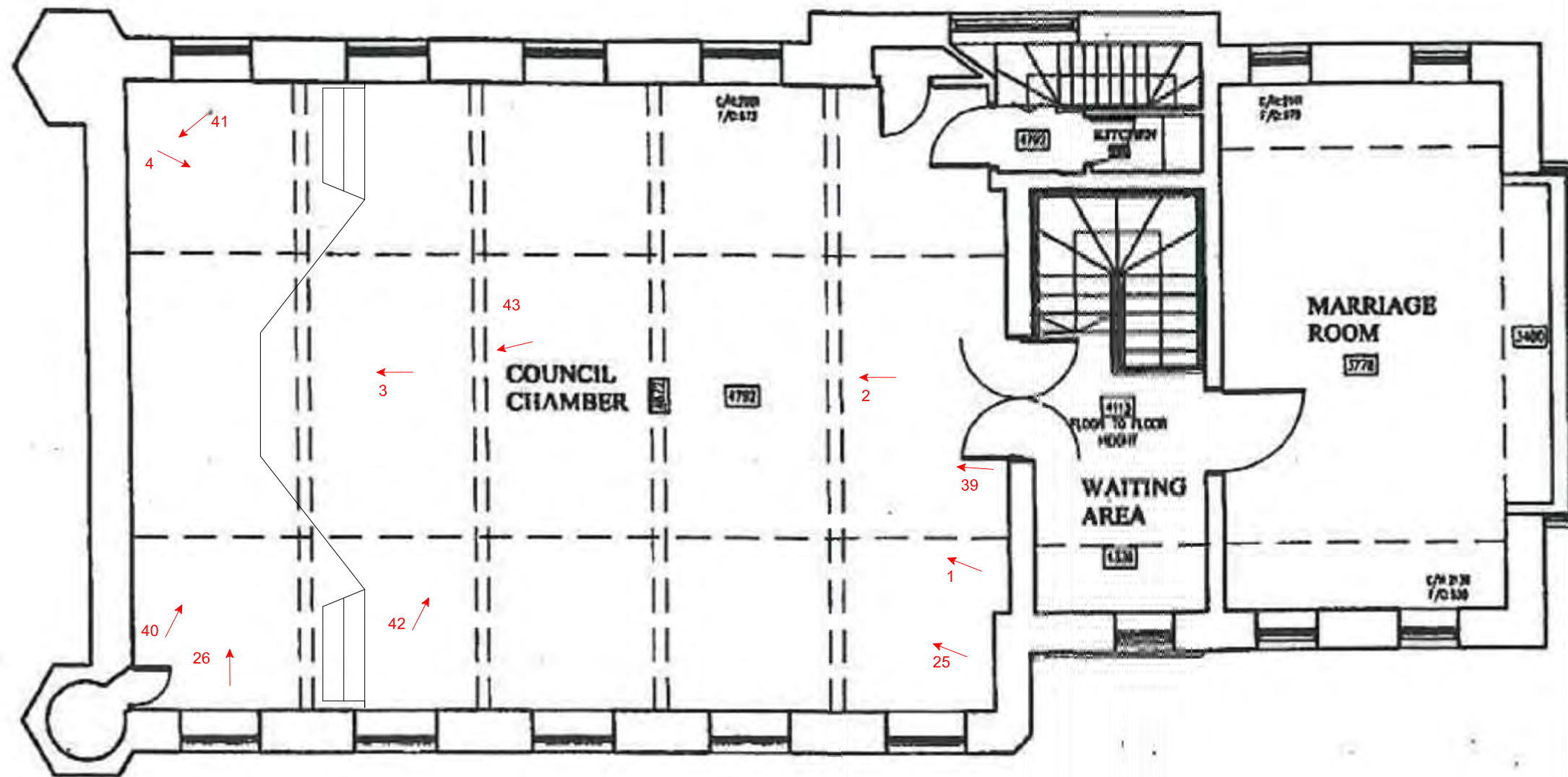
© Archaeology South-East		The Old Town Hall, Market Square, Horsham	Fig. 5
Project Ref: 5652	Nov 2012	Ground floor plan (as existing prior to works), with photo locations	
Report Ref: 2012202	Drawn by: AW		



BASEMENT PLAN

Key to photographic locations
 ↗ Direction of shot
 1 Digital photograph no.





FIRST FLOOR PLAN

Key to photographic locations
 ↗ Direction of shot
 1 Digital photograph no.





Walling of
c. 1812 date

Late-19th
century
brickwork

Brickwork,
probably of
c. 1812 date

Stonework,
probably of
pre- c. 1812
date

© Archaeology South-East		The Old Town Hall, Market Square, Horsham	Fig. 8
Project Ref: 5652	Nov 2012	Photograph of exposed area of north wall (east end), showing phasing	
Report Ref: 2012202	Drawn by: AW		

WEST END



EAST END



Late-19th century brickwork



Walling of c. 1812 date

Brickwork, probably of c. 1812 date

Stonework, probably of pre- c. 1812 date

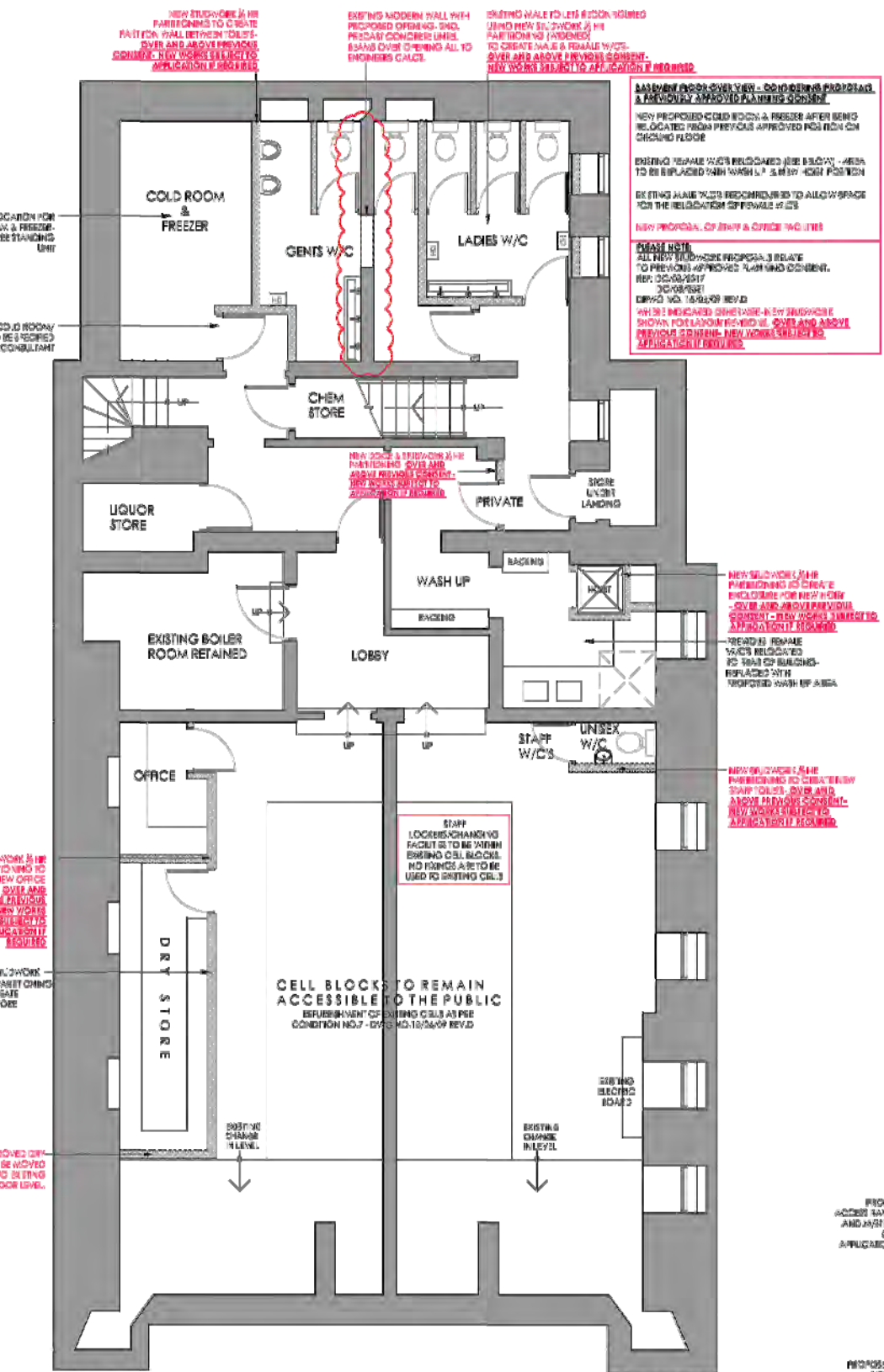
Walling of c. 1812 date



Late-19th century brickwork

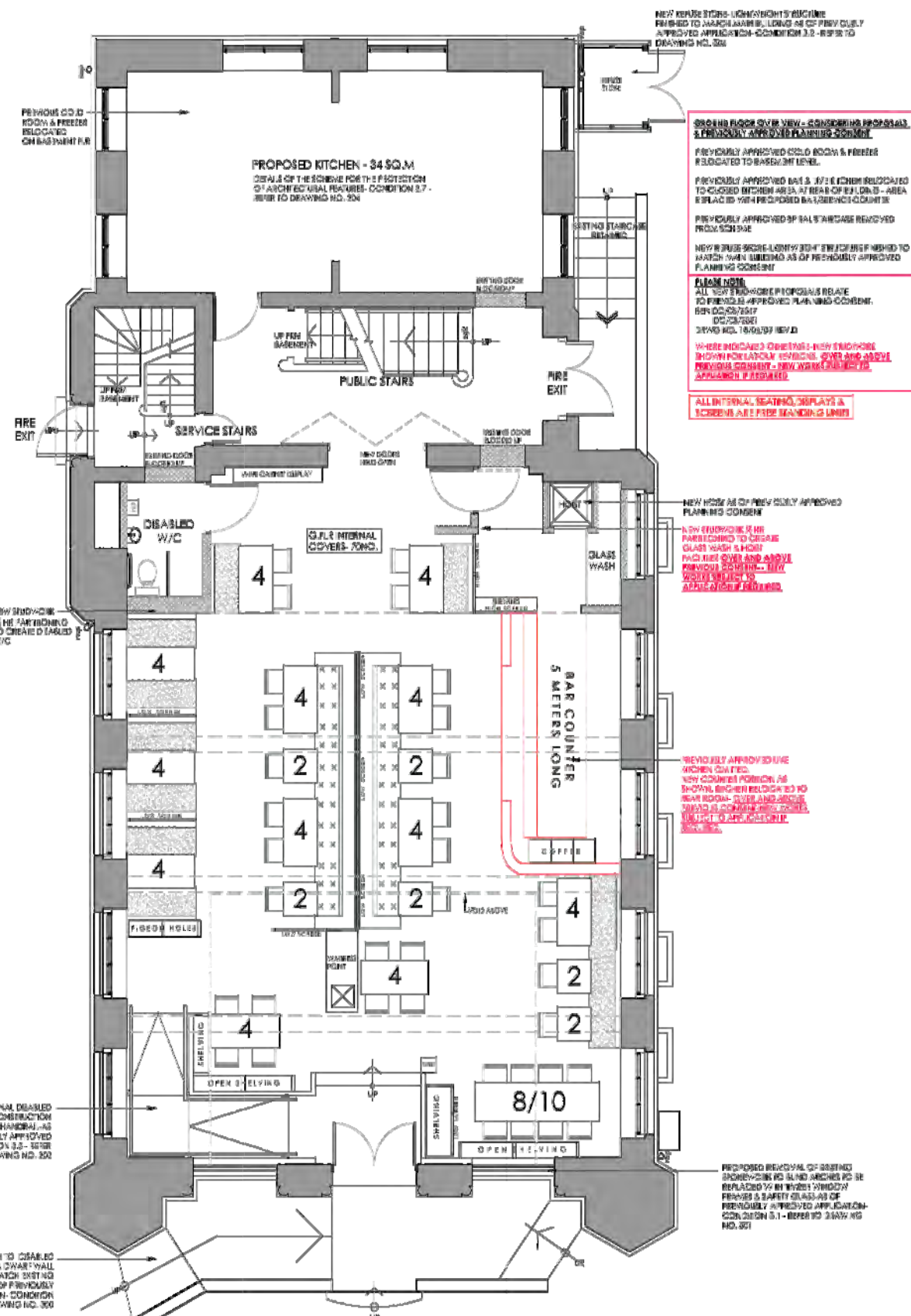
Brickwork, probably of c. 1812 date

Stonework, probably of pre- c. 1812 date



**PROPOSED GENERAL ARRANGEMENT PLAN-BASEMENT FLOOR
BILLS RESTAURANTS**

AREAS	OFFICE/STORES/STAFF/	38.5 SQ.M. / 382.1 SQ.FT.
PUBLIC TOILETS	20.6 SQ.M. / 221.7 SQ.FT.	
PUBLIC WALKWAYS	7.4 SQ.M. / 81.8 SQ.FT.	
BOILER ROOM	8.3 SQ.M. / 89.3 SQ.FT.	
EXISTING CELLS	26.8 SQ.M. / 277.7 SQ.FT.	
WALKWAYS	77.3 SQ.M. / 832 SQ.FT.	
TOTAL AREAS	176.1 SQ.M. / 1884.7 SQ.FT.	



**PROPOSED GENERAL ARRANGEMENT PLAN-GROUND FLOOR
BILLS RESTAURANTS**

AREAS	BACK OF HOUSE	13.8 SQ.M. / 148.5 SQ.FT.
PUBLIC TOILETS	4.1 SQ.M. / 44.1 SQ.FT.	
PUBLIC AREAS	124.2 SQ.M. / 1336.8 SQ.FT.	
KITCHEN	34 SQ.M. / 365.9 SQ.FT.	
SERVICE COUNTER	5.6 SQ.M. / 60.2 SQ.FT.	
TOTAL AREAS	181.7 SQ.M. / 1955.5 SQ.FT.	

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Rev	Date	Amendment	In/Out
A	11/07/12	Additional notes added for reference with regards to previously approved planning & proposals. Approved details to position of proposed office & staff kitchen after the visit.	AT
B	30/07/12	Toilets area cleared.	AT
C	06/08/12	Visit site offered on Ground floor. For site and access to it amended & waiting layout changed.	AT
D	10/08/12	Amendments to notes.	AT
E	17/08/12	Amendments to seating.	AT
F	24/08/12	Amendments to ladies W/C's. Seating & waiting offered ground entrance.	AT
D	03/09/12	Half opening position proposed for placement of fr & dry sink removed. Existing counter to be replaced with new one. Disabled toilet to be replaced with new one. Disabled toilet to be replaced with new one.	AT
H	20/09/12	Additional notes added.	AT
I	24/09/12	Site visit offered on 24/09/12. For site and access to it amended & waiting layout changed.	AT
J	28/09/12	Additional notes added.	AT

Client:

Project: **BILL'S RESTAURANT'S TOWN HALL-MARKET SQUARE HORSHAM**

Project Date: 25-05-12

Job No: CR-B-H-12-18

Subject: **PROPOSED G.A.- BASEMENT & GROUND FLR**

Date: 18-04-12

Design: C-SIDE DESIGN PARTNERSHIP & CHAMELEON REFURISHMENTS LTD

Drawn: A TOMMASH

Drawing No: CR-B-H-12-101 Rev:1

Scale: 1:50 @ A1 / 1:100 @ A3

CHAMELEON REFURISHMENTS LTD

C-Side Design Partnership

FIRST FLOOR OVER VIEW - CONSIDERING PROPOSALS & PREVIOUSLY APPROVED PLANNING CONSENT.

PREVIOUSLY APPROVED INTERNAL SEATING REMOVED FROM SCHEME

PREVIOUSLY APPROVED 0.7m IN FLOOR REDUCED SL 33-317

PLANNING NOTES

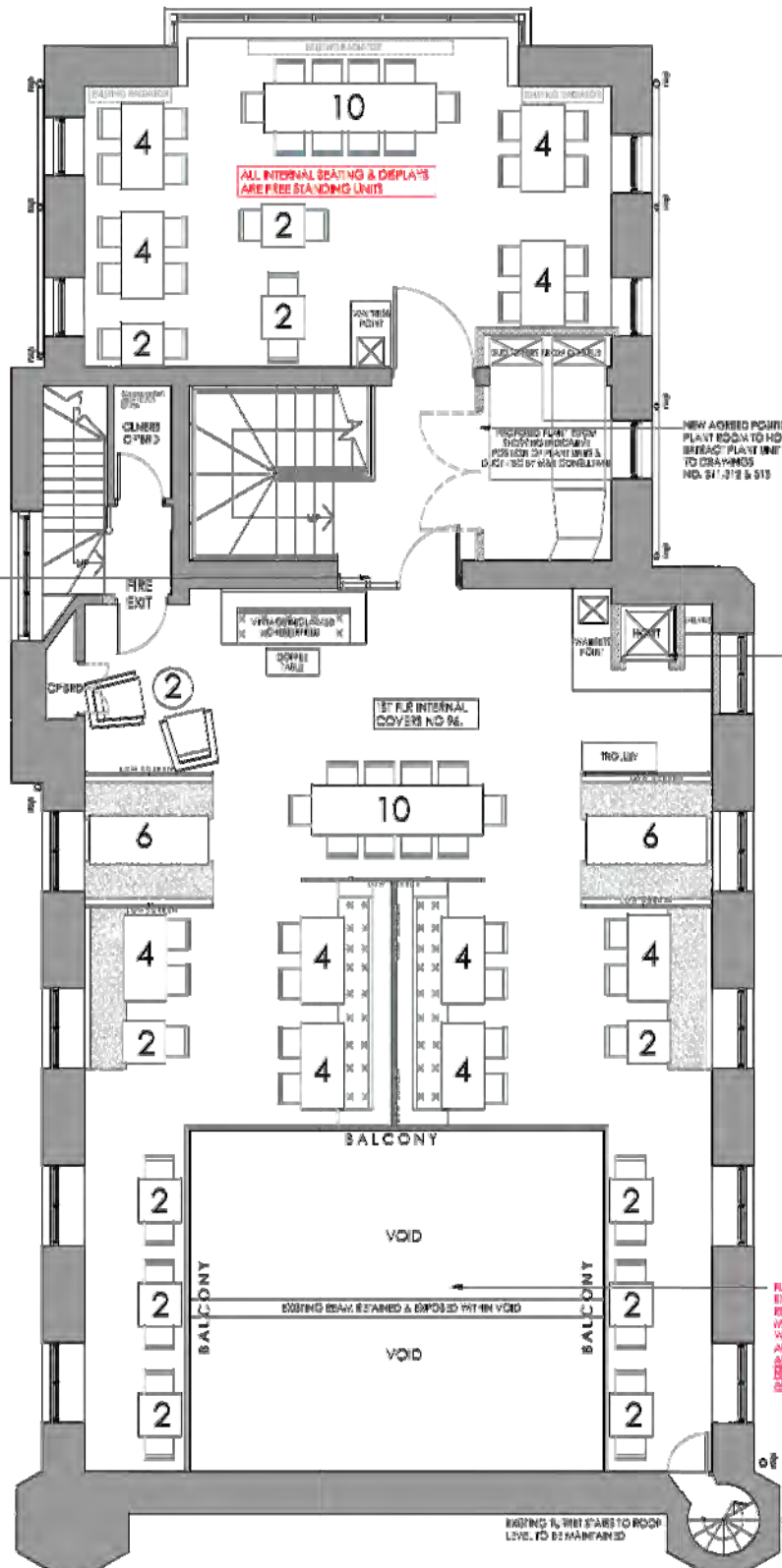
ALL NEW STUDY/WORK PROPOSALS RELATE TO PREVIOUSLY APPROVED PLANNING CONSENT. REF: DC/09/0317, DC/09/0321, DC/09/0322

DIVISION NO. 15/04/09 REV D

WHERE INDICATED OTHERWISE - NEW STUDY/WORK ROOM FOR LAYERS, SERVICES, OVER AND ABOVE INTERNAL CONSENT. NEW WORK SUBJECT TO APPLICATION FOR PLANNING.

ALL INTERNAL SEATING, DISPLAYS & SCREENS ARE FREE STANDING UNITS

WALL TO BE SEEN WITH DOOR AS OF PREVIOUSLY APPROVED APPLICATION - CONDITION 3.4 - REFER TO DRAWING NO.300



**PROPOSED GENERAL ARRANGEMENT PLAN
FIRST FLOOR
BILLS RESTAURANTS**

AREA 3 - BACK OF HOUSE	4.6 SQ.M. / 71 SQ.FT.
PUBLIC AREAS	141 SQ.M. / 1517.7 SQ.FT.
TOTAL AREAS	147.6 SQ.M. / 1588.7 SQ.FT.



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This drawing is to be used in conjunction with the relevant contract and/or specialist drawings/documents and any discrepancies or variations are to be notified to the designer before the affected work commences.

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Rev	Date	Amendment	Initials
A	11/07/12	Add formal notes outlined for reference with regards to previously approved planning & proposals.	AT
B	30/07/12	Table sizes altered.	AT
C	06/08/12	void reworked to similar design to previously approved application - seating layout reworked.	AT
D	10/08/12	Amendments to notes.	AT
E	17/08/12	Amendments to notes.	AT
F	24/08/12	Table at 10 replaced 4 covers in main room. Sign added to access to toilet.	AT
G	03/07/12	Just prior access to kitchen room. Rear screen added to kitchen. 10 covers at 3 covers with 10 covers to be removed from kitchen room leaving 10 covers.	AT
H	20/07/12	Additional notes added.	AT
I	21/07/12	Various changes added. 4 covers removed from character of seating.	AT
J	28/07/12	Void reworking proposed with new proposed tables added to left wall. Add 10 x 4 covers added. How do reduced 3 sets of chairs. Service area removed & proposed table being for high and outdoor furniture. This work being with people giving messages for event team.	AT

Client

Project: BILLS RESTAURANTS TOWN HALL, MARKET SQUARE, HORSHAM

Project Code: 25-05-12

Job No: CR-11-12-18

Subject: PROPOSED G.A. FIRST FLOOR

Date: 15-06-12

Design: CHAMELEON REFURBISHMENTS LTD

Drawn: A THOMAS

Drawing No: CR-11-12-1C2 Rev: J

Scale: 1:50 @ A1 / 1:100 @ A3

Chameleon Refurbishments Ltd

C-Side Design Partnership

Appendix 1 – OASIS Data Collection Form

OASIS ID: archaeol6-138122

Project details

Project name	The Old Town Hall, Market Square, Horsham: Targeted Historic Building Record and Archaeological Watching-Brief
Short description of the project	In September and October 2012, Archaeology South-East (a division of the Centre for Applied Archaeology, UCL) carried out targeted historic building recording prior to, and an archaeological watching-brief during, alterations to The Old Town Hall, Market Square, Horsham, West Sussex, RH12 1EU. The work was commissioned by Chameleon Refurbishments Ltd to satisfy a condition placed on planning consent in relation to the building's proposed conversion to restaurant use. The site has a long history, with a building being present on the site by at least the 17th century. During this time there have been several documented phases of reworking and rebuilding, with the most recent substantial phase of rebuilding being in 1888-9. Given its history, there is the possibility that evidence for earlier phases of the building, particularly within the lower levels, might survive beneath later finishes. The extent to which this might be the case is not altogether clear, although it is probably fairly fragmentary and confined mainly to the basement. The recent works, which included partial surface stripping of the interior of the north wall, and the removal of the infill of two blind arches, revealed evidence to suggest that within the north elevation, the lowest c. 350mm of stonework surviving there might be retained from a previous building phase. Elsewhere in the building, the building works revealed a small amount of information about the building's construction, but nothing of great consequence.
Project dates	Start: 25-09-2012 End: 23-11-2012
Previous/future work	No / No
Type of project	Building Recording
Site status	Listed Building
Current Land use	Other 2 - In use as a building
Monument type	TOWN HALL Post Medieval
Significant Finds	NONE None

Project location

Country	England
Site location	WEST SUSSEX HORSHAM HORSHAM The Old Town Hall, Market Square
Postcode	RH12 1EU
Study area	240.00 Square metres
Site coordinates	517228 130490 517228 00 00 N 130490 00 00 E Point
Lat/Long Datum	Unknown

Project creators

Name of Organisation	Archaeology South-East
Project brief originator	West Sussex County Council
Project design originator	Archaeology South-East
Project director/manager	Ron Humphrey
Project supervisor	Amy Williamson
Type of sponsor/funding body	Developer
Name of sponsor/funding body	Chameleon Refurbishments Ltd

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Horsham Museum
Digital Media available	"Images raster / digital photography", "Text"
Paper Archive recipient	Horsham Museum
Paper Media available	"Drawing", "Notebook - Excavation", ' Research', ' General Notes', "Photograph", "Plan", "Unpublished Text"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	An Rchaeological Watching-Brief and Targeted Historic Building Record at The Old Town HALL, Market Square, Horsham, West SUSsex, RH12 1EU
Author(s)/Editor(s)	Williamson, A.
Other bibliographic details	Report No. 2012202
Date	2012
Issuer or publisher	Archaeology South-East
Place of issue or publication	Archaeology South-East

Entered by Amy Williamson (amy.williamson@ucl.ac.uk)
Entered on 23 November 2012

Appendix 2 – List Description

877/1/109 MARKET SQUARE 26-JUL-1974 (Centre of) TOWN HALL

GV II

Former town hall, c1812, rebuilt except for the north facade in 1888-9. Minor later alterations.

EXTERIOR: The building has two storeys plus a basement and is constructed of local stone with a slate roof, the latter concealed behind the crenellated parapets of the north and south crow-stepped gables. The principal façade is to the north and has octagonal corner turrets with crenellated parapets, the tops of the turrets slightly corbelled out and joined across the facade by a string-course. Between these, the ground floor has three Romanesque arcade arches with moulded soffits and cushion capitals, the central two with ivy leaf carving. The arcade is blind but for the central round-headed doorway. There are two cast-iron lamps in the spandrels of the arcade. Above, the blind second storey contains three panels, possibly in Coade stone, bearing heraldic devices, namely the Royal Arms, those of the Dukes of Norfolk and the town. In the apex of the central gable is a clock with two blank panels underneath.

The returns to east and west have round-arched windows on the ground floor, with moulded imposts and hoods, and segmental arched windows above, identifying the two main chambers inside. Beyond this, a short projecting tower on the east side contains a ground floor camber-arched door with columns to each side, and a round-arched window above. The southern section of each elevation is stepped back and has dormer windows on the upper storey and segmental-arched windows below (three bays to the west including a doorway, two to the east). The southern elevation has two windows with flat stone lintels on the ground floor and a large oriel window above with stone corbelling and timber mullions and transoms.

INTERIOR: the majority of the fixtures and fittings date to the 1888-9 phases of works, with the staircase in the eastern tower section possibly retaining some earlier fabric. There are two main chambers, located on the ground and first floors in the northern section of the building. The lower hall has Victorian ventilation shafts but later panelling and vestibule. The upper hall has later panelling too but the timber trusses and iron ties of the roof are 1888-9. The main stone staircase has an iron balustrade and moulded timber handrail. There are panelled doors, architraves, skirting boards and other joinery in the well-proportioned smaller rooms, all Victorian. Housed in a timber structure on the northern side of the roof is the clock, made by WH Bailey of Manchester, and given to the town by the Duke of Norfolk in 1820. Three bells, two dating to 1889 and cast in Croydon and one of 1820 are to either side of the clock house. The latter bears the words: His grace the Duke of Norfolk presented the new Town Hall / clock Anno Domini 1820. R. Hurst Esq., and J. Torne, Bailiffs: / R. Steadman, gent., Town Clerk: Sir John Aubrey, Bart., and /Robert Hurst, Esq., Members of the Borough. // Whose praise and fame I'll speak and tell,/ As long as I remain a bell,/ And after death I hope and trust / They'll all be numbered with the just. //

CELLS: In the basement are two sets of timber cells, probably Edwardian or 1920s in date, each numbered 1-6 and originally intended for men and women. They have matchboard panelled sides, doors with wire grilles, benches, fold-out tables for eating, light fittings, handles and locks, all the originals. In the northern part of the basement the floor level is higher; the older cells from the 1812 building may have been located here.

HISTORY: Horsham's town hall has been on this site since the C17 at least, and the present structure dates to the C19. The appearance of the original building is not known, but in the Georgian period it had the traditional form of a first floor chamber raised on an open arcade.

Appendix 3: Index of Digital Photographs



5652 (1)



5652 (2)



5652 (3)



5652 (4)



5652 (5)



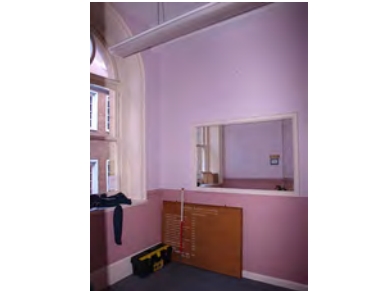
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5652 (8)



5652 (9)



5652 (10)



5652 (11)



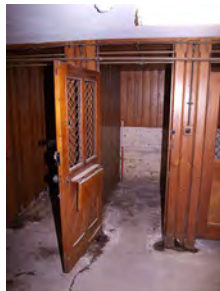
5652 (12)



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Appendix 3: Index of Digital Photographs



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5652 (17)



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Appendix 3: Index of Digital Photographs



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5652 (45)

Appendix 3: Index of Digital Photographs



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Appendix 3: Index of Digital Photographs



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5652 (71)



5652 (72)

Head Office
Units 1 & 2
2 Chapel Place
Portslade
East Sussex BN41 1DR
Tel: +44(0)1273 426830 Fax:+44(0)1273 420866
email: fau@ucl.ac.uk
Web: www.archaeologyse.co.uk



London Office
Centre for Applied Archaeology
Institute of Archaeology
University College London
31-34 Gordon Square, London, WC1 0PY
Tel: +44(0)20 7679 4778 Fax:+44(0)20 7383 2572
Web: www.ucl.ac.uk/caa

The contracts division of the Centre for Applied Archaeology, University College London 

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