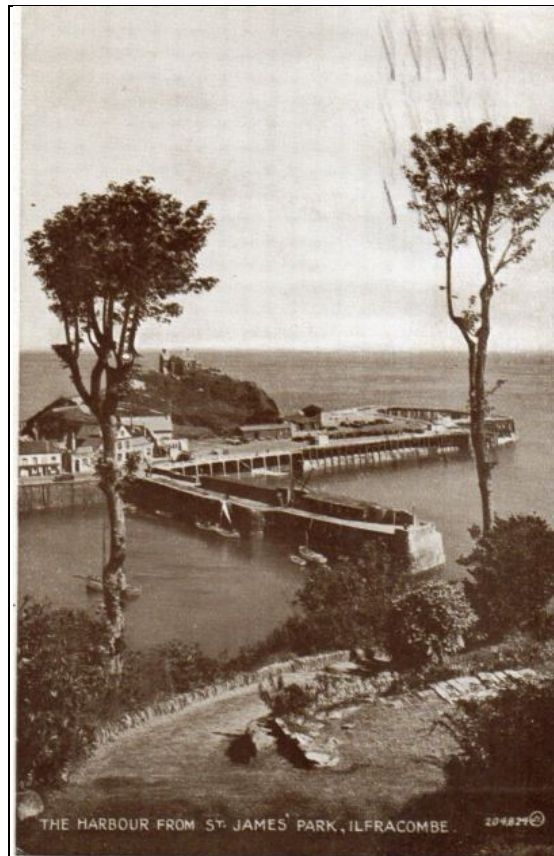


THE OLD QUAY HEAD ILLFRACOMBE DEVON

Results of Historic Building Recording
&
Archaeological Monitoring



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The Old Quay Head, Ilfracombe Devon

Results of Historic Building Recording & Archaeological Monitoring

For

Paul Robertshaw

Of

North Devon District Council

By



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October 2013

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Summary

This report presents the results of historic building recording and archaeological monitoring and recording of test pits carried out by South West Archaeology Ltd. (SWARCH) at The Old Quay Head, Ilfracombe, Devon. The monitoring and recording was carried out in advance of a proposed construction which would be used to preserve the historic, although numerous repaired, quay wall.

The inner wall had been heavily renovated since the last historic account of development in 1870 with numerous patches of repair. However, continuity in masonry and bonding made it difficult to phase these ad hoc 20th century repairs. It is the fragile state of the exterior structure (particularly the inner wall) and need for numerous substantial repairs and renovations that explains why the vast majority of the visible remains of the Old Quay Head reveal modern rather than historic masonry.

The test pits revealed 20th century disturbance of the make-up of the Old Quay Head and a void developing within the fill at the core of the structure. It also revealed a wall dating to between 1760 and the 1820's abutted by the existing eastern pier wall. This wall probably equates to the same build as revealed by Exeter Archaeology in 2001 (Dyer & Gent) at the southern end of the pier.

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The Harbour Master, Rob Lawson for his assistance

1.0 Introduction

Location: The Old Quay Head
Parish: Ilfracombe
District: North Devon
County: Devon

1.1 Project Background

This report presents the results of archaeological monitoring of test pits undertaken by South West Archaeology Ltd. (SWARCH) prior to the construction of a reinforced concrete wall, faced with natural stone, supporting the existing quay wall at the Old Quay Head, Ilfracombe, Devon. The work was carried out at the request of Paul Robertshaw of North Devon Council (the Client). The monitoring was carried out in accordance with a Written Scheme of Investigation (Appendix 2), drawn up in accordance with a Brief supplied by Stephen Reed of Devon County Historic Environment Team (DCHET) (Appendix 1).

1.2 Topographical and Geological Background

The site constitutes the pier known as the Old Quay Head, a structure projecting south from the north side of the natural harbour located in the north-east corner of the town. After Appledore and Bideford, at the estuary for the rivers Taw and Torridge, Ilfracombe provides the first natural harbour in the Bristol Channel on the North Coast of Devon. The A361 and part of the coastal road (A399) run through the heart of Ilfracombe and meet 110m south of the site. Given the heavily developed urban area in which the Old Quay Head is immediately situated, the soil of the site has not been surveyed (SSEW 1983). The underlying bedrock is slate of the Kentisbury Slates Member (BGS).

1.3 Historical Background

Ilfracombe is an ancient sea port and market town, lying 10 miles north-west of Barnstaple, built at the foot of a steep upward slope. The parish of Ilfracombe is bordered by Berrynarbor to the east, slightly by Bittadon to the south-east, shares a considerable south border with West Down and is bordered by Morteheo to the west. Historically the parish lay within the Braunton Hundred and ecclesiastically fell within the Deanery of Barnstaple. The population of the town increased fivefold from the time of the initial census in 1838 to 8557 in 1901, illustrating the rate at which the town grew during the 19th century (GENUKI 2013).

The Old Quay Head was reputedly built in the 14th century by the Bouchier family (Dyer & Gent), the Earls of Essex (Cokayne et al.). This early pier may be represented by a wall that predates 1676, discovered during the installation of supporting anchors in 2001 (Dyer & Gent 2001). The pier was reported as being 300ft in 1676, and the structure was subject to further refurbishment and repair works, carried out by the Bouchier family who maintained an significant interest in the site, in 1760, the 1820's and again in 1870.

Visual representations of the pier from the 19th century, such as an 1850 painting by Speat, and the First Edition Ordnance survey map of 1889 (see Figure 5) allow aspects of the existing pier to be roughly assigned to either the 1820's or the 1870 refurbishments. The pier-head building, which includes a plaque commemorating the renovations, was constructed in 1870 and set atop the limestone ashlar masonry of the outer wall of the pier. This suggests that the outer wall probably dates to the 1820's refurbishment to improve the piers structural integrity; Dyer & Gent

(2001) date the more roughly constructed inner quay head wall to the same phase. However, as the pier shown in Speat's painting is narrower than the representation on the 1889 map, which is the same size as the extant pier, it is likely that the inner wall, in part at least, dates to the 1870's refurbishment. As well as work to the outer skin of the Old Quay Head, the 1870 refurbishments also involved integrating the inner and outer wall with wrought-iron supports. In the 20th century Fishermans huts were constructed along the pier but these were demolished prior to the 2001 to 2007 works, which included the installation of stainless-steel tie bars and new bollards.

1.4 Archaeological Background

An HER assessment was carried out to record any listed buildings, scheduled monuments or other heritage assets within the immediate vicinity, on the Quay itself or within the harbour. If the five WWII monuments are grouped as a single monument, the site itself contains four heritage assets (see Appendix 4 for detail). The Quay, including the Old Quay Head itself, is Grade II* listed. There is also a Grade II listed K6 telephone kiosk atop the Old Quay Head, which is vulnerable to serious damage if the pier deteriorates. The need for repair work to the pier in recent years has prompted archaeological intervention and recording, including works undertaken by Exeter Archaeology in 1999; P.J. Weddel, Exeter Archaeology Report No.99.45, and by Dyer & Gent in 2001, which included the observation of test pits that revealed wall fabric dating to 1760 and that of a smaller pier structure predating the 1676 structure.

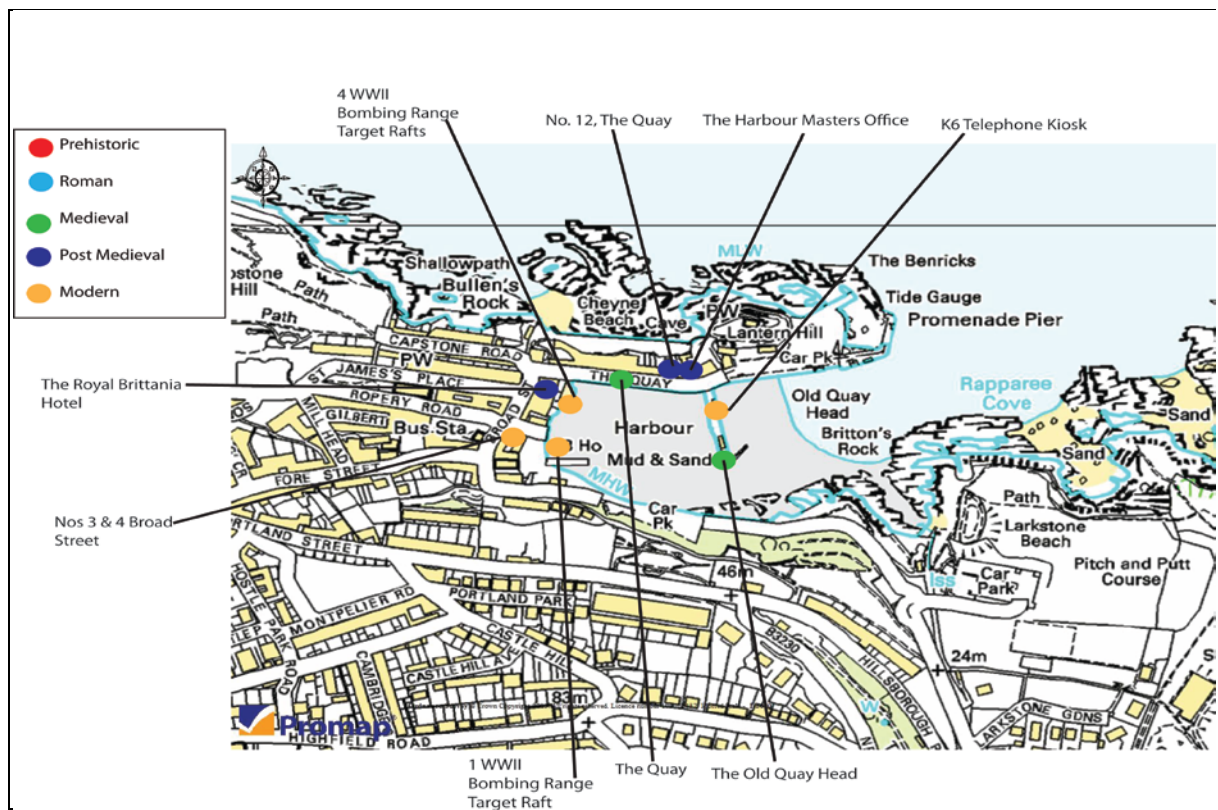


Figure 1: HER survey of the Old Quay Head and the key heritage assets within the Quay itself (DHC).

1.5 Methodology

A record of the structure was undertaken by D. Laing-Trengove in April 2013 as part of the historic building recording. Archaeological monitoring of test pits was undertaken by J. Bampton on 24th April 2013, in accordance with English Heritage and IfA guidelines on the recording of standing buildings and structures. The desk-based assessment utilised cartographic

and documentary sources held by the Devon Records Office, as well as the Historic Environment Record maintained by Devon County Council. Relevant online sources were also consulted and appropriate Internet databases investigated.



Figure 2: Location map (the site is indicated).

2.0 Results of the Desk-Based Assessment

2.1 Cartographic History

The earliest map of Ilfracombe is Saxton’s 1575 cartographic account of the county of Devonshire. This source, and others from the 17th century only depict Ilfracombe in a county context and are not to a scale that included details such as the Quay Head.

The first source depicting the Quay Head itself is Donn’s map of 1765 (Figure 3). The structure is clearly marked projecting to the south, but the map is without sufficient detail to inform on anything other than the Quay Heads existence at this time.

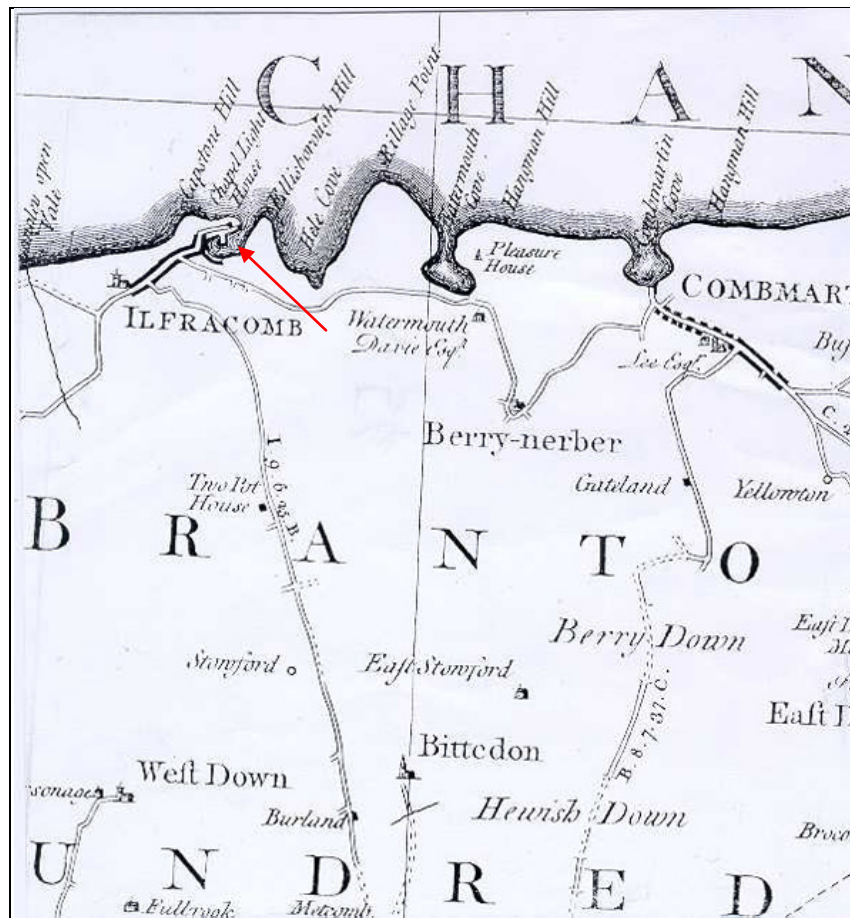


Figure 3: Extract from Donn’s 1765 map of Devon. The Quay Head is indicated (DCC).

2.2 The Ilfracombe Tithe Map, 1840

The tithe map of 1840 (Figure 4) depicts a slim Quay Head projecting into the bay. Interestingly, the structure is depicted as not having straight sides, but with an indentation two thirds of the way along.

The harbour and the pier, numbered 2 on the accompanying Apportionment, was owned and held by Sir Bouchier Palk Wrey, the 8th Baronet Wrey (see Appendix 4, Table 1). A practising barrister, Sir Bouchier owned a great number of properties throughout Ilfracombe, including

the shipyard, numbered 3, occupied by a George Harris who, with 'others' also leased a total of 31 houses, buildings and offices from Sir Bouchier. Most of the properties owned by Bouchier bordered the Quay indicating how dominant his presence was in the immediate area of this monument. Another prominent owner of properties in Ilfracombe was the Nye family (see Appendix 4) who owned or had an interest in almost all the remaining properties around the Quay. William or Nathaniel Nye or the View of Ilfracombe Trust, established and founded by the Nye family (DCC 2013) are listed as the owners of almost a hundred houses, gardens, buildings and offices in the area around the Quay, 61 of which are leased to *George Harris and others*.



Figure 4: Extract from the Ilfracombe Tithe Map of c.1840, showing the Old Quay Head (DHC).

2.3 Ordnance Survey First Edition Map of 1889

The Ordnance Survey 1st Edition map of 1889 does show some changes to the area since the tithe map. The main change is the increase in buildings around the quay area including the creation of St. James's Place, a road now cutting through to the quay from the west, with a number of associated new buildings and with infilling in this area of the town generally. To the north, along the quay, this row of buildings previously within the same ownership and undifferentiated on the tithe map depiction, has now apparently developed a number of additions and extensions, with possibly some rebuilding, possibly reflecting changes in ownership and use. The increase in buildings from the tithe map to the 1889 map corresponds with the rapid population expansion in the town between 1801 and 1901 and its growth in popularity as a seaside town during this period.

The Old Quay Head itself is very clearly depicted, now with the slipway constructed on the eastern face (the outer wall), at the south end. The buildings at the south end of the pier are also clearly represented and the steps are *in situ* on the inner western face. The main difference between this representation and the tithe map is the slipway. The pier is probably basically the same structure as marked on the tithe map, even though the structure appears much slimmer on the tithe.

Later maps show little change to the pier structure.



Figure 5: Extract from the 1889 1st Edition Ordnance Survey Map at a scale of 1:2500, with inset from the 1:500 scale map (DHC).

2.4 Previous Work

2.4.1 2001

A watching brief was carried out at the site in 2001 by Exeter Archaeology (Dyer and Gent 2001). Initial observation of the pier noted the latest phase of refurbishment, believed to date to 1870; the quay head building abutting the ashlar limestone masonry of the outer wall and the inclusion of timber and wrought-iron features supposedly used to support the structure. The inner wall of the pier was cracked or damaged in several places, the most noticeable damage taking the form of a crack, 20.5m from the north end of the pier, running the entire height of the wall. The outer wall however appeared to be undamaged since the application of limestone ashlar blocks and limestone capping in the 19th century. The digging of seven trial trenches measuring an average of 1.5m deep and 2m wide along the surface of the pier, allowed for further understanding of the development of the pier.

A trench located approximately half way along the length of the pier (Anchor Block C in Dyer & Gent (2001)) uncovered a small section of wall, the remains and positioning of which suggested a pre 1676 date, possibly as early as the 14th century. Such evidence could be indicative of the quays original foundations, with this section of wall being part of a narrower structure, which would practicably need to be shorter and may equate to a recorded earlier pier of 47m in length. A trench at the southern end of the pier revealed possible evidence of the pier structure from around 1760, a period when, according to documentary evidence, the pier measured 91.4m in length. The inner and outer walls of the pier were refurbished and its upper elements rebuilt during the 19th century and these elements are represented in the current structure. During the watching brief it was further noted that there was an absence of further refurbishment works to any section of the pier in the period between 1889 and 2001 (Dyer and Gent 2001).

2.4.2 2004-2007

Repair work on behalf of North Devon Council was carried out in 2007. The main issue involved the previously included anchor ties. These tensionless supports were inserted during repairs in 2004 in response to failed anchor ties and supports installed in 2001, the latter giving insufficient vertical support. The 2004 anchors appeared to be ineffective, as they failed to maintain the structural integrity of the wall, mostly noted by a bulging section on the pier's inner wall, behind which a void was revealed. The same section also contained pushed up timber fenders.

The 2007 repair operation employed test drilling to inspect the severity of the damage that had inadvertently resulted from certain anchor ties. All of the anchors were deemed damaged or to have failed as a result of the irregularities within this particular section of the wall. The downward sloping section, between 47m and 87m along the wall, was rebuilt in order to re-strengthen and maintain it. Concrete mortar reinforced this rebuilding between the inner and outer walls. In an attempt to reduce the amount of pressure upon the pier, weepholes were drilled to alleviate hydrostatic pressure from behind the wall. Any bulges within the wall, the only case of which occurred near the most recent rebuild, were monitored for 3 weeks prior to the execution of any action. Stockpiles of material were then placed against the bulge to hide and reinforce it against any outward movement, thus effectively strengthening the structure (NDDC 2007).

2.4.3 2013

The final recorded work on the Quay Head within the past 13 years saw the execution of a visual inspection of the wall in March 2013. Two professional chartered engineers were given the task of thoroughly inspecting and recording the quay head walls. The walls were split up into sections to allow for a more thorough and useful interpretation. It was found that approximately 60m of wall had suffered sufficient joint loss along its base; and 30m of substantial bulging along the harbour side of the wall. These indicated decreased structural integrity and may have been indicative of issues associated with the 2007 repairs. The seaward side, unsurprisingly, had suffered considerable erosion along the majority of the structure rather than significant bulging. The repairs to the wall in 2007 supposedly proved ineffective, and the failure of such substantial repairs on multiple occasions resulted in the pier being recommended for emergency repairs in order to avoid collapse and the piling of the inner-build debris at the base of the wall. Despite such a dramatic inevitable collapse without repairs, the majority of the pier was deemed to be in a suitable condition (Craddy Pitchers Davidson 2013).

See Figure 6 for an illustration of the main findings of the works carried out since 2001

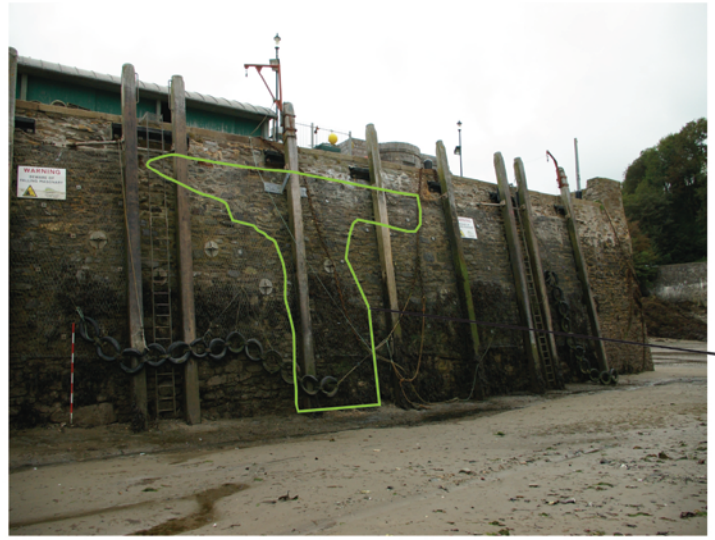
3.0 Results of the Historic Building Recording

The historic building record of the Old Quay Head primarily consisted of a photographic record of the structure. A series of photographs from this photographic record is included in Appendix 5; showing the Old Quay Head walls, running from the north end of the inner wall, southward, around the structure to the north end of the outer wall. It also includes a photograph of the plaque on the quay-head building and another along the top of the pier. Figure 6, below, illustrates the findings of the works to the Quay head since 2001 and the recent historic building recording.

The piers outer (east) wall consisted of the ashlar block limestone masonry, erected in the 1820's, and showed signs of weathering and heavy abrasion along its lower courses. The south end and inner (west) wall of the pier was constructed of semi-coursed stone rubble blocks, also erected in the 1820's and possibly renovated in the 1870's. The pier bowed out to the west at the southern end of the harbour-side steps along the inner wall and this side of the pier showed numerous instances of reapplied mortar in patches, indicative of *ad hoc* repairs. The late 19th century saw the renovation of the outer wall parapet and building of the quay-head building located adjacent to the slipway. The extant bollards and paving work on the top of the pier are 21st century renovations.

The inner wall had been heavily renovated since the last historic account of major work in 1870 with numerous patches of repair. However continuity in stone work and bonding made it difficult to phase these *ad hoc* 20th century repairs. It is the fragile state of the exterior structure, particularly the inner wall, and the resulting requirement for numerous, often substantial, repairs and renovations that explains why the vast majority of the visible remains of the Old Quay Head exhibit modern rather than historic masonry. These repairs include the weepholes and anchor tie-bars installed between 2001 and 2007.

- Steel beams fitted in 2001
- Area of rebuild of pier wall 2001, 2004, 2007 (latter = removal of gabions)
- - - Construction of temporary supporting wall 2007
- Weepholes: Drilled 2004 to 600mm and redrilled 2007 to run through the wall
- Position of anchor ties. Originally fitted in 2001. Replaced in 2004 and also in 2007
- - - Re-aligned fender 2007
- Area of burst wall rebuilt 2007
- Observations by South West Archaeology
- rebuild of unknown date

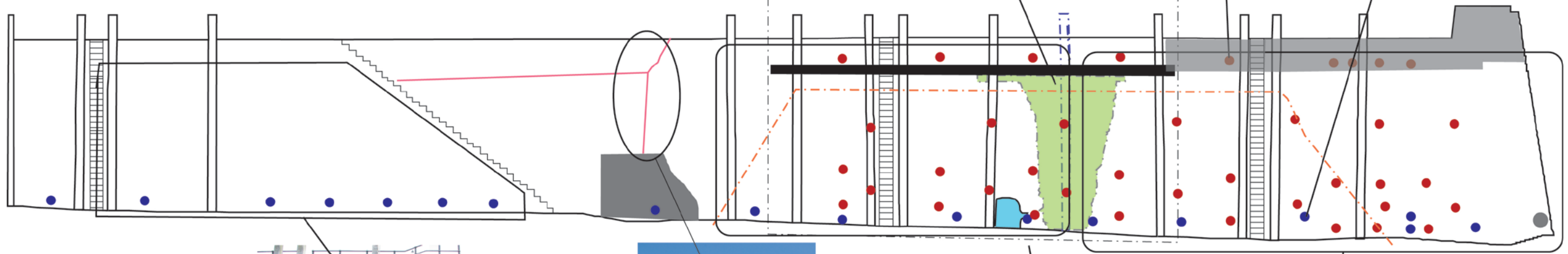


Area of wall refurbished and rebuilt from 2001-2007; in need of repair.

The anchor ties, used to support the inner and outer walls, were replaced in both 2004 and 2007.



The weepholes used to reduce the consequences of tidal pressure on the outer harbour-side wall.



The later wall appears to overlap the highlighted area suggesting that this represents an extension to the older pier end.



Note the numerous patches of remortared masonry. This probably represent numerous phases of hasty reconstruction, during occasions of urgent need of repair to the inner wall.



0 5m

Figure 6: An elevation drawing of the rebuilds and refurbishments carried out on the inner, western face of the Old Quay Head wall.

4.0 Results of the Archaeological Monitoring

The excavation of 2 test pits on the Old Quay Head, Ilfracombe, Devon was monitored (see Figure 7). The test pits were dug using a 0.60m wide excavating bucket to an appropriate depth to establish the upper make-up of the structure and proximity of any older structure potentially abutted by the existing pier wall. The test pits were located and recorded in section and plan. Test pit 1 was 1.35m long, 0.96m wide and 0.95m deep. Test Pit 2 was 1.4m long, 0.86m wide and 1.02m deep.

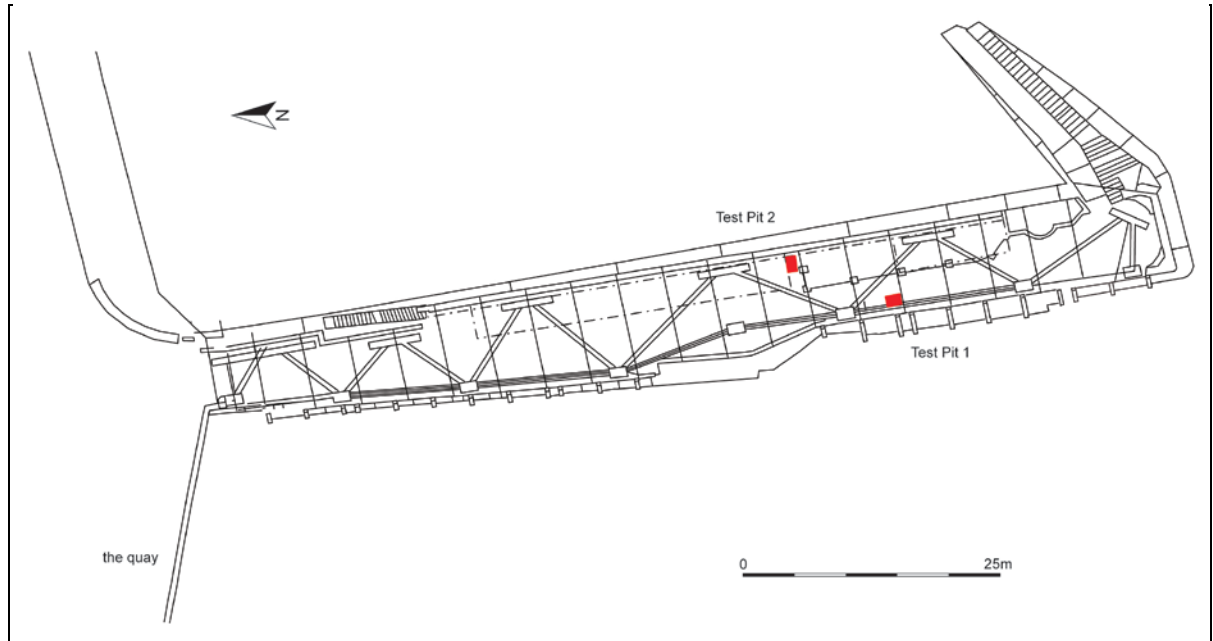


Figure 7: Location of test pits, indicated in red.

4.1 Results

4.1.1 Site Stratigraphy (see Figures 8 & 10-13)

0.04m of Floor surface (100). Granite brick work paving, speckled light grey, sand bonded.

0.05m of Bedding layer (101). Dark blue-grey, solid, near pure cement.

0.05m of Levelling layer (102). Light orange-yellow, compact (solid) sand.

0.16m of Consolidation layer (103). Mid blue-grey, compact (solid) concrete with reinforced iron bars.

0.15m of Bedding layer (104). Mottled light grey with dark green-grey, gravel aggregate bedding for concrete; known in the industry as Sub-base 803 gravel.

Occurring below a depth of c.0.45-0.55m, Construction backfill (105). Mid grey-brown, loose gravel and silt-clay with frequent rubble debris (concrete & CBM), in fragments up to 0.40×0.30×0.15m in size. Finds included pottery, CBM and cement (degraded, looks like mortar), all of which was discarded.

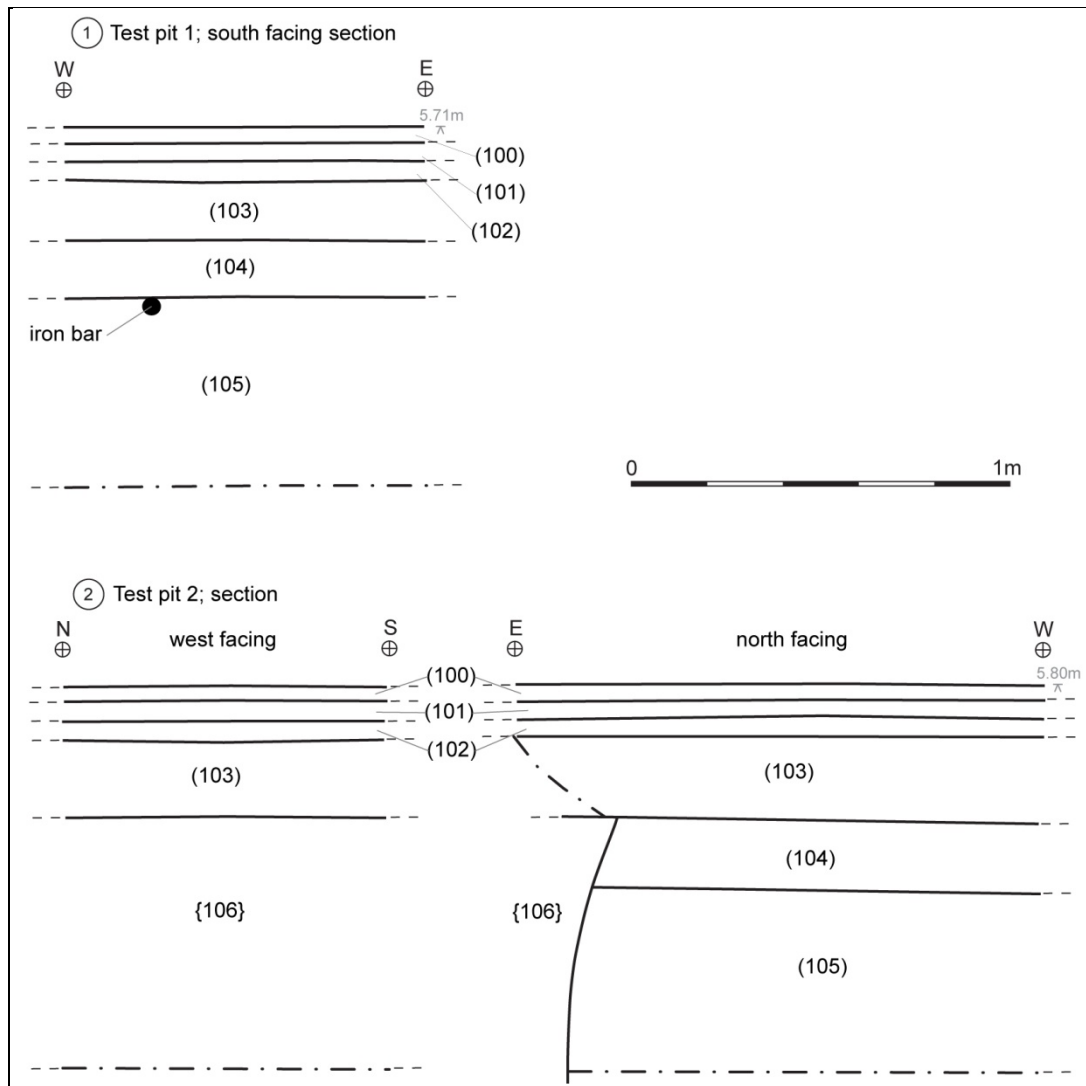


Figure 8: Section drawings of test pits.

4.1.2 Test Pit 1

Test pit 1 was located near a fracture in the west wall of the pier, which was slightly bowed out at the time of the survey (see Figures 8-11). It revealed a hollow on its west side that reached 0.30m from the western edge of the test pit to the inside of the wall currently visible on the outside of the pier. This indicated a need for consolidation and compaction of the material within the construction (105). The layers encountered to this depth had been disturbed by the installation of tie-bars to consolidate the structure in 2001. Test pit 1 did not reveal any earlier walls within the pier.

4.1.3 Test Pit 2

Test pit 2 revealed an earlier wall parallel to the existing east wall of the pier; Wall {106} (see Figures 8, 9, 12, 13). This was constructed of shaped trap and granite stone blocks bonded with light yellow-white lime mortar. It was 0.35m below the current floor level and 0.36m west of the interior face of the existing eastern pier wall and it was abutted by construction fill (105) on its west side.

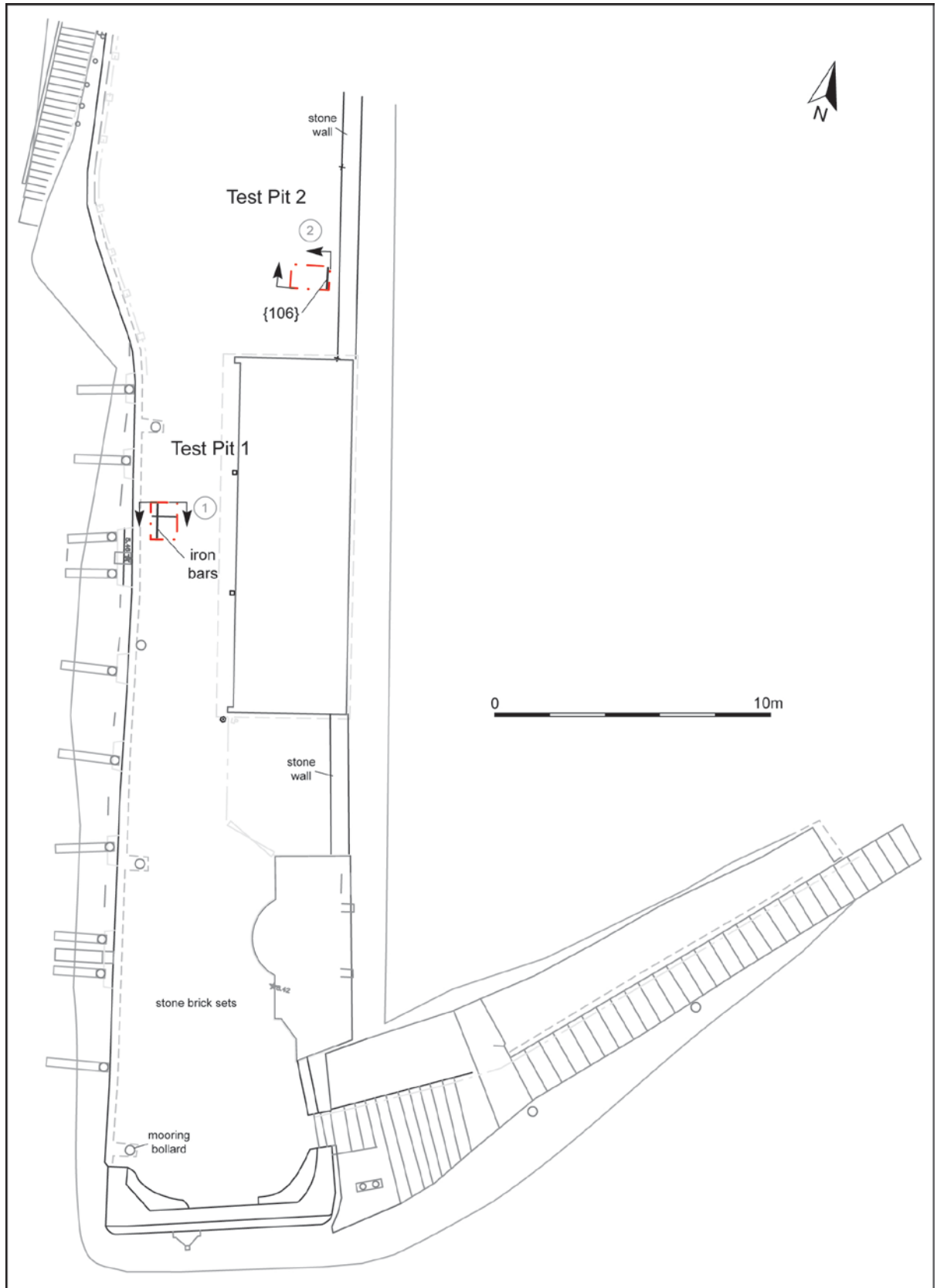


Figure 9: Plan of test pits, grey scale numbers correspond to section numbers in Figure 9.



Figure 10: Left: Test Pit 1, section viewed from the east; Right: Test Pit 1 section viewed from the south (1m scale).



Figure 11: Left: Test Pit 2, section viewed from the north; Right: Test Pit 2, section viewed from the west (1m scale).

4.2 Finds Synopsis

There was a small assemblage of finds recovered from Layer (105). These were; 4 fragments (579g) of coarse lime mortar with gritty pebble, mussel shell and coal inclusions; 1 fragment (213g) of ceramic sewer pipe with a buff fabric and dark brown glaze; 3 sherds (21g) of CBM, all of a clean pink-red fabric, heavily abraded, rounded and undiagnostic; and a single sherd (11g) of abraded, rounded red-buff fabric CBM with small gritty inclusions.

Coal inclusions within the mortar suggest a 19th century date and the sewer pipe is probably later 19th century. Although unsurprising, this supports the evidence that the interior and character of the pier has been disturbed or backfilled throughout the 19th century, potentially to a depth greater than exposed in the test pits. The other finds are undiagnostic, although they are heavily abraded, which suggests they were present in the landscape long before being deposited.

4.3 Discussion

The hollow in Test Pit 1 was probably caused by the wash-out of material and further subsidence this would allow. It is possibly the result of a less well consolidated and compacted interior construction fill and was possibly exacerbated by modern consolidation works that may have disturbed the ground. Suffice to say that once fractures in the retaining walls have occurred and over a long enough period of time, such loss of material is likely to happen and

get progressively worse without further maintenance or rescue works. Similar voids were encountered in the recent North Devon Council repair works.

Wall {106} identified in Test Pit 2 seems to equate in construction and relationship to the existing pier wall as a wall identified at the south end of the pier by Exeter Archaeology in 2001 (Dyer & Gent). This wall is likely to represent a phase when the pier was only slightly shorter than its current length, which was established by 1889. The pier was recorded as being close to its current length in 1676 at 300ft and at 295ft in 1760. It was remodelled in the 1820's and in the 1850's depicted as similar to its current form, although slightly narrower. By the time of its depiction in the Ordnance Survey First Edition map of 1889, the pier had its modern form, with its south end widened, probably in the 1870's during expansions to the harbour. Since then it has had additions such as fisherman's huts. As the wall {106} seems to equate to the wall identified in 2001, which tallies with the later 18th and mid 19th century dimensions of the pier, it probably dates to 1760 or the 1820's.

The lack of an earlier wall in Test Pit 1 may be for numerous reasons. It may simply not survive; the existing wall may have replaced it, perhaps reusing original material; the width of the pier may have changed more gradually from the earliest incarnation of the pier (14th century) and not be within the test pits width of the existing wall. A wall probably predating 1676 was identified in 2001 (Dyer & Gent), with the west wall located at approximately half the width of the current pier and approximately 0.30m below the tarmac floor surface at the time. This would dramatically reduce the practical length of the pier and it is unlikely to have been maintained at this width by the time the pier had reached 300ft in 1676. For this reason it is most likely simply due to lack of survival at the given depth in Test Pit 1.

No features of the pier dating to earlier than the late 20th to early 21st centuries is likely to survive between 0-0.45m or 0.56m below the current floor level. Aspects of the pier predating 1676 situated within the middle of the existing pier rather than skirting its edges, therefore, may have been partly truncated. Modifications through the 19th century may also have affected the survival of previous aspects of the pier; however, significant archaeological phases of the pier are clearly preserved within the existing structure.

The cartographic evidence shows the later development of the Old Quay Head and the development of the town in the immediate vicinity. The wealthy backers occupying and owning the harbour area of the town evident in the 1840's Tithe apportionment; Bouchier Wrey Palk and the Nye family, were responsible for, and had a vested interest in, maintaining the harbour and pier. The Bouchier family are particularly closely linked to the development of the quay head; they are responsible for building the pier in the 14th century and continuing investment through to the 19th century extension and renovations.

The inner wall had been heavily renovated since the last historic account of development in 1870 with numerous patches of repair. However continuity in stonework and bonding made it difficult to phase these *ad hoc* 20th century repairs. It is the fragile state of the exterior structure (particularly the inner wall) and need for numerous substantial repairs and renovations that explains why the vast majority of the visible remains of the Old Quay Head reveal modern rather than historic masonry. The increase in width extant in the pier just south of the harbour side steps along the inner wall may well represent the extent of the pre-1676 build of the pier. In 1676 it is recorded as being close to its current length. If this were the case then the wall discovered by Exeter Archaeology (Dyer & Gent) in the middle of the pier would equate to some other, undated, structure atop the pier, or a structure even earlier than the one immediately pre-dating the suggested 1676 build. This would mean there had been at least four phases of structure, excluding repairs, with different dimensions surviving within the extant quay head structure.

The test pits revealed 20th century disturbance of the make-up of the pier and a void developing within the fill at the core of the structure. It also revealed a wall dating to between 1760 and the 1820's abutted by the existing eastern pier wall. This wall probably equates to the same build as revealed by Exeter Archaeology in 2001 (Dyer & Gent) at the southern end of the pier.

No survival of features of the pier earlier than the late 20th to early 21st centuries is likely to survive between 0-0.45m or 0.56m below the current floor level. Aspects of the pier predating 1676 were situated within the middle of the existing structure. Aspects of the build from between 1676 and 1820 may survive within the pier and skirting its edges, although, may have been partly truncated. Modifications through the 19th and 20th centuries may also have affected the survival of previous aspects of the pier; however, significant archaeological phases of the pier are clearly preserved within the existing structure and consolidation and preservation of it would further preserve the potential archaeological remains contained within.

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Appendix 1

BRIEF FOR HISTORIC BUILDING RECORDING AND ARCHAEOLOGICAL MONITORING AND RECORDING OF GROUNDWORKS

Location: The Old Quay Head

Parish: Ilfracombe

District: North Devon

County: Devon

NGR: SS52474777

Planning Application no: 55684

Proposal: application under Regulation 3 of the T & C P General Regulations 1992 for listed building consent for construction of a reinforced concrete wall faced with natural stone supporting the existing quay wall

Historic Environment Team ref: ARCH/DM/ND/20251

1. INTRODUCTION AND ARCHAEOLOGICAL BACKGROUND

1.1 This brief has been prepared by the Devon County Council Historic Environment Team (HET) with regard to the archaeological works required as a condition of planning consent for the above works. This brief has been produced specifically for the above planning application and may require alteration if this application is revised, amended or resubmitted. This document is not transferable to any other scheme or planning application.

1.2 In accordance with paragraph 141 of the *National Planning Policy Framework* (2012) and the Local Development Framework Policy on archaeology, the HET has advised that any consent granted should be conditional upon a programme of archaeological work being undertaken. The recommended worded condition is set out below.

"No works to which this consent relates shall commence until an appropriate programme of (i) historic building fabric recording and analysis and (ii) archaeological monitoring of any ground disturbance has been secured and implemented in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority."

The development shall be carried out at all times in strict accordance with the approved scheme, or such other details as may be subsequently agreed in writing by the District Planning Authority.

Reason: *'To ensure that an appropriate record is made of the historic building fabric that will be obscured by the proposed works as well as any archaeological or artefactual material that may be affected by the development'*

1.3 The principal objectives of the programme shall be to:

i) To make a record of the historic fabric of the Old Quay Head prior to the commencement of the development. (Subsequent recording may be required during the course of the proposed works where previously obscured historic fabric or architectural features may be exposed by such works)

and

ii) Monitor groundworks associated with the development to allow any exposed archaeological deposits to be investigated and recorded.

1.4 The Old Quay Head is a historic structure subject to statutory protection as a grade II* Listed Building (ref: 1203010). The proposed construction works, while stabilising the structure and ensuring its survival and continued use, will completely obscure one face of the historic quay.

The proposed works will also involve the excavation of a test pit against the face of the quay wall, which has the potential to expose archaeological and artefactual material associated with the quay wall and the use of the harbour.

1.5 This Brief covers the application area as defined in the plans submitted in support of this application.

2. WRITTEN SCHEME OF INVESTIGATION

2.1 This document sets out the scope of the works required to record the historic fabric affected by the proposed development and to investigate and record the extent and character of any surviving archaeological deposits affected by the development within the application area and will form the basis of the *Written Scheme of Investigation* to be prepared by the archaeological consultant.

2.2 The Written Scheme of Investigation must be submitted by the applicant or on their behalf by their agent or archaeological consultant and approved by the HET and the Local Planning Authority *prior* to any development commencing on site.

3. PROGRAMME OF ARCHAEOLOGICAL WORKS

3.1 Desk-based assessment

The programme of work shall include a desk-based *appraisal* of the site to place the development area into its historic and archaeological context. This work will consist of map regression based on the Ordnance Survey maps and the Tithe Map(s) and Apportionments. An examination will also be made of records and aerial photographs held by the HER. The reporting requirements for the desk-based work will be confirmed in consultation with the HET.

This desk-based work will be undertaken in advance of any fieldwork commencing.

If a full report is prepared then this information will be presented as part of the final report along with the results of the fieldwork.

3.2 Historic building fabric recording

A record shall be made of the historic fabric of the Old Quay wall affected by the development. This works shall consist of:

i) a photographic record of the quay wall to be obscured by the new structure. The images will set the quay into its surrounding context as well as record the character of the wall as well as any breaks in construction, fixtures and fittings, and any other elements of interest.

ii) an elevation drawing of the quay wall showing the location of changes in historic fabric and any fixtures any fittings. Previously prepared architect's plans may be used as the basis of any historic building fabric recording, but must be of adequate scale and accuracy. Otherwise the required scale elevations, plans and other drawings should be prepared by the archaeological contractor themselves.

3.2.1 Should these works encounter historic fabric that contains palaeoenvironmental or datable elements appropriate sampling and post-excavation analysis strategies will be initiated. This would include consideration of sampling of historic thatch and cob for plant macro-fossil analysis, dendrochronological samples for dating purposes, etc. The project will be organised so that specialist consultants who might be required to conserve or report on finds or advise or report on other aspects of the investigation (e.g. palaeoenvironmental analysis) can be called upon and undertake assessment and analysis of such deposits - if required. On-site sampling and post-excavation assessment and analysis will be undertaken in accordance with English Heritage's guidance in *Environmental Archaeology: a guide to the theory and practice of methods, from sampling and recovery to post-excavation 2002*.

3.3 Monitoring and Recording of Groundworks

All groundworks should be undertaken with the site archaeologist in attendance. Wherever possible topsoil removal/ground reduction and all groundworks across the site will be undertaken by a 360o tracked or wheeled JCB-type mechanical excavator fitted with a toothless grading bucket to allow the identification of archaeological deposits with minimal disturbance. Should archaeological or palaeoenvironmental remains be exposed, machining will cease in that area to allow the site archaeologist to investigate, record and sample such deposits.

3.3.1 Archaeological features and deposits will be cleaned and excavated by hand and will be fully recorded by context as per the Institute for Archaeologists' *Standard and Guidance for an Archaeological Watching Brief* (1994 - revised 2008). All features shall be recorded in plan and section at scales of 1:10, 1:20 or 1:50. All scale drawings shall be undertaken at a scale appropriate to the complexity of the deposit/feature and to allow accurate depiction and interpretation.

As a minimum:

- i) small discrete features will be fully excavated;
- ii) larger discrete features will be half-sectioned (50% excavated); and
- iii) long linear features will be excavated to sample 20% of their length - with investigative excavations distributed along the exposed length of any such feature.

Any variation of the above will be undertaken in agreement with the HET.

3.3.2 Spoil will be examined for the recovery of artefacts.

3.3.3 Should deposits be exposed that contain palaeoenvironmental or datable elements appropriate sampling and post-excavation analysis strategies will be initiated. The project will be organised so that specialist consultants who might be required to conserve or report on finds or advise or report on other aspects of the investigation (e.g. palaeoenvironmental analysis) can be called upon and undertake assessment and analysis of such deposits - if required. On-site sampling and post-excavation assessment and analysis will be undertaken in accordance with English Heritage's guidance in *Environmental Archaeology: a guide to the theory and practice of methods, from sampling and recovery to post-excavation 2002*.

3.3.4 Human remains must initially be left in-situ, covered and protected. Removal can only take place under appropriate Ministry of Justice and environmental health regulations. Such removal must be in compliance with the relevant primary legislation.

3.3.5 Should any finds identified as treasure or potential treasure, including precious metals, groups of coins or prehistoric metalwork, be exposed, these will be removed to a safe place and reported to the local coroner according to the procedures relating to the Treasure Act 1996 Code of Practice (2nd Revision). Where removal cannot be effected on the same working day as the discovery suitable security measures will be taken to protect the finds from theft.

3.4 An adequate photographic record of the historic building recording and excavations will be prepared. This will include photographs illustrating the principal buildings, architectural features and any finds discovered, as well as archaeological features and deposits exposed, in detail and in context. The photographic record will also include working shots to illustrate more generally the nature of the archaeological operation mounted. All photographs of archaeological detail will feature an appropriately-sized scale. The photographic record should be made in B/W print supplemented by digital or colour transparency. However, if digital imagery is to be the sole photographic record then suitably archivable prints must be made of the digital images by a photographic laboratory. Laser or inkjet prints of digital images, while acceptable for inclusion in the report, are not an acceptable medium for archives. The drawn and written record will be on an appropriately archivable medium.

3.5 The results of the desk-based work and a copy of the agreed Written Scheme of Investigation must be made available to the site director/supervisor to enable the adequate interpretation of exposed features/deposits during fieldwork and that the agreed programme of works is understood and undertaken.

4. MONITORING

4.1 The archaeological consultant shall agree monitoring arrangements with the County Historic Environment Team, the District Conservation Officer and English Heritage and give two weeks notice, unless a shorter period is agreed with the HET, of commencement of the fieldwork. Details will be agreed of any monitoring points where decisions on options within the programme are to be made.

4.2 Monitoring will continue until the deposition of the site archive and finds, and the satisfactory completion of an OASIS report - see 5.7 below.

4.3 The archaeological contractor undertaking the fieldwork will notify the HET upon completion of the fieldwork stage of these works.

5. REPORTING

5.1 The reporting requirements will be confirmed with the HET on completion of the site work.

5.2 Upon completion of the fieldwork and required post-excavation analysis an illustrated report will be prepared. The report will collate the written, graphic, visible and recorded information outlined in section 3 above.

The report will include:

- (i) a summary of the project's background;
- (ii) description and illustration of the site location;
- (iii) a methodology of all works undertaken;
- (iv) include plans and reports of all documentary and other research undertaken;
- (v) a description of the project's results;
- (vi) an interpretation of the results in the appropriate context;
- (vii) a summary of the contents of the project archive and its location (including summary catalogues of finds and samples);
- (viii) a site location plan at an appropriate scale on an Ordnance Survey, or equivalent, base-map;
- (ix) the results of the historic fabric recording that shall include a written description and analysis of the historic fabric of the structure, appropriately illustrated;
- (x) the results and interpretation of the results of the archaeological monitoring and recording;
- (xi) plans of areas subject to archaeological monitoring and recording, in which archaeological features are recognised along with adequate OD spot height information. These should be at an appropriate scale to allow the nature of the features exposed to be shown and understood. Plans must show the orientation of areas subject to investigation in relation to north. Section drawing locations will be shown on these plans. Archaeologically sterile areas need not be illustrated unless they can provide information on the development of the site stratigraphy or show palaeoenvironmental deposits that have influenced the site stratigraphy;
- (xii) section drawings of features and deposits, with OD heights, at scales appropriate to the stratigraphic detail to be shown and must show the orientation of the drawing in relation to north/south/east/west. Archaeologically sterile areas need not be illustrated unless this can provide information on the development of the site stratigraphy or show palaeoenvironmental deposits that have influenced the site stratigraphy;
- (xiii) site matrices where appropriate;
- (xiv) photographs showing the general site layout and exposed significant archaeological and architectural features and deposits that are referred to in the text. All photographs should contain appropriate scales, the size of which will be noted in the illustration's caption;
- (xv) a consideration of evidence within its wider context;
- (xvi) a summary table and descriptive text showing the features, classes and numbers of artefacts recovered and soil profiles with interpretation;
- (xvii) any specialist assessment or analysis reports that were undertaken;
- (xviii) an evaluation of the methodology employed and the results obtained (i.e. a confidence rating). If any pre-application historic building appraisal or recording has been undertaken then this should be included in the final report and included in the over-arching site archive. It is recommended that a draft report is submitted to the HET for comment prior to its formal submission to the Local Planning Authority.

5.3 In addition to the copy sent to the North Devon Council Planning Authority, a copy of the report shall also be submitted to the North Devon Council's Conservation Officer - address below.

5.4 The timetable for the production of the report must be set out in the Written Scheme of Investigation. The HET would normally expect to receive the report within three months of completion of fieldwork - dependent upon the provision of specialist reports, radiocarbon dating results etc the production of which may exceed this period. If a substantial delay is anticipated then the HET must be informed of this and a revised date for the production of the full report agreed between the HET and the archaeological contractor. If a substantial delay is anticipated then an interim report will be produced within three months of the completion of the fieldwork.

5.5 Should the development proceed in a staged manner, with each stage requiring archaeological fieldwork, and where a period of more than three months between each stage is anticipated or occurs, then the archaeological contractor shall prepare an interim illustrated summary report at the end of each stage. The report will set out the results of that phase of archaeological works, including the results of any specialist assessment or analysis undertaken. The report will be produced within three months of completion of each phase of fieldwork. At the completion of the final stage of the fieldwork an overarching report setting out the results of all stages of work will be prepared. HET would normally expect to receive the report within three months of completion of fieldwork - dependent upon the provision of specialist reports, radiocarbon dating results etc the production of which may exceed this period. If a substantial delay is anticipated then the HET must be informed of this, an interim report will be produced within three months of the completion of the final stage of fieldwork, and a revised date for the production of the full report agreed between the HET and the archaeological contractor.

5.6 On completion of the final report, in addition to copies required by the Client, hard copies of the report shall be supplied to the HET on the understanding that one of these copies will be deposited for public reference in the HER. In addition to the hard copies of the report, one copy shall be provided to the HET in digital format - in a format to be agreed in advance with the HET - on the understanding that it may in future be made available to researchers via a web-based version of the HER.

5.7 The archaeological consultant shall complete an online OASIS (*Online AccesS to the Index of archaeological investigationS*) form in respect of the archaeological work. This will include a digital version of the report. The report or short entry to the Historic Environment Record will also include the OASIS ID number.

6 PUBLICATION

Where the exposure of archaeological, artefactual or palaeoenvironmental remains is limited or of little significance reporting will follow on directly from the field work - see section 5 above.

Should particularly significant archaeological or palaeoenvironmental remains, finds and/or deposits be encountered, then these, because of their importance, are likely to merit wider publication in line with government planning guidance (paragraph 141 of the *National Planning Policy Framework* (2012)). If such remains are encountered, the publication requirements – including any further analysis that may be necessary – will be confirmed with the HET.

6.1 *Post Excavation Assessment, Analysis and Project Designs for further work*

Where excavations reveal archaeological, artefactual or palaeoenvironmental deposits that have potential for yielding important information about the site or its environs, through specialist assessment and analysis, this assessment work will be undertaken and reported on in a separate formal Post-Excavation Assessment and Project Design. This document may also fulfil the role of an interim report if a substantial publication delay is expected. This document will be produced by the archaeological contractor within three months of completion of the fieldwork - specialist input allowing - and agreed with the HET. It will include:

- A summary of the project and its background
- A plan showing the location of the site and plans of the site showing the location of archaeological features, artefactual or palaeoenvironmental deposits exposed
- Research aims and objectives
- Method statements setting out how these aims and objectives are to be achieved
- Details of the tasks to be undertaken
- The results of any specialist assessment work undertaken as part of the production of the formal Assessment and Project Design
- Proposed project team
- Overall timetable for undertaking the tasks as well as setting out monitoring points with the HET
- Details of the journal in which the material is to be published

7. PERSONNEL

7.1 The recording work shall be carried out by a professional historic building specialist to be agreed with the HET. Staff must be suitably qualified and experienced for their project roles. All work should be carried out under the control of a member of the Institute of Historic Building Conservation (IHBC), or by a specified person of equivalent standing and expertise. The Written Scheme of Investigation will contain details of key project staff and specialists who may contribute during the course of the works - excavation and post-excavation.

7.2 Health and Safety matters, including site security, are matters for the consultant. However, adherence to all relevant regulations will be required.

7.3 The archaeological consultant shall give the HET two weeks notice of commencement of works and shall be responsible for agreeing monitoring arrangements. Details will be agreed of any monitoring points where decisions on options within the programme are to be made.

7.4 Monitoring will continue until the deposition of the site archive and finds, and the satisfactory completion of an OASIS report - see 5.5 below.

7.5 The work shall be carried out in accordance with *IfA Standard and Guidance for the archaeological investigation and recording of standing buildings or structures (1996)*, as amended (2008).

8. CONFLICT WITH OTHER CONDITIONS AND STATUTORILY PROTECTED SPECIES

It is the archaeological contractor's responsibility - in consultation with the applicant or agent - to ensure that the undertaking of the required archaeological works does not conflict with any other conditions that have been imposed upon the consent granted and should also consider any biodiversity issues as covered by the NERC Act 2006. In particular, such conflicts may arise where archaeological investigations/excavations have the potential to have an impact upon protected species and/or natural habitats e.g. SSSIs, Habitat Regulations (The Conservation (Natural Habitats, &c.) (Amendment) Regulations 2007), National Nature Reserves, Special Protection Areas, Special Areas of Conservation, Ramsar sites, County Wildlife Sites etc.

9. DEPOSITION OF ARCHIVE AND FINDS

9.1 Completion of the project is dependent on the compilation of an ordered and integrated project archive by the archaeological contractor in accordance with this Brief and with *Management of Research Projects in the Historic Environment (MoRPHE)* (<http://www.english-heritage.org.uk/publications/morphe-project-managers-guide/>). The archive must also be transferred for long-term curation to a recognised, accredited or trusted repository. An archive is defined as "all records and materials recovered during an archaeological project and identified for long term preservation, including artefacts, ecofacts and other environmental remains, waste products, scientific samples and also written and visual documentation in paper, film and digital form" (ARCHES forthcoming).

9.1.1 The archive will consist of two elements, the artefactual¹ and digital - the latter comprising all born-digital data and digital copies made of the primary site records and images.

¹ The 'Material (Finds) Archive'

9.1.2 The Written Scheme of Investigation must set out a timetable for the deposition of the site archive. The HET would normally expect this to be completed within six months of completion of the fieldwork element of the project.

9.2 *Deposition of the archive*

9.2.1 As part of the production of the Written Scheme of Investigation or Project Design the archaeological consultant shall contact the relevant collecting museum to obtain an accession number and agree conditions for deposition. *The accession number will be quoted in the Written Scheme of Investigation and within the final report or the short entry to the Historic Environment Record.*

9.2.2 The collecting museums in Devon (Royal Albert Memorial Museum Exeter, Museum of Barnstaple & North Devon and Plymouth City Museum & Art Gallery) require that the digital archive (consisting of born-digital and digital copies of relevant written and drawn data produced during fieldwork) must be transferred into the care of a Trusted Digital

Repository instead of with the museum (see *'Deposition of the digital archive'* – below) and generally not with the museum.

9.2.3 The archaeological contractor will therefore need to make appropriate digital copies of all hardcopy elements of the site record – see section 10.4 below.

9.2.4 If no archaeological features or deposits of interest are exposed by the proposed groundworks, and/or where no artefactual material is exposed, then there is no requirement for the archaeological contractor to prepare an archive for this element of this project. The results of the monitoring and recording will be presented in the final over-arching building recording report that is uploaded to OASIS and the ADS – see paragraph 10.4 below.

9.3 *The Material (Finds) Archive*

9.3.1 Items in the material archive must be cleaned (or otherwise treated) ordered, recorded, packed and boxed in accordance with the deposition standards of the relevant museum. It is advised that early consultation with the museum will facilitate transfer of the material archive.

9.3.2 Archaeological finds resulting from the investigation (which are the property of the landowner), should be deposited with the appropriate museum - in a manner to be agreed with the museum - and within a timetable to be agreed with the HET. The composition of the archive shall conform to the collecting museum's accession guidelines for depositing archaeological material. The acceptance of an archive by the museum will be in accordance with the museum's accession/collection policies and early consultation with the relevant collecting museum is advised.

9.3.3 The archaeological contractor must, on behalf of the museum, obtain a written agreement from the landowner to transfer title to all items in the material archive to the receiving museum. It is preferable for this agreement to be made at the earliest possible stage following assessment after data-collection. It is not advisable to wait until the archive has been compiled before obtaining transfer of title.

9.3.4 If ownership of all or any of the finds is to remain with the landowner, provision and agreement must be made for the time-limited retention of the material and its full analysis and recording, by appropriate specialists.

9.4 *Deposition of the digital archive*

The digital archive normally will consist of:

- (i) all born-digital data (images, survey data, digital correspondence, site data collected digitally etc.),
- (ii) digital copies made of all other relevant written and drawn data produced and/or collected during the monitoring and recording fieldwork - i.e. the primary record comprising context records and indices, sample sheets and indices, finds records and indices, site drawings - earthwork surveys, sections and plans, as well as relevant sketches or notes that aid the interpretation and understanding of the site and its recording, any relevant information undertaken as part of the post-excavation assessment or analysis, etc.
- (iii) a copy of the final report and
- (iv) digital images, along with associated meta-data, of the historic building that are not presented in the report.

Where no archaeological deposits or artefactual material is exposed, the archive will consist of:

- (i) a copy of the final report and
- (ii) digital images, along with associated meta-data, of the historic building that are not presented in the report.

9.4.1 Digital archive must be deposited with a Trusted Digital Repository and thus made publicly accessible, in accordance with the National Planning Policy Framework (2011). It is understood that the only suitable repository for digital archaeological archive is the Archaeology Data Service (ADS) – contact details are given at the end of this brief. Digital archive must be compiled in accordance with the standards and requirements of the ADS, which may be accessed through the ADS website:

<http://archaeologydataservice.ac.uk/advice/guidelinesForDepositors>

Guidance on selection for the archive is also provided:

<http://archaeologydataservice.ac.uk/advice/selectionGuidance>

9.4.2 It is expected that a licence to copyright for documentary material, in both physical and digital forms, will be given to the receiving repository. This must be stated within the Written Scheme of Investigation, which should also identify the recipients of each element of the documentary archive.

9.5 *Disposal of the primary hardcopy records*

9.5.1 The collecting museum may wish to retain the hardcopy archive to accompany the artefactual material. (For example: where the programme of archaeological works involves the investigation and analysis of regionally/nationally significant archaeological and/or artefactual deposits). In all cases the archaeological contractor must first offer the primary paper record archive to the museum prior to its disposal.

10.5.2 Once the digital archive has been transferred to the appropriate Trusted Digital Repository (usually the ADS), and the museum has confirmed that this has occurred satisfactorily and that they do not require the hardcopy archive, the archaeological contractor may retain, disperse or dispose of the primary hardcopy items as they see fit. Items may be retained for curation by the contractor, developer or applicant, or offered to a third party organisation for public use or as a teaching resource. The WSI should state how primary hardcopy items will be treated.

9.5.3 Where the collecting museum does not require the hardcopy element disposal may mean physical destruction of the primary record. The WSI should state the proposed disposal method to be employed.

9.5.4 The archaeological contractor must notify the HET upon the completion of:

- i) deposition of the digital archive with the ADS, and
- ii) deposition of the material (finds) archive with the museum.

9.5.5 The condition placed upon this development will not be regarded as discharged until the report has been produced and submitted to the HET and the LPA, the site archive deposited and the OASIS form completed.

10. CONTACT NAME AND ADDRESS

Stephen Reed, Archaeological Officer, Devon County Historic Environment Team, Planning, Transportation and Environment, AB3 Lucombe House, County Hall, Topsham Road, Exeter, Devon, EX2 4QD
Tel: 01392-383303 Email: stephen.reed@devon.gov.uk
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Tel: 01271 388352 Email: collette.hall@northdevon.gov.uk
22nd May 2013

Appendix 2

WRITTEN SCHEME OF INVESTIGATION FOR HISTORIC BUILDING RECORDING AND ARCHAEOLOGICAL MONITORING OF TEST PITS AT THE OLD QUAY HEAD, ILFRACOMBE, DEVON.

Location: Old Quay Head

Parish: Ilfracombe

District: North Devon

County: Devon

NGR: SS 5247 4777

Planning Application no: 55684

Proposal: application under Regulation 3 of the T & C P General Regulations 1992 for listed building consent for construction of a reinforced concrete wall faced with natural stone supporting the existing quay wall

HET ref: ARCH/DM/ND/20251

WSI Ref: SWARCH: IQH132

Date: 5th September 2013

1.0 INTRODUCTION

1.1 This document forms a Written Scheme of Investigation (WSI) which has been produced by South West Archaeology Ltd (SWARCH) at the request of North Devon District Council (the Client). It sets out the methodology for historic building recording and archaeological monitoring to be undertaken prior to and during works associated with the refacing of the inner wall and for related off site analysis and reporting. The WSI and the schedule of work it proposes were drawn up in accordance to a brief issued by of Devon County Historic Environment Team (DCHET) (Stephen Reed 22.05.2013).

1.2 In accordance with paragraph 141 of the *National Planning Policy Framework* (2012) and the Local Development Framework Policy on archaeology, the HET has advised that any consent granted should be conditional upon a programme of archaeological work being undertaken. The recommended worded condition is set out below.

"No works to which this consent relates shall commence until an appropriate programme of (i) historic building fabric recording and analysis and (ii) archaeological monitoring of any ground disturbance has been secured and implemented in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority."

The development shall be carried out at all times in strict accordance with the approved scheme, or such other details as may be subsequently agreed in writing by the District Planning Authority.

Reason: 'To ensure that an appropriate record is made of the historic building fabric that will be obscured by the proposed works as well as any archaeological or artefactual material that may be affected by the development'

2.0 ARCHAEOLOGICAL BACKGROUND

The Old Quay Head is a historic structure subject to statutory protection as a grade II* Listed Building (ref: 1203010). The proposed construction works, while stabilising the structure and ensuring its survival and continued use, will completely obscure one face of the historic quay.

The proposed works will also involve the excavation of a test pit against the face of the quay wall, which has the potential to expose archaeological and artefactual material associated with the quay wall and the use of the harbour.

3.0 AIMS

3.1 The principal objectives of this archaeological work will be:

3.1.1 To archaeologically monitor two test pits in the location shown on the attached plan

3.1.2 To analyse and report on the results of the project as appropriate.

4.0 METHOD

4.1 The Client will provide SWARCH with details of the location of existing services and of proposed groundworks within the site area, and of the proposed construction programme.

4.2 Health and Safety requirements will be observed at all times by any archaeological staff working on site, particularly when working with machinery. As a minimum: high-visibility jackets, safety helmets and protective footwear will be worn.

4.2.1 Appropriate PPE will be employed at all times.

4.2.2 The site archaeologist will undertake any site safety induction course provided by the Client.

4.3.3 If the depth of trenching exceeds 1.2 metres the trench sides will need to be shored or stepped to enable the archaeologist to examine and if appropriate record the section of the trench. The provision of such measures will be the responsibility of the client.

4.3 Desk-based Assessment:

The programme of work shall include a desk-based *appraisal* of the site to place the development area into its historic and archaeological context. This work will consist of map regression based on the Ordnance Survey maps and the Tithe Map(s) and Apportionments. An examination will also be made of records and aerial photographs held by the HER. Previous reports and records of previous repair works will also be consulted.

The reporting requirements for the desk-based work will be confirmed in consultation with the HET.

This desk-based work will be undertaken in advance of any fieldwork commencing.

- If a full report is prepared then this information will be presented as part of the final report along with the results of the fieldwork.
- 4.4 Historic Building Fabric Recording:
A record will be made of the historic fabric of the Old Quay wall affected by the development.
This works shall consist of:
- 4.4.1 A photographic record of the quay wall to be obscured by the new structure. The images will set the quay into its surrounding context as well as record the character of the wall as well as any breaks in construction, fixtures and fittings, and any other elements of interest.
- 4.4.2 An elevation drawing of the quay wall showing the location of changes in historic fabric and any fixtures and fittings. Previously prepared architect's plans will be used as the basis of any historic building fabric recording if of adequate scale and accuracy. Otherwise the required scale elevations, plans and other drawings should be prepared by SWARCH.
- 4.5 Should these works encounter historic fabric that contains palaeoenvironmental or datable elements appropriate sampling and post-excavation analysis strategies will be initiated. This would include consideration of sampling of historic thatch and cob for plant macro-fossil analysis, dendrochronological samples for dating purposes, etc. The project will be organised so that specialist consultants who might be required to conserve or report on finds or advise or report on other aspects of the investigation (e.g. palaeoenvironmental analysis) can be called upon and undertake assessment and analysis of such deposits - if required. On-site sampling and post-excavation assessment and analysis will be undertaken in accordance with English Heritage's guidance in *Environmental Archaeology: a guide to the theory and practice of methods, from sampling and recovery to post-excavation 2002*.
- 4.6 Archaeological Monitoring:
All groundworks will be undertaken with the site archaeologist in attendance. Sufficient time will be allowed in the trial pit excavation programme for the archaeological recording of the exposed historic fabric. Should archaeological, artefactual, ecofactual or palaeoenvironmental remains be exposed, machining will cease in that area to allow the site archaeologist to investigate, record and sample such deposits.
- 4.6.1 The archaeological work will be carried out in accordance with the Institute for Archaeologists Standard and Guidance for Archaeological Field Evaluation 1994 (revised 2001 & 2008) and Standard and Guidance for an Archaeological Watching Brief 1994 (revised 2001 & 2008).
- 4.6.2 Spoil will be examined for the recovery of artefacts.
- 4.6.3 All excavation of exposed archaeological features will be carried out by hand, stratigraphically, and fully recorded by context to IfA guidelines. All features will be recorded in plan and section at scales of 1:10, 1:20 or 1:50. All scale drawings will be undertaken at a scale appropriate to the complexity of the deposit/feature and to allow accurate depiction and interpretation. An adequate photographic record of the excavation will be prepared. Where digital imagery is the sole photographic record, archivable prints will be prepared by a photographic laboratory.
- 4.6.4 If archaeological features are exposed, then as a *minimum*:
- i) small discrete features will be fully excavated;
 - ii) larger discrete features will be half-sectioned (50% excavated);
 - iii) long linear features will be sample excavated along their length, with investigative excavations distributed along the exposed length of any such feature, and to investigate terminals, junctions and relationships with other features.
 - iv) One long face of each trench will be cleaned by hand to allow site stratigraphy to be understood and for the identification of archaeological features.
- Should the above % excavation not yield sufficient information to allow the form and function of archaeological features/deposits to be determined full excavation of such features/deposits will be required. Additional excavation may also be required for the taking of palaeoenvironmental samples and recovery of artefacts. Any variation of the above will be undertaken in consultation with the HET.
- 4.6.5 Artefacts will be bagged and labelled on site. Unstratified post-1800 pottery may be discarded on site after a representative sample has been retained. Following post-excavation analysis and recording, further material may be discarded, subject to consultation with the appropriate specialists and Barnstaple Museum;
- 4.6.6 Should archaeological or palaeoenvironmental remains be exposed, the site archaeologist will investigate, record and sample such deposits.
- 4.6.7 The project will be organised so that specialist consultants who might be required to conserve or report on finds or advise or report on other aspects of the investigation (e.g. palaeoenvironmental analysis) can be called upon and undertake assessment and analysis of such deposits - if required. On-site sampling and post-excavation assessment and analysis will be undertaken in accordance with English Heritage's guidance in *Environmental Archaeology: a guide to the theory and practice of methods, from sampling and recovery to post-excavation (2002)*.
- 4.6.8 Human remains will be left *in-situ*, covered and protected. Removal will only take place under appropriate Ministry of Justice and environmental health regulations. Such removal will be in compliance with the relevant primary legislation.
- 4.6.9 Any finds identified as treasure or potential treasure, including precious metals, groups of coins or prehistoric metalwork, will be dealt with according to the Treasure Act 1996 Code of Practice (2nd Revision) (Dept for Culture Media and Sport). Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft.

- 4.6.10 In the event of particularly significant discoveries, the HET will be informed and a site meeting between the consultant, the HET and the client/applicant will be held to determine the appropriate mitigation.
- 4.7 An adequate photographic record of the historic building recording and excavations will be prepared. This will include photographs illustrating the principal buildings, architectural features and any finds discovered, as well as archaeological features and deposits exposed, in detail and in context. The photographic record will also include working shots to illustrate more generally the nature of the archaeological operation mounted. All photographs of archaeological detail will feature an appropriately-sized scale. The digital photographic record will be on an appropriately archivable medium.
- 4.8 SWARCH will agree monitoring arrangements with DCHET and give two weeks' notice, unless a shorter period is agreed, of commencement of the fieldwork. Details will be agreed of any monitoring points where decisions on options within the programme are to be made.
SWARCH will notify the HET upon completion of the fieldwork stage of these works.
Monitoring will continue until the deposition of the site archive and finds, and the satisfactory completion of an OASIS report.
- 5.0 REPORT**
- 5.1 An illustrated summary report will be produced within three months of completion of the work and submitted to the DCHET and the Client.
The report will include the following elements:
- 5.1.1 A report number and the OASIS record number;
- 5.1.2 A copy of the DCHET brief and this WSI;
- 5.1.3 A summary of the project's background;
- 5.1.4 A description and illustration of the site location;
- 5.1.5 A methodology of the works undertaken;
- 5.1.6 A site location plan at an appropriate scale on an Ordnance Survey, or equivalent, base-map;
- 5.1.7 Plans and reports of all documentary and other research undertaken;
- 5.1.8 A description of the project's results;
- 5.1.9 An interpretation of the results in the appropriate context;
- 5.1.10 A summary of the contents of the project archive and its location (including summary catalogues of finds and samples);
- 5.1.11 A plan showing the location of the pits in relation to the site boundaries;
- 5.1.12 The results of the historic fabric recording that will include a written description and analysis of the historic fabric of the structure, appropriately illustrated;
- 5.1.13 The results and interpretation of the results of the archaeological monitoring and recording;
- 5.1.14 Plans of areas subject to archaeological monitoring and recording, in which archaeological features are recognised along with adequate OD spot height information. These should be at an appropriate scale to allow the nature of the features exposed to be shown and understood. Plans must show the orientation of areas subject to investigation in relation to north. Section drawing locations will be shown on these plans. Archaeologically sterile areas need not be illustrated unless they can provide information on the development of the site stratigraphy or show palaeoenvironmental deposits that have influenced the site stratigraphy;
- 5.1.15 section drawings of features and deposits, with OD heights, at scales appropriate to the stratigraphic detail to be shown and must show the orientation of the drawing in relation to north/south/east/west. Archaeologically sterile areas need not be illustrated unless this can provide information on the development of the site stratigraphy or show palaeoenvironmental deposits that have influenced the site stratigraphy;
- 5.1.14 Site matrices where appropriate;
- 5.1.15 Photographs showing the general site layout and exposed significant features and deposits that are referred to in the text. All photographs will contain appropriate scales, the size of which will be noted in the illustration's caption;
- 5.1.16 Consideration of evidence within its wider context;
- 5.1.17 A summary table and descriptive text showing the features, classes and numbers of artefacts recovered and soil profiles with interpretation;
- 5.1.18 Any specialist assessment or analysis reports undertaken.
- 5.2 A copy of the report detailing the results of these investigations will be submitted to the OASIS (*Online Access to the Index of archaeological Investigations*) database under reference number southwes1-158646
- 5.3 Should the development proceed in a staged manner, with each stage requiring archaeological fieldwork, and where a period of more than three months between each stage is anticipated or occurs, then SWARCH will prepare an interim illustrated summary report at the end of each stage. The report will set out the results of that phase of archaeological works, including the results of any specialist assessment or analysis undertaken. The report will be produced within three months of completion of each phase of fieldwork. At the completion of the final stage of the fieldwork an overarching report setting out the results of all stages of work will be prepared. HET would normally expect to receive the report within three months of completion of fieldwork - dependent upon the provision of specialist reports, radiocarbon dating results etc the production of which may exceed this period. If a substantial delay is anticipated then the HET will be informed of this, an interim report will be

produced within three months of the completion of the final stage of fieldwork, and a revised date for the production of the full report agreed between the HET and SWARCH.

5.3 On completion of the final report, in addition to copies required by the Client, a hard copy of the report shall be supplied to the HET on the understanding that it will be deposited for public reference in the HER. In addition to the hard copies of the report, one copy shall be provided to the County Historic Environment Team in digital format - in a format to be agreed in advance with the HET - on the understanding that it may in future be made available to researchers via a web-based version of the Historic Environment Record.

6.0 PUBLICATION

6.1 Where the exposure of archaeological, artefactual or palaeoenvironmental remains is limited or of little significance reporting will follow on directly from the field work - see section 5 above. Should particularly significant archaeological or palaeoenvironmental remains, finds and/or deposits be encountered, then these, because of their importance, are likely to merit wider publication in line with government planning guidance (paragraph 141 of the *National Planning Policy Framework* (2012)). If such remains are encountered, the publication requirements – including any further analysis that may be necessary – will be confirmed with the HET.

6.2 Post Excavation Assessment, Analysis and Project Designs for further work: Where excavations reveal archaeological, artefactual or palaeoenvironmental deposits that have potential for yielding important information about the site or its environs, through specialist assessment and analysis, this assessment work will be undertaken and reported on in a separate formal Post-Excavation Assessment and Project Design. This document may also fulfil the role of an interim report if a substantial publication delay is expected. This document will be produced by the archaeological contractor within three months of completion of the fieldwork - specialist input allowing - and agreed with the HET. It will include: A summary of the project and its background Plan of the site and plans of the site showing the location of archaeological features, artefactual or palaeoenvironmental deposits exposed objectives the tasks to be undertaken production of the formal Assessment and Project Design undertaking the tasks as well as setting out monitoring points with the HET the material is to be published

- Research
- Method statement
- The res
- Propose
- Details of

7.0 ARCHIVE

7.1 An ordered and integrated site archive will be prepared in accordance with *The Management of Archaeological Projects* (English Heritage, 1991 2nd edition) upon completion of this stage of the project, in a format to be agreed with the museum and within a timetable to be agreed with the DCHET. This will include relevant correspondence together with field drawings, and environmental, artefactual and photographic records. The archive will be deposited with the Museum of Barnstable and North Devon under accession number NDDMS: 2013.5. If further work is undertaken the documentary archive and any finds will be deposited under the same accession number.

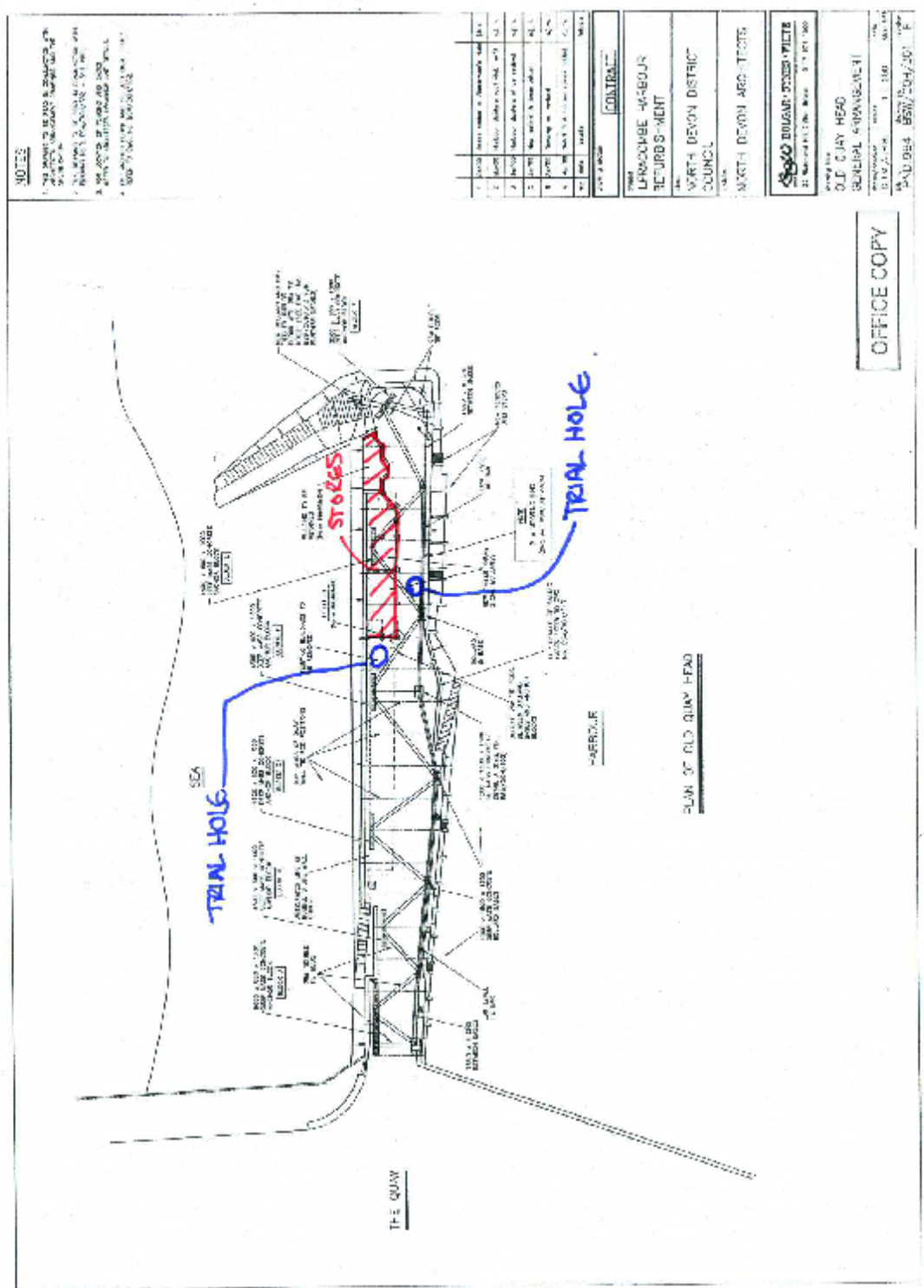
8.0 CONFLICT WITH OTHER CONDITIONS AND STATUTORY PROTECTED SPECIES

8.1 It is SWARCH's responsibility - in consultation with the applicant - to ensure that the undertaking of the required archaeological works does not conflict with any other conditions that have been imposed upon the consent granted and should also consider any biodiversity issues as covered by the NERC Act 2006. In particular, such conflicts may arise where archaeological investigations/excavations have the potential to have an impact upon protected species and/or natural habitats e.g. SSSI's, Habitat Regulations (The Conservation (Natural Habitats, &c.) (Amendment) Regulations 2007), National Nature Reserves, Special Protection Areas, Special Areas of Conservation, Ramsar sites, County Wildlife Sites etc.

9.0 PERSONNEL

9.1 The project will be managed by Colin Humphreys; the excavation will be undertaken by suitably qualified SWARCH personnel. Relevant staff of the DCHET will be consulted as appropriate. Where necessary appropriate specialist advice will be sought.

Colin Humphreys
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Location of the proposed trial holes (NDDC).

Appendix 3

Details of the tithe apportionment of 1840

Tithe Number	Owned By	Occupied By	Name and Description of Land and Premises
1	Sir Bouchier Palk Wrey	Mary Piles	Lantern Hill and House
2	Sir Bouchier Palk Wrey	Held by Sir Bouchier Palk Wrey	Ilfracombe Harbour and Pier
3	Sir Bouchier Palk Wrey	George Harris and others	Shipyards
4	Nathaniel Nye	Nathaniel Nye	Manor house and offices
5	Sir Bouchier Palk Wrey	George Harris and others	31 houses, buildings and offices
6	Sir Bouchier Palk Wrey	John Martin and others	22 houses, buildings and offices
7	Sir Bouchier Palk Wrey	Amos Fry and others	44 houses, buildings and offices
8	The View of Ilfracombe and Others (Trust of Nathaniel Nye)	William Green and others	13 houses, buildings and offices
9	William Nye	John Fry and others	20 houses, buildings and offices
10	William Nye	William Nye	House and Garden
15	Nathaniel Nye	Nathaniel Nye	Garden
16	Powell Skinner and Others	James Heal and others	4 houses and gardens
17	Nathaniel Nye and others	George Harris and others	61 houses, buildings and offices
31	Sir Bouchier Palk Wrey	Sir Bouchier Palk Wrey	Castel House, offices and plot

Table 1: Details of the apportionment for the 1840 Ilfracombe tithe map (DCC).

Appendix 4

Key Heritage Assets

Listed Buildings:

The Quay (including The Old Quay Head at Ilfracombe)

Grade: II*

UID: MDV75409

Description: The quay from Royal Britannia Hotel on west to Pier Hotel on east including Old Quay Head. Quay, extending across the north side of the harbour, together with the pier projecting at right-angles from the east end, known as the Old Quay Head. 17th century or earlier; the quay widened in mid 19th century, possibly more than once, the pier partly rebuilt and enlarged in 1760 and 1824-9. Materials: built of local slatestone rubble with coping of dressed stone, probably limestone; east side of pier faced with large, squared blocks of limestone, these rising to form a parapet wall finished, at the northern end, with a round coping. Quay now has a mid or late 20th century parapet wall of stone; the surface of the quay is covered with tarmac and there is a pavement along its north side. At the western end the quay wall curves round to form a slip running down in to the harbour. This may be a later addition, since there is a straight joint at the point where the curve begins. Some of the earlier coping stones appear to have been re-used at the top of the slip, but the surface of the latter is composed mostly of dressed blocks of hard slatestone polished by the sea. At the north end, the east wall of the pier is recessed to accommodate a steep flight of stone steps. At the south end, also on the east side, a long, shallow flight of stone steps projects, curving round towards the north-east. On top of the pier, close to these steps, the parapet wall has a semi-circular projection on the west side, this bearing a slate tablet (possibly re-set) inscribed: 'This extensive Pier built some Ages since by the Munificence of the BOURCHIER'S Barons of FITZWARINE EARLS OF BATHE and Vice ADMIRALS of this Place was in the Year 1760 partly rebuilt lengthened and enlarged by Sr. BOURCHIER WREY Bart. of the present Lord & inheritor of the Pier and Manor. A further enlargement of this Pier was commenced by Sr. BOURCHIER WREY Bart. in the year 1824 & completed in 1829 by Sir Bouchier Palk Wrey Bart. the present Lord of the Manor.' The last Bouchier (Henry, 5th Earl of Bath) died without issue in 1654; Anne, third daughter of the 4th earl, married Sir Chichester Wrey, Bart. The borough manor of Ilfracombe was acquired by the Bouchiers in about 1435; John Bouchier, Lord Fitzwarren, was created Earl of Bath in 1536. The quay appears to have been widened by the Wreys after 1870, but comparison of maps of 1862 and 1869 suggests at least one

NGR: SS 524 477

K6 Telephone Kiosk

Grade: II

UID: 390270

Description: Designed 1935 by Sir Giles Gilbert Scott. Made by W McFarlane of Glasgow. Cast-iron. Square kiosk with domed roof, unperforated crowns to top panels and margin glazing to windows and door.

NGR: SS5247947796

Number 12, The Quay

Grade: II

UID: MDV23937

Description: No 12, the quay. C17 much altered including rendered front with 3 1st floor metal casements and former dormered attic made into 2nd floor with plate glass. Interior: 2-panel doors with h hinges remain at 1st floor, and hewn joists. (doe).

NGR: SS524478

The Harbour Master's Office

Grade: II

UID: MDV23938

Description: Harbour master's office with sailors' bethel, the quay. Probably early c17.2 storey. Front recently rendered. Casements generally with glazing bars and in segmental headed recesses. Ground floor has 2 windows and 3 doorway openings, one with segmental head. Roof with machine tiles. Interior: ground floor (harbour master's office and store) door with 3 fielded panels and h hinges with short straps. 1st floor (sailors' bethel) massive hewn joists, massive rough chamfered beams, one cambered, next to rear wing, left. (doe).

NGR: SS524478

The Royal Britannia Hotel

Grade: II

UID: 390164

Description: Hotel and public house. Probably late C18 with later additions and alterations. MATERIALS: stucco, channelled at ground floor to appear as ashlar; quoining to left-hand only. PLAN: rectangular corner block with elevations to Broad Street, The Quay and the harbour. EXTERIOR: 3 storeys and cellars. Main, Broad Street, elevation of 6 windows; 3 to right in slightly projecting later addition. Main entrance central in older block with porch on later brackets and part-glazed doors. 2-pane sashes to ground floor; upper floors 12-pane unhorned sashes. Parapet. Above porch to left and right, reliefs of Royal Arms flanking a good iron lamp bracket.

Projecting block with early C19 timber shopfront of pilasters supporting entablature with box cornice; plain panelled double doors and 2 windows. 4-pane sashes to upper floors. Elevation to The Quay with four 12-pane hornless sashes and altered and renewed door, originally Tuscan with frieze and cornice but now only pilasters and panelled soffit of canopy used to form a cornice. Harbour elevation with three 3-storey bows having 3-light unhorned sashes; blind windows between bows on upper storeys. To left, a Tuscan doorcase with C20 double doors.
NGR: SS5232347827

Nos. 3 and 4, Broad Street

Grade: II

UID: MDV23847

Description: Nos 3 and 4, Broad Street. Mid c19, altered, stucco quoins left and right. Ground floor with rusticated piers with feathered capitals left and right, separating the two properties, and separating the door of no 3 from its shop front. 1st floor windows in moulded surrounds, eared and with ornamented cills. Dentil frieze, moulded cornice and blocking course above which on no 4 is a 3rd storey with 3 plain windows in pedimented gable. Good shop interiors with late c19 carved wood panels, mirrors and stained glass windows. No 3: 2 storeys, 3 bays with door on left to residence above. Original rails to 1st floor windows. No 4: 3 storeys; 2 bays (doe).
NGR: SS523478

Scheduled Monuments

Series of 5 Second World War Bombing Range Target Rafts

UID: MDV103129

Description: Five triangular structures visible beached in Ilfracombe harbour on aerial photographs of 1946 have been identified as rafts used for bombing target practise during the Second World War. The rafts have been described as being fitted with a central pole on which was mounted a circular wicker ball. The rafts were presumably towed to open water by two RAF launches based at Ilfracombe for this task and also for rescue purposes. Two large rafts measure circa 10 metres to a side and the three smaller rafts circa 5 metres. The can be seen to have moved between May and July 1946, by which time some of the rafts have been removed. It is possible the targets were associated with a bombing range marker visible to the west at Putsborough. The target rafts are not visible on later aerial photographs available to the survey.

NGR: SS523477

Appendix 5

Collation of Jpegs not contained in the report



Above: The plaque commemorating the 1760 rebuild of the pier, set into the structure at the south end of the Old Quay Head, from the west (no scale).



Top: The western side, northern portion, from the south-west (2m scale).
Middle: The west side, to the north of the steps, from the west (2m scale).
Bottom: The west side, to the south of the steps, from the west (2m scale).



Top: The western side, southern portion, from the north-west (2m scale).
Middle: The west side, southern end, from the west (2m scale).
Bottom: The whole western side of the pier, from the south-west (2m scale).



Top: The western side, south end, from the south-west (2m scale).
Middle: The south end, from the south (2m scale);
Bottom: The steps & slip-way at the southern end of the east face, from the east (no scale).



Top: The eastern side of the Old Quay Head, from the south-west (no scale);
Middle: The south end of the Quay Head, from the south (no scale);
Bottom: The steps & slip-way at the south end of the east face, from the east (no scale).



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