

**SURVEY OF BUILDINGS AT  
MANOR FARM,  
NORTH STREET,  
DIGBY,  
LINCOLNSHIRE  
(DINS11)**

Work Undertaken For  
Stonewell Homes Ltd

April 2011

Report Compiled by  
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A.P.S. Report No. **48/11**

**ARCHAEOLOGICAL  
PROJECT  
SERVICES**


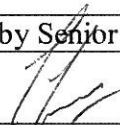




## Quality Control

Historic Building Recording  
Manor Farm  
North Street  
Digby  
Lincolnshire  
DINS 11

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Date: 28/04/11	Date: 28/04/11



## CONTENTS

List of Figures

List of Plates

<b>1. SUMMARY</b> .....	<b>1</b>
<b>2. INTRODUCTION</b> .....	<b>1</b>
<b>2.1 DEFINITION OF ARCHAEOLOGICAL BUILDING RECORDING</b> .....	<b>1</b>
<b>2.2 PLANNING BACKGROUND</b> .....	<b>1</b>
<b>2.3 SITE LOCATION</b> .....	<b>1</b>
<b>2.4 HISTORICAL SETTING</b> .....	<b>1</b>
<b>3. AIMS</b> .....	<b>2</b>
<b>4. METHODS</b> .....	<b>2</b>
<b>5. RESULTS</b> .....	<b>3</b>
<b>6. DISCUSSION</b> .....	<b>5</b>
<b>7. CONCLUSIONS</b> .....	<b>7</b>
<b>8. ACKNOWLEDGEMENTS</b> .....	<b>7</b>
<b>9. PERSONNEL</b> .....	<b>7</b>
<b>10. BIBLIOGRAPHY</b> .....	<b>7</b>
<b>11. ABBREVIATIONS</b> .....	<b>8</b>

## Appendices

1	Project Specification, <i>prepared by APS</i>
2	Glossary
3	The Archive

## List of Figures

Figure 1	General Location Plan
Figure 2	Site Location Map
Figure 3	Plan Showing Locations of Recorded Buildings
Figure 4	1877 Map of the Digby Estate (LAO Fane 9/2/18)
Figure 5	Ground Level Plan of Building 1
Figure 6	Plan of Building 1 (3.6m above ground level)

Figure 7 Plan of Building 2

Figure 8 Plan of Building 3

### **List of Plates**

- Plate 1 Building 1 - West side of barn, cowhouse and modern shed, looking east
- Plate 2 Building 1 - West side of barn, main door, looking east
- Plate 3 Building 1 - East side of barn, main door, looking east
- Plate 4 Building 1 - West side of barn, pitching door and ventilation holes, looking east
- Plate 5 Building 1 - West side of barn, looking east
- Plate 6 Building 1 - North side of barn, looking south
- Plate 7 Building 1 - East side of barn, looking west-southwest
- Plate 8 Building 1 - Interior of barn, roof, looking south
- Plate 9 Building 1 - Interior of barn, east door, looking east
- Plate 10 Building 1 - Interior of barn, west door, looking west
- Plate 11 Building 1 - West side of barn, indent on north side of doorway, looking northeast
- Plate 12 Building 1 - Interior of barn, iron fitting in east wall, looking northeast
- Plate 13 Building 1 - Interior of barn, west wall, looking southwest
- Plate 14 Building 1 - Interior of barn, east wall, looking southeast
- Plate 15 Building 2 - Collapsed building, general view, looking southeast
- Plate 16 Building 2 - Interior of collapsed building, eastern end, looking southeast
- Plate 17 Building 2 - Collapsed building, south side, looking northwest
- Plate 18 Building 2 - Collapsed building, west wall, looking east
- Plate 19 Building 2 - Interior of collapsed building, western end, looking southwest
- Plate 20 Building 3 - South side of cowhouse, looking northeast
- Plate 21 Building 3 - West side of cowhouse, looking east

- Plate 22 Building 3 - North side of cowhouse, looking southwest
- Plate 23 Building 3 - East side of cowhouse, looking west
- Plate 24 Building 3 - North side of cowhouse, door, looking south
- Plate 25 Building 3 - Interior of cowhouse, roof, looking east
- Plate 26 Building 3 - South side of cowhouse, looking northwest
- Plate 27 Building 3 - Interior of cowhouse, vent in the south wall, looking southeast
- Plate 28 Building 3 - South side of cowhouse, central door, looking north
- Plate 29 Building 3 - Interior of cowhouse, looking west
- Plate 30 Building 3 - Interior of cowhouse, looking east
- Plate 31 Building 3 - Interior of cowhouse, north door, looking north
- Plate 32 Other buildings - Animal house adjoining barn, looking south
- Plate 33 Other buildings - Interior of animal house adjoining barn, looking east
- Plate 34 Other buildings - Collapsed structure north of barn, looking north
- Plate 35 Other buildings - Structures north of barn, looking south
- Plate 36 Other buildings - Stone wall forming part of the western boundary, looking east
- Plate 37 Other buildings - Open structure north of the cowhouse, looking northwest

## 1. SUMMARY

*A programme of historic building recording was undertaken on farm structures at Manor Farm, North Street, Digby, Lincolnshire, prior to their conversion for residential use. The recorded buildings are of historic interest and important in terms of local rural vernacular architecture and were part of the Manor Farm complex which was described in a survey in 1801.*

*The structures include an eighteenth or early nineteenth century threshing barn, a twentieth century cowhouse (probably converted from an earlier shelter shed) and a collapsed building interpreted as a probable cartshed. Those buildings, together with another range interpreted as animal houses extending to the east of the barn, represent the surviving elements of a more complex arrangement of structures shown on late 19<sup>th</sup> century maps.*

## 2. INTRODUCTION

### 2.1 Definition of Archaeological Building Recording

Building recording is defined as:

*'... a programme of work intended to establish the character, history, dating, form and archaeological development of a specified building, structure, or complex and its setting, including its buried components on land or under water.'* (IfA 2008).

### 2.2 Planning Background

Archaeological Project Services (APS) was commissioned by Stonewell Homes Ltd to undertake a programme of historic building recording relating to farm buildings at Manor Farm, North Street, Digby, Lincolnshire. A planning

application (Planning ref. N/22/0856/10) was submitted to North Kesteven District Council for the proposed alteration of the farm buildings to residential accommodation. Permission has been granted, subject to conditions including the programme of building recording, to be completed in advance of the conversion works.

The building recording was carried out on 10<sup>th</sup> March 2011 in accordance with a brief issued by North Kesteven District Council (Appendix 1) and a specification designed by APS (Appendix 2) and approved by the Senior Historic Environment Officer, North Kesteven District Council.

### 2.3 Site Location

Digby is located 9km north of Sleaford in the North Kesteven District of Lincolnshire (Fig. 1). Manor Farm lies on the northern edge of the village, on the north side of North Street, at National Grid Reference TF 0811 5524 (Fig. 2).

Extant buildings on the site include a barn and adjoining courtyard arrangement to the east, the fragmentary remains of a limestone building on the southern boundary, and a cowhouse on the western side of the site. There are the fragmentary remains of a building in the area north of the barn. Later buildings include an open-sided structure to the northwest and a large modern store to the north (Fig. 3; Plate 1).

### 2.4 Historical Setting

Digby is first mentioned in the Domesday Survey of c. 1086. Referred to as *Dicbi* the name is Anglo-Scandinavian in origin and means 'settlement by the ditch' (Cameron 1998, 38). At the time of the Domesday Survey, the land was held by Geoffrey Alselin and contained 100 acres of meadow and 10 acres of underwood (Foster and Longley 1976).



The only extant remains of the medieval period are the parish church of St. Thomas a Becket (referred to as St. Thomas Martyr in Pevsner & Harris 1989), which has a southern doorway and nave dating to the 11<sup>th</sup> century (*ibid.*, 252). The lower parts of the tower date to *c.* 1200. Restorations which saw the rebuilding of the chancel were carried out in 1881 (*ibid.*). The church is listed Grade I (DoE 1987). A restored village cross of medieval origin is also present in the churchyard.

Most of the property in the parish of Digby was acquired by the Earl of Harrowby in the early eighteenth century and remained in the Digby Estate until 1877 when it was sold at auction. Descriptions of the range and types of buildings comprising Manor Farm are contained in an 1801 survey of the Digby Estate undertaken for the Earl of Harrowby (Hosford 1955/6, 26-33).

The adjacent Manor House is a Grade II Listed Building constructed in the early 19<sup>th</sup> century (DoE 1987).

Detailed representations of the farmyard occur on a series of maps produced in 1876 and 1877 in advance of the auction of the Earl of Harrowby's Digby Estate, including property in Digby, Rowston, Walcott and Billingham (LAO 10-NOTT/2/36, 10-NOTT/2/37, 10-NOTT/2/38/Nos. 1-5, 10-NOTT/2/39 and FANE/9/2/18). The maps contain depictions of all of the buildings examined as part of the current study, together with structures which are no longer present on the site. The demolished buildings include a range extending along the western boundary, an east-west range on the northern side of the complex, and buildings on the north side of a courtyard arrangement further to the east (Fig. 4). The complex is little changed on the Ordnance Survey 1:2500 maps of 1889 and 1905, the only exceptions being a northward extension to the range on the

northern side of the complex, the removal of an abutting structure from the north side of the barn, and alterations to some of the yard divisions.

### 3. AIMS

In accordance with the brief and specification, the aim of the work was to provide a record of the buildings prior to conversion works.

### 4. METHODS

Recording of the buildings was undertaken to Level I standard, according to the English Heritage and Royal Commission specifications, and in line with recommendations by the Association of Local Government Archaeological Officers. This involved:

- the production of dimensioned plans (Figs. 3 and 5 to 8)
- general photographic views of the exterior of the building and the overall appearance of principal circulation areas
- a written record of the building's type, materials, possible dates
- photographic coverage of the external appearance and effect of the design of the buildings.
- photographic coverage of internal and external structural and decorative details relevant to the design, development and use of the buildings (English Heritage 2006; RCHME 1996; ALGAO 1997)

The photographic record includes black and white prints and colour digital photographs. The black and white photographs were taken with a manual 35mm camera fitted with a 28-70mm macro lens. An index of the photographs was compiled on Archaeological Project Services pro forma recording sheets.

## 5. RESULTS

Three buildings (Nos. 1-3, see Figure 3 for locations) were recorded under the terms of the project brief and specification. Brief observations were also made on other buildings within the complex, which are included in the account.

For ease of reference the following account retains the numbering system used on survey and design drawings supplied by the client.

### Building 1 - Barn (Plates 1 – 14)

Building 1 (Figures 5 and 6) occupies a central position in the complex, abutting the northern boundary of The Manor House and forming the western element of a courtyard to the east (Plate 1). With high, opposing doors in the long walls (Plates 2 and 3) and a probable pitching door (Plate 4) it has the characteristics of a traditional threshing barn (see Discussion).

Aligned north-south, with internal dimensions of 17.18m by 6.10m, the building is constructed from coursed limestone rubble, with dressed stone quoins at each corner extending the full heights of the walls (Plates 5, 6 & 7). A course of red brick is visible at eaves level in the west facing elevation and areas of brick occur at the base of the same wall (Plate 5).

The roof is half-hipped and covered by pantiles (probably modern) (Plate 5). Internally, four tie-beams span the building at just below eaves level, apparently independent of other elements in the roof structure. The latter comprises common rafters and purlins, with tie-beams between the rafters at every third pair, clasping the purlins (Plate 8).

The opposing doorways are identical in design, with dressed stone edgings rising

to stone arches and brick doorstops (Plates 2, 3, 9 & 10). The western doorway is unaltered, with traditional planked doors, but the eastern doorway contains a brick-built infill, pierced by a smaller, rectangular doorway and planked door. A small indentation on the northern inner face of the west door provides the only indications of a possible threshold mechanism (Plate 11).

An opening set high in the west wall and south of the doors would probably have functioned as a pitching door. It has an arched, stone lintel and contains a wooden frame boarded from the inside (Plate 4).

There are four ventilation openings in each of the long walls, on both sides arranged with two above and two below (Plate 4). Externally, two of the openings on the east side are obscured by an adjoining east-west range. An iron ring and hook is attached to the wall, at a point just south of the east door (Plate 12).

The majority of the north wall has been removed to create a large opening – presumably to allow access by modern farm machinery (Plate 6). The sides of the opening are finished in modern brick and the remaining half gable is supported by a timber lintel. The west door is intact, indicating a sectional design, sliding along the adjacent walls on metal runners. The runners of the east door survive but the door itself has been removed. A concrete floor extends throughout the barn (Plates 13 & 14).

Concrete supports for a modern oil tank (no longer in place) abut the west wall of the barn, near the southwest corner (Plate 5). A stone wall extends between the same corner and the east wall of Building 2, to form a boundary with the adjacent Manor House.

### Building 2 - Probable Cartshed (Plates 15-19)

The fragmentary remains of Building 2 (see Figure 6) are located in the angle between North Street and the western boundary of grounds associated with the adjacent Manor House (Plate 15). From the available evidence the building would appear to have been open to the north indicating probable use as a cartshed and/or implement store. Constructed in coursed limestone rubble, the walls survive to their full height of around 3.15m only on the east side of the building (Plate 16), having collapsed to ground level over much of the southern side (Plate 17), and standing to approximately half of their original height to the west (Plate 18). A pantile roof (probably hipped) is indicated by fragmentary, *in situ* remains, on walls at the southeast corner of the building, and loose pantiles are spread across the internal area (Plate 16 & 19).

Internally, the building measures 19.7m by 6.15m. Both of the end walls terminate at their northern ends - in the case of the east wall, with brick edging, which appears to form one side of an entrance (now filled in with concrete blocks) into the grounds of the Manor House. The south wall abuts the east wall, indicating an earlier origin for the latter - possibly as the west wall of an adjacent building (now demolished) or as a garden wall.

A modern wall constructed from concrete blocks extends west from the southwest corner of Building 2, to demarcate the southern boundary of the property.

### Building 3 - Cowshed (Plates 20 - 31)

Building 3 (see Figure 7) is situated in the southwestern part of the farmyard complex, lying on an east-west alignment, with its western end extending to the western boundary (Plate 20).

The original part of the structure comprises walls of coursed limestone rubble on three sides (west, north and east), which presumably functioned as a shelter shed for cattle, opening into a yard to the south (Plates 21, 22 & 23). The only feature in this part of the structure is a doorway in the north wall (slightly offset to the west), edged with brick and containing a timber planked door (the northeast corner and north wall, extending to the door, have been repointed) (Plate 24). A hipped roof covered by glazed (apparently modern) pantiles (Plates 20 & 22) is carried upon timber wall plates and another plate on the south side, running longitudinally upon five timber uprights measuring 130mm x 160mm in section. Tie-beams run between the uprights and the rear wall, with common rafters above and single purlins to either side (Plate 25). The purlins are clasped at regular intervals to the rafters. All of the roof components, with the exception of the main tie-beams are straight cut. Partial collapses in the roof structure have occurred at the northeast and southeast corners of the building.

The majority of the south wall was formed from timber planking carried upon a concrete plinth (except for the western end where corrugated iron has been used in the lower wall), which is clearly much more recent in date than the stone walls (Plates 20 & 26). Glazed vents opening inwards extend along most of length of the wall (Plate 27). These are a typical feature of the twentieth century cowhouse, provided to meet the requirements of new regulations on standards of ventilation, lighting and air space per beast in the cowhouse (Harvey 1984, 175-7).

There are three doorways in the south wall, all with stable type plank doors. One doorway opposes the north door to form a cross passage through the cowhouse (Plate 28). Another doorway to the east provides separate access to the cowhouse, while the

third doorway relates to a small store or animal house at the western end of the structure.

Internally, the 'store' and cowhouse were formerly separated by a partition (probably wooden), whose position is evident from a strip of unplastered and unpointed stone in the north wall.

The walls of the cowhouse are rendered in concrete and concrete mangers are ranged continuously along the north side of the building, divided into individual feeding areas by loose concrete blocks (Plate 29). Concrete flooring extends south from the mangers, falling slightly to meet east-west manure channels (also formed in concrete) to either side of the through passage (Plates 29 & 30). South of the manure channels, a walkway extends along the side of the building. It is crossed by two connecting channels leading to external drains. One of the drains (relating to the channel on the eastern side of the cowhouse) was visible at the time of the survey, but the other was obscured by vegetation and building debris. There are no surviving stall divisions, but their former positions are apparent from sockets in the concrete floor, indicating that the animals were stalled in pairs.

Wooden hayracks survive on the north wall over a distance of around 7m and further fragments are spread across the floor of the building (Plate 29). The interior of the north doorway is formed from bull-nosed bricks of probable 19<sup>th</sup> century date (Plate 31).

The walls of the room at the western end of the building are unplastered and there are no features to indicate its probable function. However, the association with the cowhouse suggests a food storage and/or preparation function.

### Other Buildings (Plates 32 – 37)

The east side of the threshing barn (Building 1) is abutted to the south of the east door by an east-west range, which forms the south side of a courtyard. The majority of the south range is currently occupied (by property associated with the Manor House), but a record was made of a disused compartment immediately adjacent to the barn (Plate 32). The rear wall was partly constructed in stone with brick above (probably late 19<sup>th</sup> century). The roof was pitched from the rear wall. A tether at the east end of the room suggests an animal house, while a chimney above the adjacent room hints at a fodder preparation area (Plate 33).

There is a collapsed stone structure (Plate 34) immediately north of the barn adjacent to a raised structure denoted on the survey (see Figure 4) as a loading dock (Plate 35).

Part of the western boundary wall is constructed in stone (Plate 36), possibly representing a part of the west wall of a north-south range shown on late 19<sup>th</sup> century maps.

To the east of the section of stone wall is an open-sided Dutch barn. Originally used for storage purposes, both the corrugated iron roof and the timber frame are now in a state of dilapidation (Plate 37)

## **6. DISCUSSION**

To fully understand the functioning of particular farm buildings it is important that they are considered in relation to the farmyard as a whole rather than isolation. From the late eighteenth century it was increasingly the case that farm buildings were arranged systematically, in accordance with principles expounded in a growing technical literature (Harvey 1984, 64-119). The main determinants of layout

were arrangements for the feeding, littering and mucking out of livestock. Manure was increasingly relied upon as a fertiliser and this importance was reflected in a growing emphasis on the effectiveness of methods of collecting manure in the farmyard. Accordingly, farmsteads came to be organised around yards where the cattle were wintered. A recurring theme, in both the literature and practice was that the barn should lie to the north, with the cattle yards to the south where they might benefit from additional sunlight.

Using hand flails corn was threshed in the barn, on a threshing floor located between the opposing barn doors, the grain being winnowed in the current of air passing between the doors. Straw was distributed from the barn to the livestock buildings and yards where it was processed with the dung into manure. The traditional threshing barn became redundant in the 19<sup>th</sup> century with the introduction of steam threshing.

At Manor Farm, Digby, the layout of the farmstead suggests an evolutionary development rather than a planned origin. It would appear that primary element was the threshing barn, which, in contrast to late 18<sup>th</sup>/early 19<sup>th</sup> century dictums, lies on a north-south alignment in a central position in the farmstead. The barn is depicted on late 19<sup>th</sup> century maps but, according to information supplied in the project brief, appears not to have been present on a map accompanying the Earl of Harrowby's survey of 1801, which would suggest an early 19<sup>th</sup> century date. There is no evidence of any internal alteration to the barn to indicate a change of function resulting from the introduction of steam power in the 19<sup>th</sup> century.

The cowshed (or possibly a precursor) is shown on late 19<sup>th</sup> century maps, with yards to the south and a building adjoining to the north to form an L-shaped

arrangement. Additional yards lie to the east of the north-south range and to the south of another range of buildings on the north side of the farmstead. From the Ordnance Survey maps of 1889 and 1905 it would appear that the structure was originally open to the south, functioning as a shelter on the north side of the adjacent yards. The evidence from a wide ranging study of Lincolnshire farmsteads suggests that cattle accommodation was rare in the county until the middle of the 19<sup>th</sup> century, when concerns about productivity (loss of energy in cold conditions) and the quality of manure (affected by weathering) prompted the wider adoption of shelter sheds. The earlier absence of cattle shelter was noted by an agricultural commentator, Philip Pusey, writing in 1843 (Barnwell and Giles 1997, 46 and 57). Internally, Building 3 at Manor Farm, is typical of the twentieth century cowhouse, with concrete rendered walls to ensure good sanitary conditions, improved ventilation and concrete floors falling to clearly defined manure channels for efficient cleaning and manure collection (Harvey 1984, 177). The building is slightly narrower than was considered appropriate even in the 1930s, which must reflect the building's earlier origin.

Building 2 appears to have been open to the north and is most likely to have served as a cartshed or wagon hovel and implement store. Ideally, the cartshed opened to the north, to protect the wooden equipment inside from damage by direct sunlight. Until the middle of the 19<sup>th</sup> century cartsheds were usually small (Barnwell and Giles 1997, 56), which might imply a later date for construction of the comparatively large building at Manor Farm. From the middle of the 19<sup>th</sup> century, granaries were often placed above large cartsheds, but there was no evidence at Manor Farm to suggest such an arrangement.

## 7. CONCLUSIONS

A programme of building recording was undertaken at Manor Farm in Digby. The buildings included a threshing barn of probable early 19<sup>th</sup> century date, a probable cattle shelter of 19<sup>th</sup> century date, later use as a cowhouse, and a mostly collapsed structure interpreted as a probable cartshed and implement store, possibly dating from around the middle of the 19<sup>th</sup> century. The buildings are all depicted on a series of estate maps from 1876 and 1877, together with other elements in the farmstead which have since been demolished. The overall impression is of an evolutionary farm developed in a piecemeal fashion around the centrally positioned threshing barn. A degree of conformity with late 18<sup>th</sup>/19<sup>th</sup> century design ideals may be evident in the layout of the shelter shed, with associated south facing yards and the possible cartshed, which faces north. However, the layout in general appears to have been determined by early elements such as the barn.

The barn was altered drastically during the 20<sup>th</sup> century, to allow access by modern farm machinery, while the probable open fronted cattle shelter was converted into a modern cowhouse.

## 8. ACKNOWLEDGEMENTS

Archaeological Project Services wish to acknowledge the assistance of Mr Paul Goy of Stonewell Homes Ltd who commissioned the work. Thanks are also due to Roy Hayward of RB & S Hayward (Architectural Technicians) for provision of plans of the buildings. Gary Taylor coordinated the project and, together with Tom Lane, edited this report. Jenny Young, the Senior Historic Environment Officer, North Kesteven District Council, kindly provided information about the site.

Thanks are also due to the staff of Lincolnshire Archives.

## 9. PERSONNEL

Project Coordinator: Gary Taylor  
 Building Recording: Russell Trimble  
 Photographic reproduction: Sue Unsworth  
 CAD Illustration: Russell Trimble  
 Analysis and reporting: Russell Trimble

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LAO 10-NOTT/2/36 Lord Harrowby  
Tracing of Tithe plan of the Parish of Digby - Lincolnshire Mar: 1876

LAO 10-NOTT/2/37 Lord Harrowby  
Tracing of Digby Village on large scale from new survey Mar: 1876

LAO 10-NOTT/2/38/3 Plan of the Digby Estate in the parishes of Digby, Billingham, Walcott and Rowston, Lincolnshire, the property of the Right Hon<sup>ble</sup> the Earl of Harrowby, corrected 1876

LAO 10-NOTT/2/38/4 Digby Estate  
Field Tracing 1876

LAO 10-NOTT/2/38/5 Lord Harrowby  
Digby Estate Field tracing of corrected plan for valuation, Mar: 1876

LAO 10-NOTT/2/39 Lord Harrowby Plan of part of Digby Estate, Lincolnshire  
Security for advance on mortgage

LAO FANE/9/2/18 Plan of the Digby Estate in the parishes of Digby-Rowston, Walcott and Billingham in the County of Lincoln. For sale by auction by Messrs. Elston, Law & Son, 1877

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## 11. ABBREVIATIONS

ALGAO Association of Local Government  
Archaeological Officers

APS Archaeological Project Services

DoE Department of the Environment

IfA Institute for Archaeologists

LAO Lincolnshire Archives Office

OS Ordnance Survey

RCHME Royal Commission on the  
Historical Monuments of England

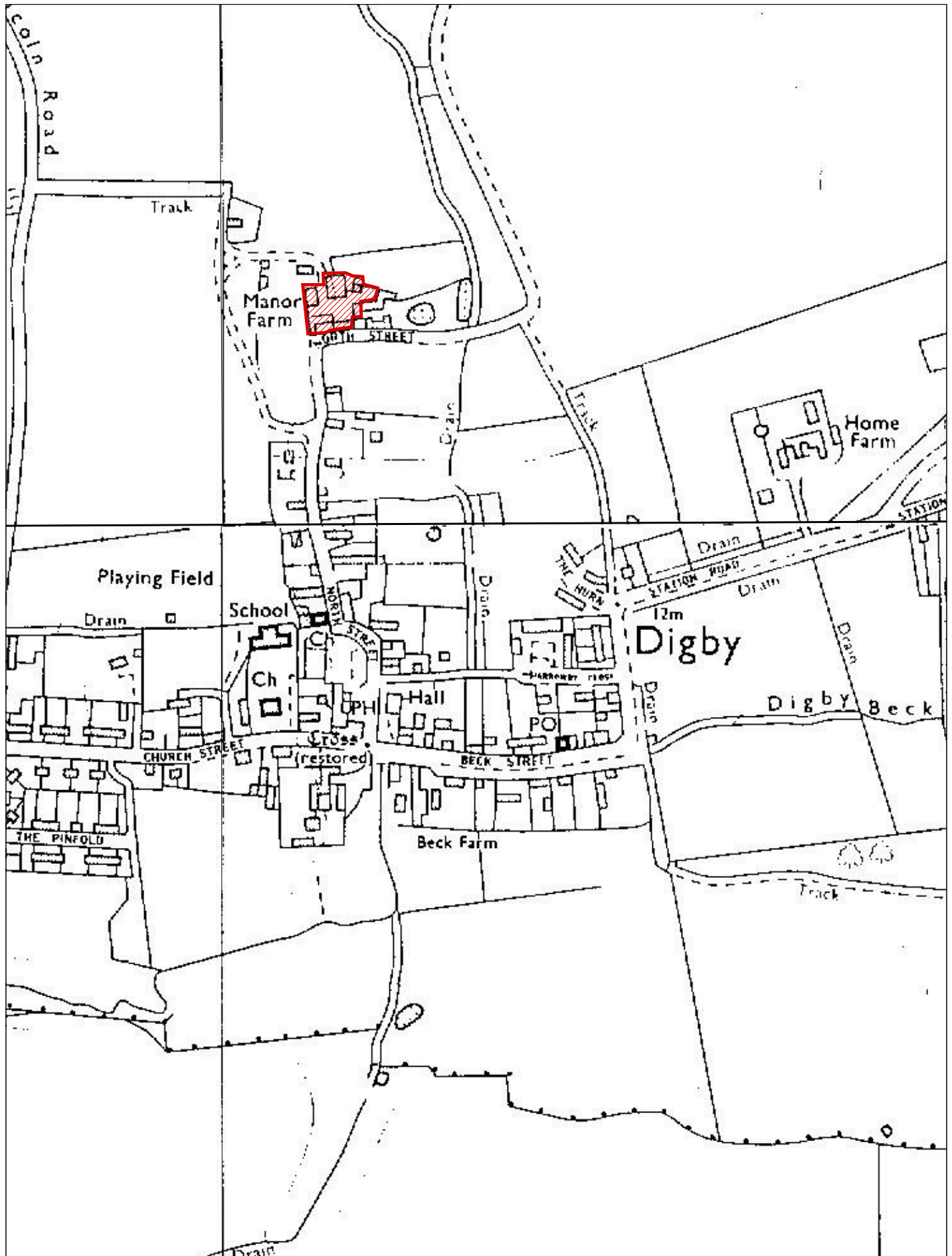






Figure 1 - General Location Plan



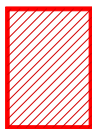


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Site Location



Archaeological Project Services

Project Name: Manor farm, Digby DINS11

Scale 1:5000 Drawn by:RT Report No: 48/11

Figure 2 - Site location map



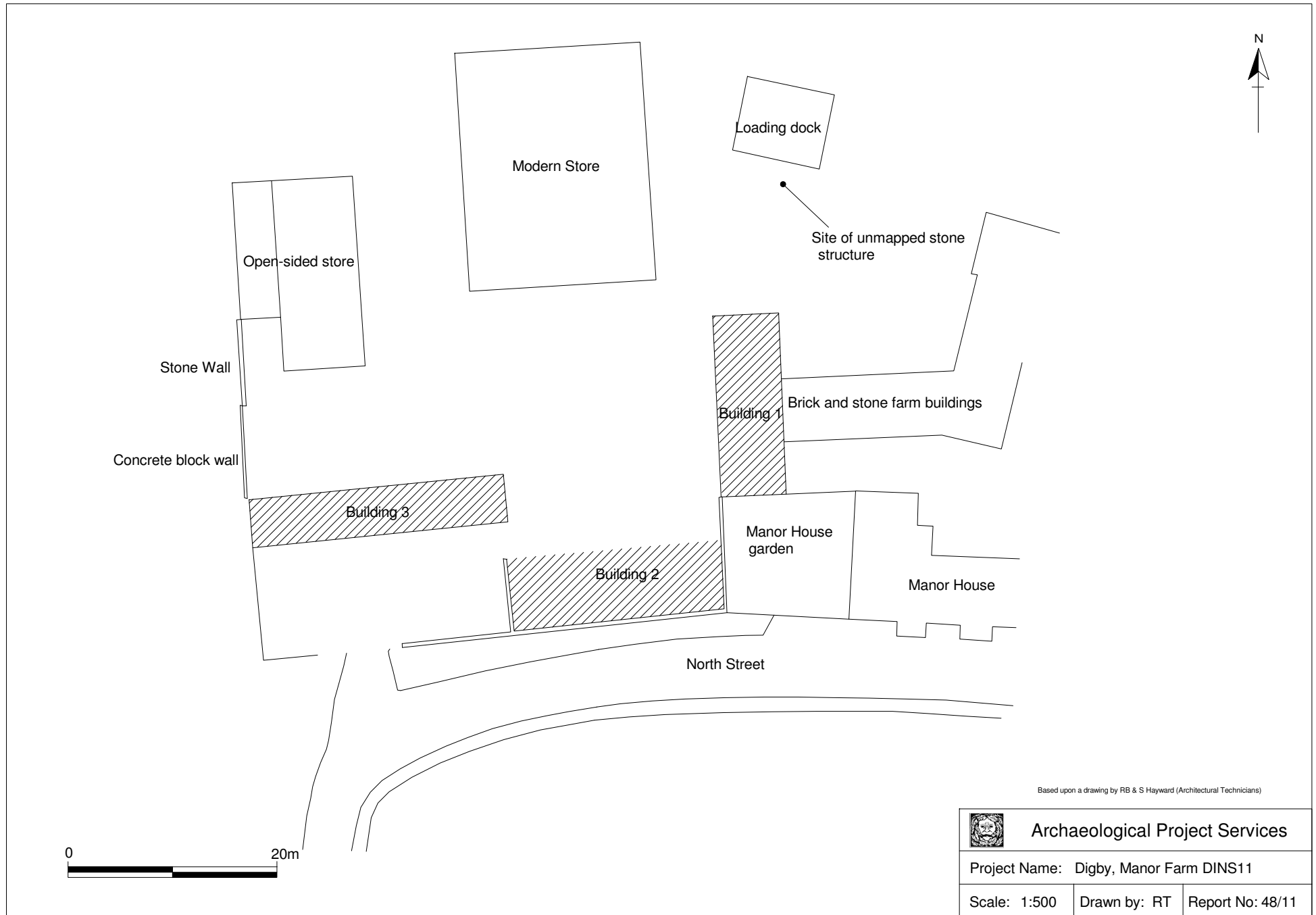


Figure 3 - Plan Showing Locations of Recorded Buildings






	Archaeological Project Services	
Project Name: Digby, Manor Farm DINS11		
Not to Scale	Drawn by: RT	Report No: 48/11

Figure 4 - 1877 Map of the Digby Estate (LAO Fane 9/2/18)





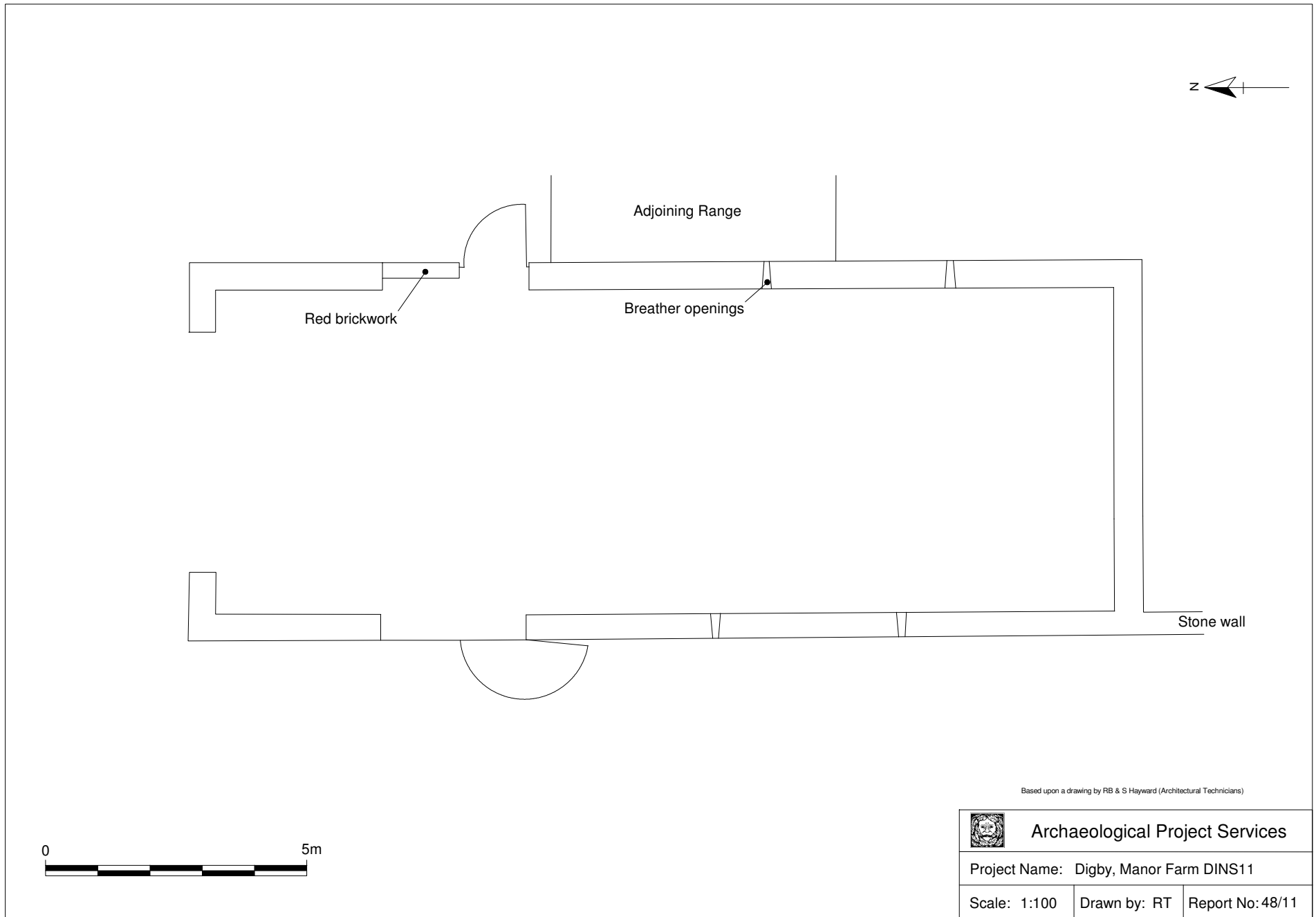


Figure 5 - Ground Level Plan of Building 1



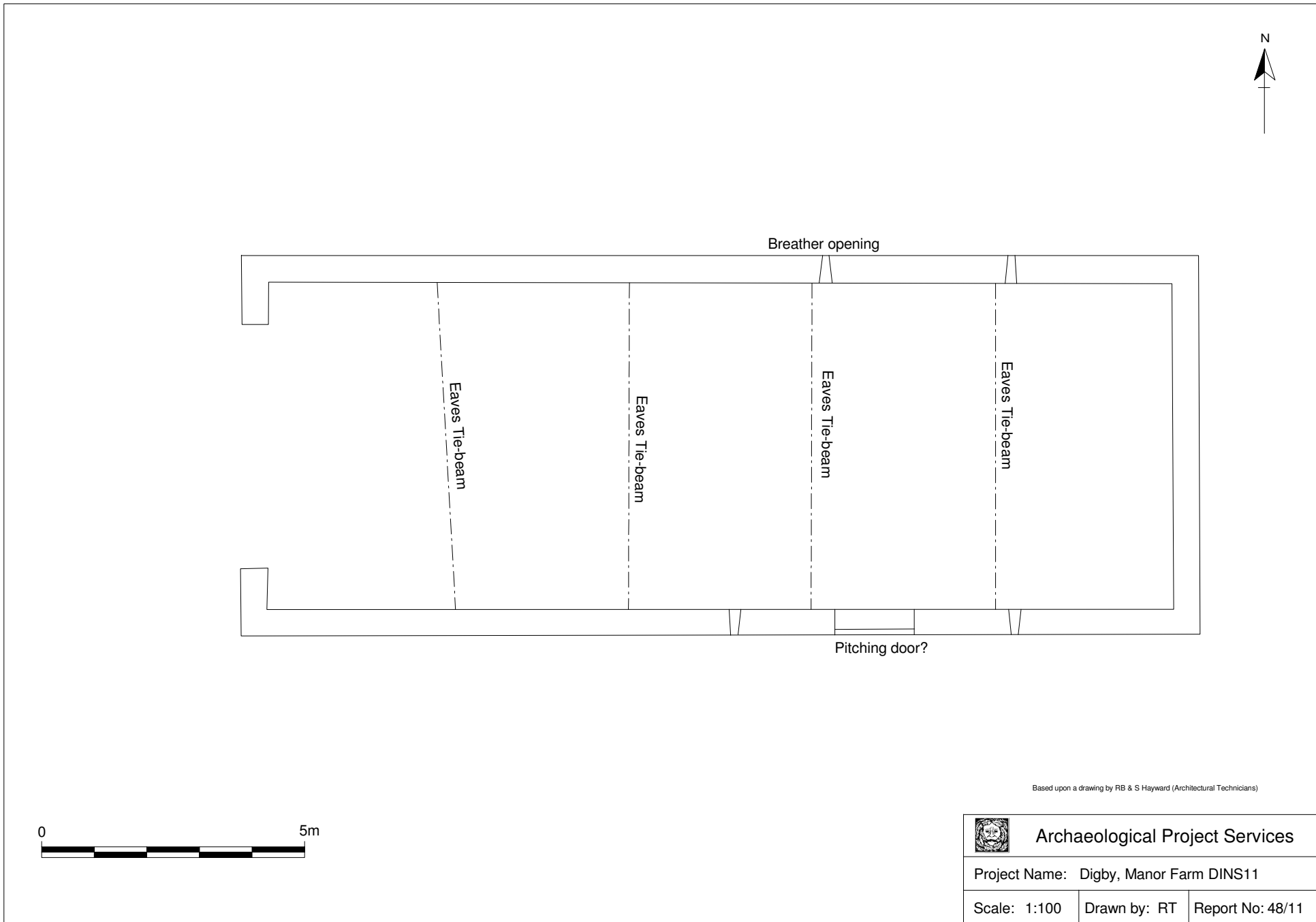


Figure 6 - Plan of Building 1 (3.6m above ground level)



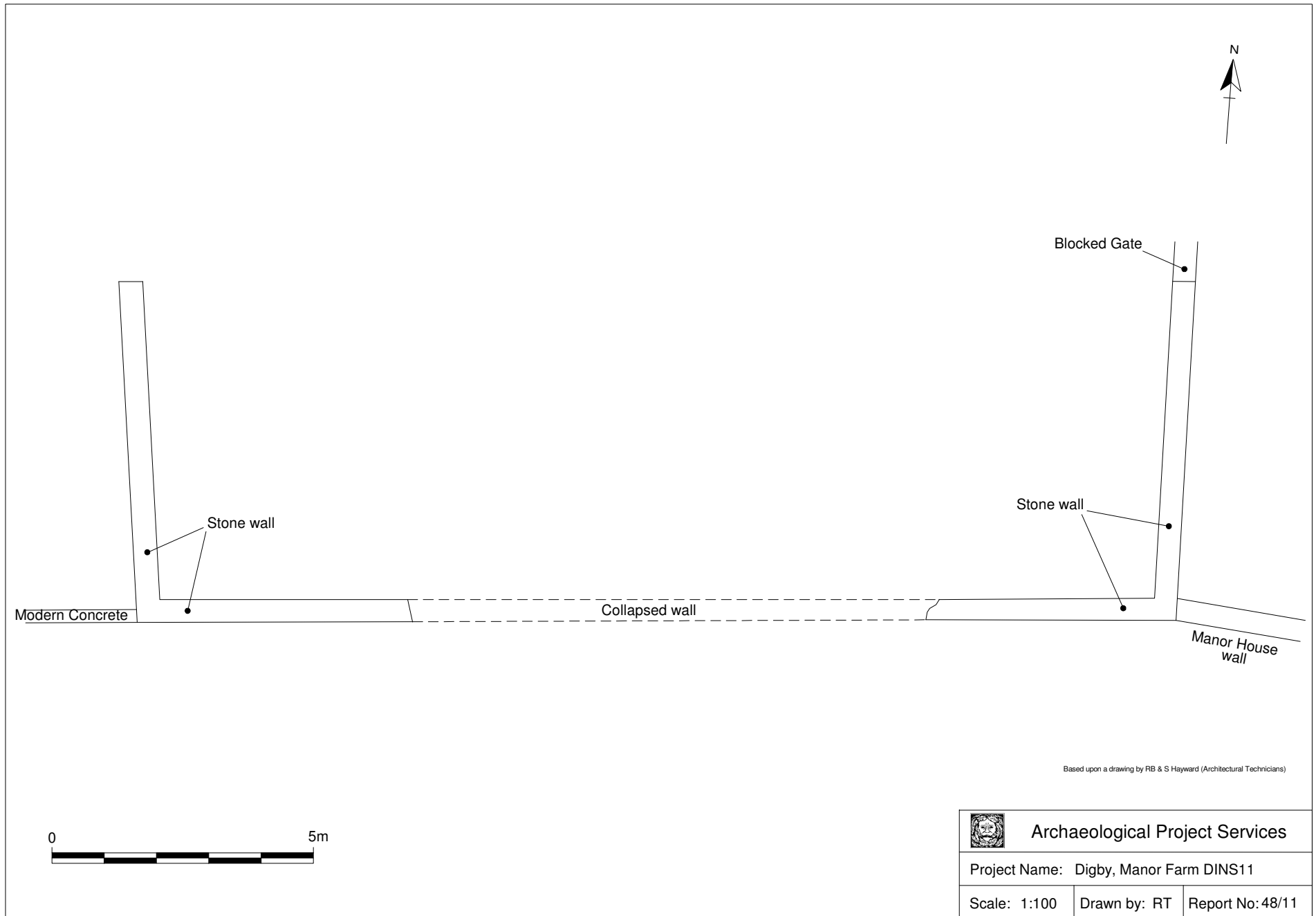
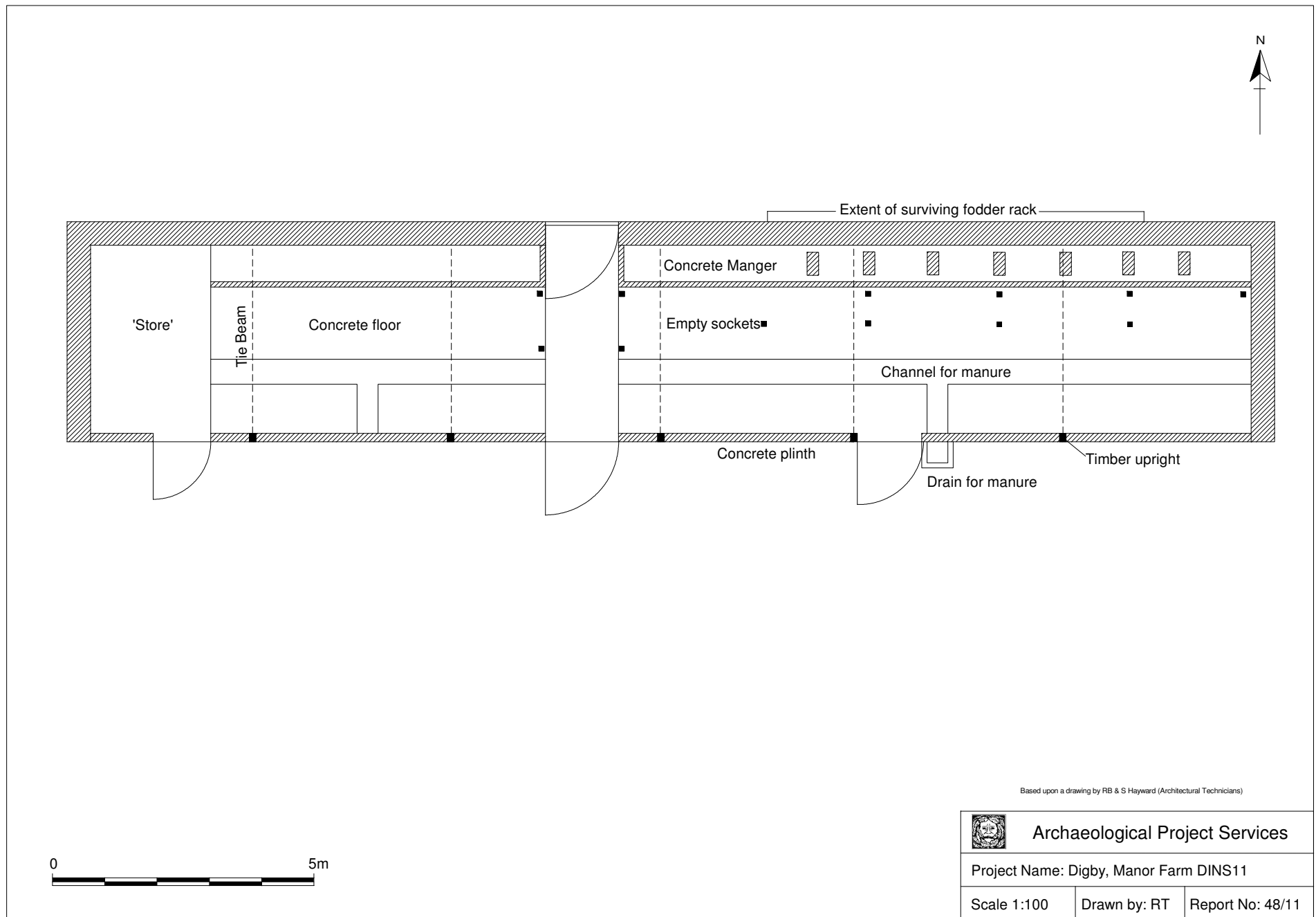


Figure 7 - Plan of Building 2





Based upon a drawing by RB & S Hayward (Architectural Technicians)


 <b>Archaeological Project Services</b>		
Project Name: Digby, Manor Farm DINS11		
Scale 1:100	Drawn by: RT	Report No: 48/11

Figure 8 - Plan of Building 3







Plate 1 – Building 1 - West side of barn, cowhouse and modern shed, looking east



Plate 2 – Building 1 - West side of barn, main door, looking east



Plate 3 – Building 1 - East side of barn, main door, looking east



Plate 4 – Building 1 - West side of barn, pitching door and ventilation holes, looking east



Plate 5 – Building 1 - West side of barn, looking east



Plate 6 - Building 1 - North side of barn, looking south



Plate 7 - Building 1 - East side of barn, looking west-southwest



Plate 8 – Building 1 - Interior of barn, roof, looking south



Plate 9 – Building 1 - Interior of barn, east door, looking east



Plate 10 – Building 1 - Interior of barn, west door, looking west



Plate 11 - Building 1 - West side of barn, indent on north side of doorway, looking northeast



Plate 12 – Building 1 - Interior of barn, iron fitting in east wall, looking northeast



Plate 13 – Building 1 - Interior of barn, west wall, looking southwest



Plate 14 – Building 1 - Interior of barn, east wall, looking southeast



Plate 15 – Building 2 - Collapsed building, general view, looking southeast



Plate 16 – Building 2 - Interior of collapsed building, eastern end, looking southeast





Plate 17 – Building 2 - Collapsed building, south side, looking northwest



Plate 18 – Building 2 - Collapsed building, west wall, looking east



Plate 19 – Building 2 - Interior of collapsed building, western end, looking southwest



Plate 20 – Building 3 - South side of cowhouse, looking northeast



Plate 21 – Building 3 - West side of cowhouse, looking east



Plate 22 – Building 3 - North side of cowhouse, looking southwest



Plate 23 – Building 3 - East side of cowhouse, looking west



Plate 24 – Building 3 - North side of cowhouse, door, looking south



Plate 25 – Building 3 - Interior of cowhouse, roof, looking east



Plate 26 – Building 3 - South side of cowhouse, looking northwest



Plate 27 – Building 3 - Interior of cowhouse, vent in the south wall, looking southeast



Plate 28 – Building 3 - South side of cowhouse, central door, looking north



Plate 29 – Building 3 - Interior of cowhouse, looking west



Plate 30 – Building 3 - Interior of cowhouse, looking east



Plate 31 – Building 3 - Interior of cowhouse, north door, looking north



Plate 32 – Other buildings - Animal house adjoining barn, looking south





Plate 33 – Other buildings - Interior of animal house adjoining barn, looking east



Plate 34 – Other buildings - Collapsed structure north of barn, looking north



Plate 35 – Other buildings - Structures north of barn, looking south



Plate 36 – Other buildings - Stone wall forming part of the western boundary, looking east



Plate 37- Other buildings - Open structure north of the cowhouse, looking northwest





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*Project Designs*

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*Building Surveys*

*Presentation*

*Interpretation*

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## Appendix 1

**FARM BUILDINGS AT  
MANOR FARM,  
NORTH STREET,  
DIGBY,  
LINCOLNSHIRE**

**SPECIFICATION FOR  
BUILDING RECORDING**

**PREPARED FOR  
PAUL GOY**

**BY  
ARCHAEOLOGICAL PROJECT SERVICES  
Institute for Archaeologists'  
Registered Organisation No. 21**

**FEBRUARY 2011**

## 1 SUMMARY

- 1.1 *A programme of building recording is required prior to the conversion of a farm building at Manor Farm, North Street, Digby, Lincolnshire.*
- 1.2 *The buildings are of vernacular architectural and historic interest and shown on late 19<sup>th</sup> century maps. Manor Farm was surveyed in 1801 and the Manor House is a Listed Building constructed in the early 19<sup>th</sup> century.*
- 1.3 *The building recording will be undertaken prior to conversion of the structures. The structures, ground plan, external elevations and internal details will be recorded in writing, graphically and photographically.*
- 1.4 *On completion of the fieldwork a report will be prepared detailing the results of the investigation. The report will consist of a narrative supported by illustrations and photographs.*

## 2 INTRODUCTION

- 2.1 This document comprises a specification for historic building recording prior to conversion of farm buildings at Manor Farm, North Street, Digby, Lincolnshire.
- 2.2 This document contains the following parts:
  - 2.2.1 Overview.
  - 2.2.2 Stages of work and methodologies.
  - 2.2.3 Programme of works and staffing structure of the project

## 3 SITE LOCATION

- 3.1 Digby is located 9km north of Sleaford in the North Kesteven district of Lincolnshire. The site, Manor Farm, is on the northern edge of the village, on the north side of North Street, at National Grid Reference TF 0811 5524.
- 3.2 The Manor of Digby was surveyed in 1801, with descriptions given of the range and types of buildings that comprised Manor Farm. The Manor House is a Listed Building constructed in the early 19<sup>th</sup> century. The farm complex is shown on the 1886 1<sup>st</sup> edition Ordnance Survey map, and is likely to have originated in the early 19<sup>th</sup> century.

## 4 PLANNING BACKGROUND

- 4.1 A planning application (N/22/0856/10) was submitted to North Kesteven District Council for the proposed conversion of farm buildings to dwellings, demolition of a store, and erection of 2 garage blocks. Permission is subject to conditions including the undertaking of historic building recording prior to the conversion works.

## 5 AIMS AND OBJECTIVES

- 5.1 The aim of the work will be to provide a record of the standing buildings on the site prior to their alteration.
  - 5.2 The objectives will be to establish:
    - 5.2.1 the form of the buildings;
-

5.2.2 the date of the buildings and features of special interest;

5.2.3 the state of preservation of the buildings and any features of special interest present.

## 6 BUILDING RECORDING

6.1 Building Investigation will be undertaken prior to the demolition of the existing buildings. An English Heritage (2006) Level 1 survey of the standing buildings will be undertaken. Subject to accessibility and Health and Safety considerations, the record will include:

6.1.1 A photographic survey showing the buildings in their context; details of the exteriors; interior views of the principal rooms and circulation areas; and possibly structural or decorative details.

6.1.2 A dimensioned ground plan, which may incorporate details of the form and location of any structural features of historic interest; supplemented by

6.1.3 A written record providing an account of the building's type, materials and possible dates.

## 7 SITE OPERATIONS

### 7.1 General considerations

7.1.1 All work will be undertaken following statutory Health and Safety requirements in operation at the time of the investigation.

7.1.2 The work will be undertaken according to the relevant codes of practise issued by the Institute for Archaeologists (IfA), under the management of a Member of the institute (MIfA). Archaeological Project Services is IfA registered organisation no. 21.

7.1.3 The building recording would be undertaken by staff with experience of such examinations up to English Heritage Level 3 standard.

7.1.4 Any and all artefacts found during the investigation and thought to be 'treasure', as defined by the Treasure Act 1996, will be removed from site to a secure store and promptly reported to the appropriate coroner's office.

## 8 REPORTING

8.1 On completion of the fieldwork, a report detailing the results of the building recording will be prepared. This will consist of:

A summary of the survey results.

A description of the history and historical setting of the buildings.

A text describing the results of the building survey.

Location plans of the site and buildings.

A ground plan of the buildings.

Interpretation of the development and use of the buildings.

Appropriate photographs of the elevations, general interior views and specific

---

features.

**9 REPORT DEPOSITION**

9.1 Copies of the report will be sent to the client; the Senior Historic Environment Officer for North Kesteven District Council; and to the County Council Archaeological Sites and Monuments Record.

**10 ARCHIVE**

10.1 The documentation and records generated during the investigation will be sorted and ordered into the format acceptable to The Collection, Lincoln. This will be undertaken following the requirements of the document titled *Conditions for the Acceptance of Project Archives* for long-term storage and curation.

**11 PUBLICATION**

11.1 Details of the investigation will be input to the Online Access to the Index of Archaeological Investigations (OASIS).

11.2 If appropriate, notes on the findings will be submitted to the relevant national journals: *Post-medieval Archaeology* and *Vernacular Architecture*.

**12 CURATORIAL RESPONSIBILITY**

12.1 Curatorial responsibility for the archaeological work undertaken on the site lies with the Senior Historic Environment Officer for North Kesteven District Council. They will be given written notice of the commencement of the project to enable them to make monitoring arrangements.

**13 VARIATIONS AND CONTINGENCIES**

13.1 Variations to the proposed scheme of works will only be made following written confirmation of acceptance from the archaeological curator.

13.2 In the event of the discovery of any unexpected remains of archaeological/historical importance, or of any changed circumstances, it is the responsibility of the archaeological contractor to inform the archaeological curator (*Lincolnshire Archaeological Handbook* 1998, Sections 5.7 and 18).

13.3 Where important archaeological/historical remains are discovered and deemed to merit further investigation additional resources may be required to provide an appropriate level of investigation, recording and analysis.

13.4 Any contingency requirement for additional fieldwork or analysis outside the scope of the proposed scheme of works will only be activated following full consultation with the archaeological curator and the client.

**14 PROGRAMME OF WORKS AND STAFFING LEVELS**

14.1 The building recording will be undertaken prior to the conversion and is expected to take one day.

14.2 An archaeological supervisor with experience of building recording will undertake the work.

14.3 Analysis and report production will be undertaken by the archaeological supervisor, or a

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post-excavation analyst as appropriate, with assistance from an illustrator.

**15 INSURANCES**

15.1 Archaeological Project Services, as part of the Heritage Trust of Lincolnshire, maintains Employers Liability Insurance of £10,000,000, together with Public and Products Liability insurances, each with indemnity of £5,000,000. Copies of insurance documentation can be supplied on request.

**16 COPYRIGHT**

16.1 Archaeological Project Services shall retain full copyright of any commissioned reports under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it hereby provides an exclusive licence to the client for the use of such documents by the client in all matters directly relating to the project as described in the Project Specification.

16.2 Licence will also be given to the archaeological curators to use the documentary archive for educational, public and research purposes.

16.3 In the case of non-satisfactory settlement of account then copyright will remain fully and exclusively with Archaeological Project Services. In these circumstances it will be an infringement under the Copyright, Designs and Patents Act 1988 for the client to pass any report, partial report, or copy of same, to any third party. Reports submitted in good faith by Archaeological Project Services to any Planning Authority or archaeological curator will be removed from said planning Authority and/or archaeological curator. The Planning Authority and/or archaeological curator will be notified by Archaeological Project Services that the use of any such information previously supplied constitutes an infringement under the Copyright, Designs and Patents Act 1988 and may result in legal action.

16.4 The author of any report or specialist contribution to a report shall retain intellectual copyright of their work and may make use of their work for educational or research purposes or for further publication.

**17 BIBLIOGRAPHY**

English Heritage, 2006 *Understanding Historic Buildings, A guide to good recording practice*

Specification: Version 1, 17-02-11

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## Appendix 2

### GLOSSARY

<b>Bullnose brick</b>	Brick with one, or occasionally two, rounded edges, used where a sharp edge would be inconvenient or liable to damage.
<b>Collar</b>	Transverse horizontal timber connecting pairs of rafters above their feet and below the apex of the roof.
<b>Pitching hole</b>	Unglazed, shuttered window-like hole at first floor level to ease unloading of an unprocessed crop into the building from a cart outside.
<b>Purlin</b>	Longitudinal timber giving support to the rafters of a roof.
<b>Quoins</b>	Angular courses of stone at the corner of a building.
<b>Segmental heads/arches</b>	Arch with its centre below the springing-line, thereby forming a very gentle arc compared to the width of the opening it spans.
<b>Threshold</b>	Removable barrier in the doorway of a threshing barn door, to retain grain during the threshing process.
<b>Tie beam</b>	Main transverse beam in a roof truss connecting the feet of the principal rafter and preventing the spreading of the two sides of a sloping roof.
<b>Ventilator openings</b>	Openings through a wall to provide ventilation. Usually formed by omitting bricks, and arranged in various patterns.

## Appendix 3

### THE ARCHIVE

The archive consists of:

6	Photographic record sheet
1	Dayworks record sheet
1	Sheets of scale drawings

All primary records are currently kept at:

Archaeological Project Services  
The Old School  
Cameron Street  
Heckington  
Sleaford  
Lincolnshire  
NG34 9RW

The ultimate destination of the project archive is:

The Collection  
Art and Archaeology in Lincolnshire  
Danes Terrace  
Lincoln  
LN2 1LP

Accession Number: 2011.24

Archaeological Project Services Site Code: DINS11

The discussion and comments provided in this report are based on the archaeology revealed during the site investigations. Other archaeological finds and features may exist on the development site but away from the areas exposed during the course of this fieldwork. *Archaeological Project Services* cannot confirm that those areas unexposed are free from archaeology nor that any archaeology present there is of a similar character to that revealed during the current investigation.

Archaeological Project Services shall retain full copyright of any commissioned reports under the *Copyright, Designs and Patents Act 1988* with all rights reserved; excepting that it hereby provides an exclusive licence to the client for the use of such documents by the client in all matters directly relating to the project as described in the Project Specification.