
**BUILDING RECORDING AT
MARSH FARM,
BURNHAM DEEPDALE,
BRANCASTER,
NORFOLK
(51641)**

Work Undertaken For
Thomas Faire Chartered Architects

August 2008

Report Compiled by
Paul Cope-Faulkner BA(Hons) AIFA

Planning Application No: 08/00471/F
National Grid Reference: TF 8123 4434
OASIS Record No: archaeo11-46019

A.P.S. Report No. **91/08**


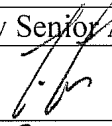
**ARCHAEOLOGICAL
PROJECT
SERVICES**



Quality Control

Historic Building Recording at
Marsh Farm,
Burnham Deepdale,
Brancaster,
Norfolk
51641

| | |
|---------------------------|-------------------------------|
| Project Coordinator | Gary Taylor |
| Building Survey | Jeffery Nicholls, Gary Taylor |
| Illustration | Paul Cope-Faulkner |
| Photographic Reproduction | Sue Unsworth |
| Post-excavation Analyst | Paul Cope-Faulkner |

| | |
|---|--|
| Checked by Project Manager | Approved by Senior Archaeologist |
|  Gary Taylor |  Tom Lane |
| Date: 31/7/08 | Date: 31.07.08 |

List of Figures

List of Plates

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

Appendices

| | |
|---|-----------------------|
| 1 | Project Specification |
| 2 | Glossary |
| 3 | The Archive |

List of Figures

- Figure 1 General location plan
- Figure 2 Site location plan
- Figure 3 Plan showing location of recorded buildings
- Figure 4 Historic Maps of the Site
- Figure 5 Ground floor plan of Marsh Farm
- Figure 6 Site Plan showing plate arrangement

List of Plates

- Plate 1 Marsh Farm
- Plate 2 The threshing barn (Building 1) from the south
- Plate 3 The east end of the threshing barn showing blocked openings
- Plate 4 The north and west elevations showing blocked openings from the northwest
- Plate 5 Ragged join at southeast corner of the barn
- Plate 6 Interior view of the barn showing the blocked openings on the north wall
- Plate 7 Threshing barn, roof detail
- Plate 8 Threshing barn showing brick pillar supporting the principal rafter
- Plate 9 Building 2, interior view showing modern door and original walling
- Plate 10 Modern south wall of Building 2
- Plate 11 Building 3 from the northeast
- Plate 12 Interior view of Building 3 showing brick floor
- Plate 13 Building 3, blocked doorway on the north wall
- Plate 14 Interior view of Building 4 showing recent roof
- Plate 15 View showing the remnants of the eastern courtyard
- Plate 16 Graffiti on interior west wall of Building 4

1. SUMMARY

A programme of archaeological building recording was undertaken at Marsh Farm, Main Road, Burnham Deepdale, Brancaster, Norfolk. The recording was undertaken in advance of proposed conversion to a residential development.

The buildings recorded are an 18th century barn and courtyard arrangement with later additions. A second, poorly preserved, courtyard lies to the east. The earliest of the buildings is a threshing barn that occupies the north side of the complex. An intact brick threshing floor still survives.

A small building occupying the southwest corner of the courtyard is the remnant of a west range, known from 19th century maps. The absence of a wall along the west side may indicate that this range was open-sided, perhaps a cart shed or livestock shelter.

The east wall of the courtyard is a later addition, as access to the east courtyard would have been necessary.

Overall, the range of buildings at Marsh Farm have been well maintained and are in a good state of preservation.

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 1999).

2.2 Planning Background

Archaeological Project Services was commissioned by Thomas Faire Chartered Architects to undertake a programme of historic building recording prior to conversion at Marsh Farm, Main Road, Burnham Deepdale, Brancaster, Norfolk. Planning application 08/00471/F was submitted to King’s Lynn and West Norfolk District Council for conversion of a barn to a residential development. Permission is subject to conditions including the undertaking of building recording prior to the conversion works. The Survey was undertaken on the 16th July 2008 in accordance with a specification prepared by Archaeological Project Services (Appendix 1) and approved by Norfolk Landscape Archaeology.

2.3 Site Location

Brancaster is located 10km east of Hunstanton and 38km northwest of Dereham, in the administrative district of King’s Lynn and West Norfolk, Norfolk (Fig. 1). Burnham Deepdale, a village within the parish of Brancaster, lies a further 3.1km to the east.

Marsh Farm is located 800m to the east of Burnham Deepdale at National Grid Reference TF 8123 4434 (Fig. 2). Located at a height of c. 6.5m OD, the buildings overlook Deepdale Marsh and the Norfolk Coast to the north (Fig. 3).

2.4 Historical Setting

Two buildings are depicted in this position on Faden’s *Map of Norfolk* dating to 1797 and again on Bryant’s map dating to 1826. However, both maps are at small scale, revealing little detail, though Bryant’s map depicts an L-shaped arrangement of buildings which is essentially matched by the larger scale 1891 Ordnance Survey

map (Fig. 4).

The farm buildings pre-date the enclosing of the salt-marshes which was undertaken in 1821 (White 1854, 615).

The Ordnance Survey 6" map of 1891 shows an L-shaped arrangement of buildings occupying the north and west sides of a courtyard (Fig. 4). A smaller building lies in the southeast corner of the courtyard. To the east is a second courtyard which contains an east-west aligned building, with a possible parallel range to the north. These are not so clear in subsequent Ordnance Survey maps and may indicate that they had been demolished by this time. The main L-shaped arrangement of buildings survived until at least the early 1950s, though since then the west range has mostly been removed (Ordnance Survey 1952).

The size and wealth of the farm is not readily apparent, though few farms under 50 acres had a courtyard arrangement (Wade-Martins 2003, 25).

3. AIMS

The aims of the building recording, as detailed in the specification (Appendix 1), were to provide a record of any of the historic fabric of the building either exposed or disturbed by the development.

4. METHODS

The work undertaken comprised the survey of the principal courtyard and its associated buildings. This involved:

- the annotation of a dimensioned plan provided by the client
- a photographic record of the interior and exterior of the

buildings

- a photographic record of structural details, fixtures and fittings
- a written record of the type, materials and possible dates of removed portions

Photographic recording was undertaken with a manual 35mm camera fitted with a 28-70mm macro lens, and a digital camera. Black and white print film was used. An index of the photographs was compiled on Archaeological Project Services pro forma recording sheets.

5. RESULTS

The range of buildings at Marsh Farm are generally in a good state of preservation. All the buildings were constructed of coursed chalk and flint rubble with hand-made red brick quoins and door and window surrounds. All the roofs have pantiles.

The different buildings have been numbered to aid in their description (Fig. 5).

Building 1

Building 1 is the northern east-west aligned barn of six bays. Its external dimensions are 22.82m long by 7.77m wide. Three entrances are apparent in the south side of the building (Plate 2). Centrally positioned, the widest (3.1m) has a broadly corresponding entrance on the north side of the building which has been blocked. One of the timbers that form the top of the open entrance is re-used, with notches for floor joists. This extant entrance also has thickening of the walls on either side. Two smaller entrances lie to either side.

Toward the eastern end of the southern

entrance is a large expanse of brick, which extends to the full height of the elevation. Although the joins at either side of this are ragged, they are both quite vertical. While this brickwork has the appearance of a blocked doorway, it is not evident on the interior of the building, nor is there any other internal indication of infilling or a blocked entry.

At the very eastern end of the southern elevation is a short length of wall aligned north-south. This is of flint with brick edging at the southern end. The lower part of the wall has a concave inner (western) face that is topped by a course of bricks. Above this brick layer the wall is straight-sided.

Three blocked windows are apparent on the north side of the building and one each at the gable ends (Plates 3 and 4). Brick edging indicates two further openings in the gables existed close to the apex of the roof. All these openings would be too large for a threshing barn.

A brick threshing floor occupies the central two bays of the building. The brickwork is of different patterns separated by brick borders.

The roof is supported by 7 chamfered tie-beams upon which are brick built posts supporting a straining beam in a similar fashion to a Queen post roof truss (Plates 7 and 8). Iron fittings associated with the beams were noted, and the chamfers mostly terminated in step stops, with one having a run-out stop. Most of the beams have slots in their undersides, and pegholes alongside these on either side.

Building 2

This is largely a modern addition. It measures 5.14m east-west and 4.69m north-south. It has a simple ridged roof and concrete floor. The east and south walls have breeze block and machine-made

brick elements (Plate 10). The west wall is of chalk rubble and has had a recent door inserted into it (Plate 9). The north wall is open above eaves level. A blocked window is indicated by hand-made brick edging on the interior and exterior of the west wall. The floor is of concrete.

Building 3

This building measures 5.08m wide (E-W) and 5.16m long (N-S). The north and east walls are largely original and most of the west wall. The south wall has had a more recent window and door inserted (Plate 12), necessitating a partial rebuild. There is a blocked doorway within the north wall (Plate 13). Above this, the gable is constructed of breeze blocks internally, with coursed chalk on the exterior face.

The floor is of hand-made brick laid in a paired pattern. The roof is a modern replacement and is hipped on one side (the south).

Building 4

This building measures 7m long by 4.5m wide. All walls are of coursed chalk rubble with decorative brick inserts and brick quoins and door surrounds. The building is all of recent construction above the eaves level and the south facing double door is a more recent insert (Plate 14). The door on the west wall may also be an insert into an earlier door opening as the brick surround continues to the eaves level. It has an earth floor and there is much incised graffiti on the interior, particularly the west wall. This graffiti is mostly initials and dates, the earliest noted being 1947, though some of the marks may be earlier.

Courtyard

Buildings 2 and 3 are connected by a wooden fence. The south side of the courtyard is marked by an original chalk rubble wall with a wide opening. The east wall of the courtyard has a straight join towards its northern end, where it butts

against the short wall at the southeastern corner of the east-west building (see above). This east wall of the courtyard is of course chalk blocks and brick in a loose chequerboard pattern, with columns of brick dressing and terracotta coping blocks.

Eastern Courtyard

The eastern courtyard is in a poorer state of preservation. It comprises chalk and flint rubble walls with brick quoins and coping stones, though these are largely absent from the east and north walls (Plate 15). No evidence of any internal buildings or walls was apparent.

6. DISCUSSION

The buildings are fairly typical of an 18th century courtyard farm arrangement with the principal building, the threshing barn, placed on the north side. Historic maps from the early 19th century indicate there was a north-south range of buildings attached to the western end of the barn. This no longer exists but comparison with broadly contemporary courtyard farms suggests that this removed range may have housed livestock, or functioned as a cart shed (cf, Wade Martins 2002, fig 41).

The overall plan is of one phase, though Building 2 is modern but may use pre-existing foundations of the former west range. Blocked doors within the barn indicate a change of function once threshing was no longer practised, perhaps by the mid 19th century. Additionally, the barn has numerous blocked windows. While these are larger than would normally be expected for a threshing barn, they may have served as ventilator windows and had a brick honeycomb or wooden lattice insert in each. The uppermost openings in the gable ends suggests that an owl hole may have also been part of the design.

These upper openings have also been truncated by the roof line. This indicates that not only were these openings taller originally but also that the building had a higher roof which has since been lowered. The roof trusses of the barn incorporate brick-built posts that support the purlins and straining beams. Such brick columns are unusual, not least in the extra weight the tie-beam has to support.

Slots, flanked by pegholes, were evident in the bases of the tie-beams. These may imply the former presence of timber partitions in the barn.

An expanse of brick in the southern wall of the barn is thought to be patching of the elevation face, as there are no internal indications that there was previously an entry here.

The original west range is represented only by Building 3 and a short length of wall in Building 2. This latter structure is largely a modern addition, though may utilise the building footprint of the west range known from Ordnance Survey mapping. The absence of a joining wall between Buildings 2 and 3 may indicate that such a wall never existed and that this range may have been an open sided animal or cart shelter. Building 3 may have functioned as a store room.

By the late 19th century the present courtyard arrangement had been created, the eastern courtyard wall butting against the stub wall at the southeastern corner of the barn. It is possible that the stub wall marks one side of a former entrance gap between this arrangement and the eastern courtyard, this latter area perhaps functioning as a stock yard.

The main courtyard incorporated a new building at its southeastern corner (Building 4). No clear function can be assigned to Building 4, and there is no

clear reason why this structure contains so much mid 20th century, and possibly earlier, graffiti.

7. CONCLUSIONS

A programme of building recording was undertaken at Marsh Farm, Burnham Deepdale, as the structure was of significance in terms of local history and vernacular architecture.

The survey has successfully provided a record of the buildings together with details of alterations and fittings. At the core of the complex is an 18th century threshing barn and the remnants of a possible stock or cart shelter along the west side. Subsequently, perhaps in the mid or later 19th century, a courtyard arrangement was created. Functional alterations to the building, perhaps adaptation to a storage function, were accompanied by physical changes, including blocking of doors and ventilator windows. The buildings have been well maintained since. Limited new building has also occurred.

8. ACKNOWLEDGEMENTS

Archaeological Project Services wish to acknowledge the assistance of Jane Snape and Thomas Faire of Thomas Faire Chartered Architects for commissioning the recording and report preparation. Gary Taylor coordinated the project and edited this report along with Tom Lane. Dave Start kindly allowed access to the library maintained by Heritage Lincolnshire.

9. PERSONNEL

Project Coordinator: Gary Taylor
Building Recording: Jeffery Nicholls,
Gary Taylor

Photographic reproduction: Sue Unsworth
Illustration: Paul Cope-Faulkner
Analysis and reporting: Paul Cope-Faulkner

10. BIBLIOGRAPHY

Bryant, A, 1826 *Map of the County of Norfolk* (Reprint 1999)

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

Faden, W, 1797 *A Topographical Map of the County of Norfolk* (Reprint 1998)

IFA, 1999 *Standard and Guidance for Archaeological Investigation and Recording of Standing Buildings or Structures*

Ordnance Survey, 1891 *Norfolk Sheet II. S.W, 6"* to the mile

Ordnance Survey, 1952 *Sheet TF 84 SW, 6"* to the mile

Wade Martins, S, 2002 *The English Model Farm, Building the Agricultural Ideal, 1700-1914*

Wade-Martins, S, 2003 'Norfolk Farm Buildings: A Research Agenda for the Future', in Longcroft, A and Morgan, V, *Norfolk Historic Buildings: A Research Agenda for the Future*, Journal of the Norfolk Historic Buildings Group Vol. I

White, W, 1854 *History, Gazetteer and Directory of Norfolk*

11. ABBREVIATIONS

APS Archaeological Project Services
IFA Institute of Field Archaeologists



Figure 1 General Location Plan

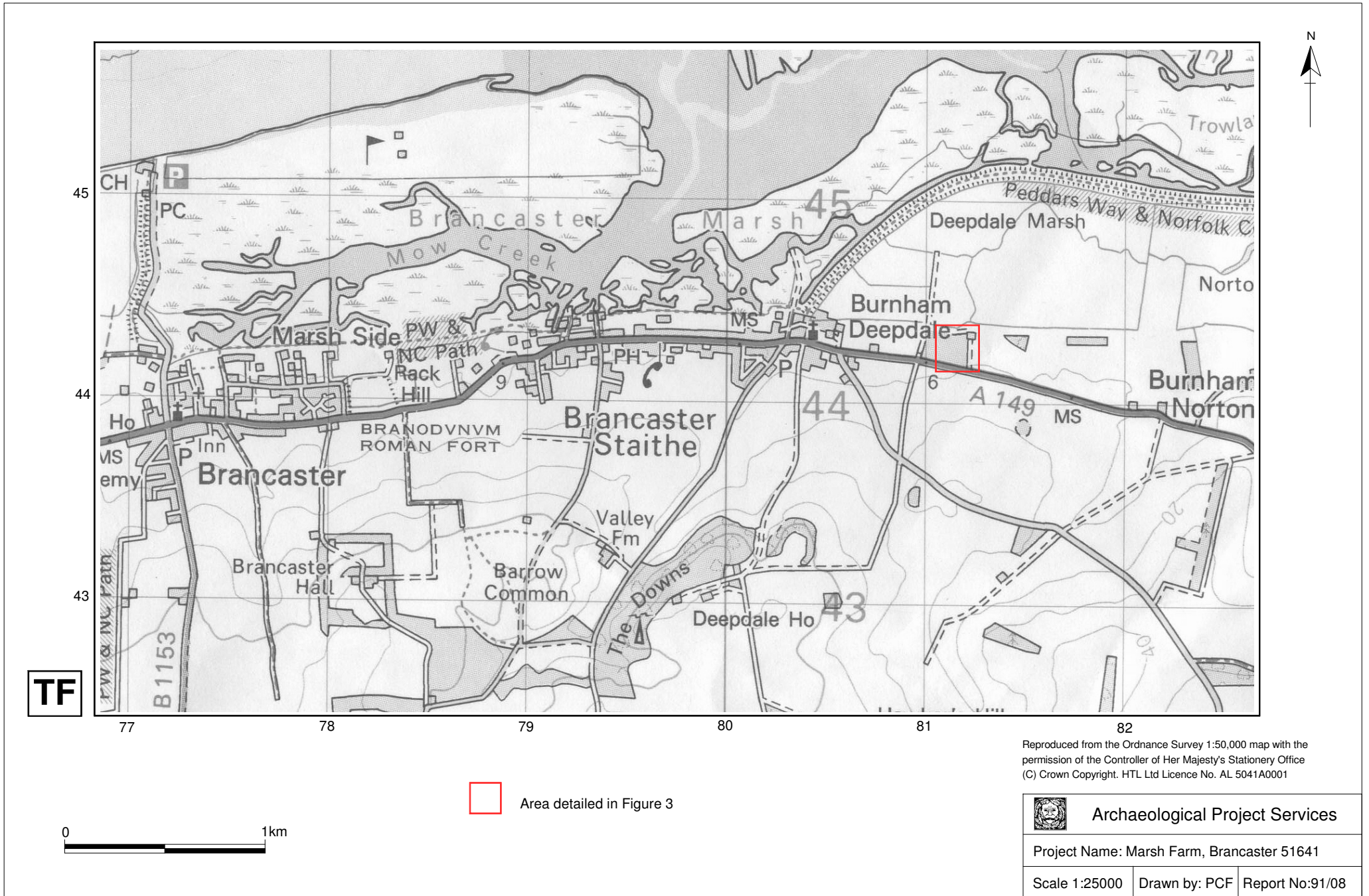
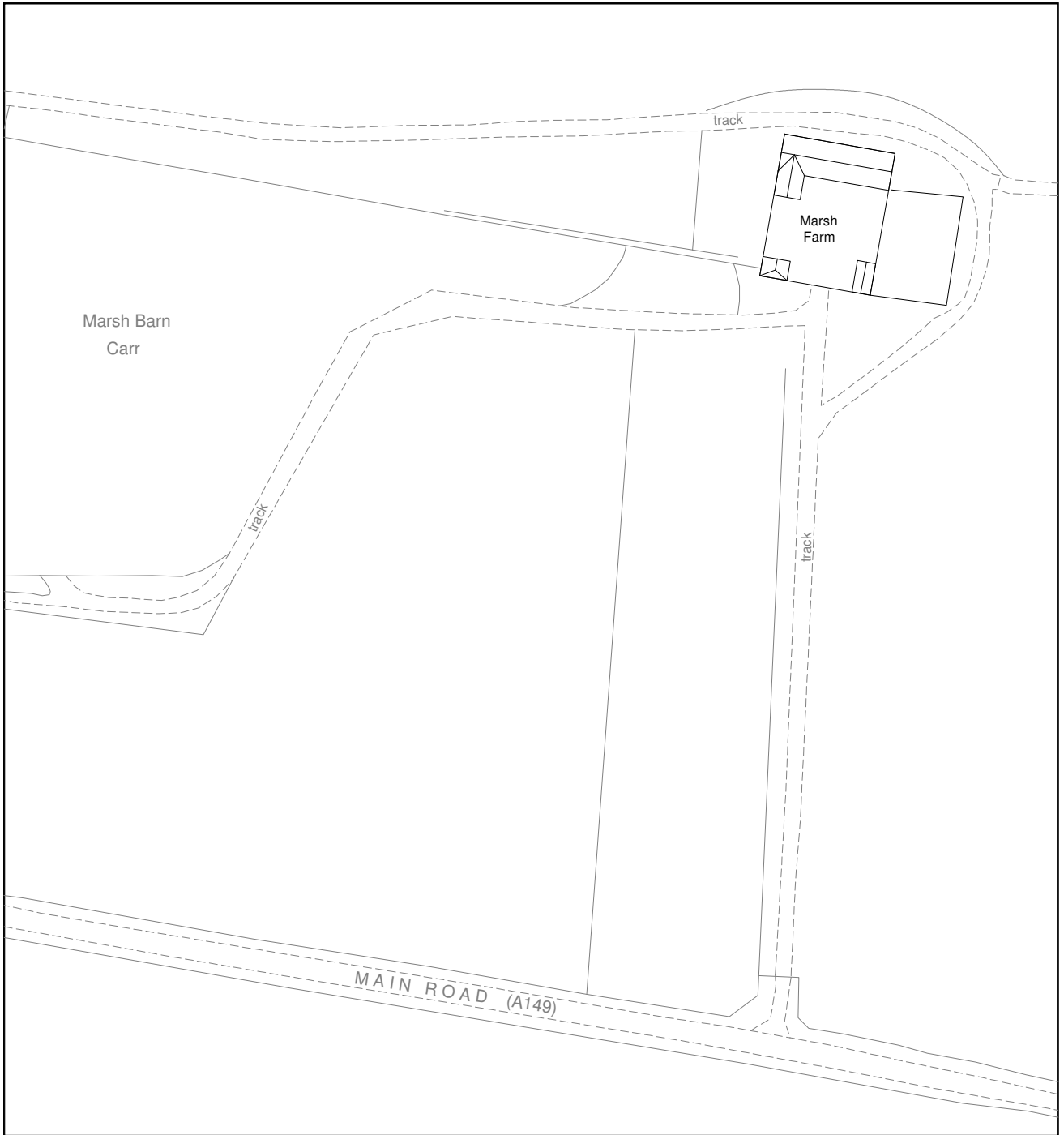


Figure 2 - Site location plan




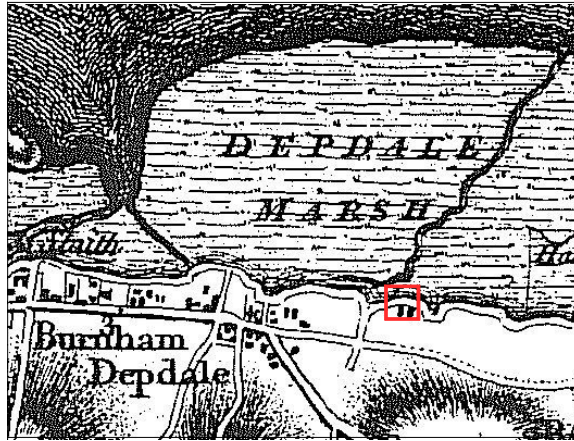
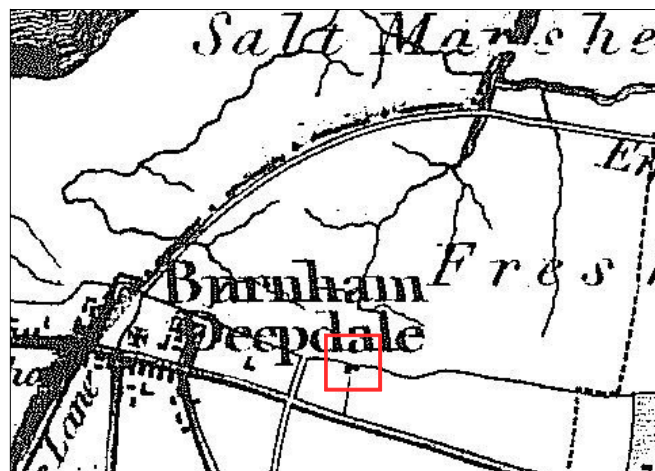
| | | |
|--|---------------------------------|------------------|
|  | Archaeological Project Services | |
| Project Name: Marsh Farm, Brancaster 51641 | | |
| Scale 1:1250 | Drawn by: PCF | Report No: 91/08 |

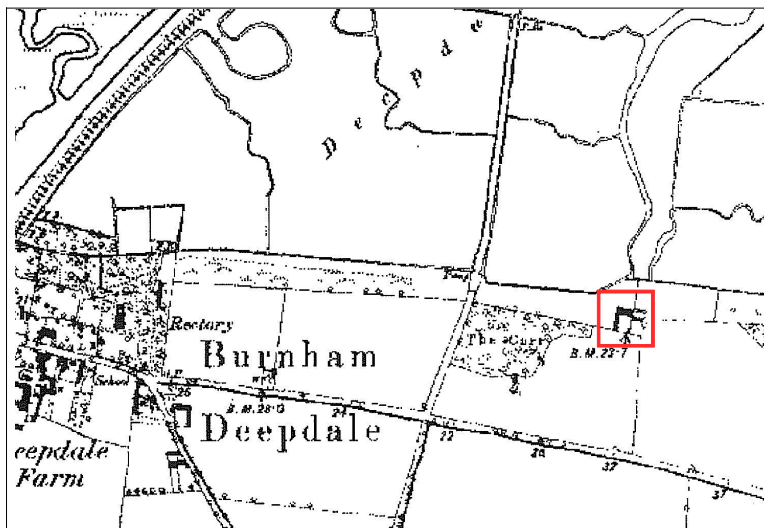
Figure 3 - Plan showing location of recorded buildings



Faden's 1797 map, showing buildings at site



Bryant's 1826 map, showing buildings at site



1891 Ordnance Survey map, showing site


| | | |
|---|--------------|------------------|
|  Archaeological Project Services | | |
| Project Name: Brancaster Main Road (51641) | | |
| Scale : nts | Drawn by: GT | Report No: 91/08 |

Figure 4 Historic Maps of the Site

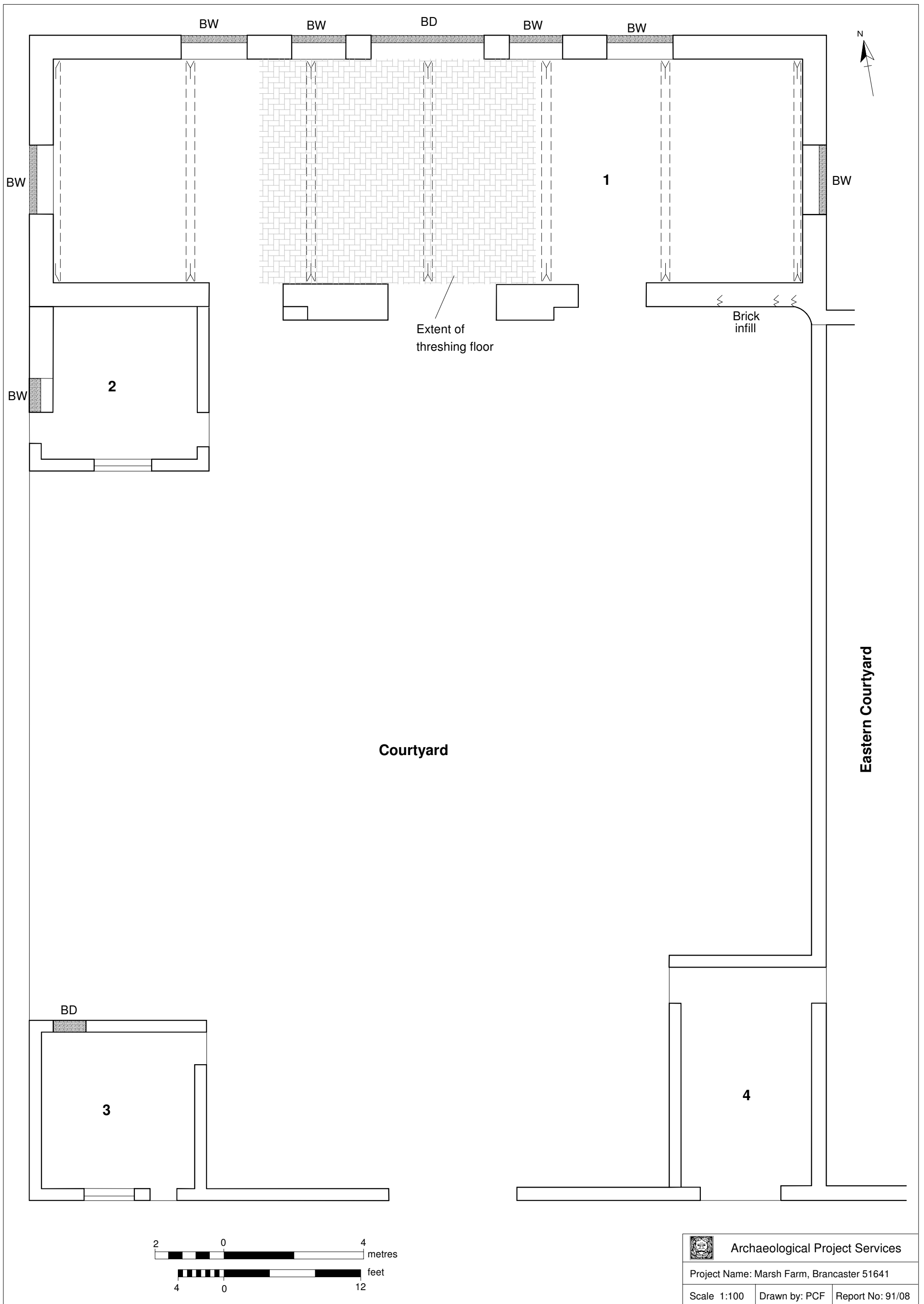



Figure 5 - Ground floor plan of Marsh Farm

| | |
|---|---------------------------------|
|  | Archaeological Project Services |
| Project Name: Marsh Farm, Brancaster 51641 | |
| Scale 1:100 | Drawn by: PCF |
| Report No: 91/08 | |

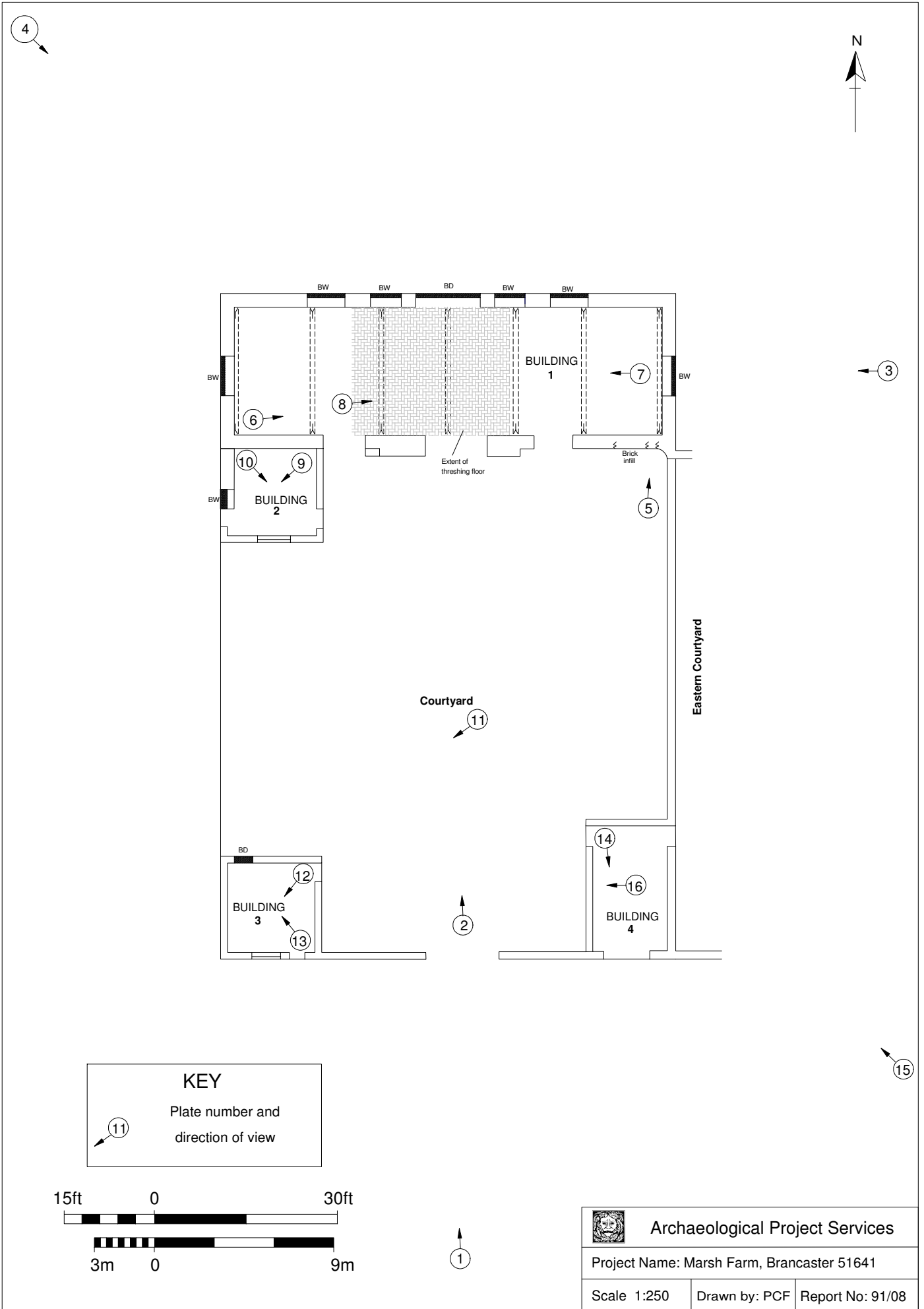


Figure 6 Site Plan showing plate arrangement



Plate 1 – Marsh Farm, looking north



Plate 4 – The north and west elevations showing blocked openings from the northwest



Plate 2 – The threshing barn (Building 1) from the south



Plate 5 – Ragged join at southeast corner of the barn, looking northeast



Plate 3 – The east end of the threshing barn showing blocked openings, looking west



Plate 6 – Interior view of the barn showing the blocked openings on the north wall



Plate 7 – Threshing barn, roof detail



Plate 8 – Threshing barn showing brick pillars supporting principal rafter



Plate 9 – Building 2, interior view showing modern door and original walling, looking southwest



Plate 10 – Modern south wall of Building 2



Plate 11 – Building 3 from the northeast



Plate 12 – Interior view of Building 3 showing brick floor



Plate 15 – View showing the remnants of the eastern courtyard, looking northwest



Plate 13 – Building 3, blocked doorway on the north wall



Plate 16 – Graffiti on interior west wall of Building 4



Plate 14 - Interior view of Building 4 showing recent roof

Appendix 1

BARN AT MARSH BARN, MAIN ROAD, BRANCASTER, NORFOLK - SPECIFICATION FOR BUILDING RECORDING

1 SUMMARY

- 1.1 *A programme of building recording is required at Marsh Farm, Main Road, Brancaster, Norfolk.*
- 1.2 *The barn to be surveyed is of historic interest and appears on the early 19th century tithe map and 1st Edition Ordnance Survey maps.*
- 1.3 *The building recording will be undertaken prior to any development works on the structure. The building, floor plans, external elevations and internal details will be recorded in writing, graphically and photographically. A brief programme of historic research will also be undertaken in order to determine the date, development and associations of the building.*
- 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 redevelopment of a barn at Marsh Farm, Main Road, Brancaster, Norfolk.
- 2.2 This document contains the following parts:
 - 2.2.1 Overview.
 - 2.2.2 Stages of work and methodologies.
 - 2.2.3 List of specialists.
 - 2.2.4 Programme of works and staffing structure of the project

3 SITE LOCATION

- 3.1 Brancaster is located on the north coast of Norfolk, approximately 11km east of Hunstanton in the borough of King's Lynn and West Norfolk. Marsh Farm is located 4km east of the centre of Brancaster, near Burnham Deepdale, north of Main Road, at National Grid Reference TF 8123 4434.

4 PLANNING BACKGROUND

- 4.1 A planning application (08/00471/F) was submitted to King's Lynn and West Norfolk Borough Council for the redevelopment of the barn. Permission is subject to conditions including the implementation for a programme of archaeological works involving building recording prior to the development works.

5 ARCHAEOLOGICAL AND HISTORICAL BACKGROUND

- 5.1 The barn at Marsh Farm is recorded on the early 19th century tithe map and 1st edition Ordnance Survey plans. Agricultural buildings such as this are a disappearing resource and have been identified as a priority in the regional archaeological research frameworks (Glazebrook 1997; Brown and Glazebrook 2000).

6 AIMS AND OBJECTIVES

- 6.1 The aims of the work will be to provide a record of the standing building on the site prior to redevelopment.
- 6.2 The objectives will be to establish:
 - 6.2.1 The form of the building;
 - 6.2.2 the date of the building and features of special interest;
 - 6.2.3 the state of preservation of the buildings and any features of special interest present.

7 BUILDING RECORDING

- 7.1 Building Investigation will be undertaken prior to the demolition of the existing buildings. A Level 2 survey in accordance with English Heritage guidelines (2006) will be undertaken on the standing building. Subject to accessibility and Health and Safety considerations, the record will include:
- 7.2 Details of the precise location, status, description of the building's type, materials, possible date, plan, form, function, development sequence, history in terms of architects, builders, patrons and owners if identifiable, and comments on the building's past and present relationship to its setting.
- 7.3 A photographic survey showing the building in its context, details of the exterior, interior views of the principal rooms, circulation areas and details. The survey will use black and white print film, supplemented by colour print and digital photography.
- 7.4 Measured plans at appropriate scales of all main floors incorporating details of the form and location of any structural features of historic interest.

8 SITE OPERATIONS

- 8.1 General considerations
 - 8.1.1 All work will be undertaken following statutory Health and Safety requirements in operation at the time of the investigation.
 - 8.1.2 The work will be undertaken according to the relevant codes of practice issued by the Institute of Field Archaeologists (IFA), under the management of a Member of the institute (MIFA). Archaeological Project Services is IFA registered organisation no. 21.
 - 8.1.3 All work will be carried out in accordance with *Standards for Field Archaeology in the East of England, 2003* (Gurney 2003).
 - 8.1.4 The building recording would be undertaken by staff with appropriate building recording experience.
 - 8.1.5 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.

9 REPORTING

- 9.1 On completion of the fieldwork, a report detailing the results of the building recording will be prepared. This will consist of:
 - 9.1.1 A summary of the survey results.
 - 9.1.2 A description of the historical setting of the building.
 - 9.1.3 A text describing the results of the building survey.

9.1.4 Location plans of the site and building.

9.1.5 Plan of the main floors of the building.

9.1.6 Interpretation of the development and use of the building.

9.1.7 Appropriate photographs of all elevations, general interior views and specific features.

10 REPORT DEPOSITION

10.1 Copies of the report will be sent to the client and Norfolk Landscape Archaeology (3 copies, 2 for Norfolk Historic Environment Record, one for the Local Planning Authority and one for NCC Heritage and Landscape division).

11 ARCHIVE

11.1 The documentation, finds, photographs and other records and materials generated during the evaluation will be sorted and ordered in accordance with the procedures in the Society of Museum Archaeologists' document *Transfer of Archaeological Archives to Museums* (1994), and any additional local requirements, for long term storage and curation. This work will be undertaken by the Finds Supervisor, an Archaeological Assistant and the Conservator (if relevant). The archive will be deposited with the receiving museum as soon as possible after completion of the project, and within 12 months of that completion date.

11.2 Microfilming of the archive will be carried out at Lincolnshire Archives. The silver master will be transferred to the RCHME and a diazo copy will be deposited with the Norfolk Sites and Monuments Record.

11.3 Prior to the project commencing, Norfolk Museums Service will be contacted to obtain their agreement to receipt of the project archive and to establish their requirements with regards to labelling, ordering, storage, conservation and organisation of the archive.

12 PUBLICATION

12.1 A report of the findings of the investigation will be presented to the editor of the journal *Norfolk Archaeology*. If appropriate, notes on the findings will be submitted to the appropriate national journals, *Post-medieval Archaeology* and *Vernacular Architecture*.

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

13 CURATORIAL RESPONSIBILITY

13.1 Curatorial responsibility for the archaeological work undertaken on the site lies with Norfolk Landscape Archaeology. They will be given written notice of the commencement of the project.

14 VARIATIONS AND CONTINGENCIES

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

14.2 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.

14.3 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.

14.4 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.

15 PROGRAMME OF WORKS AND STAFFING LEVELS

- 15.1 The building recording will be undertaken prior to the development and is expected to take a day. The background research is expected to take about half a day.
- 15.2 An archaeological supervisor and assistant with experience of building recording will undertake the work.
- 15.3 Analysis and report production will be undertaken by the archaeological supervisor, or a post-excavation analyst as appropriate, with assistance from an illustrator.

16 INSURANCES

- 16.1 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.

17 COPYRIGHT

- 17.1 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.
- 17.2 Licence will also be given to the archaeological curators to use the documentary archive for educational, public and research purposes.
- 17.3 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.
- 17.4 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.

18 BIBLIOGRAPHY

Brown, N. and Glazebrook, J. (eds), 2000 *Research and Archaeology: A Framework for the Eastern Counties, 2. Research agenda and strategy*, East Anglian Archaeology Occasional Papers **8**

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

Glazebrook, J (ed), 1997 *Research and Archaeology: A Framework for the Eastern Counties, 1. resource assessment*, East Anglian Archaeology Occasional Papers **3**

Gurney, D, 2003 *Standards for Field Archaeology in the East of England*, ALGAOEE

Appendix 2

GLOSSARY

| | |
|-------------------------|--|
| Bay | Regular structural subdivision of a building; the bays may be marked by roof-trusses, beams <i>etc.</i> |
| Principal rafter | Inclined timber in a roof truss serving as a common rafter. |
| Purlin | Longitudinal timber giving support to the rafters of a roof. |
| Queen post strut | Paired vertical posts arranged symmetrically about the centre line of the roof and set on a tie-beam to give direct support to plates or purlins. |
| Quoins | Angular courses of stone at the corner of a building. |
| Ragged join | Approximately vertical, slightly irregular, junction between sections of walling where one elevation has been cut and bonded into an earlier one. |
| Straight join | Regular vertical junction between two sections of walling that shows one part was butted against the other. |
| Straining beam | A stout timber placed horizontally between the heads of queen posts as part of a queen post roof truss. Its main purpose is to prevent the queen posts collapsing inwards. |
| Tie beam | 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. |

Appendix 3

THE ARCHIVE

The archive consists of:

- 1 Daily record sheet
- 2 Photographic record sheets
- 3 Sheets of annotated drawings
- 3 Sheets of notes

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:

Norfolk Museums Service
Union House
Gressenhall
Dereham
Norfolk
NR20 4DR

The archive will be deposited in accordance with the document titled *County Standards for Field Archaeology in Norfolk*, produced by Norfolk Landscape Archaeology.

Norfolk Historic Environment Record Site Number: 51641

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.