

Buildings at None-Go-Bye Farm  
Otley Old Road, Horsforth, West Yorkshire:  
Historic Building Record



April 2012  
NGR: SE 24021 41999  
Historic township: Carlton

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Photographs

## SUMMARY

Two adjoining late eighteenth century buildings at None-Go-Bye Farm (NGR: SE 24021 41999) form an L-shaped group, containing a barn and a range of uncertain purpose, possibly stabling. Both are much altered and in poor condition, with few significant features in evidence. A photographic record of them was made in April 2012 for Square Feet Ltd, to fulfil a condition of planning consent for a residential development at the site.

April 2012

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## **BUILDINGS AT NONE-GO-BYE FARM, OTLEY OLD ROAD, HORSFORTH, WEST YORKSHIRE:**

### **HISTORIC BUILDING RECORD**

#### **LIST OF BLACK AND WHITE PHOTOGRAPHS**

<b>Photo</b>	<b>Subject</b>
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1	Barn: east elevation
2	Barn: east elevation
3	Barn: blocked cart doorway within modern lean-to, east elevation
4	Junction between barn and north range, from the south-east
5	Barn: north gable, and west end of north range
6	Barn: north gable
7	Barn, from the north-west
8	Barn: west elevation, with former cart entrance at left
9	Barn: modern ground floor in north part, from the south-east
10	Barn: shippon in south end, from the west
11	Barn: shippon in south end, from the north-east
12	Barn: base for engine in shippon, from the north-west
13	Barn: roof truss to north of central bay, from the north-west
14	Barn: north end of interior, from the south-west
15	North range: south elevation (west part)
16	North range, from the south-east
17	North range: south elevation (east part)
18	North range: west gable
19	North range: north elevation (west part)
20	North range: modern room in west end of ground floor
21	North range: first floor in west part, from the east
22	North range: first floor in west part, from the south-west (note blocked opening below tie beam)
23	North range: first floor in west part, from the south-east
24	North range: roof truss in west part, from the south-east
25	North range: roof truss in west part, from the south-west
26	North range: roof truss in west part, from the south-west
27	North range: former doorway (original) in south elevation of east part
28	North range, from the north-east
29	North range and barn, from the north-west
30	North range: north elevation (east part)
31	North range: modern room (dairy) in east end of ground floor
32	North range: first floor in east part, from the west
33	North range: roof truss in east part, from the west
34	North range: roof truss in east part, from the west

## **BUILDINGS AT NONE-GO-BYE FARM, OTLEY OLD ROAD, HORSFORTH, WEST YORKSHIRE:**

### **HISTORIC BUILDING RECORD**

#### **1 Introduction**

- 1.1 This report presents the results of historic building recording of two buildings at None-Go-Bye Farm, near Horsforth, West Yorkshire. The work was carried out in April 2012 for the developer Square Feet Ltd, to discharge a condition attached to planning consent from Leeds City Council for a residential development at the site.
- 1.2 The buildings recorded are stone-built and believed to be late eighteenth century. They include a barn of five bays and an adjoining range built in two phases, of uncertain purpose, but possibly stabling, perhaps from a time when the farm also served as an inn on the adjacent turnpike road.
- 1.3 The recording work was carried out in accordance with a specification from the West Yorkshire Archaeology Advisory Service (WYAAS) (Appendix 1), and involved historical research, and photographic and written recording. This report will be submitted to the client, the West Yorkshire Historic Environment Record and the West Yorkshire Archive Service, and will be published on the internet via the OASIS project.

#### **2 Location and current use**

- 2.1 None-Go-Bye Farm occupies a rural location about 10km to the north-west of Leeds city centre in Carlton civil parish, between the settlements of Horsforth, Yeadon and Bramhope, and stands on the south-west side of Otley Old Road, the minor road which links Cookridge and Otley. It lies at about 150m above sea level. The national grid reference for the site is SE 24021 41999 and the postcode is LS18 5HZ (figure 1).
- 2.2 The farm, in which there are two or three separate dwellings, appears to have become fragmented into a number of different properties and to have undergone other development in recent years. The buildings recorded here, which form an L-shape group along Otley Old Road, with later lean-to structures adjoining, seem to be the only surviving traditional farm buildings at the site (figure 2). The barn, which forms the west arm of the group, seems to have been last in agricultural use, but the range forming the northern arm has been partly used as a shop and general storage area. Both buildings are in poor structural condition, which limits access.

### **3 Planning background**

- 3.1 None of the buildings at the site is listed as having special architectural or historic interest, or fall within a conservation area.
- 3.2 Planning consent for the change of use of the north range to form two two-bedroomed houses with associated parking and alterations to access, and the demolition of the barn, was granted by Leeds City Council on 14 December 2011 (application number 11/04150/FU), and a condition (number 9) attached at the request of the council's archaeological advisor, WYAAS, requires archaeological and architectural recording before development.

### **4 Previous investigative work**

- 4.1 No previous architectural or archaeological work appears to have been undertaken at the site.

### **5 Historical background**

- 5.1 The following notes on historic maps etc were gleaned from brief research at Leeds Local Studies Library. The Leeds office of the West Yorkshire Archive Service appears to hold no township maps of Carlton, or other documents of directly relevance to the site.
- 5.2 The earliest documentary evidence identified during this study for there being buildings at None-Go-Bye Farm is Jefferys' map of Yorkshire, published in 1775, which shows an un-named building at the location (figure 3), which then lay at the eastern end of the unenclosed Carlton Common. At that date, what is now known as Otley Old Road formed the main road between Leeds and Otley, and had been turnpiked in 1755, though it is thought that it was simply an existing route which the turnpike trust aimed to improve, rather than one which was newly laid out; it became the "old road" after 1836 when the new route was made through Bramhope (the present A660). Thorp's map of 1822 (figure 4) also shows the farm, and names it "Nongobys", though both it and the 1775 map are at scales which do not allow individual buildings to be identified reliably. The earliest documented use of the name is from 1817, when it was given as "Nongoby", implying it was an inn or tavern,<sup>1</sup> entirely plausible given its location on such a principal road.
- 5.3 Ordnance Survey maps of 1852, 1908, 1921 and 1934 all name the farm "None-go-bye's" and show the L-shaped group at the north-west end of the site (figures 5-8), with a dwelling or dwellings to the east, although the present farmhouse to

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<sup>1</sup> Smith, A H 1961 *The Place Names of the West Riding of Yorkshire, Part 4* p144

the south was evidently built in the second half of the nineteenth century. The form of the farm buildings themselves changes slightly after 1852, with a new south range and various small additions being added to the courtyard arrangement, and in 1908 a disused bleach works is shown close to the farm.

- 5.4 The 1841 census recorded William Jennings, farmer, as the head of the only household at "Non go bys", and in 1851 only a housekeeper and servants were resident there. David Hudson lived there in 1861 and was a farmer of 80 acres, and in 1871 John Hargreaves, a linen yarn merchant and bleacher was head of one household; two other dwellings are also listed, occupied by a farm labourer and a foreman bleacher. In 1881 one house was occupied by an agricultural labourer and one by a coachman, implying an establishment of significant wealth, but two other houses were uninhabited. Significantly none of these mention use of the farm as an inn, so if it had been put to that use at one time, it was before the 1840s (as would be expected if passing traffic moved to the new turnpike road through Bramhope).

## **6 Recording methodology**

- 6.1 The recording was carried out in accordance with the specification issued by WYAAS (Appendix 1), on 2 April 2012, and comprised photographic and written records. The former was made using a medium format camera with perspective control and other lenses, and black and white film for archival permanence. External and internal photographs were taken (though access was restricted by the poor structural condition of the buildings), in most cases using either a 1m or 2m ranging pole marked with 0.5m graduations as a scale, and their locations are shown on copies of plans provided by Square Feet Ltd (or derived from them), though it should be noted that these plans do not constitute accurate records in themselves. All the photographs are copied in this report, and in the following description they are referred to by numbers in **bold**. A small number of external photographs was also taken using a digital camera (see Appendix 2).
- 6.2 The structurally poor condition of the buildings hindered recording work, with the first floors of both barn and north range being inaccessible, and in the former case photography was undertaken from the collapsed west side of the building, and in the latter case by ladder, through a window opening and a hole within the floor. This accounts for the absence of photographic scales from some of the internal views.

## **7 Description of the buildings**

- 7.1 The barn and north range appear to be broadly contemporary, though the latter was clearly built during two phases. All parts are of coursed local sandstone (better termed gritstone), probably quarried in the immediate vicinity, with

squared, edge-laid quoins, while the roofs are of stone slate, with a mixture of stone and tile ridges.

7.2 The barn faces east into the courtyard (1,2), though most of its front elevation is hidden by a modern lean-to. The tall cart entrance occupying the centre has a segmental arch but has been blocked (3), to leave only narrow doorways to the ground floor and a modern upper floor, and the only other entrance in this side of the building is a doorway to a shippon in the south end, though conceivably another exists behind the render within the lean-to. At the north-east corner, the manner in which the two ranges abut one another is unusual (it is an uneconomic arrangement), but a close similarity in building styles and materials is evident (4). As well as an original forking hole, there is an inserted doorway in the north gable (5,6). There is no access to allow the south gable to be photographed from the exterior, but it has a small owl hole with landing ledge. In the rear, west-facing elevation, where ground level has been raised by about 1m or so, a second cart entrance matching the east one survived until c.2010, when it collapsed or was taken down (7,8). The only other (former) opening in this elevation is an infilled window near the south end, which was probably secondary.

7.3 Inside the barn there have been extensive modern alterations, with a continuous first floor having been put in for the full length, supported in the central and northern ends by steel beams carried partly on a breeze block wall on the east side, so that on the ground floor, these parts of the building have no historic aspects visible (9). The south end is still recognisable as a former shippon however, and clearly had a loft over previously, albeit at a lower height (10,11). It contains a former (but inserted) doorway in the south gable, and a former window to the west, as well as a concrete plinth with holding-down bolts for a small engine, possibly a milking machine, in the south-east corner (12). This room would have been of a size which could have housed perhaps eight cows, though there is no visible evidence for any former stalls (it has a modern concrete floor); it seems likely that the north end of the building, beyond the central threshing bay, was open to the roof originally, rather than containing animal housing. The upper part of the barn can only be viewed from outside, from the west, due to the parlous state of the roof and loft, and few details can be discerned. It has four trusses, all apparently original, and of sawn, imported softwood, with queen strut and upper king post design (13,14). The joints are pegged and there are three pairs of side purlins, which are tusk-tenoned.

7.4 The north range has also been added to in recent years by agricultural lean-tos, which mask much of its original appearance, though extensive alterations to the fabric also mean that its significance is much reduced, to the extent that no clear determination of its former purpose is possible, though the absence of any evidence for heating does imply that it was agricultural rather than domestic.



- 7.5 Straight joints in both front and rear elevations show that the west part of the range was built before the east, and there is an accompanying slight difference in the depth of the stone courses, though the roof trusses are very similar in the two parts (15-17). Few original details survive within the earlier west part. There are three ground floor doorways in the south elevation, but all have modern concrete lintels and none is demonstrably original, while there are also two inserted ground floor doorways in the west gable, and a group of modern windows in the north side (18,19). The only openings which can be identified as original with any certainty are at first floor level, and include the central opening in the south elevation and a forking hole in the west gable, the latter enlarged to form a doorway, though there is also a blocked opening in north wall. These are all agricultural in character. The ground floor has rendered walls internally and it is not certain that all are historic, so the original arrangement is no longer apparent (20), but the first floor seems to have been an undivided loft of three bays, open to the roof, suggesting that this was a feed loft over a stable (21-23). The two trusses are pegged and of queen strut form, and are made from a mixture of irregular and square-sawn softwood, with some of the tusk-tenoned purlins being of oak. The trusses have joint numbering, all carried out with a drill bit (seldom seen), which is applied as "I" and "II" respectively to the north and south parts of the west truss, and "III" and "IIII" to the north and south parts of the east truss (24-26).
- 7.6 The east part of the north range, which seems to have been an early addition, may simply have been an extension of the stables, perhaps attributable to the use of the farm as an inn for travellers, but distinguishing features are few and far between. An original front doorway with monolithic jambs seems to survive in the south elevation, within the later lean-to (27), but all the other ground floor openings seem to have been inserted or altered, including a former gable doorway (28). There are two first floor windows to the front elevation, with their jambs intact, although these may have had mullions at one time, similar to that retained by the rear first floor window, in which case they are unlikely to have served as forking holes (29,30). Little of the building's former use can be deduced from the present ground floor, which has glazed brick walls associated with its use as a dairy in the twentieth century (31), though the bipartite division may be original. The first floor lacks this division: however its plastered walls and underdrawn ceiling (in the east end at least) suggest it was not a feed loft, but might have had a domestic use, though as noted previously, the lack of any means of heating is significant, and raises the possibility that it served as a bothy for occasional use, rather than for permanent occupation (32). The two roof trusses are very similar to those in the west part of the range, but differ in that the carpenter's numbering is carried out with chisel rather than drill, and in this case, the west truss has "I" and "II" on right-hand and left-hand halves respectively, and the east truss "III" and "IIII" to right and left (33,34).

## **8 Conclusion**

- 8.1 The architecture of these farm buildings and documentary evidence suggests that they are late eighteenth century, and used as part of a farm-cum-inn on the Leeds-Otley turnpike. The courtyard arrangement is distinctive and associated more with regions to the east than the Pennines to the west, and this factor, together with the size of the barn, implies that arable farming was significant, as well as livestock husbandry here. The enclosure of Carlton Moor or Common, on whose edge the farm lay, is thought to have taken place in the 1770s and perhaps also gave impetus to the farm's success at that time. Modern alterations and decay mean that the north range remains enigmatic in its function, though it seems likely that it served as stabling and temporary accommodation.

## Appendix 1: WYAAS Specification

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**Specification For Archaeological Photographic Building Recording  
At None-Go-Bye Farm, Otley Old Road  
Planning Permission 11/04150/FU  
(424021 441999)**

**Specification prepared at the request of Mr. Fraser Thompson of Square Feet.**

### **1 Summary**

1.1 A photographic record of the building is required to identify and document items of archaeological and architectural interest at None-Go-Bye prior to the demolition of a barn and conversion to domestic accommodation of a byre and attached cottage (the latter is currently in agricultural use) (planning permission 11/04150/FU). This specification for the necessary work has been prepared by the West Yorkshire Archaeology Advisory Service (WYAAS), the curators of the West Yorkshire Historic Environment Record.

NOTE: The requirements detailed in paragraphs 6.1.1 to 6.1.5 inclusive, 8.3 and 8.4 are to be met by the archaeological contractor **prior** to the commencement of fieldwork by completing and returning the attached form to the WY Archaeology Advisory Service.

### **2 Site Location and Description**

#### **2.1 Location**

(Grid ref. 424021 441999) is located to the north of Leeds Bradford Airport in the township of Carlton. The buildings are located to the south of the "Otley Old Road".

#### **2.2 Description**

The barn and attached range are an undesignated heritage asset and included in the West Yorkshire Historic Environment Record (PRN 10,247). The buildings of interest form an "L" shaped range comprising a stone built barn and a byre and cottage forming the western and northern sides of a small farm yard. It is assumed that western side of the barn has been partly buried by levelling operations associated with the adjacent modern farm yard. This would explain why the eastern façade has a tall cart entrance with a suppressed arch lintel whilst the western side has only the upper part of a similarly proportioned opening. The byre and cottage building has heavy stone jambs to both door and window openings while all three structures have a stone slate covering.

### **3 Planning Background**

The site owners, through their agents Square Feet (Square Feet Ltd Piglet Barn, Hall Green Lane, Leeds, contact Fraser Thompson ☎ 07710 986757) have obtained planning consent (Planning Application No. 11/04150/FU) for the demolition of the barn and conversion of the byre and cottage to residential use. The WYAAS (as Leeds City Council's archaeological advisor) has prepared this specification in order to allow the owners to meet the terms of an archaeological condition which has been placed on the consent.

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Issued by WYAAS

March 2012

#### 4 Archaeological Interest

The buildings at None-Goes-Bye farm date to the late 18<sup>th</sup> or early 19<sup>th</sup> century. They address Otley Old Road in such a way as to suggest they post date the opening of the turnpike in 1755. The buildings are not shown on Jeffreys' 1775 Map of Yorkshire, but are shown on Thorpe's map of 1820 when it is named as "Nongobys". By 1848 the Ordnance Survey recorded the farm's name as "None-go-bye's". An early 19<sup>th</sup> century date would broadly coincide with the enclosure of the township and reorganisation of agricultural land holdings although some aspects of the site's architectural details seem slightly archaic for this period.

The buildings at None-Go-Bye farm display aspects of the region's agricultural traditions and development in land tenure and agricultural methods during the Georgian period. Whilst their arrangement, forming two arms of a courtyard, is typical of contemporary practice the inclusion of domestic accommodation in the same unit is slightly backwards looking. As such they are considered to be of local significance and worthy of further study to enhance our understanding of farming during this period.

#### 4.2 Impact of proposed development

The approved plans call for demolition of the barn and conversion of the byre and former cottage range to domestic accommodation.

#### 5 Aims of the Project

5.1 The principal aim of the proposed work is to identify and objectively record by means of photographs any significant evidence for the original and subsequent historical form and functions of the barn, outbuildings and former cottage at None-Go-Bye Farm, and to place this record in the public domain by depositing it with the WY Historic Environment Record (Registry of Deeds, Newstead Road, Wakefield WF1 2DE).

#### 6 Recording Methodology

##### 6.1 General Instructions

###### 6.1.1 Health and Safety

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

###### 6.1.2 Confirmation of adherence to specification

Prior to the commencement of any work, the archaeological contractor must confirm in writing adherence to this specification (using the attached form), or state in writing (with reasons) any specific proposals to vary the specification. Should the contractor wish to vary the specification, then written confirmation of the agreement of the

WYAAS to any variations is required prior to work commencing. Unauthorised variations are made at the sole risk of the contractor (see para. 8.3, below). Modifications presented in the form of a re-written project brief will not be considered by the WYAAS.

#### 6.1.3 Confirmation of timetable and contractor's qualifications

Prior to the commencement of work on site, the archaeological contractor should provide the WYAAS in writing with a projected timetable for the site work, and with details regarding staff structure and numbers. *Curriculum vitae* of key project members (the project manager, site supervisor, photographer, any proposed specialists etc.), along with details of any specialist sub-contractors, should also be supplied to the WYAAS if the contractor has not previously done so. All project staff provided by the archaeological contractor must be suitably qualified and experienced for their roles. In particular, staff involved in building recording should have proven expertise in the recording and analysis of agricultural buildings.

#### 6.1.4 Site preparation

Prior to the commencement of work on site the archaeological contractor should identify all removable modern material (including 20<sup>th</sup> century partitions, dry-boarding, suspended ceilings, modern machinery etc.) which may significantly obscure material requiring an archaeological record, and should contact the developer in order to make arrangements for its removal (if necessary, under archaeological supervision). It is not the intention of this specification that large-scale removal of material of this type should take place with the archaeological contractor's manpower or at that contractor's expense.

#### 6.1.5 Documentary research

Prior to the commencement of work on site, the archaeological contractor should undertake a rapid map-regression exercise based on the readily-available map and photographic evidence held by the relevant Local History Library (in the first instance contact **Central Library** Municipal Buildings Calverley Street Leeds LS1 3AB: 0113 2478290) and the West Yorkshire Archive Service (WYAS, Leeds 2 Chapeltown Road Sheepscar Leeds LS7 3AP, 0113 214 5814, leeds@wyjs.org.uk), and a rapid examination of the available 19<sup>th</sup>- and 20<sup>th</sup>-century Trades and Postal directories the appropriate census returns and all other available primary and relevant secondary sources. This work is intended to inform the archaeological recording by providing background information with regard to function and phasing. Please note that this exercise is not intended to be a formal desk-based assessment, and should not represent a disproportionate percentage of the time allowed for the project overall.

#### 6.1.6 Site/building plans

Square Feet have commissioned plans of the buildings in their existing state. If appropriate, these plans may be used for any annotation relative to the photographic record (permission of the copyright holder must be sought).

### **6.2 Sequence of recording**

#### 6.2.1 Initial record

The structures should initially be recorded as extant, with due provision made for the removal of any debris or modern material which may obscure fabric or features requiring an archaeological record (para 6.1.4 above).

### 6.3 Written Record

The archaeologist on site should carefully examine all parts of each building prior to the commencement of the photographic recording, in order to identify all features relevant to its original use and to obtain an overview of the development of the building and of the site as a whole. As part of this exercise, the archaeologist on site should produce written observations (e.g. on phasing; on building function) sufficient to permit the preparation of a report on the structure.

### 6.4 Photographic Record

#### 6.4.1 External photographs

An external photographic record should be made of all elevations of each building, from vantage points as nearly parallel to the elevation being photographed as is possible within the constraints of the site. The contractor should ensure that all visible elements of each elevation are recorded photographically; this may require photographs from a number of vantage points. A general external photographic record should also be made which includes a number of oblique general views of the building(s) from all sides, showing them and the complex as a whole in their setting. In addition, a 35mm general colour-slide survey of the buildings should also be provided (using a variety of wide-angle, medium and long-distance lenses). While it is not necessary to duplicate every black-and-white shot, the colour record should be sufficiently comprehensive to provide a good picture of the form and general appearance of the group and of the individual structures.

#### 6.4.2 Internal photographs

A general internal photographic record should be made of each building. General views should be taken of *each room* or discrete internal space from a sufficient number of vantage points to adequately record the form, general appearance and manner of construction of each area photographed. In areas which are wholly modern in appearance, character and materials, a single shot to record current appearance will suffice.

#### 6.4.3 Detail photographs

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

- ∞ All original structural elements, roof structures / trusses
- ∞ Original doors and window frames and any associated shutters or other fittings
- ∞ Original staircases and other access arrangements
- ∞ Remains of animal stalls, drains, tethering arrangements etc.
- ∞ Fireplace
- ∞ Reused timbers
- ∞ Any evidence of original or historic heating and lighting arrangements including candle recesses etc.
- ∞ Original or historic floor surfaces, drains etc.
- ∞ Any carpenters' setting out and shipping marks



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

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

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

#### 6.4.4 Equipment

General photographs should be taken with a Large Format monorail camera (5" x 4" or 10" x 8"), or with a Medium Format camera that has perspective control, using a tripod. The contractor must have proven expertise in this type of work. Detailed photographs of structural elements should if possible be taken with a camera with perspective control. Other detail photographs may be taken with either a Medium Format or a 35mm camera. All detail photographs must contain a graduated photographic scale of appropriate dimensions (measuring tapes and surveying staffs are not considered to be acceptable scales in this context). A 2-metre ranging-rod, discretely positioned, should be included in a selection of general shots, sufficient to independently establish the scale of all elements of the structure.

#### 6.4.5 Digital photography

As an alternative to our requirement for colour slide photography, good quality digital photography may be supplied as an alternative, using cameras with a minimum resolution of 4 megapixels. Note that conventional black and white print photography is still required and constitutes the permanent record. Digital images will only be acceptable as an alternative to colour slide photography if each image is supplied in three file formats (as a RAW data file, a DNG file and as a JPEG file). The contractor must include metadata embedded in the DNG file. The metadata must include the following: the commonly used name for the site being photographed, the relevant centred OS grid coordinates for the site to at least six figures, the relevant township name, the date of photograph, the subject of the photograph, the direction of shot and the name of the organisation taking the photograph. Images are to be supplied to WYAAS on gold CDs by the archaeological contractor accompanying the hard copy of the report.

#### 6.4.6 Film stock

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

#### 6.4.7 Printing

6.3.7a Record photographs should be printed at a minimum of 5" x 7". In addition, a small selection of photographs (the best of the exterior setting shots and interior

shots) should be printed at 10" x 8". Bracketed shots of identical viewpoints need not be reproduced, but all viewpoints must be represented within the report.

6.4.7b Prints may be executed digitally from scanned versions of the film negatives, and may be manipulated to improve print quality (but **not** in a manner which alters detail or perspective). All digital prints must be made on paper and with inks which are certified against fading or other deterioration for a period of 75 years or more when used in combination. If digital printing is employed, the contractor must supply details of the paper/inks used in writing to the WYAAS, with supporting documentation indicating their archival stability/durability. Written confirmation that the materials are acceptable must have been received from the WYAAS prior to the commencement of work on site.

#### 6.4.8 Documentation

A photographic register detailing (as a minimum) location, direction and subject of shot must accompany the photographic record; a separate photographic register should be supplied for any colour slides. Position and direction of each photograph and slide should be noted on a scaled copy of the building plan (minimum acceptable scale 1:100), which should also be marked with a north pointer. Separate plans should be annotated for each floor of each building.

## 7. Post-Recording Work and Report Preparation

**7.1 After completion of fieldwork** Prior to the commencement of any other work on site, the archaeological contractor should arrange a meeting at the offices of the WY Archaeology Advisory Service to present a draft of the photo-location plan, and photographic contact prints adequately referenced to this plan (material supplied will be returned to the contractor). **N.B.** if full-sized prints or digital versions of contact sheets are supplied for this purpose, they must be accompanied by a sample of the processed negatives. If appropriate, the WY Archaeology Advisory Service will then confirm to Leeds City Council's Planning Services that fieldwork has been satisfactorily completed and that other work on site may commence. Please note that as of the 1<sup>st</sup> April 2011, the WYAAS will charge the archaeological contractor a fee for each fieldwork verification meeting.

## 7.2 Report Preparation

### 7.2.1 Report format and content

- ∞ an executive summary including dates of fieldwork, name of commissioning body, and a brief summary of the results including details of any significant finds
- ∞ an introduction outlining the reasons for the survey
- ∞ a brief architectural description of the buildings correlated to the drawn and photographic record, presented in a logical manner, (as a walk around and through the building(s), starting with setting, then progressing to all sides of the structure in sequence, and finally to the interior from the ground floor up) and correlated/fully referenced to the photographic record.

The architectural description should be fully cross-referenced to the photographic record, sufficient to illustrate the major features of the site and the major points raised. It is not envisaged that the report is likely to be published, but it should be produced with sufficient care and attention to detail to be of academic use to future



researchers. A copy of this specification and a quantified index to the field archive should also be bound into the back of the report. The cover sheet should include a centred eight-figure OS grid reference and the name of the township in which the site is located (Carlton).

### 7.2.2 Report Illustrations

Illustrations should include:

- ∞ a location map at a scale sufficient to allow clear identification of the buildings in relation to other buildings in the immediate area
- ∞ an overall keyed plan of the site showing the surviving buildings in relation to each other and to the buildings on site which have been demolished
- ∞ a complete set of site drawings at a legible scale, on which position and direction of each photograph has been noted
- ∞ any relevant historic map editions, with the position and extent of the site clearly indicated
- ∞ any additional illustrations pertinent to the site
- ∞ a complete set of good-quality laser copies of all photographs. All photographs should be accompanied by detailed captions clearly locating and identifying any pertinent features.

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

## **7.3 Report deposition**

### 7.3.1 General considerations

7.3.1a The report should be supplied to the client and a digital copy to the National Monuments Record (English Heritage, Kemble Drive, Swindon SN2 2GZ – for the attention of Mike Evans, Head of Archives) and an identical copy (but including the photographic prints and colour slides) supplied to the West Yorkshire HER. The finished report should be supplied within eight weeks of completion of all fieldwork, unless otherwise agreed with the WYAAS. The report will become publicly accessible once deposited with the WYAAS, unless confidentiality is explicitly requested, in which case it will become publicly accessible six months after deposit. Any comments made by WYAAS in response to the submission of an unsatisfactory report will be taken into account and will result in the reissue of a suitably edited report to all parties, within a timescale which has been agreed with WYAAS.

7.3.1b The West Yorkshire HER supports the Online Access to Index of Archaeological Investigations (OASIS) project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. The archaeological contractor must therefore complete the online OASIS form at

<http://ads.ahds.ac.uk/project/basis/>. Contractors are advised to contact the West Yorkshire HER officer prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER. Please ensure that you and your client agree to this procedure in writing as part of the process of submitting the report to the case officer at the West Yorkshire HER.

7.3.1c With the permission of the client, the archaeological contractor are encouraged to consider the deposition of a copy of the report for this site with the appropriate Local History Library.

#### 7.3.2 Deposition with WYAAS ( the West Yorkshire Historic Environment Record)

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

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

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

- ∞ Township name (Carlton)
- ∞ Site name and address
- ∞ Date of photographs (month/year)
- ∞ Name of archaeological contractor
- ∞ Film number

Colour slides should be mounted, and the mounts suitably marked with – 'Carlton' (the Township name) with 'None-Go-Bye Farm' under, at the top of the slide; grid reference at the bottom; date of photograph at the right hand side of the mount; subject of photograph at the left hand side of the mount. Subject labelling may take the form of a numbered reference to the relevant photographic register. The slides should be supplied to the WY Archaeology Advisory Service in an appropriate, archivally stable slide hanger (for storage in a filing cabinet). In all other respects, standards for archive compilation and transfer should conform to those outlined in *Archaeological Archives – a guide to best practice in creation, compilation, transfer and curation* (Archaeological Archives Forum, 2007).

7.3.3 **Copyright** - Please note that by depositing this report, the contractor gives permission for the material presented within the document to be used by the WYAAS, in perpetuity, although The Contractor retains the right to be identified as the author of all project documentation and reports as specified in the *Copyright*,

*Designs and Patents Act 1988* (chapter IV, section 79). The permission will allow the WYAAS to reproduce material, including for non-commercial use by third parties, with the copyright owner suitably acknowledged

#### **7.4 Summary for publication**

The attached summary sheet should be completed and submitted to the WYAAS for inclusion in the summary of archaeological work in West Yorkshire published on the WYAAS website.

#### **7.5 Preparation and deposition of the building recording archive**

After the completion of all recording and post-recording work, a fully indexed field archive should be compiled consisting of all primary written documents and drawings, and a set of suitably labelled photographic contact sheets (only). Standards for archive compilation and transfer should conform to those outlined in *Archaeological Archives – a guide to best practice in creation, compilation, transfer and curation* (Archaeological Archives Forum, 2007). The field archive should be deposited with the Leeds Office of the West Yorkshire Archive Service (WYAS, Leeds 2 Chapeltown Road Sheepscar Leeds LS7 3AP, 0113 214 5814, leeds@wyjs.org.uk), and should be accompanied by a copy of the full report as detailed above. Deposition of the archive should be confirmed in writing to the WY Archaeology Advisory Service.

### **8 General considerations**

#### **8.1 Technical queries**

Any technical queries arising from this specification should be addressed to the WYAAS without delay.

#### **8.2 Authorised alterations to specification by contractor**

It should be noted that this specification is based upon records available in the West Yorkshire Historic Environment Record and on a brief examination of the site by the WYAAS. Archaeological contractors submitting tenders should carry out an inspection of the site prior to submission. If, on first visiting the site or at any time during the course of the recording exercise, it appears in the archaeologist's professional judgement that

- i) a part or the whole of the site is not amenable to recording as detailed above, and/or
- ii) an alternative approach may be more appropriate or likely to produce more informative results, and/or
- iii) any features which should be recorded, as having a bearing on the interpretation of the structure, have been omitted from the specification,

then it is expected that the archaeologist will contact the WYAAS as a matter of urgency. If contractors have not yet been appointed, any variations which the WYAAS considers to be justifiable on archaeological grounds will be incorporated into a revised specification, which will then be re-issued to the developer for redistribution to the tendering contractors. If an appointment has already been made and site work is ongoing, the WYAAS will resolve the matter in liaison with the developer and the Local Planning Authority.

### **8.3 Unauthorised alterations to specification by contractor**

It is the archaeological contractor's responsibility to ensure that they have obtained the WYAAS's consent in writing to any variation of the specification prior to the commencement of on-site work or (where applicable) prior to the finalisation of the tender. Unauthorised variations may result in the WYAAS being unable to recommend discharge of the archaeological recording condition to the Local Planning Authority and are made solely at the risk of the contractor.

### **8.4 Monitoring**

This exercise will be monitored as necessary and practicable by the WYAAS in its role as 'curator' of the county's archaeology. The WYAAS should receive at least one week's notice in writing of the intention to start fieldwork. A copy of the contractor's Risk Assessment should accompany this notification.

### **8.5 Valid period of specification**

This specification is valid for a period of one year from date of issue. After that time it may need to be revised to take into account new discoveries, changes in policy or the introduction of new working practices or techniques.

Any queries relating to this specification should be addressed to the WYAAS without delay.

**West Yorkshire Archaeology Advisory Service**  
David Hunter

March 2012

**West Yorkshire Archaeology Advisory Service**  
Registry of Deeds  
Newstead Road  
Wakefield  
WF1 2DE

Telephone: (01924)306798  
Fax: (01924)306810  
E-mail: [dhunter@wyjs.org.uk](mailto:dhunter@wyjs.org.uk)

## **Appendix 2: List of digital photographs**

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CD of photographs (in JPG, ORF(RAW) & DNG formats) deposited with the West Yorkshire Historic Environment Record

<b>Number</b>	<b>Subject</b>
D01	Barn: east elevation
D02	Barn: east elevation
D03	Barn, from the north-west
D04	Barn: west elevation, with former cart entrance at left
D05	North range: south elevation (west part)
D06	North range, from the south-east
D07	North range: south elevation (east part)
D08	North range: north elevation (west part)
D09	North range, from the north-east
D10	North range and barn, from the north-west

### Appendix 3: Contents of the project archive

To be deposited with the Leeds office of the West Yorkshire Archive Service

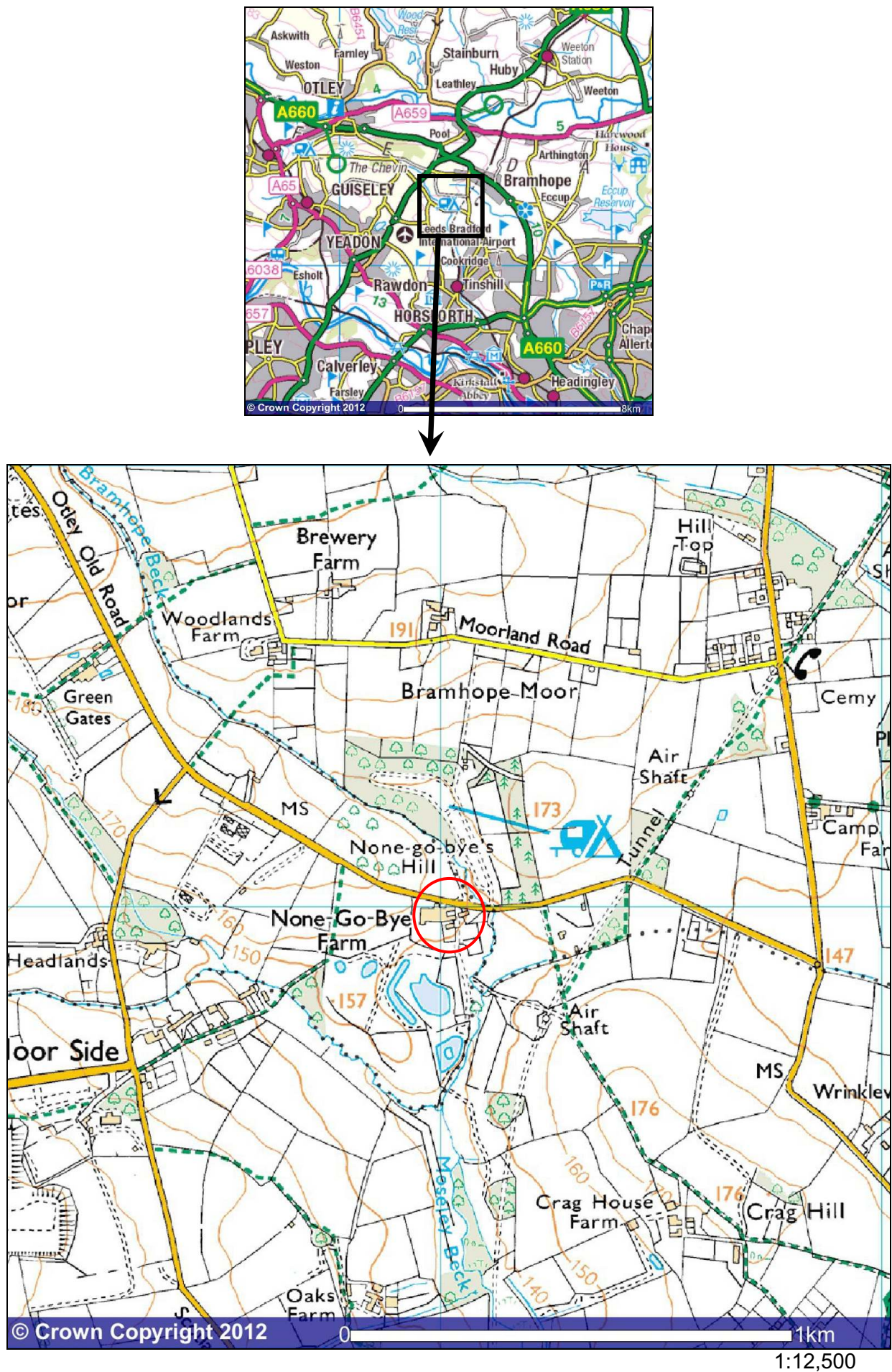
1 file, containing:

- a copy of the report
- photographic contact sheets (3 no)
- site notes

#### Complete list of black and white photographs taken, in film order

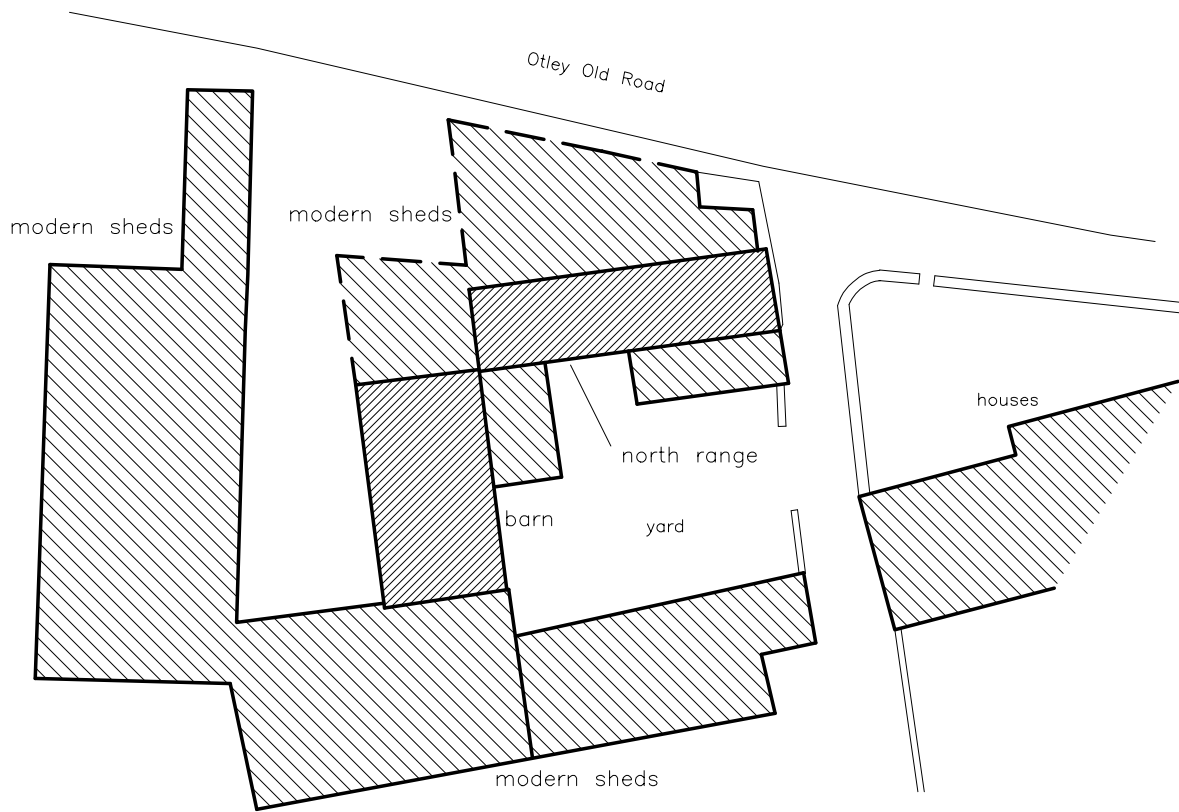
Photo	Film	Frame	Subject
1	1	15	Barn: east elevation
2	1	14	Barn: east elevation
3	3	3	Barn: blocked cart doorway within modern lean-to, east elevation
4	3	4	Junction between barn and north range, from the south-east
5	2	9	Barn: north gable, and west end of north range
6	2	8	Barn: north gable
7	2	10	Barn, from the north-west
8	2	11	Barn: west elevation, with former cart entrance at left
9	3	1	Barn: modern ground floor in north part, from the south-east
10	2	17	Barn: shippon in south end, from the west
11	2	16	Barn: shippon in south end, from the north-east
12	2	18	Barn: base for engine in shippon, from the north-west
13	2	12	Barn: roof truss to north of central bay, from the north-west
14	2	14	Barn: north end of interior, from the south-west
15	1	16	North range: south elevation (west part)
16	1	18	North range, from the south-east
17	1	17	North range: south elevation (east part)
18	2	6	North range: west gable
19	2	5	North range: north elevation (west part)
20	3	5	North range: modern room in west end of ground floor
21	3	18	North range: first floor in west part, from the east
22	3	10	North range: first floor in west part, from the south-west (note blocked opening below tie beam)
23	3	9	North range: first floor in west part, from the south-east
24	3	11	North range: roof truss in west part, from the south-east
25	3	12	North range: roof truss in west part, from the south-west
26	3	13	North range: roof truss in west part, from the south-west
27	3	6	North range: former doorway (original) in south elevation of east part
28	2	1	North range, from the north-east
29	2	4	North range and barn, from the north-west
30	2	3	North range: north elevation (east part)
31	3	7	North range: modern room (dairy) in east end of ground floor
32	3	17	North range: first floor in east part, from the west
33	3	15	North range: roof truss in east part, from the west
34	3	16	North range: roof truss in east part, from the west



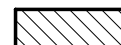


**Figure 2: Location maps**

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© Crown Copyright. All rights reserved. Licence no: AL100034008



buildings recorded



other structures of various dates

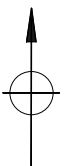
BUILDINGS AT NONE-GO-BYE FARM  
 OTLEY OLD ROAD  
 HORSFORTH, WEST YORKSHIRE  
 (NGR: SE 24021 41999)  
 HISTORIC BUILDING RECORD

FIGURE 2:  
 SITE PLAN

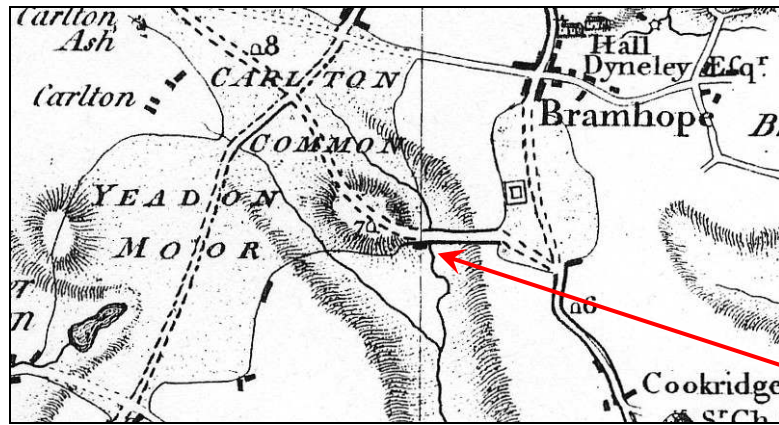
SCALE: 1:500

DATE OF SURVEY: APRIL 2012

STEPHEN HAIGH  
 Buildings Archaeologist

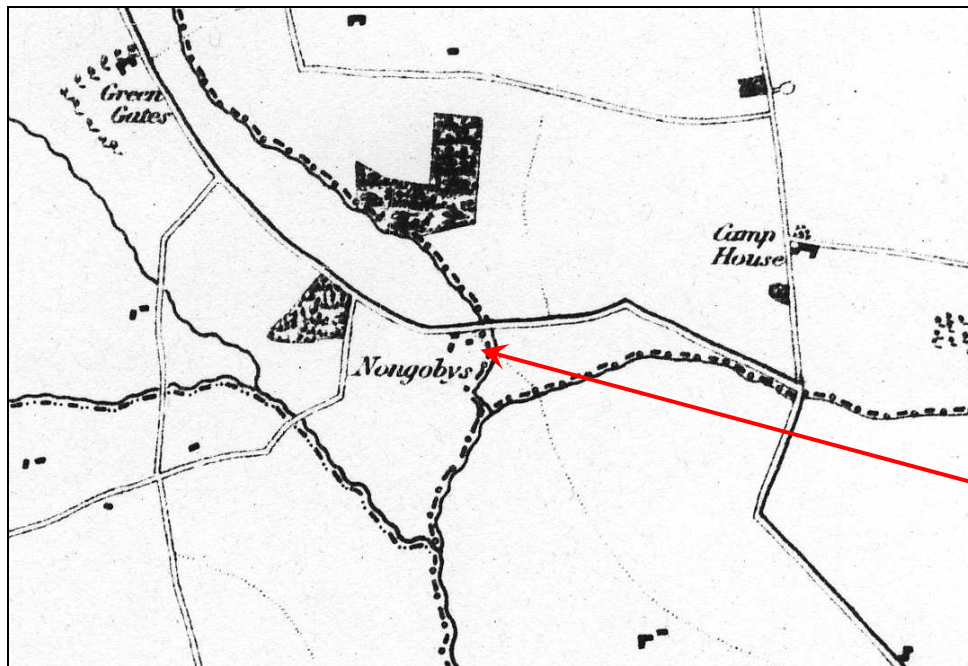






site shown, but unnamed

**Figure 3:** Copy of 1775 map  
*The County of York Surveyed*, by Thomas Jefferys (surveyed 1771); Plate 12



site shown, named "Nongobys"

**Figure 4:** Copy of 1822 map  
*Map of town of Leeds and county circumjacent... made during 1819, 1820 and 1821 by Joshua Thorp*



**Figure 5:** Ordnance Survey 1:10,560 map, published 1851  
Sheet no: Yorkshire 187; enlarged to approx 1:2500

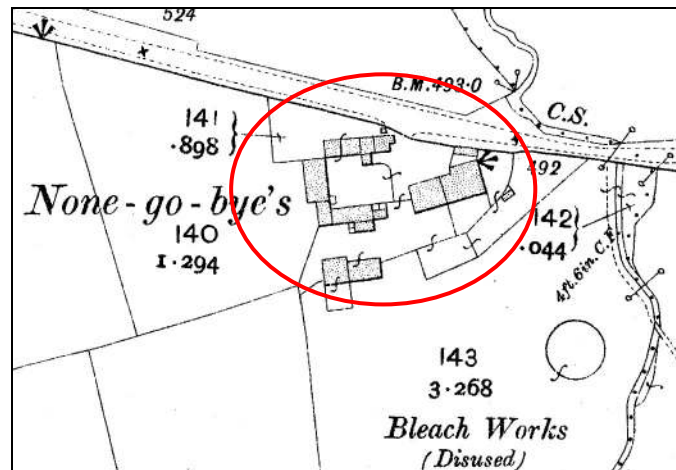


Figure 6: Ordnance Survey 1:2500 map, published 1908  
Sheet no: Yorkshire 187.15

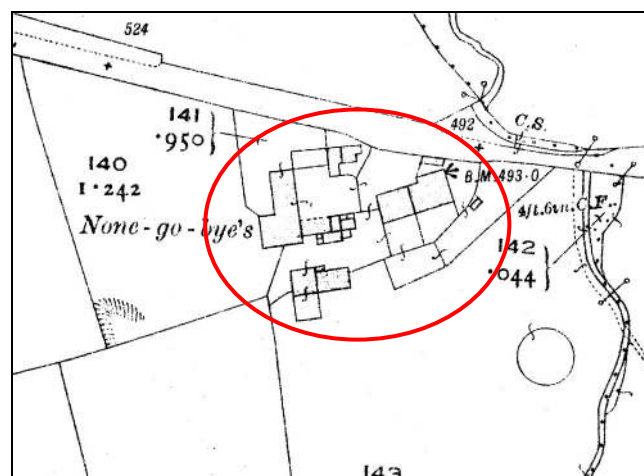


Figure 7: Ordnance Survey 1:2500 map, published 1921  
Sheet no: Yorkshire 187.15

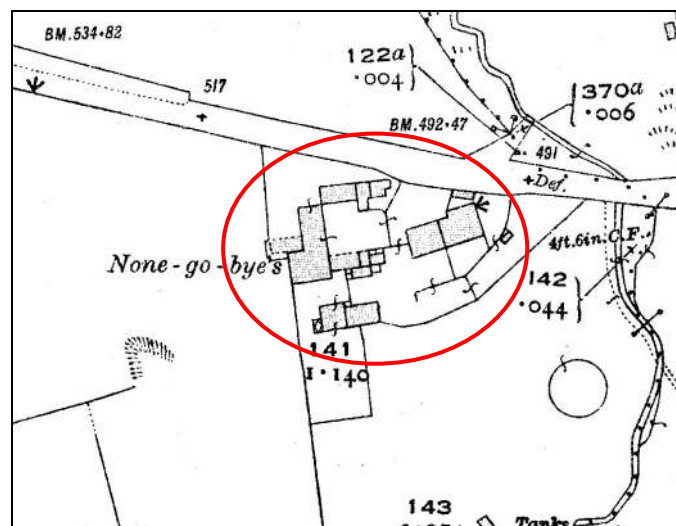
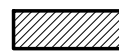
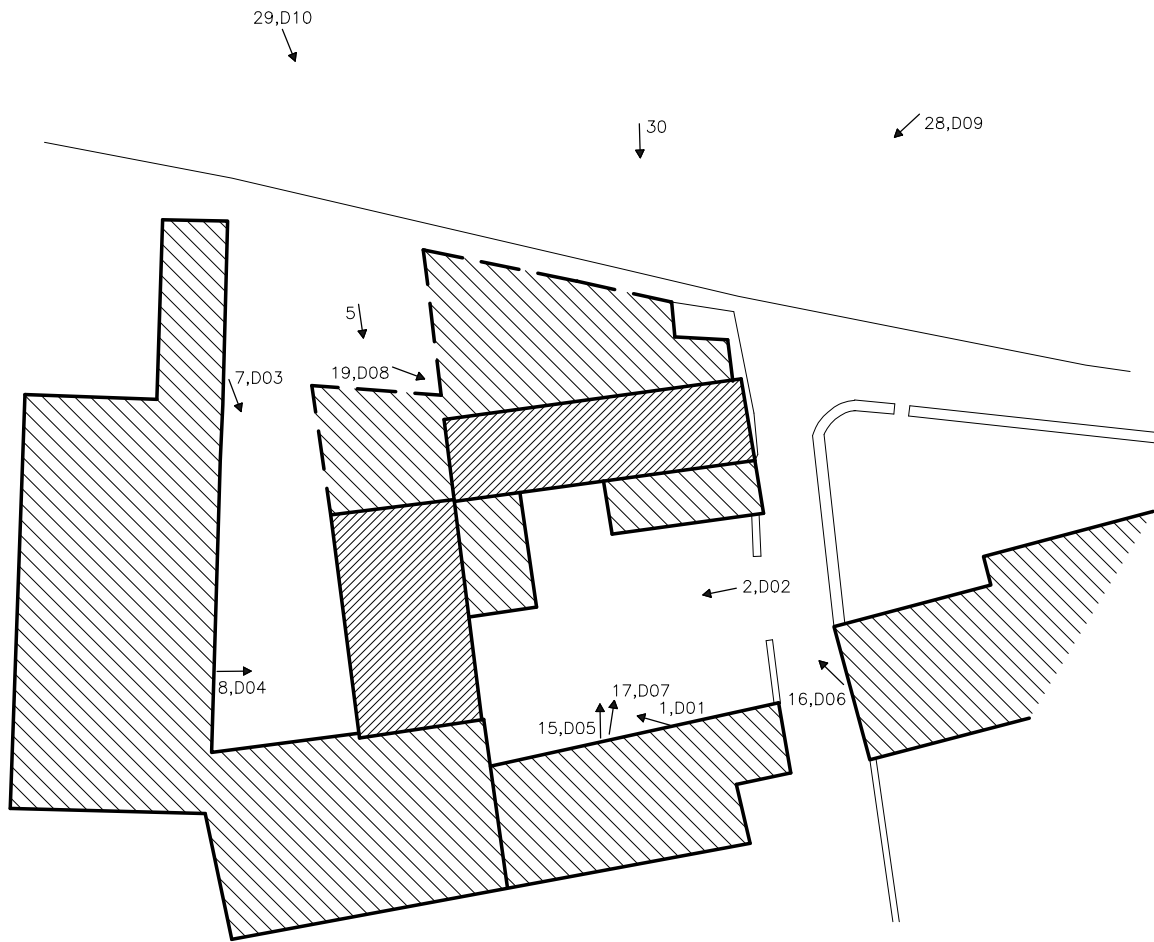
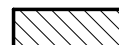


Figure 8: Ordnance Survey 1:2500 map, published 1934  
Sheet no: Yorkshire 187.15



buildings recorded



other structures of various dates

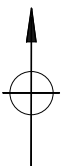
BUILDINGS AT NONE-GO-BYE FARM  
 OTLEY OLD ROAD  
 HORSFORTH, WEST YORKSHIRE  
 (NGR: SE 24021 41999)  
 HISTORIC BUILDING RECORD

FIGURE 9:  
 SITE PLAN  
 WITH KEY TO PHOTOGRAPHS

SCALE: 1:500

DATE OF SURVEY: APRIL 2012

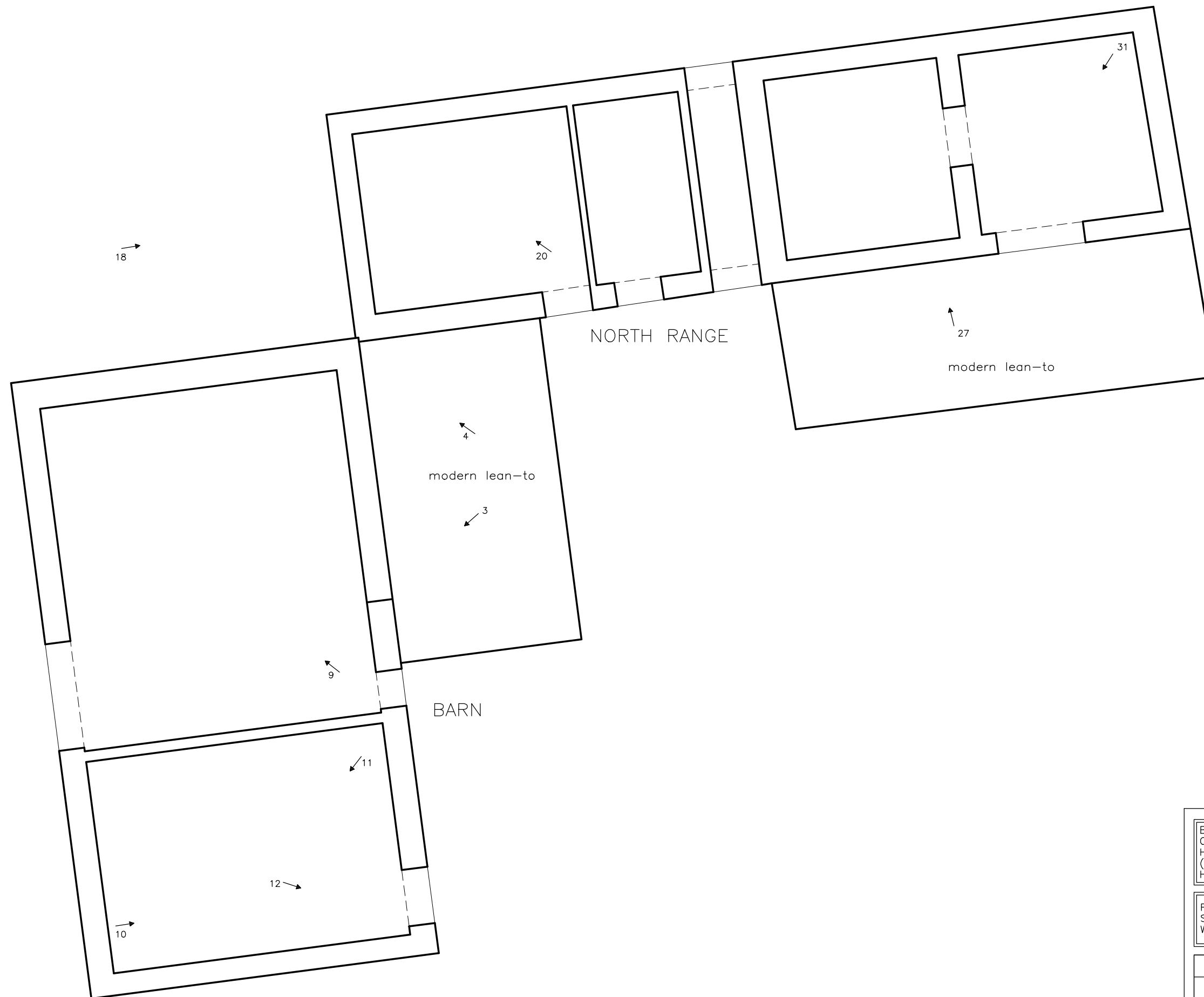
STEPHEN HAIGH  
 Buildings Archaeologist



↗ 1: photograph direction and number (black & white)

↗ D01: photograph direction and number (digital)





THIS PLAN IS BASED ON A SURVEY BY NIEMEN ARCHITECTS BUT IS NOT INTENDED TO BE AN ACCURATE DRAWN RECORD

↗1: photograph direction and number

BUILDINGS AT NONE-GO-BYE FARM  
 OTLEY OLD ROAD  
 HORSFORTH, WEST YORKSHIRE  
 (NGR: SE 24021 41999)  
 HISTORIC BUILDING RECORD

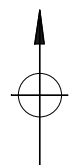
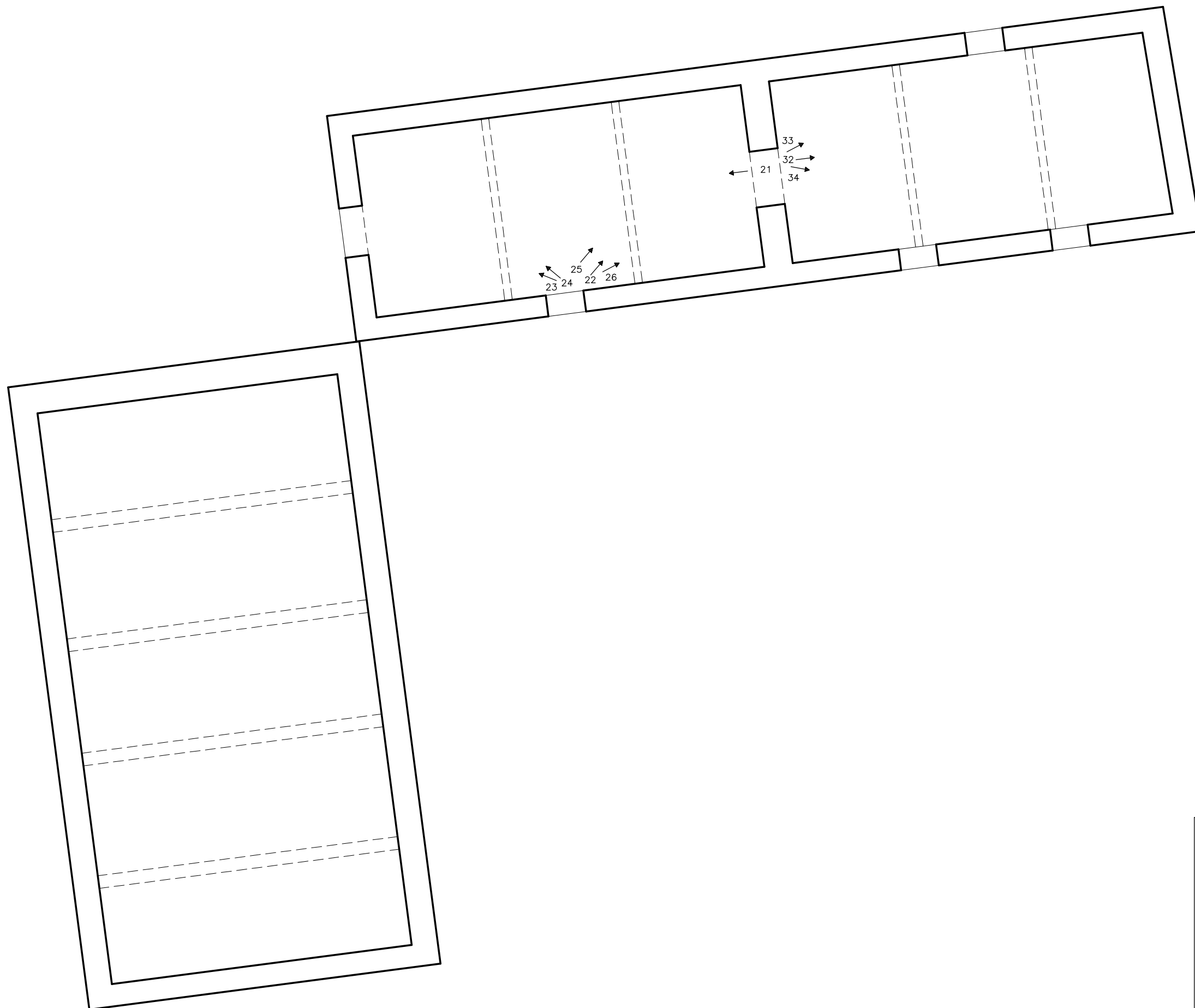
FIGURE 10:  
 SKETCH PLAN OF GROUND FLOOR  
 WITH KEY TO PHOTOGRAPHS

SCALE: APPROX 1:100

DATE OF SURVEY: APRIL 2012

STEPHEN HAIGH  
 Buildings Archaeologist





THIS PLAN IS BASED ON A SURVEY BY NIEMEN ARCHITECTS BUT IS NOT INTENDED TO BE AN ACCURATE DRAWN RECORD

10m approx

↗1: photograph direction and number

BUILDINGS AT NONE-GO-BYE FARM  
 OTLEY OLD ROAD  
 HORSFORTH, WEST YORKSHIRE  
 (NGR: SE 24021 41999)  
 HISTORIC BUILDING RECORD

FIGURE 11:  
 SKETCH PLAN OF FIRST FLOOR  
 WITH KEY TO PHOTOGRAPHS

SCALE: APPROX 1:100

DATE OF SURVEY: APRIL 2012

STEPHEN HAIGH  
 Buildings Archaeologist





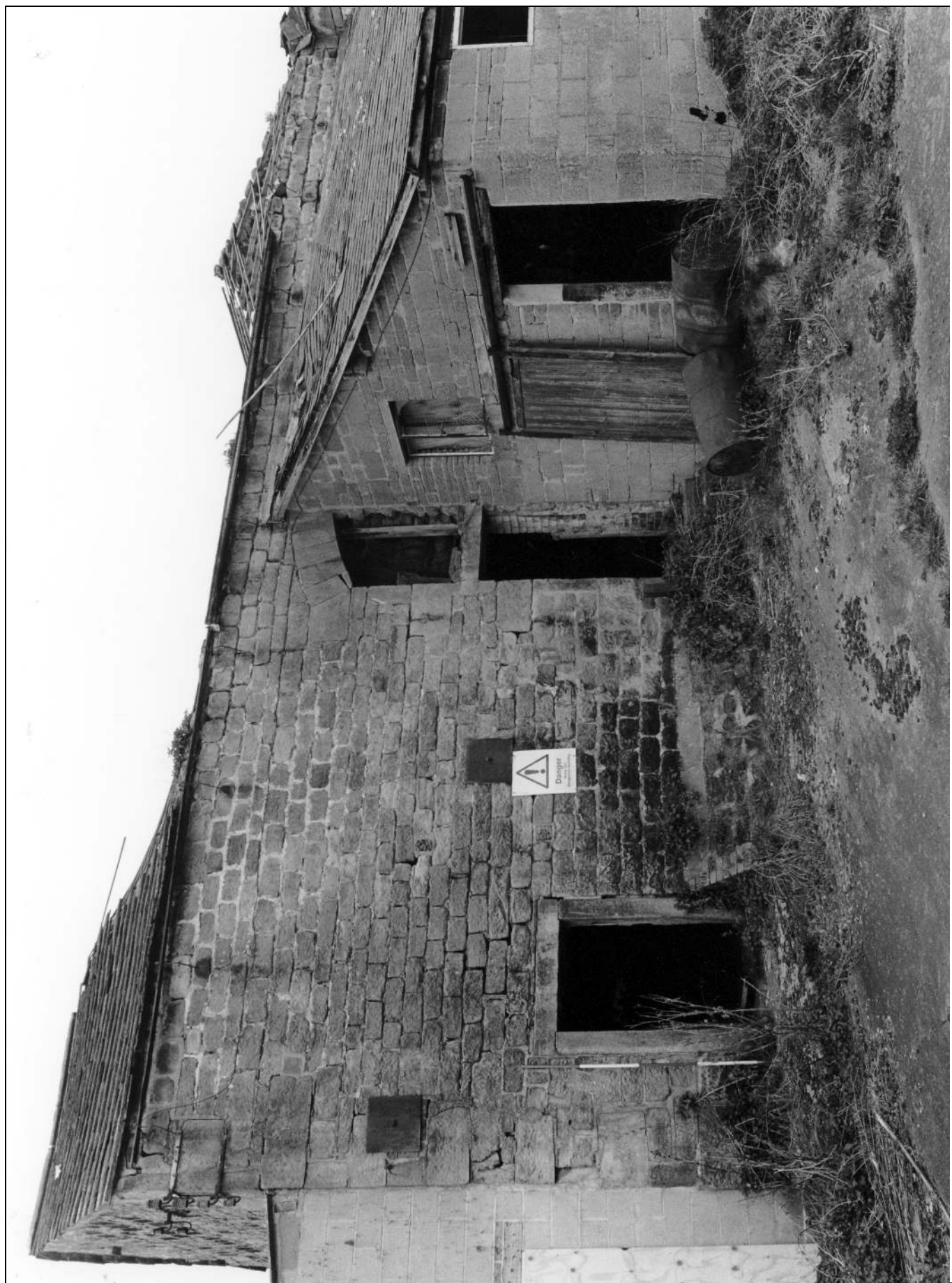


Photo 1: Barn: east elevation (film 1, frame 15)



Photo 2: Barn: east elevation (film 1, frame 14)

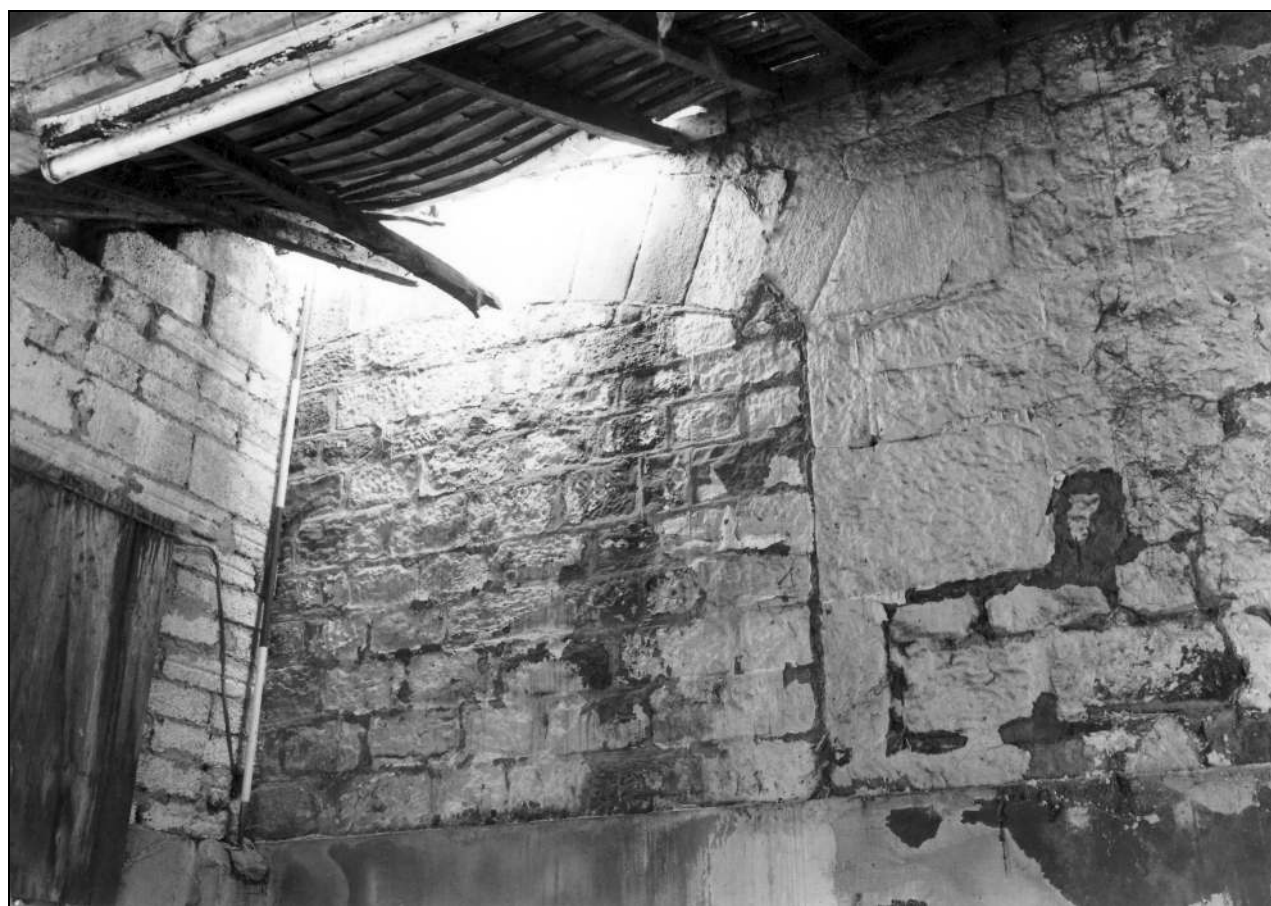


Photo 3: Barn: blocked cart doorway within modern lean-to, east elevation (film 3, frame 3)



Photo 4: Junction between barn and north range, from the south-east (film 3, frame 4)



Photo 5: Barn: north gable, and west end of north range (film 2, frame 9)





Photo 6: Barn: north gable (film 2, frame 8)



Photo 7: Barn, from the north-west (film 2, frame 10)



Photo 8: Barn: west elevation, with former cart entrance at left (film 2, frame 11)



Photo 9: Barn: modern ground floor in north part, from the south-east (film 3, frame 1)



Photo 10: Barn: shippon in south end, from the west (film 2, frame 17)



Photo 11: Barn: shippon in south end, from the north-east (film 2, frame 16)





Photo 12: Barn: base for engine in shippon, from the north-west (film 2, frame 18)



Photo 13: Barn: roof truss to north of central bay, from the north-west (film 2, frame 12)



Photo 14: Barn: north end of interior, from the south-west (film 2, frame 14)



Photo 15: North range: south elevation (west part) (film 1, frame 16)



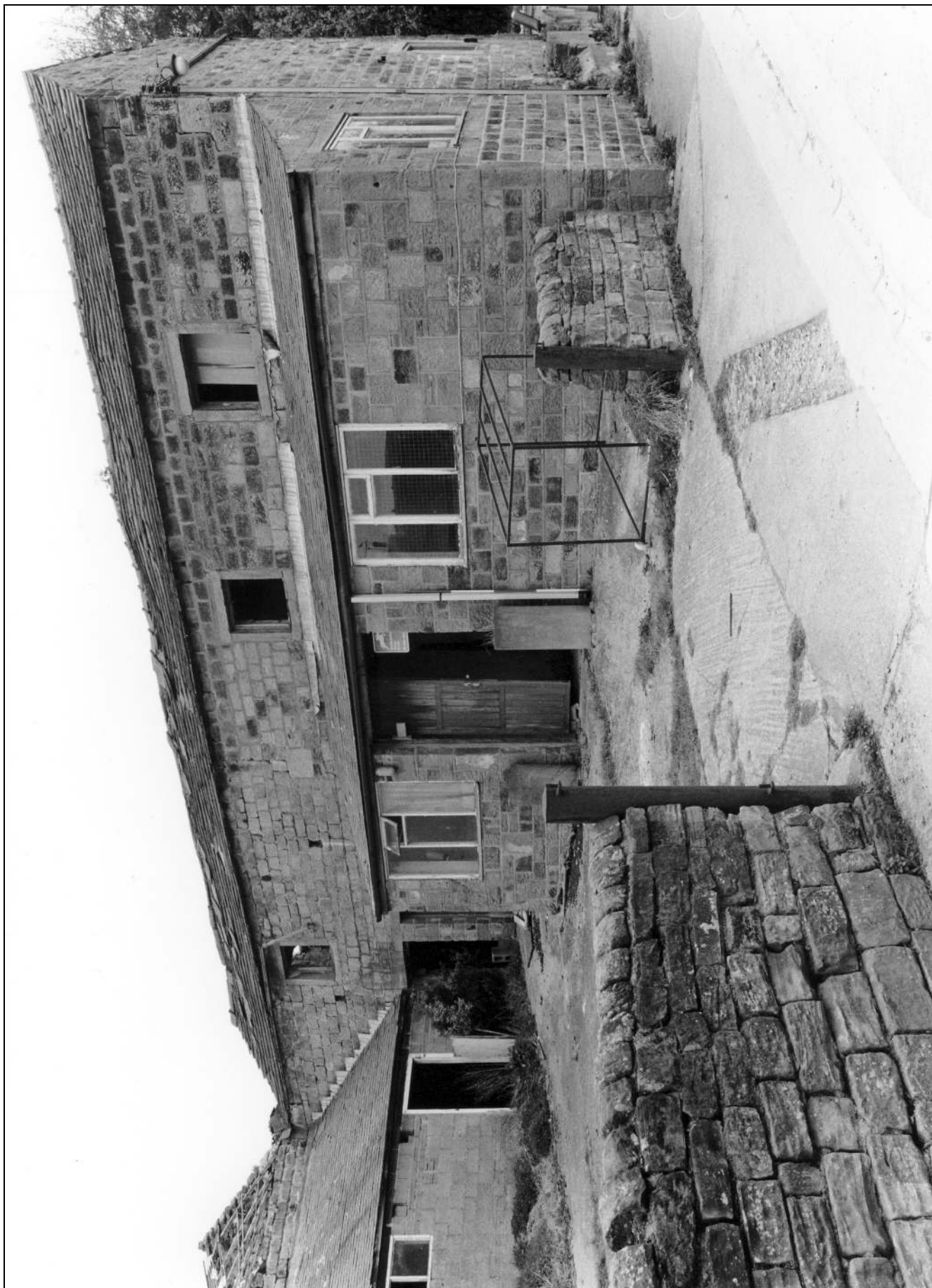


Photo 16: North range, from the south-east (film 1, frame 18)

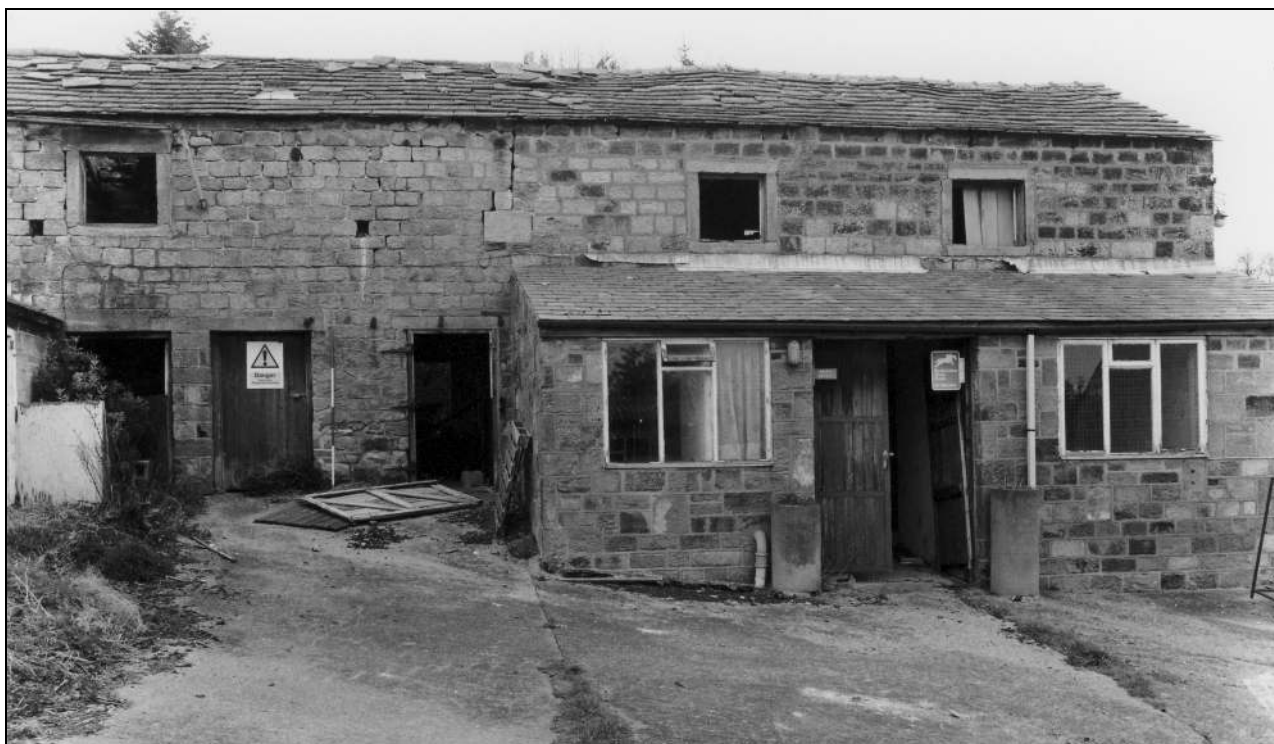


Photo 17: North range: south elevation (east part) (film 1, frame 17)



Photo 18: North range: west gable (film 2, frame 6)



Photo 19: North range: north elevation (west part) (film 2, frame 5)



Photo 20: North range: modern room in west end of ground floor (film 3, frame 5)





Photo 21: North range: first floor in west part, from the east (film 3, frame 18)



Photo 22: North range: first floor in west part, from the south-west (note blocked opening below tie beam) (film 3, frame 10)



Photo 23: North range: first floor in west part, from the south-east (film 3, frame 9)



Photo 24: North range: roof truss in west part, from the south-east (film 3, frame 11)



Photo 25: North range: roof truss in west part, from the south-west (film 3, frame 12)



Photo 26: North range: roof truss in west part, from the south-west (film 3, frame 13)





Photo 27: North range: former doorway (original) in south elevation of east part (film 3, frame 6)



Photo 28: North range, from the north-east (film 2, frame 1)





Photo 29: North range and barn, from the north-west (film 2, frame 4)

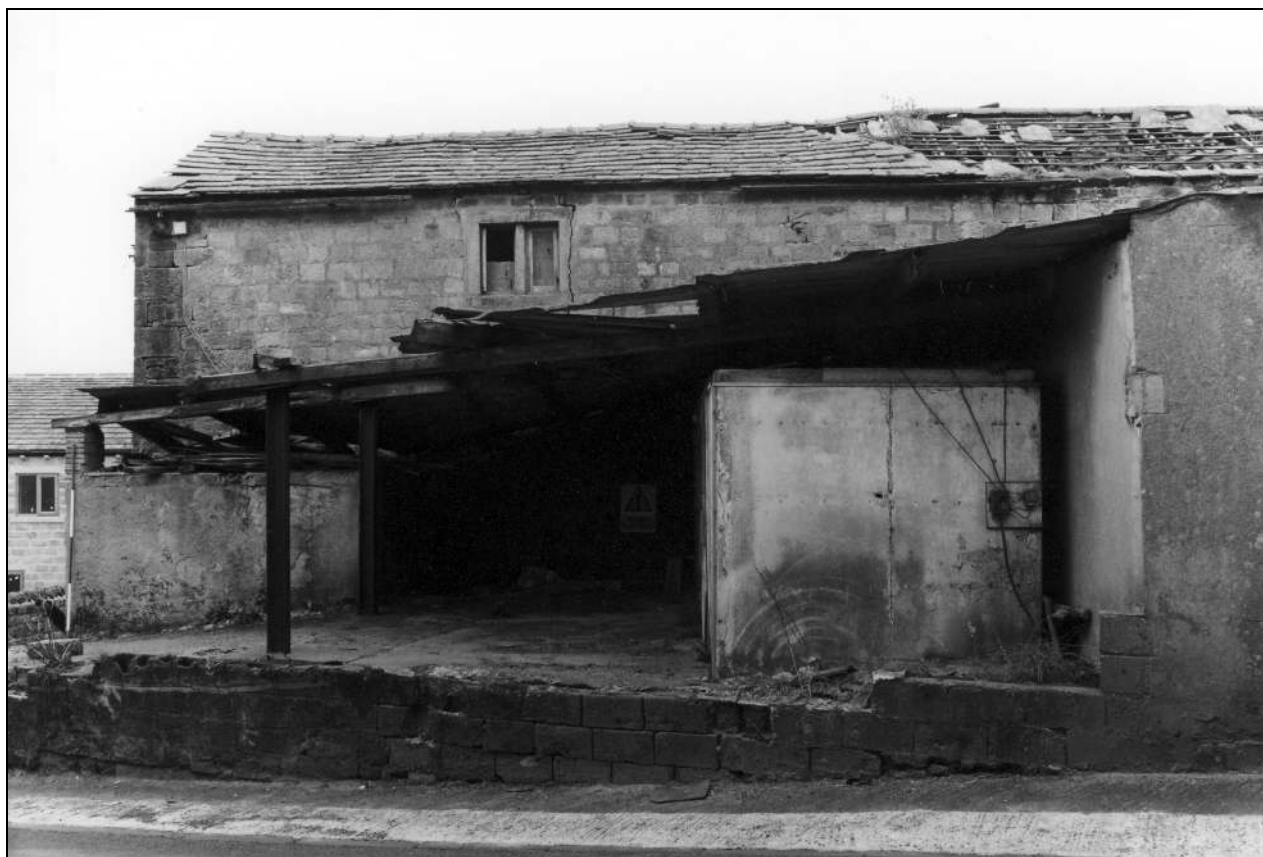


Photo 30: North range: north elevation (east part) (film 2, frame 3)



Photo 31: North range: modern room (dairy) in east end of ground floor (film 3, frame 7)



Photo 32: North range: first floor in east part, from the west (film 3, frame 17)



Photo 33: North range: roof truss in east part, from the west (film 3, frame 15)



Photo 34: North range: roof truss in east part, from the west (film 3, frame 16)