Allen Archaeology Ltd

SPECIFICATION FOR A HISTORIC BUILDING SURVEY:
BROOK FARM, DANE END, THERFIELD, ROYSTON, HERTFORDSHIRE, SG8 9RH

Application:	**17/02752/1**
Client:	**Mr R Evans**
National Grid Reference:	**TL 34526 36441**
Date:	**30th January 2018**
Site Code:	**ROBF 18**

1.0 Summary

This document is the project specification for a programme of historic building recording that has been prepared for Mr Evans as a condition of planning consent for construction of a dwelling following demolition of a barn at Brook Farm, Dane End, Therfield, Royston, Hertfordshire.

The fieldwork and reporting will conform to current national guidelines, as set out in the Historic England document '*Understanding Historic Buildings: A guide to good recording practice'* (Historic England 2016), the Chartered Institute for Archaeologists '*Standard and guidance for the archaeological investigation and recording of standing buildings or structures'* (CIfA 2014), and the regional guidelines in '*Research and Archaeology Revisited: a revised framework for the East of England'* (Medlycott 2011). All relevant English Heritage guidelines on archaeological best practice will also be followed.

2.0 Site Location and Description

The hamlet of Danes End is situated in the administrative district of North Hertfordshire District Council, approximately 1.3km southeast of Therfield and 5.1km south-southwest of Royston. Brook Farm is located at the north end of the hamlet, on the west side of Dane End. The site centres on NGR TL 34526 36441.

3.0 Planning Background

A planning application was submitted on the 3rd November 2017 to North Hertfordshire District Council for *'erection of one 3-bed detached dwelling following demolition of existing agricultural outbuilding'* (Planning Application Reference 17/02752/1). As a condition of planning consent, a programme of historic building recording is required, prior to any demolitions or alterations.

This approach adopted is consistent with the guidelines that are set out in the National Planning Policy Framework (NPPF) (Department for Communities and Local Government 2012).

4.0 Archaeological and Historical Background

The barn to be converted comprises a north – south aligned threshing barn with lean-to extensions on the east and south ends Hertfordshire Historic Environment Record (HHER) References 15065 and 15066). The majority of the barn complex is shown on the 1876 Ordnance Survey map, and comprised timber-framed weatherboarded barns, probably on a brick sill. The outbuildings have corrugated iron roofs.

Brook Cottage to the east of the barns is Grade II listed (List Entry Number 1102615) and at one time was three dwellings. They were constructed in the early to mid 17th century and altered in the 20th century.

5.0 Methodology

The works described below are based on the guidance set out in the Historic England document: *Understanding Historic Buildings, A Guide to Good Recording Practice* (Historic England 2016). The building survey will be undertaken by an experienced buildings archaeologist who will record all aspects of the relevant buildings prior to any demolition works. The date of the fieldwork is not currently known.

Photographs will be taken of the following: -

- All external elevations
- All internal elevations, including internal walls and subdivisions
- The roof structure of the buildings, internally and externally, where visible
- The relationship of the structures to their surroundings
- Architectural details, i.e. windows, doors, decorative brickwork, and other significant features, fixtures or fittings. Generally a single representative shot will be taken of particular features such as windows or openings of a single type that occur more than once within the structure
- A general internal photographic record of the building. Photographs will be taken of each room/discrete internal space from sufficient points to show the form, general appearance and methods of construction

Metric scales of appropriate length and a tripod will be used when required, with all photos annotated and linked to a floor plan. In addition to the photographic record, a full written description and programme of analysis will be undertaken of the structure. Any identified phasing will also be identified on the site plans, and included in the written narrative.

Map regression and the study of readily available documentary sources will be included to provide a historical context to the site.

8.0 Post-Fieldwork Methodology

On completion of site operations, the records produced during the historic building recording will be checked and ordered and a stratigraphic matrix of all archaeological features and deposits prepared.

A fully illustrated report text will then be prepared that will contain the following information:

- A non-technical summary of the results
- Description of the site location, topography and geology of the investigation area, including site NGR
- Planning background, including details of the proposed development and the planning application number
- Date of commencement and duration of fieldwork, and field staff involved
- Description of the methodologies used during the site investigations, sources consulted and discussion of the methodologies' effectiveness in the light of the results
- A text describing the results of the building recording
- Scale plan showing the layout of the buildings on the development site, with locations and orientations of all photographs taken during the survey, identifying any phasing where possible, accurately located to the OS grid
- An appendix with a selection of annotated photographs from the building survey, with a full list of all photographs taken as another appendix
- A complete bibliography of all reference materials including those consulted but not referenced in the text
- An HER Summary Sheet with the HER Enquiry number.

The timescale for completion of the post-excavation works is 3 days. If required, specialists will propose their own timescales during the post-fieldwork stage.

9.0 Curatorial Monitoring

The County Historic Environment Unit (CHEU) will be notified in advance of the commencement of the works. They will be kept informed of developments during the scheme by Allen Archaeology. It is recognised that they may visit the site during the fieldwork element to monitor the archaeological work and confirm that the archaeological works are being done to the highest possible standard.

Internal monitoring will be by the author of this specification.

10.0 Archive

The documentation and records generated by the historic building survey will be assembled in accordance with the guidelines in 'Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation' (AAF 2007). The receiving museum service will be Hertford Museum, who will be contacted in advance of the works.

It is anticipated that the archive for this scheme will be deposited within 12 months of the completion of the project.

11.0 Report Dissemination

Copies of the report will be sent to the client, the County Planning Archaeologist and the Hertfordshire Historic Environment Record (HHER). A copy will also be sent to the museum along with the project archive.

A summary account on the results of the work in the form of an OASIS form will be forwarded to the Archaeology Data Service in York following the completion of the works.

12.0 Publication

A digital copy of the report will be submitted to the OASIS Project held at the Archaeological Data Service at York. If the results merit further publication, a short article will be submitted for inclusion in Hertfordshire Archaeology and History or other appropriate period-specific journal.

13.0 Variations to the Proposed Scheme

Variations to the proposed scheme will only be made following written confirmation from CHEU. Should any further investigation be required beyond the scope of the brief for works, or this specification, then the cost and duration of those supplementary examinations will be negotiated between the client and the contractor.

14.0 Health and Safety

All work will be carried out in a way that complies with the Health and Safety at Work Act 1974 and its related regulations and codes of practice. Employees of Allen Archaeology Ltd will perform their duties in accordance with company safety policy, with senior staff responsible for monitoring compliance with health and safety requirements and legislation.

A site Risk Assessment will be carried out in advance of any archaeological fieldwork.

15.0 Insurances

AAL maintains Employers Liability Insurance to £10,000,000.00, Public Liability Insurance to £5,000,000.00 and Professional Indemnity Insurance to £2,000,000.00. Copies of insurance documentation can be supplied upon request.

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

17.0 Bibliography

AAF, 2007, *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation*, Archaeological Archives Forum

CIfA, 2014, *Standard and guidance for the archaeological investigation and recording of standing buildings or structures.* Chartered Institute for Archaeologists, Reading

Department for Communities and Local Government, 2012, *National Planning Policy Framework*. London, Department for Communities and Local Government

Historic England, 2016, *Understanding Historic Buildings: A guide to good recording practice*. English Heritage

Medlycott, M (ed.) (2011) *Research and Archaeology Revisited: a revised framework for the East of England,* East Anglian Archaeology Occasional Paper 24

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