

THRESHING BARN, HIGH CLOUGH FARM, NEAR COLNE LANCASHIRE



Archaeological Building Investigation



Oxford Archaeology North

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Mr Rob Platt

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SUMMARY

Mr Robert Platt made a planning application (Planning Application 13/05/0192P) to Pendle Borough Council to develop a threshing barn at High Clough Farm, near Colne Lancashire (SD 9253 4242). As part of the planning procedure, the council consulted Lancashire County Archaeological Service LCAS), which recommended a building recording programme of English Heritage (2006) Level II standard. This was to include a rapid desk-based assessment, which would provide a historical background and detail any changes in the development of the farmstead. In addition, an extensive site investigation was to be undertaken, comprising written descriptions, as well an extensive photographic record, and site drawings of the floor plans and sections.

Following these recommendations, Mr Platt requested that Oxford Archaeology North (OA North) undertake the building investigation, which was duly completed in April 2006.

The background research revealed little textual evidence, but the cartographic sources provided a sequence of building from the mid-nineteenth century through to the early decades of the twentieth century. The research demonstrated that the barn and outshut were already in place by 1848 and the building remained unchanged till the early twentieth century, when a further outshut was added to the west elevation.

The barn would appear to date from the early to mid nineteenth century and has essentially retained its shape since the early to mid twentieth century. The barn was constructed in its present plan, with an outshut built at the same time or shortly afterwards on its west elevation. It was originally conceived as a threshing barn, with a shippon for livestock and a hayloft both at the south end of the building. This would appear to have been the function of the building, until the insertion of new stalls during the late nineteenth or early twentieth century. Shortly after, the roof of the barn was raised and remodelled and the winnowing door and door on the south-east corner of the building were converted to windows. From this date onwards, the barn possibly became a cow or milking shed only, hence the greater need for light and more roof space. Since the mid twentieth century, most of the changes have involved the outshut, with the barn receiving only modest cosmetic repairs.

ACKNOWLEDGEMENTS

Oxford Archaeology North (OA North) would like to thank Mr Platt for commissioning and supporting the project and for supplying the plans and sections. Additional thanks are also due to the staff of the County Record Office in Preston for their help.

Chris Ridings and Kathryn Levey undertook the building investigation and Kathryn Levey conducted the background documentary research. Chris Ridings wrote the report and the mark Tidmarsh produced the drawings. Alison Plummer managed the project and also edited the report.

1. INTRODUCTION

1.1 CIRCUMSTANCES OF THE PROJECT

- 1.1.1 Following a planning application to Pendle Borough Council for the development and conversion of a threshing barn at High Clough Farm, near Colne in Lancashire (SD 9253 4242) (Fig 1) (Planning Application 13/05/0192P) an archaeological building recording programme of English Heritage (2006) Level II standard was recommended by Lancashire County Archaeological Services (LCAS), in order to assess the significance of the building and provide a permanent record prior to its development. Historical research aimed at providing a better understanding of the development of the building was also recommended. Mr Platt requested that Oxford Archaeology (OA North) undertake the archaeological investigation

2. METHODOLOGY

2.1 PROJECT BACKGROUND

- 2.1.1 Following a verbal brief by the Lancashire County Archaeology Services, OA North produced a project design (Appendix 1) to undertake the work. This was accepted by Mr R Platt and OA North was commissioned to undertake both the building investigation and background research. This was carried out in May 2006.
- 2.1.2 The project was to consist of a Level II-type survey (English Heritage 2006), which comprises a descriptive internal and external record combined with drawings and a detailed photographic record. A rapid assessment of cartographic sources was also to be carried out.

2.2 HISTORICAL RESEARCH

- 2.2.1 A rapid desk-based assessment of the farmstead was carried out in order to provide a general historical background for the building and identify any evidence that might date phases of building and rebuilding within the farm. This is not intended to be a comprehensive history, but is meant to provide a general context for the results of the building investigation and detailed information, where available, about the farmstead itself.
- 2.2.2 *The Lancashire County Record Office (Preston)*: original sources and early maps of the site were examined for the barn and any associated buildings at High Clough Farm.

2.3 BUILDING INVESTIGATION

- 2.3.1 *Descriptive Record*: written records using OA North *pro forma* record sheets were made of all principal building elements, both internal and external, as well as any features of historical or architectural significance. Particular attention was also paid to the relationship between parts of the building, especially those that would show its development and any alterations. These records are essentially descriptive, although interpretation is carried out on site as required.
- 2.3.2 *Site drawings*: architects 'as existing' drawings were annotated to produce a plan and section of the barn. These were produced in order to show the form and location of structural features and/or features of historic interest. Where necessary, these drawings were manually enhanced using hand survey techniques. The hand-annotated field drawings were digitised using an industry standard CAD package to produce the final drawings.
- 2.3.3 *Photographs*: photographs were taken in both black and white and colour print 35mm formats. The photographic archive consists of both general shots of the whole building and shots of specific architectural details.

2.4 ARCHIVE

- 2.4.1 The results of all archaeological work carried out will form the basis for a full archive to professional standards, in accordance with current English Heritage guidelines (*Management of Archaeological Projects*, 2nd edition, 1991). The original record archive of project will be deposited with Lancashire County Record Office (Preston).
- 2.4.2 The Arts and Humanities Data Service (AHDS) online database *Online Access to index of Archaeological Investigations* (OASIS) will be completed as part of the archiving phase of the project.

3. BACKGROUND

3.1 INTRODUCTION

3.1.1 A rapid examination was made of cartographic sources, in order to place the results of the building investigation into an historical context. These sources, which provide evidence of the development of the farmstead from at least the mid nineteenth century to the early twentieth century are summarised below.

3.2 MAP REGRESSION

3.2.1 *Yates Map 1786*: neither the subject of the investigation, the threshing (detached) barn, nor the barn and cottage lying to the west appear on this map.

3.2.2 *Tithe Map 1848*: the area is marked as High Clough and features three buildings associated with a farmstead. To the east extent of the farmstead, there is a detached barn and outshut, which are consistent with the extant building. Similarly, the cottage and barn to the west are depicted on the map although there would appear to be some discrepancies with the surviving structures. The barn and cottage are marked as a single elongated building with two outshuts or porches to the front (south) and a further extension to the rear. In addition, there is a third building, lying across the trackway to the south-east of the detached barn. This building would appear to be a barn or cottage of similar size to the detached barn and features two outshuts on the front (north-west) of the building and one on the rear. Furthermore, there would appear to be at least two small pens or animal shelters to the rear of this building.

3.2.3 *Ordnance Survey Map 1848* (Fig 2): the farmstead appears have the same layout as illustrated on the 1848 Tithe Map. No alterations were observed.

3.2.4 *Ordnance Survey Map 1892* (Fig 3): the farmstead has changed somewhat, but this may be due to a more accurate reproduction of the buildings. Certainly, the detached barn and outshut appear the same, but the barn and cottage to the west have received some alterations. The main build comprising the barn and cottage, which are now clearly divisible, appear to be consistent with the existing structure, as the two outshuts to the front and the single extension to the rear have been removed. Similarly, the building across the trackway has been reduced in size to a small square building with a single outshut or porch to the front of the building. The pens or animal shelters at the rear have been replaced by a single pen, whilst a further pen has been built opposite the barn and cottage.

3.2.5 *Ordnance Survey Map 1910* (Fig 4): the farmstead has again received some remodelling, the most significant of which, is the removal of the barn and pens to the south-west of the detached barn. The barn and cottage to the west have remained unaltered, although the animal pens across the trackway have been extended. At the east of the farmyard, the detached barn has been added to,

with the appending of what appears to be an outshut or pen onto its front (west) elevation.

4. BUILDING INVESTIGATION RESULTS

4.1 INTRODUCTION

- 4.1.1 The detached barn at High Clough Farm, near Colne, Lancashire, is a two-storey, rectangular building measuring 12.4m long by 11.6m wide, which is aligned north to south along its main axis. It is arranged (Fig 4) as a small barn with a square outshut appended to the centre of its west elevation and is constructed from well-coursed, dressed sandstone bonded with a pale lime mortar.
- 4.1.2 The roof of the barn is a shallow-pitched gable-roof of sandstone tiles, which includes a skylight on the west pitch. Internally, the roof (Fig 5; Plate 5) features kingpost trusses with diagonal braces that are constructed using relatively modern machine-cut timbers. In contrast, the four trenched through-purlins, the ridge plate and the rafters all appear to be roughly fashioned and are possibly re-used timbers. Similarly, the roof of the outshut is laid with sandstone tiles, which are supported by roughly-hewn purlins and rafters (Plate 13).
- 4.1.3 Access to the barn is provided by the doorway for the wagon doors on the front (east) of the building, whilst a small partially blocked winnowing door lies directly opposite on the west elevation. In addition, there are single doors at the south end of the barn on both the east and west elevations. The former has been partially blocked to create a window, whilst the latter is still in use. A further door is located on the south elevation of the outshut.
- 4.1.4 The only windows on the barn itself are the converted doors noted above (*Section 4.1.3*). In addition, the outshut has a small casement window on both the north and east elevations.

4.2 THE EXTERIOR ELEVATIONS

- 4.2.1 The main build of the barn as noted above (*Section 4.1.1*) consists of small to large well-coursed and dressed sandstone blocks, which are bonded with a pale lime mortar. On both the north and south elevations of the main building, there is evidence of the roof being raised by up to 1m (Plates 2 and 3), although this rebuild is not apparent on either the west or east elevations (Plate 1 and 4). In addition, there may have been a further outshut on the south-west extent of the barn, which is suggested by a pair of beam slots within the quoins on the west elevation (Plate 4).
- 4.2.2 The wagon doors are hinged rather than the more familiar harr-hung arrangement, and there would not appear to be any evidence to suggest that the original doors were anything but hinged. The present doors are of matchboard construction with modern ledging, but they are in a severe state of disrepair (Plate 8). Contrasting somewhat with the poor condition of the doors is the surround, which consists of a segmental voussoir arch of well-dressed square

stone blocks, complimented with matching quoins. All of this stonework features pronounced tool marks.

- 4.2.3 At the south end of the east elevation, there is a partially blocked door, which has been converted to a window (Plate 9). It features a well-dressed, flush stone architrave and similar fashioned projecting sill. Beneath the sill, the door has been blocked with sandstone rubble. A similar partially blocked door is also located towards the centre of the west elevation, and it would appear to be the original winnowing door (Plates 7 and 10). The door lying to the south of this winnowing door, is of matchboard construction and is dressed with a flush stone lintel and quoins.
- 4.2.4 The remaining windows are two small casements on the north and west elevations of the outshut. The casement on the west would appear to be a late insertion, as there would appear to be stone repairs to its surrounds, whilst the small casement on the north elevation has a partially collapsed surround.

4.3 THE INTERIOR ELEVATIONS

- 4.3.1 At the south of the building, there are sandstone flags (Plate 11) and part of a floor surface of cinnabar red bricks laid in a stretcher bond. With the exception of some sandstone flags in the embrasure of the wagon doors, the rest of the floor has been exposed to bare earth. Within this flooring of red brick, there are three scars, which would appear to be the remains of stalls (Plate 12). This is reinforced by a small scar on the base of the west wall, probably the remains of a removed cross-partition, whilst there are a series of beam slots for a hayloft on all three of the adjacent elevations. In addition, the wall at the south of the building has been rendered to the height of the hayloft and features two small niches (Plate 6).
- 4.3.2 The interior of the outshut (Plate 15) is again comparable to the exterior of the building, and features a floor laid to concrete, and concrete and grey brick stalls on the east of the extension (Plate 14). A series of five small holes on the east elevation may represent the remains of a loft within the outshut. On the west wall, the small casement is confirmed as a later insertion, with grey brick repairs on its surround.

5. DISCUSSION

5.1 INTRODUCTION

5.1.1 The investigation in conjunction with the map regression has revealed that the barn was constructed during the early to mid nineteenth century. Since this original phase of construction there have been further alterations to the building, all of which, are summarised below.

5.2 PHASES OF DEVELOPMENT

5.2.1 **Phase 1:** the exact date for the original construction of the barn is unclear. It does not appear on Yates' map (Yates 1786) although it is certainly present by 1848 (Tithe Map, Ordnance Survey). The comparable stonework in both the barn and the outshut would suggest that the outshut was built at the same time as, or only slightly after the main building was constructed. From the presence of the wagon doors and the small winnowing door to the rear of the barn, it is clear that the barn originally was conceived as a threshing barn, with space for the housing of livestock or horses, beneath the hayloft at the south end of the building.

5.2.2 **Phase 2:** in the next half century, the cartographic sources (Ordnance Survey 1892) depict a building, which would appear to have changed little in plan and this seemed to be supported by the evidence from the survey. One possible alteration may have been the relaying of part of the floor. Certainly, the flagstones would appear to be the original floor surface, whereas the red brick with evidence for concrete partitions may date from the late nineteenth century or even the early twentieth century (Phase 3)

5.2.3 **Phase 3:** during the early to mid twentieth century, the barn would appear to have had a second outshut or pen appended to its west elevation (Ordnance Survey 1910). Although there is some evidence to support this, namely the pair of beam slots within the quoins at the south-west corner of the building, there would not appear to be any significant scarring, and this would suggest that this new extension was little more than a lean-to of timber or a similar light material. It is possible that the winnowing door and the door at the south-east corner of the building were converted to windows at broadly the same time. Brunskill (1987, 114) notes that cow sheds and milking sheds during this period became cleaner, more well-lit and airy environments and it is possible that such concerns prompted the insertion of windows on the east elevation of the building, to coincide with a change in function. In addition, the roof would appear to have been renovated with the insertion of modern trusses, whilst the purlins and rafters would appear to have been retained and reused. The refurbishment of the roof no doubt provided an opportunity for the roof to be raised, hence the rebuild on the gable elevations.

5.2.4 **Phase 4:** in the mid to late twentieth century, further changes were made, although, these appear to have been mostly confined to the outshut. The floor

of the outshut was laid to concrete and the small concrete and brick stalls on the east of the extension were added. At the same time, the casement on the west elevation was inserted, which is confirmed by the presence of grey brick in both cases. Some minor cosmetic repairs were also carried out on the barn, such as the running repairs to the wagon doors, but it would appear that no significant alterations were made after the mid twentieth century.

5.3 CONCLUSION

- 5.3.1 The barn would appear to date from the early to mid nineteenth century and has essentially retained its shape since the early to mid twentieth century. The barn was constructed in its present plan, with an outshut built at the same time or shortly afterwards on its west elevation. It was originally conceived as a threshing barn, with a shippon for livestock and a hayloft both at the south end of the building. This would appear to have been the function of the building, until the insertion of new stalls during the late nineteenth or early twentieth century. Shortly after, the roof of the barn was raised and remodelled and the winnowing door and door on the south-east corner of the building were converted to windows. From this date onwards, the barn possibly became a cow or milking shed only, hence the greater need for light and more roof space. Since the mid twentieth century, most of the changes have involved the outshut, with the barn receiving only modest cosmetic repairs.

6. RECOMMENDATIONS

6.1 INTRODUCTION

6.1.1 The present scheme of investigation and recording, prompted by the redevelopment of the threshing barn at High Clough, near Colne, Lancashire will provide a lasting record of the structure in its present condition

6.2 RECOMMENDATIONS

6.2.1 Following the investigation and rapid desk-based assessment, it is envisaged that no further work will need to be carried out at the site.

7. BIBLIOGRAPHY

7.1 PRIMARY AND CARTOGRAPHIC SOURCES

Ordnance Survey Map, First Edition, 1848, 1:10,560

Ordnance Survey Map, First Edition 1892, 1:2500, Sheet 49/1

Ordnance Survey Map, Second Edition, 1910, 1:2500, Sheet 49/10

Tithe Map, 1848, 6" to 1 mile

Yates, W, 1786 *the County Palatine of Lancashire*

7.2 SECONDARY SOURCES

Brunskill, R W, 1987 *Traditional Farm Buildings of Britain* 2nd edn.

English Heritage, 1991 *Management of Archaeological Projects*, 2nd edn.

English Heritage, 2006 *Understanding Historic Buildings: A Guide to Good Recording Practice*

8. ILLUSTRATIONS

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Figure 2: Extract from Ordnance Survey First Edition Map, 1848

Figure 3: Extract from Ordnance Survey First Edition Map, 1892

Figure 4: Ordnance Survey Second Edition Map, 1910

Figure 5: Plan of the barn

Figure 6: South-facing section through the barn and outshut

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Plate 2: The south elevation of the barn

Plate 3: The north elevation of the barn

Plate 4: The west elevation of the barn

Plate 5: Detail of the roof truss

Plate 6: The south internal elevation

Plate 7: The west internal elevation, featuring the partially blocked winnowing door

Plate 8: The east internal elevation of the barn featuring the wagon doors

Plate 9: Partially blocked door on the east elevation

Plate 10: The Partially blocked winnowing door on the west elevation

Plate 11: The flagstones at the south end of the building

Plate 12: The brick floor at the south end of the building, featuring scars from the removed partitions

Plate 13: The roof of the outshut on the west of the barn

Plate 14: The small stalls within the outshut

Plate 15: The north elevation of the outshut

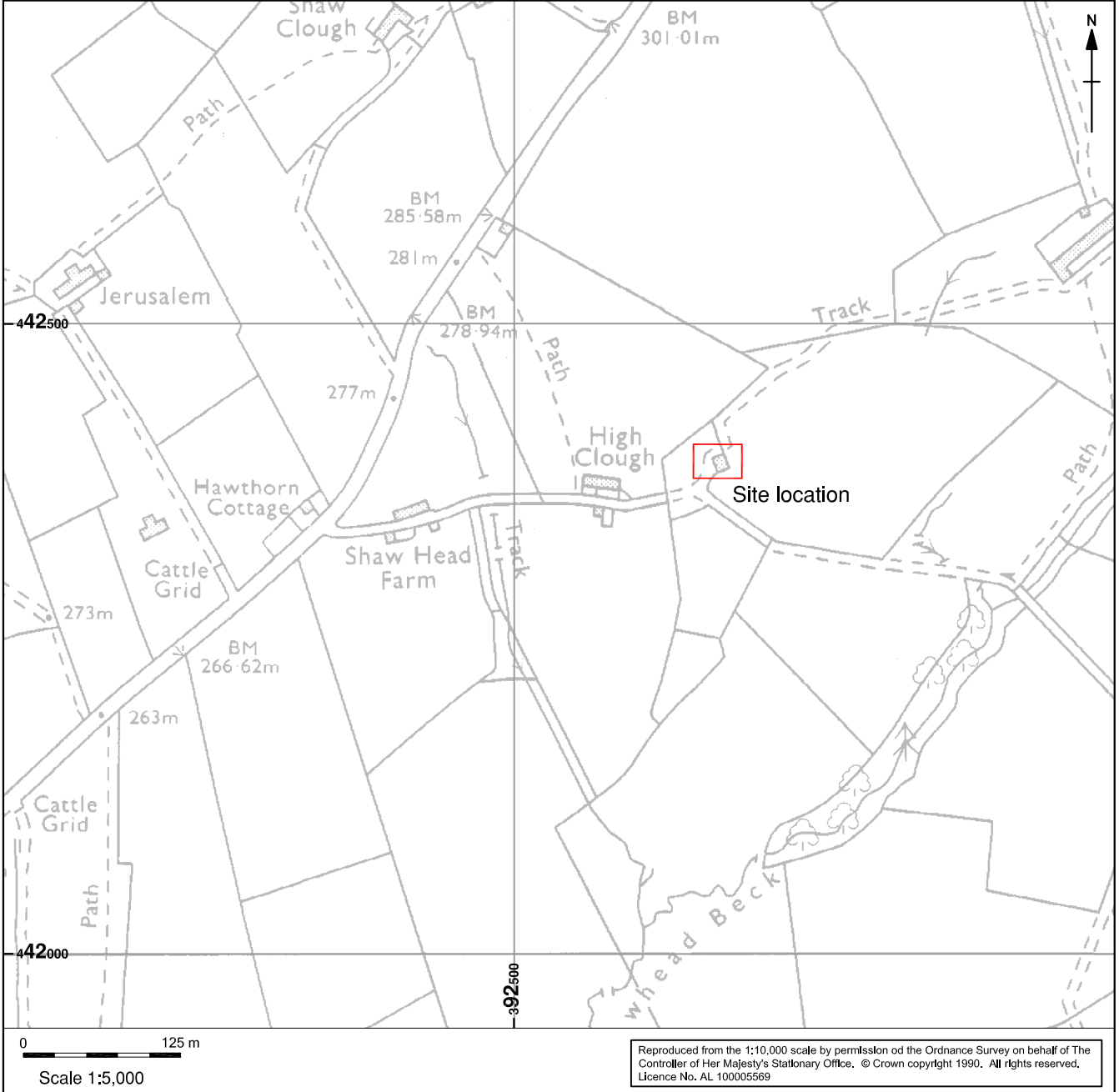


Figure 1: Site Location

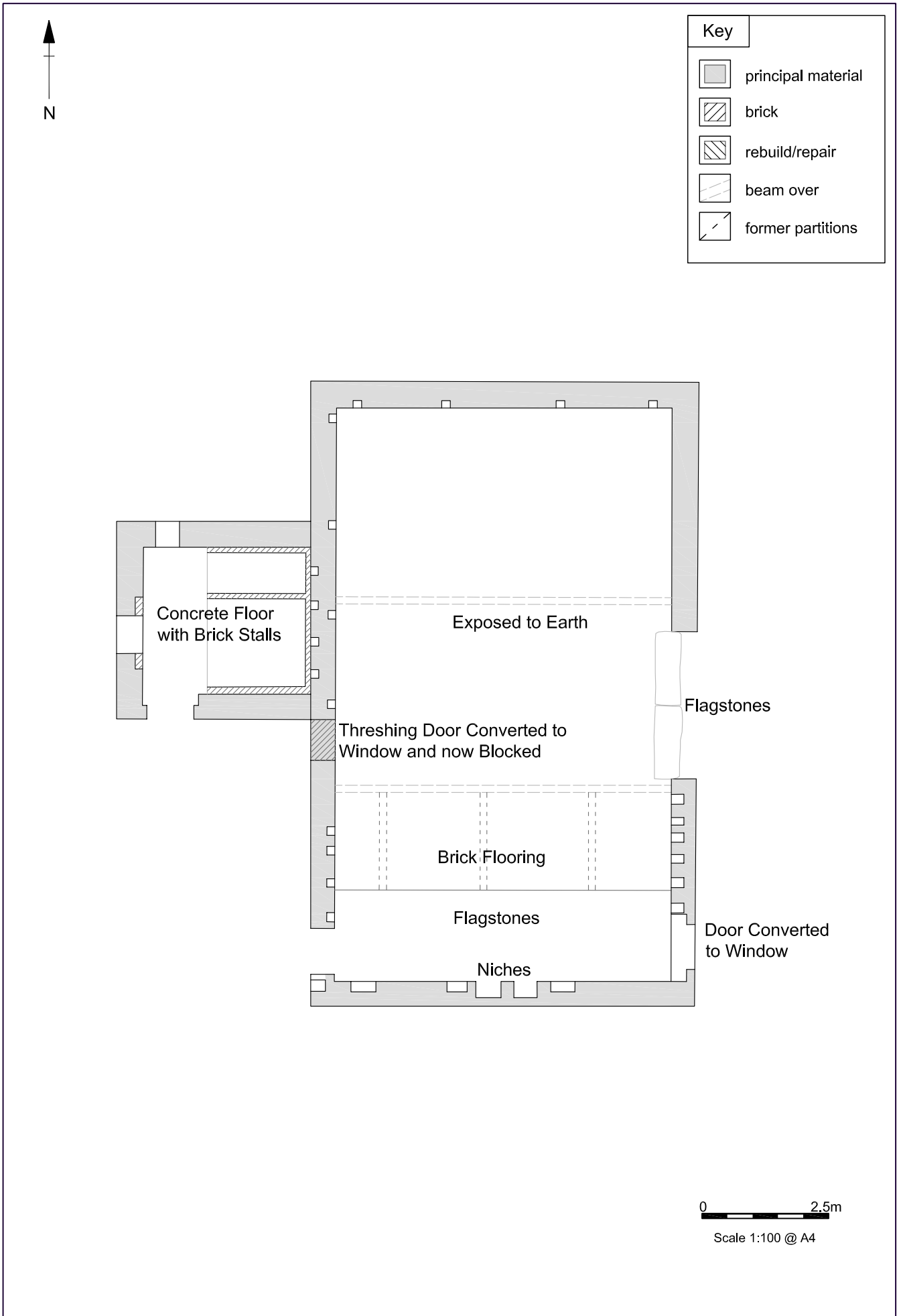


Figure 5: Plan of the barn

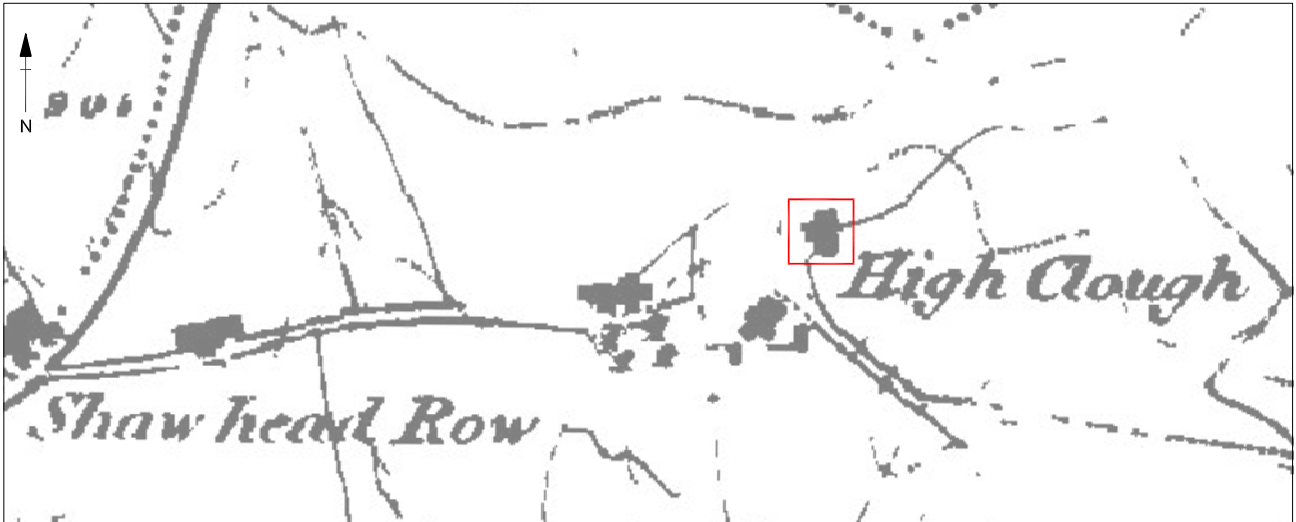


Figure 2: Extract from Ordnance Survey First Edition map, 1848 (1:10,560)

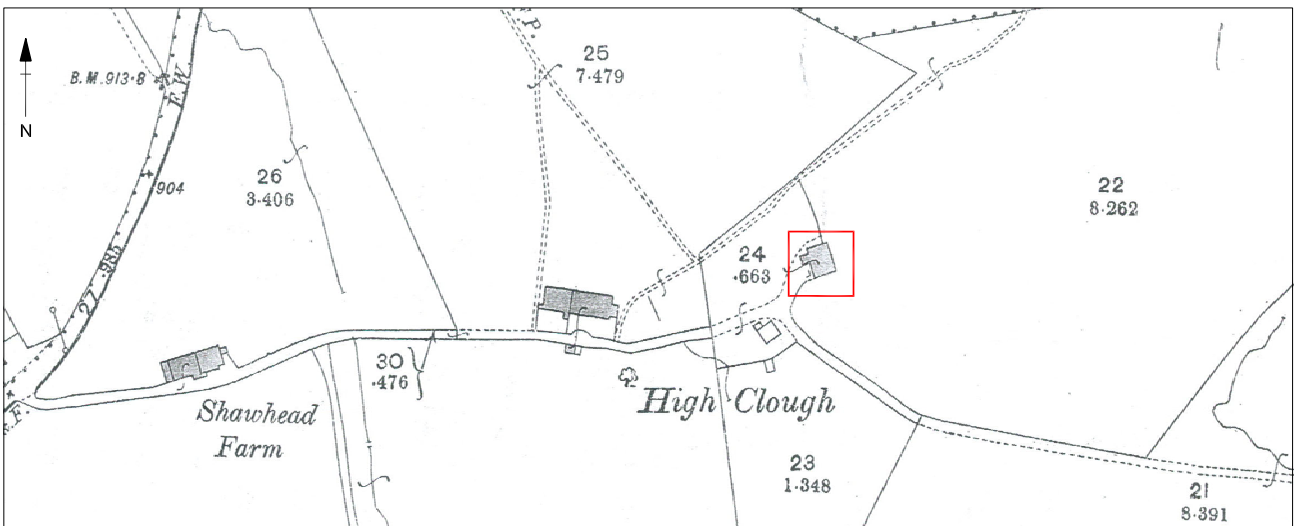


Figure 3: Extract from Ordnance Survey First Edition map, 1892 (1:2500)

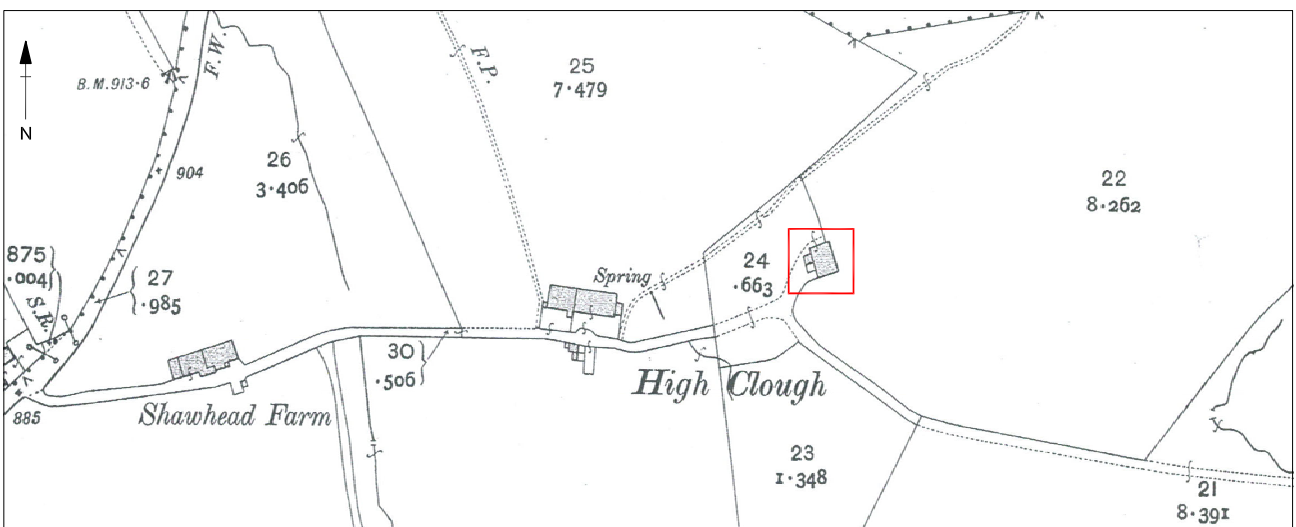


Figure 4: Extract from Ordnance Survey Second Edition map, 1910 (1:2500)

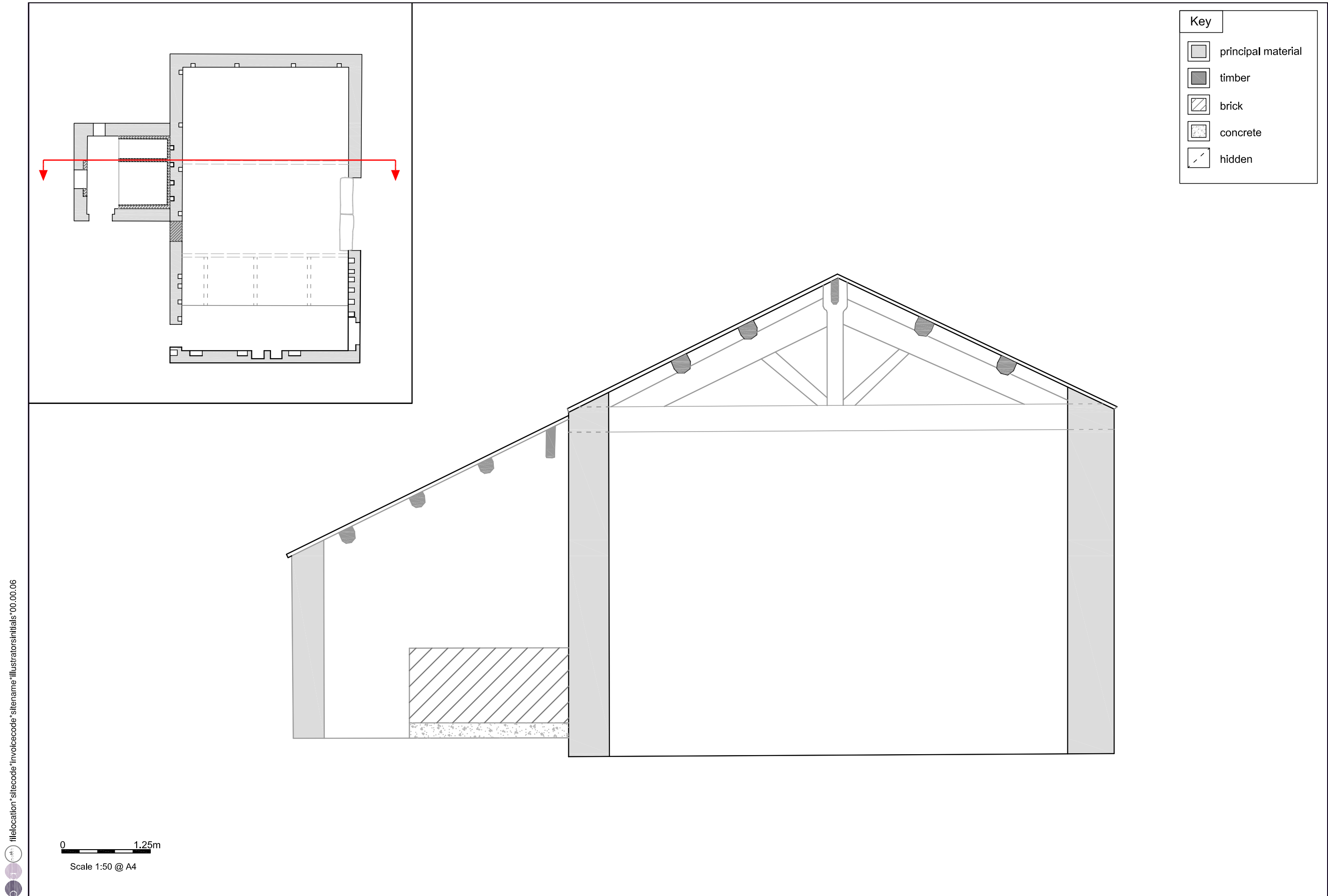


Figure 6: South-facing section through the barn and outshut



Plate 1: The east elevation of the threshing barn



Plate 2: The south elevation of the barn



Plate 3: The north elevation of the barn



Plate 4: The west elevation of the barn



Plate 5: Detail of the roof truss



Plate 6: The south internal elevation



Plate 7: The west internal elevation, featuring the partially blocked winnowing door



Plate 8: The east internal elevation of the barn featuring the wagon doors



Plate 9: Partially blocked door on the east elevation



Plate 10: The Partially blocked winnowing door on the west elevation



Plate 11: The flagstones at the south end of the building



Plate 12: The brick floor at the south end of the building, featuring scars from the removed partitions



Plate 13: The roof of the outshut on the west of the barn



Plate 14: The small stalls within the outshut



Plate 15: The the north elevation of the outshut

APPENDIX 1: PROJECT DESIGN

1. INTRODUCTION

1.1 PROJECT BACKGROUND

1.1.1 Mr R Platt (hereafter the client) has requested that Oxford Archaeology North (OA North) submit proposals to undertake the building investigation of a barn at Highclough Farm, Colne, Lancashire prior to a proposed development.

1.1.2 The proposal will affect the character and appearance of the building and as a result a programme of archaeological building recording was recommended by Lancashire County Archaeology Service (LCAS). This project design has been prepared following a discussion with the LCAS Planning Archaeologist.

1.1.3 The barn to be converted at Highclough is a single storey detached structure. It is shown on the first edition OS map and therefore dates from at least the mid 19th century.

1.2 OXFORD ARCHAEOLOGY NORTH

1.2.1 OA North has considerable experience of the interpretation and analysis of buildings of all periods, having undertaken a great number of small and large-scale projects during the past 24 years. Such projects have taken place within the planning process, to fulfil the requirements of clients and planning authorities, to very rigorous timetables. In recent years OA North also has extensive experience of archaeological work in Northern England.

1.2.2 OA North has the professional expertise and resources to undertake the project detailed below to a high level of quality and efficiency. OA North is **an Institute of Field Archaeologists (IFA) registered organisation, registration number 17**, and all its members of staff operate subject to the IFA Code of Conduct.

2 OBJECTIVES

2.1 The archaeological programme of work aims to provide an origin, development sequence, and discussion of the plan, form and function of the barn on site.

2.2 To achieve the objectives outlined above the following listed specific aims are proposed:

2.3 **Building Investigation:** to provide a drawn and textual record of the barn to RCHME Level II-type survey.

2.4 **Report and Archive:** a written report will assess the significance of the data generated by this programme within a local context. It will present the results of the building investigation.

3. METHOD STATEMENT

3.1 BUILDING INVESTIGATION

- 3.1.1 **Rapid Desk-Based Assessment:** an examination will be undertaken of all historic Ordnance Survey maps available. Cartographic sources will be consulted in an attempt to trace the development of the site back to the earliest available cartographic source. This will provide information on the origin and development of the building on site. Trade directories will also be consulted.
- 3.1.2 **Prior to commencement of the building investigation the client should remove all moveable materials which obstruct the fabric of the building.**
- 3.1.3 **Photographic Archive:** a photographic archive will be produced utilising a 35mm camera to produce colour slides and black and white prints. A full photographic index will be produced and the position of photographs will be marked on the relevant floor plans. The archive will comprise the following:
- (i) The external appearance and setting of the building;
 - (ii) The overall appearance of principal rooms and circulation areas;
 - (iii) Any external or internal detail, structural or architectural, which is relevant to the design, development and use of the building, and which does not show adequately on general photographs;
 - (iv) Any internal detailed views of features of especial architectural/agricultural interest, fixtures and fittings, or fabric detail relevant to phasing the building.
- 3.1.4 **Site Drawings:** the following architect's drawings (supplied by the client) will be annotated for the building:
- (i) Ground floor plan of the barn to be annotated to show form and location of any structural features of historic significance and recording the form and location of any significant structural details (1:100 scale);
 - (ii) One cross-section through the building where appropriate (1:50);
 - (iii) Photograph location plan;
 - (iv) Plan showing the location of the building in relation to the farmhouse.
- 3.1.5 OA North does not undertake to correct survey inaccuracies in the client's drawings, which shall remain the responsibility of the client. However, if inaccuracies significantly impede the progress of the archaeological survey and must be rectified to allow the archaeological survey to proceed, a charge for this correction will be made (see *Section 9*). A similar fee will be charged in the event that the client fails to provide all of the drawings specified.
- 3.1.6 The drawings will be used to illustrate the phasing and development of the building. Detail captured by the annotation will include such features as window and door openings, an indication of ground and roof level, and changes in building material. The final drawings will be presented through an industry standard CAD package.
- 3.1.7 **Interpretation and Analysis:** a visual inspection of the building will be undertaken utilising the OA North building investigation proforma sheets. A description will be maintained to RCHME level II-type. This level of survey

is descriptive and will provide a systematic account of the origin, development and use of the barn.

3.1.8 The written record will include:

- (i) An analysis of the plan, form, fabric, function, age and development sequence of the building;
- (ii) An account of the past and present use of the building;
- (iii) An account of the fixtures, fittings associated with the building, and their purpose;
- (iv) Identification of key architectural/agricultural features (including fixtures and fittings) which should be preserved in-situ;
- (v) A discussion of the relative significance of rooms within the building;
- (vi) A description of the historic context of the building including its relationship with nearby buildings in architectural and functional terms and so forth.

3.2 REPORTS /ARCHIVE

3.2.1 **Report:** the content of the report will comprise the following:

- (i) a site location plan related to the national grid;
- (ii) a front cover to include the planning application number and the NGR;
- (iii) a concise, non-technical summary of the results;
- (iv) an explanation to any agreed variations to the brief, including any justification for any analyses not undertaken;
- (v) a description of the methodology employed, work undertaken and results obtained;
- (vi) copies of plans, photographs, and other illustrations as appropriate;
- (vii) a copy of this project design, and indications of any agreed departure from that design;
- (viii) the report will also include a complete bibliography of sources from which data has been derived;
- (ix) an index to the photographic and project archive.

3.2.2 The report will be in the same basic format as this project design; a copy of the report can be provided on CD, if required. Two copies of the report will be supplied to the client and a further digital copy to the SMR.

3.2.3 **Archive:** the results of all archaeological work carried out will form the basis for a full archive to professional standards, in accordance with current English Heritage guidelines (*Management of Archaeological Projects*, 2nd edition, 1991). The project archive represents the collation and indexing of all the data and material gathered during the course of the project.

- 3.2.4 The deposition of a properly ordered and indexed project archive in an appropriate repository is considered an essential and integral element of all archaeological projects by the IFA in that organisation's code of conduct. OA North conforms to best practice in the preparation of project archives for long-term storage. This archive will be provided in the English Heritage Centre for Archaeology format and a synthesis will be submitted to the Lancashire SMR (the index to the archive and a copy of the report). OA North practice is to deposit the original record archive of projects with the appropriate County Record Office.
- 3.2.5 The Arts and Humanities Data Service (AHDS) online database project *Online Access to index of Archaeological Investigations* (OASIS) will be completed as part of the archiving phase of the project.
- 3.2.6 **Confidentiality:** all internal reports to the client are designed as documents for the specific use of the Client, for the particular purpose as defined in the project brief and project design, and should be treated as such. They are not suitable for publication as academic documents or otherwise without amendment or revision.

4. HEALTH AND SAFETY

- 4.1 OA North provides a Health and Safety Statement for all projects and maintains a Unit Safety policy. All site procedures are in accordance with the guidance set out in the Health and Safety Manual compiled by the Standing Conference of Archaeological Unit Managers (1997). A written risk assessment will be undertaken in advance of project commencement and copies will be made available on request to all interested parties.

5 PROJECT MONITORING

- 5.1 **Access:** liaison for basic site access will be undertaken through the client.
- 5.2 Whilst the work is undertaken for the client, the County Archaeologist or his representative will be kept fully informed of the work and its results and will be notified a week in advance of the commencement of the fieldwork. Any proposed changes to the project design will be agreed with LCAS in consultation with the client.

6 WORK TIMETABLE

- 6.1 **Rapid Desk-Based Assessment:** one day would be required to complete the documentary search.
- 6.2 **Building Investigation:** approximately one day in the field will be required to complete this element.
- 6.3 **Reports/Archive:** the report and archive will be produced within eight weeks of completion of the fieldwork. OA North can execute projects at very short notice once a formal written agreement has been received from the client.

7 STAFFING

- 7.1 The project will be under the direct management of **Alison Plummer BSc (Hons)** (OA North senior project manager) to whom all correspondence should be addressed.
- 7.2 Both elements of the fieldwork will be undertaken by a suitably qualified archaeologist experienced in the recording and analysis of historic buildings in the North West. Present timetabling constraints preclude who this will be.

8 INSURANCE

- 8.1 OA North has a professional indemnity cover to a value of £2,000,000; proof of which can be supplied as required.

REFERENCES

English Heritage, 1991 *Management of Archaeological Projects*, second edition, London

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

APPENDIX 2: PHOTOGRAPHIC INDEX

PROJECT NAME		PROJECT CODE		SITE CODE		
DETACHED BARN HIGHCLOUGH FARM		L9700		OA NORTH 13		
FILM NO:			FILM TYPE		ISO	
1			B & W			
FRAME	DATE	SITE	DESCRIPTION	DIR	CONDITIONS	PHOTOGRAPHER
1			E FACING ELEV	W	BRIGHT	KL
2			"	"	"	"
3			S FACING ELEV	N	"	"
4			"	"	"	"
5			N FACING ELEV	S	"	"
6			"	"	"	"
7			"	E	"	"
8			"	"	"	"
9			N FACING ELEV	S	INTERIOR	"
10			"	"	"	"
11			S FACING ELEV	N	"	"
12			"	"	"	"
13			W FACING ELEV	E	"	"
14			E FACING ELEV	"	"	"
15			E FACING ELEV	W	"	"
16			"	"	"	"
17			"	"	"	"
18			DOOR E FACING ELEV	"	"	"
19			DOOR E FACING ELEV	"	"	"
20			WINNOWING DOOR	"	"	"
DIR = the direction in which the camera is pointed, expressed as a compass point eg NW						

PROJECT NAME:	PROJECT CODE: L9700	SITE CODE:
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FILM NO: 1		FILM TYPE: B & W			ISO:	
FRAME	DATE	SITE	DESCRIPTION	DIR	CONDITIONS	PHOTO-GRAPHER
21			"	"	"	"
22			DETAIL OF WINDOW E ELEV	W	"	"
23			"	"	"	"
24			CEILING DETAIL	N	"	"
25			"	"	"	"
26			"	"	"	"
27			(SKYLIGHT)	W	"	"
28			"	N	"	"
29			STONE FLOOR	E	"	"
30			"	"	"	"
31			BRICK FLOOR	"	"	"
32			"	"	"	"
33			STALL IN ATTACHED BUILDING	E	"	"
34			CEILING IN ATTACHED BUILDING	W	"	"
35			"	"	"	"
36			WINDOW ATTACHED BUILDING	N	"	"
37						
38						
39						
40						

DIR = the direction in which the camera is pointed, expressed as a compass point eg NW

PROJECT NAME		Oxford Archaeology North		PROJECT CODE		SITE CODE	
DETACHED BARN HIGHCLOUGH FARM		L9700				OA NORTH 13	
FILM NO: 2		FILM TYPE B & W		ISO			
FRAME	DATE	SITE	DESCRIPTION	DIR	CONDITIONS	PHOTO-GRAPHER	
1			DOOR ATTACHED BUILDING	S	INTERIOR	KL	
2			"	"	"	"	
3			FILM 1 L9699				
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
DIR = the direction in which the camera is pointed, expressed as a compass point eg NW							

PROJECT NAME:	PROJECT CODE:	SITE CODE:
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APPENDIX 3: ARCHIVE CONTENTS

DETACHEDBARN AT HIGH CLOUGH FARM, LANCASHIRE L9700

Record group	Contents	Comments	Box/File Number
	Introduction Project Design		1
A	Report Final Report		1
B	Primary Fieldwork Records Building Records		1
C	Primary Drawings Developers Plans Drawing Indices Plans/Sections		1
D	Finds Compendium		
E	Environmental Records		
F	Photographic Record Photographic Indices Monochrome Digital		1
G	Electronic Media		1