

LEVENS HALL KENDAL CUMBRIA



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SUMMARY

Rural Solutions proposed the conversion and the extension of the former stable block at Levens Halls, Cumbria into office space. The stables are of seventeenth century date and a Grade II listed building (HER Number 22165) and, thus Cumbria County Council's County Historic Environment Service recommended the undertaking of a building investigation of RCHME level II standard, prior to the redevelopment.

The investigation comprised a detailed survey of the building in order to provide an outline of its form, development, and phases of alteration. A documentary study was also undertaken in order to identify any recorded alterations to the building, owners and known uses and development. It examines the area from prehistory through to the twentieth century. It revealed that Levens Park and its immediate environs has been a palimpsest of human activity, with late Mesolithic microliths and blades, Bronze Age timber trackways, Iron Age inhumation burials, and Roman pottery and coins representing successive phases of activity over 6,500 years

The medieval and post-medieval period are represented in the record mainly through the exploitation, and improvement of, the natural landscape. The digging of peat was particularly prevalent, in part due to the local iron working industry. The improved trade and transport links that this engendered would ultimately lead to the construction of the railway in the mid-nineteenth century.

The documentary evidence recounts the ownership of the Levens Hall estate as far back as the Norman Conquest, but it is under the ownership of the Bellingham family, that the stables are believed to have been constructed. Built in or around the 1600, the stables are thought to be part of a range of farm buildings that extended across the road to the east. Under the supervision of the Bellingham family and later the Grahame family, the stables underwent significant changes.

The results of the investigation revealed that the stables have undergone six main phases of development, the earliest of which, was the construction of the stable block itself. Following this, the stables were mostly rebuilt, and presumably at the same time, the Lodge was appended to the north-west and the Gardener's Cottage was attached to the south. Subsequently, the Tower was added and the space in the hayloft was partitioned. During the nineteenth century the function of the building changed to domestic useage, partitions were added at the north end of the building, as were new fireplaces, and casement windows were inserted into the Lodge. In the following period of redevelopment, casements were added to the southern end of the building, the chimney was built, and a significant reconfiguring of the space at the south end of the building was undertaken. The final and most recent phase involved the insertion of additional partitions in order to create an entrance hall, storage space and two bathrooms.

It is recommended that a watching brief be maintained during the excavation of any foundations, service trenches and the like, in order to assess the potential and extent of any archaeological deposits within the area. This will aid in the interpretation of the wider historic landscape of Levens Hall.

ACKNOWLEDGEMENTS

Oxford Archaeology North (OA North) would like to thank Rural Solutions for commissioning and supporting the project and for supplying the plans. Additional thanks are also due to the staff of the Cumbria County Record Office in Kendal for their help and assistance and to Julian Munby and Blake Tyson for their advice and information.

Karl Taylor and Chris Ridings undertook the building investigation and Daniel Elsworth undertook the background documentary research and the visual inspection. Chris Ridings and Daniel Elsworth wrote the report, and the drawings were produced by Mark Tidmarsh. Alison Plummer managed the project and edited the report.

1. INTRODUCTION

1.1 CIRCUMSTANCES OF THE PROJECT

- 1.1.1 Rural Solutions requested that Oxford Archaeology (OA North) undertake an archaeological investigation at Levens Hall, Kendal, Cumbria (NY4945 8515) (Fig 1), following a recommendation by Cumbria County Council's County Historic Environment Service (CCCHES). The CCCHES had been consulted by South Lakeland District Council regarding a planning application for the construction of an extension, and the conversion of the former stables at Levens Hall to office space (Planning Application Number 05/04/0421). The stables are thought to date from the seventeenth century and, moreover, are a Grade II listed building (HER Number 22165). Subsequently, an archaeological building recording programme of RCHME Level II standard was recommended by the CCCHES, in order to assess the significance of the building, provide a permanent record of the structure prior to redevelopment and to inform the proposed conservation and conversion process. Historical research aimed at providing better understanding of the development of the building was also recommended.

2. METHODOLOGY

2.1 PROJECT BACKGROUND

- 2.1.1 A written brief for the project was produced by the CCCHES (*Appendix 1*), in response to which, OA North produced a Project Design (*Appendix 2*). Following the acceptance of the project design, OA North was commissioned by Rural Solutions to undertake both the building investigation and background research. This was carried out in September 2005.
- 2.1.2 The project was to consist of a Level II-type survey (RCHME 1996), which comprises a descriptive internal and external record combined with drawings and a detailed photographic record. A desk-based assessment and historical research of the existing resource utilising specified sources was also to be carried out.

2.2 HISTORICAL RESEARCH

- 2.2.1 A rapid desk-based assessment of the stables 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 stables. This was not intended to be a comprehensive history of Levens Hall, which has already been studied in detail by various authors, but is meant to provide a general context for the results of the building investigation and detailed information, where available, about the stables themselves. A number of sources of information were consulted:
- 2.2.2 *The Cumbria County Record Office (Kendal)*: original sources and early maps of the site were examined, as well as published sources about Levens Hall and the local area.
- 2.2.3 *OA North Library*: secondary sources relating to recent work in Levens and other about the general area were examined. In addition, Julian Munby, who has a considerable knowledge of the history of Levens Hall, was consulted for advice regarding the archive of original material held within Levens Hall.

2.3 VISUAL INSPECTION

- 2.3.1 A brief visual inspection of the building and its immediate surroundings was undertaken as part of the historical research and prior to the building investigation. This was intended to assess the layout of the site and identify any features of relevance to the historic research, as well as help to establish the potential impact of the development, particularly modern additions.

2.4 BUILDING INVESTIGATION

- 2.4.1 **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.
- 2.4.2 **Site drawings:** architects 'as existing' drawings were annotated to produce plans of all of the main floors and four elevations. These were produced in order to show the form and location of structural features and/or features of historical and 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 (Figs 3-6).
- 2.4.3 **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.

2.5 ARCHIVE

- 2.5.1 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). This archive, including a copy of the report, will be provided in the English Heritage Centre for Archaeology format and a synthesis will be submitted to the Cumbria HER (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.
- 2.5.2 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 The background history of the site is intended to provide an historical and archaeological context for the results of the desk-based assessment and building investigation. It is not intended to be a comprehensive history of Levens Hall, and concentrates specifically on the stables, making use of the previous report (Historic Buildings Consultants 2003) where possible. The information forming the general background is primarily taken from secondary sources and histories of Levens Hall and the local area.

3.2 HISTORY AND ARCHAEOLOGY

3.2.1 **Introduction:** despite a relatively isolated position, at some distance from any local centres of population, the area around Levens Hall has a remarkably rich archaeological record. Sites ranging in date from some of the earliest known in the local area to the post-medieval period are recorded, and a number of these have been subject to recent excavation and study.

3.2.2 **Prehistoric to Romano-British:** within Levens Park, a short distance to the north-east of Levens Hall, excavations carried out on three sites between 1968 and 1971 revealed evidence of several phases of prehistoric and Romano-British activity (Sturdy 1972; Turnbull and Walsh 1996). Although the original excavation report gives a somewhat confused account of the remains (Elsworth 1998), elements of the site have been published in more detail in recent years. The earliest finds, unfortunately largely recovered from the spoil heap, are of late Mesolithic date and approximately 2000 artefacts were recovered (Turnbull and Walsh 1996, 17), although some have since been lost, which include microliths and blades typical of the period (Cherry and Cherry 2000). These remains were discovered beneath what was probably a ring-cairn, within which were two beakers and subsequent crouched inhumations, that had been added with later phases of use (Turnbull and Walsh 1996).

3.2.3 Although it is difficult to get a clear understanding of the significance of the excavations within Levens Park it is clear that extensive and complex remains are present in the local area, and in the more general area (Hodgkinson *et al* 2000). This is further emphasised by recent excavation in Levens itself, less than 1km to the north of Levens Hall, which have revealed up to six crouched inhumations dating to the late Iron Age (OA North 2004). These are an extremely rare discovery for Cumbria and the whole of the North West of England, but it is uncertain how these might relate to those discovered at Levens Park. To the west of Levens Hall wooden trackways dated to the middle of the Bronze Age have also been recorded (Hodgkinson *et al* 2000, 45), which potentially demonstrate the scale of activity in the general area.

3.2.4 Later activity associated with Roman pottery and possible early medieval remains were also discovered in association with the Levens Park cairn

(Turnbull and Walsh 1996, 21), including what may be the remains of a silver hoard (Turnbull 1994), although these are difficult to interpret. Another site within Levens Park, which was partially excavated at the same time but has never been fully published, revealed extensive Roman and possible post-Roman features (*op cit*, 15). Levens Hall is not close to any known sites of Roman forts, although evidence in the form of Roman coin finds and remains found in caves do suggest a reasonable degree of activity (Hodgkinson *et al* 2000, 47).

- 3.2.5 **Medieval:** apart from the small amount of evidence from the excavations in Levens Park ‘*Archaeological evidence is particularly scarce for the immediate post-Roman period*’ (Hodgkinson *et al* 2000, 49). A number of finds, including four human skeletons found in Levens parish, whose orientation suggests a Christian burial practice, and documentary sources give an indication of the type and extent of activity occurring in the area during the period, but few certainties (*ibid*). During the later medieval period there is little information regarding most of the settlements in close proximity to Levens Hall, although the hall itself is of course well-studied (see *Section 3.3* below). Evidence for activity in the form of peat digging and exploitation of the natural environment has been examined in some detail (Hodgkinson *et al* 2000, 50), and is recorded as early as 1241, which gives some indication of the extent of activity. Similarly, evidence of ownership of lands in neighbouring areas by monastic houses and references to salt production and fishing hint at the types of economic activity that might have been taking place (*op cit*, 55-57
- 3.2.6 **Post-Medieval:** exploitation of the natural landscape around Levens Hall, in particular the digging of peat and improvements carried out to wetland landscapes, continued into the post-medieval period (*op cit*, 51). This was in some cases associated with industrial activity, particularly iron working, and a number of wealthy industrialists were involved in schemes intended to improve trade and productivity (*op cit*, 51-53). This led to the widespread improvement of land and transport links in the general area, the latest and largest phase of which is represented by the construction of the railway in the 1850s (*op cit*, 53). The close associations of the landscape around Levens Hall with the hall probably protected much of the area immediately surrounding the stables from the more extreme changes of the Industrial Revolution.

3.3 LEVENS HALL AND THE STABLES

- 3.3.1 While much has been written about Levens Hall (e.g. Taylor 1892; Curwen 1898; 1913; RCHME 1936; Bagot and Munby 1988; Perriam and Robinson 1998) the stables have never been examined in detail. They do, however, form part of one of the earlier phases of building at Levens Hall, one that established the arrangement of much of the site.
- 3.3.2 At the time of the Norman Conquest the area formed part of the estate of Tostig, the Earl of Northumberland, from whom it passed to Roger of Poitou (Curwen 1898, 2). In c1168 it passed to Ketel, Baron of Kendal, who sold the part of the estate in which Levens Hall is situated (known as Upper or Over Levens), to the Redman family 20 years later (*ibid*). It remained in the

possession of the Redman's until 1489, and it was they who first began building on the site; the park was enclosed in 1360 and the earliest part of the hall, probably comprising a pele tower, was built around this time (*op cit*, 4-10). The Bellingham family purchased the estate in 1489 and they, Sir James Bellingham in particular, began a massive programme of building during their 200 years of ownership (*op cit*, 13). It was during this period that the present hall began to take shape transforming '*the Border Pele into a stately Elizabethan Mansion*' (*ibid*).

- 3.3.3 By the end of the seventeenth century it had passed to the Grahme family, and under the supervision of James Grahme, was again altered and enlarged (Curwen 1913, 294). It was during James Grahme's period of ownership that the famous topiary gardens, which survive much as they were originally designed, were laid out (Taylor 1892, 203). During the late eighteenth and early nineteenth centuries further extensions were added by the various heirs of James Grahme (who were not all Grahmes), including a tower built by Francis Webster (Perriam and Robinson 1998, 355) during the ownership of the Hon. Fulk Greville Howard (Curwen 1913, 296). At the same time the gardens were '*brought back into their former condition, without any alteration of the original scheme & design*' (*ibid*).
- 3.3.4 The stables, also described as the 'Old Stables', are thought to have been built during the Bellingham period, and were probably constructed in *c*1600, and formed part of a range of farm buildings that extended across the road to the east (Historic Buildings Consultants 2003, 5; quoting RCHME 1936, 155). It is considered likely that much of the stonework and some of the surviving mullion windows relate to this period (Historic Buildings Consultants 2003, 5); within the house these are distinguished by the presence of mason's marks (Curwen 1898, 14). Alterations, often in a deliberately archaic style, are also thought to have been added in the late seventeenth or early eighteenth century, including the two classical door surrounds, inserted mullion windows on the first floor and alterations to the roof structure (Historic Buildings Consultants 2003, 5).
- 3.3.5 Accounts of the day-to-day running of Levens Hall between 1692 and 1695 make a number of references to stables (Bagot and Munby 1988), although it is not always certain which building is being referred to. Three stable buildings are mentioned, although these may all be the same building: the 'coach stable' or 'coach house stable', 'the stable', and 'the Great stable' (*ibid*). It is noticeable that the use of the description 'coach stable' tends to be earlier than simply 'stable' or 'Great stable', although whether this implies a change in use of one building or the existence of two or perhaps three separate, or connected, buildings is not certain. The references to a coach stable do, however, cast some doubt on the assertion that the coach house at the north end was built during the eighteenth century (Historic Buildings Consultants 2003, 6), although it was clearly altered during this period.
- 3.3.6 The majority of the references from the late seventeenth century are not particularly revealing; many are simply reporting that the stables have been locked, cleaned or made ready, or accounts of quantities of hay in storage, but some relate to building work. On the 1st October 1692 instructions were left

regarding ‘*ash planks laid in the coach stable & the oake ones above which were in the roof crosse the joints*’ (Bagot and Munby 1988, 3). In August and September 1695 an account of ‘*20 quarries putt into severall windos in the stabells*’ at a cost of one shilling and sixpence is made (*op cit*, 177). In a few cases a loft, used for storing hay, is specifically mentioned (*op cit*, 54, 73, 78, 106, 135, 138), giving some indication of the arrangement of the building.

- 3.3.7 This evidence certainly demonstrates the presence of the stables at this time, and may even indicate a date at which alterations were carried out, but it is a rare glimpse into the building, which is not available for other periods. A near contemporary description (1691-2) is typical in that it only describes the hall and gardens (Ewbank 1961, 70). A description from 1671 similarly gives little useful detail (Hughes 1961, 11). Later accounts also rarely mention the stables; Curwen (1898, 30) describes them thus:

‘The stables, although interesting to walk through, have little to attract especial attension (sic), except the two very fine freestone doorways which come upon you with great surprise. So striking are they in comparison with the rest of the quaint old building that one can only speculate of their having a prior existence in the hall itself’.

He is, apparently, alone in paying as much attention to the stables as he did, however. An account of a settlement of the estate in 1877 only lists ‘stables’ amongst the various elements of the estate, without giving any additional information (CRO(K) WDX/815).

- 3.3.8 The south end of the stable was extended with the addition of a lower cottage, which is also thought to be of late seventeenth date (RCHME 1936, 155), and the ‘lodge’ attached to the north-west corner is probably also of this date (Historic Buildings Consultants 2003, 6). The tower attached to the north-east corner, sometimes referred to as the Water Tower, cannot be any earlier than c1750 as it is not shown on Skyring’s plan (Plate 1), but it is considered likely to be eighteenth century in date (*ibid*).

3.4 MAP REGRESSION

- 3.4.1 ***Eighteenth Century***: the earliest depiction of the stables is Skyring’s map of c1750 (Plate 1). This shows the building much as it now appears, including the small lodges/cottages at the north and south ends, although the tower on the north-east corner has not been added (Historic Buildings Consultants 2003, 6). A small walled enclosure is also present to the east of the south end of the stables. This plan also depicts the west elevation, which shows some differences in the arrangement of windows and doorways compared to the present day (see *Section 4*).
- 3.4.2 ***Ordnance Survey 1862***: this map, at a scale of 6” : 1 Mile, was surveyed in 1858 (Plate 2), and shows the stables in much the same form as they are depicted in c1750. The tower on the north-east corner is present by this date, as is a smaller building to the east of this, perhaps a gatehouse. There is no

additional detail visible on this map, although the walled enclosure to the south-east is present as before.

- 3.4.3 **Ordnance Survey c1859**: although probably published at around the same time as the 6" map this was probably surveyed slightly later. The stables themselves and associated buildings are shown much the same, the only difference being that the divisions between the stables and the attached cottages and lodge are shown (Plate 3). The walled enclosure to the south-east also has two small outbuildings within it.
- 3.4.4 **Ordnance Survey 1898**: again, the stables themselves are shown much as before (Plate 4). The only significant difference is that the small walled enclosure to the south-east has effectively been removed due to the addition of an extension to the south-east end of the building and alterations to the outbuildings.
- 3.4.5 **Map of the River Kent (CRO(K) WDY/177 n.d.)**: although undated this plan can probably be dated to approximately 1900. It shows the same general details as the Ordnance Survey map of 1898.
- 3.4.6 **Ordnance Survey 1914**: this plan shows that there has been little change since the previous Ordnance Survey map, although a small addition has been made to the extension on the south-east end of the extension added to the south-east end of the stables.

3.5 VISUAL INSPECTION

- 3.5.1 A brief visual inspection of the site did not reveal any additional information of relevance to the historical background, although it did allow for an easier comparison between the building and the documentary sources that were subsequently examined. It was possible, however, to assess the likely impact that the construction of new buildings at the site would have on the existing structures, and this was used to inform the recommendations for further work.

4. BUILDING INVESTIGATION RESULTS

4.1 INTRODUCTION

- 4.1.1 The stable block at Levens Hall in Cumbria is a stone-built, three-storey, rectangular building (Plates 5 and 6), which is aligned north to south and measures 34.17m (112 feet) long by 10.01m (33 feet) wide. It originally housed the coach house, tack room, stables and the gardeners' bothy for the main hall, but this space has since been converted into three self-contained dwellings. As it presently stands, only three elevations of the building are now visible as the south elevation is all but obscured by the addition of the late seventeenth century Gardener's Cottage. In addition to the original structure, two extensions were constructed at the north end of the building. On the eastern side, a three-storey, rectangular water tower has been added, whilst on the north-west corner of the building, a single-storey L-shaped annex or 'Lodge' has been appended. Whether the Water Tower deserves this labelling is questionable as its function is not proven. However, for the purposes of the report the term will be retained. In addition, a retaining wall of coarse rubble stands adjacent to the north-east corner of the tower. It has moulded sandstone gateposts, which are capped with ball finials and an unadorned, round-arch niche lies on either side. Finally, to the rear of the building, there is a semi-circular stone terrace and balustrade, which overlooks the attached garden, and the grounds of Levens Hall itself.
- 4.1.2 The roof of the stable block is steeply-pitched, and features a stone ridge and diminishing courses of Cumbrian slate. To the front (east) of the building, there are three chimneys with single or paired cylindrical shafts. Internally, the roof is made of oak, using an 'A' frame construction with double-pegged collars and a north-facing upper face (Plate 7). There are three purlins on each pitch, whilst the ridge purlin is trenched on the west principal rafter. At both the north and south gables, these seven purlins are visible from the exterior of the building. In addition, the roof of the Lodge on the north-west corner of the main building is constructed in both a similar fashion and materials, featuring two chimneys on the western elevation.
- 4.1.3 Access to the main stable block is provided by four, studded matchboard doors with shouldered architraves. These are located on the front (east) of the building, whilst to the rear a set of French windows provides egress to the garden. In addition, the main building may be entered via the annex door on the north elevation, whilst the entrances to the water tower and to the coach house afford access to those parts of the building only. The latter is particularly noteworthy for the stop-chamfered corner on the south side of its surround.
- 4.1.4 The windows of the main stable block are chamfered, stone-mullion casements of several periods, which mostly feature leaded glass in both lozenge and rectangular designs. Both the east and west elevations have eight windows with two and three lights, but some of the modern replacements at the rear (west) of the stables include four lights. The gable ends each feature a more

elaborate stepped casement at the second floor level, whilst the north gable also has a four-light casement at first floor level. In keeping with the main building, the water tower has a two-light casement and a small single-light window on its north elevation. A further window is present on the east elevation, with a hatch located towards the apex of the gable on the south side. The annex on the north-west corner of the stable block has similar casements, including two single lights on the west elevation, a brace of two-light casements on the north elevation, and a plainly-glazed four-light casement on the south. In addition to the windows, there are a series of stone-surround vent slits on the upper storeys of the main stable block, whilst there are also traces of the same on the ground floor façade of the north gable.

- 4.1.5 Although some fixtures, fittings and features are present, most of these are additions associated with the later dwellings. Recently, the interior of the building has been stripped of any intrusive floors or partitions, which would obscure the original character and form of the building.
- 4.1.6 It should be clarified that the room numbers, which are referred to throughout the text, do not necessarily denote past or present rooms within the stable block. In some instances, they are purely arbitrary divisions of space within the building. These were decided on site, in order to provide a sensible and appropriate reference system. In addition, it should also be noted that the 'stable block' refers to the building in its entirety, whereas the 'stables' refers to the specific area of the building, in which the horses were kept and tended.

4.2 EXTERIOR ELEVATIONS

- 4.2.1 The walls of the stable block including the internal cross-walls, are constructed of coursed rubble and lime mortar, and this is continued in the Lodge annex and the Water Tower. There is evidence for several phases of repointing or light repairs, in particular, the front (east) elevation has naturally seen its fair share, whilst the east elevation of the Water Tower has been completely rendered with cement. In addition, a foundation course of intermittent, large sub-rounded and sub-angular stones are located along the base of the front elevation, while a more pronounced and ordered foundation is evident on the northern gable end. There are rough sandstone quoins to the rear and north of the building, and there is also a slate water table on the south gable, in order to protect the joint between the stable block and the later Gardener's Cottage.
- 4.2.2 In contrast to the overall coarse build of the walls, the bolection mouldings for the casement windows and the door surrounds are fashioned from chamfered sandstone and are moderate to well-dressed. Of particular note are the two nineteenth century ornate architraves, which frame the doors to Rooms 2 and 3. The door to Room 3 on the front of the house features a shouldered architrave of dressed sandstone, with moulded pilasters surmounted by a lintel with cornice. Similarly, the door to Room 2 has an attractive shouldered architrave of bolection-moulded sandstone. In addition to these replacements, the surrounds of the tack room door and the casement above the coach house have been crudely repaired with stone.

- 4.2.3 The windows are of various periods, but due to the substantial rebuilding at the beginning of the eighteenth century, it is likely that the majority of the windows are from this period onwards. The stepped casements on the gables are from the nineteenth century, as are the five casements, which are located in Rooms 6 and 7 in the Lodge. There are four stone-mullioned casement windows, which relate to the early to mid-twentieth century. Three are located on the front and one on the rear of Room 11. The final window is a timber casement, which has been inserted on the ground floor on the exterior of Room 1. Most recently, the blocking of the hayloft on the south elevation and the subsequent insertion of a mullioned casement, dates to the late twentieth century.
- 4.2.4 Of moderate interest are the two blocked apertures, which are located to the rear of the building. The blocked doorway, which is located at the rear of the tack room, is marked chiefly by its segmental, voussoir arch of roughly-dressed, rectangular stones. The fill is of comparable coarse rubble to that of the main elevation, but there is a suggestion that large stones have been employed as rudimentary quoins. Almost immediately above, there is a second blocked aperture, which was originally the door to the old hayloft. It now features a late twentieth century casement window, is bounded at its base by a stone lintel, and is infilled with coarse stone rubble and cement mortar.
- 4.2.5 In a similar manner, an additional blocked aperture is evident on the first floor, between the exteriors of Rooms 10 and 11, on both the west and east elevations. In light of its positioning and comparable size, it is likely that these two patches of infill were vent slits as elsewhere on the building. Moreover, there would appear to be blocked vent slits on the north elevation, evidenced by two ephemeral rows of discreet blocking including random brick, stone and mortar. These are clearly visible from the interior of the coach house (Room 8), but are barely discernible from the exterior.

4.3 INTERNAL FEATURES

- 4.3.1 The interior walls are, as already noted, of coarse rubble. Notably, on the ground floor, there are discrepancies in wall thickness between those of the tack room and coach house (Rooms 5 and 8), which measure 0.7m, and the partitions in the stables (Room 2 and 3), which measure between 0.32m and 0.41m. It is obvious that the narrower walls in the stables are later additions, presumably nineteenth century, and the use of stone instead of brick represents a conscious decision to remain sympathetic to the original character and fabric of the building. In some areas of the building, particularly the door surrounds on the ground floor, there is extensive evidence of repair and rebuild in modern brick. Whether stone or brick, the walls are generally finished with modern plaster, which has been simply painted or covered with wallpaper and ceramic tiles. The tack room (Room 5), on the other hand, appears to have also been panelled with matchboard, the evidence for which is still visible. The extant partition walls, which lie on the first floor (Rooms 13 and 14) are lath and plaster and date from the eighteenth century. On the south elevation of the east/west partition, one of the most intriguing aspects of the stable interior may be found. Scored into the lath and plaster are pairs of rings of various sizes,

some of which, are interlinking. That these marks are little more than *sgraffito* is without doubt. Less certain, however, is their age, which affords them some curiosity value. In addition to the surviving walls, a series of lath and plaster partitions dating to the nineteenth century has recently been removed from the north end of the building. Similarly, some twentieth century plasterboard partitions have been removed from the ground and first floors of the main block, and brick partitions from the lodge.

- 4.3.2 The majority of the windows in the old stable block have infilled embrasures, but the windows at the rear of the building on the ground floor have some striking features added. The embrasure of the window in the north-west corner of the stables section has a fitted oak chest (Plate 8), which would appear to be original or a relatively early addition. Similarly, the window lying immediately to the north of the French windows has an oak window seat with concentric lozenge motif added, and probably dates to the nineteenth or early twentieth century
- 4.3.3 The floor surface at ground level is little more than earth and rubble, following the recent removal of the existing floor surfaces. Although these may have been little more than concrete as in Room 7, there is some evidence for stone flags near the base of the walls in the tack room. It is therefore likely that at least one of the ground floor rooms included a paved floor. In addition, the floor of the coach house features a cobbled surface, inlaid with a "...naïve depiction of the Howard lion crest with coronet in central oval" (Historic Buildings Consultants 2003, 6). However, the present use of the room for storage meant that most of this crest was obscured at the time of the survey. In passing, it should be noted that the Water Tower has only a ground floor and this has been concreted. On the first and second floors, the floorboards, which are concentrated at the north end of the building, appear to be original and measure between 0.23m and 0.29m (9 and 11 1/2 inches). In addition, sheets of hardboard have been laid in order to maintain the floor's structural integrity. Furthermore, a series of timbers have been affixed diagonally across the north-east corner of Rooms 5 and 8, presumably prompted by concerns regarding the weight of the corner fireplaces in the rooms above. Towards the south end of the building, the floorboards appear to be relatively modern, measuring 0.11m wide.
- 4.3.4 Access to the first and second floors is provided by stairs located at either extent of the building. The single-flight staircase at the south extent of the stable complex is twentieth century and of minor significance. In addition, at the north end of the building, there is a quarter-turn staircase with winders, which replaced and marginally repositioned an earlier flight, and this is still partially visible on the ground floor. In addition, the scars on the west elevation and the recess on the north elevation of the tack room illustrate a further staircase has been removed. Most interesting is the seemingly antique staircase in Room 16 that provides access to the footmen's quarters on the second floor. It is constructed from oak, again in a quarter-turn with winders form, and incorporates an oak panel door (Plate 9), which is likely to be original to the building. However, the main components of the staircase including the newels and the rail are likely to be nineteenth century, whilst the

balusters appear to be incongruous repairs or renovations from the early twentieth century.

- 4.3.5 There are several fireplaces within the building, the majority of which, would appear to be later inclusions. On the ground floor in Room 2, there is seventeenth century bolection-moulded fireplace featuring a stone surround decorated with ceramic tiles. This is not *in situ* and is served by the modern red brick chimney-breast, which has recently been exposed on the first floor of the building (Room 12). Due to the presence of the original stone cross-wall and brick repairs on the ground floor, it has probably been built or rebuilt in at least two phases. On the obverse of the chimney-breast (Room 4), there is small, cast-iron hatch, which is twentieth century or earlier. Presumably, it is to facilitate the easy cleaning of the chimney-breast above. In addition, two modern slate fireplaces have been added. The first is a replacement for an early or original fireplace in Room 7, suggested by the stone chimney-breast and lath and plaster 'smoke hood' (Plate 10). The second is a modern insertion in Room 11, which has a modern brick chimney-breast. In addition, a nineteenth century cast-iron range (Plate 11) has been inserted into the north elevation of the tack room (Room 5). It has a brick segmental, voussoir arch, with a brick and stone surround repairing the existing coarse stonework. A further nineteenth century cast-iron range is located in the north-east corner of the Room 16, and the remains of another fireplace, again Victorian, stands in the corresponding corner of Room 15. In both instances, the surrounds would appear to be later replacements, but the fireplaces and the chimney-breasts themselves would appear to be original. Finally, there is an additional fireplace of nineteenth century date in the south-east corner of Room 10.

5. DISCUSSION

5.1 INTRODUCTION

5.1.1 The stable block at Levens Hall has been altered and repaired over several phases since it was originally built. Each of these phases of alterations have been undertaken by individuals with a sympathetic eye for the building. It appears that consistency in materials and style has been maintained where possible, in order to prevent any anachronistic features destroying the historic and attractive character of the building. However, as noted by Historic Building Consultants (2003, 5) "... the increasingly self-conscious archaism of the Levens architectural approach needs to be borne in mind when dating...". Despite this caveat, six main phases of development may be identified.

5.2 PHASES OF DEVELOPMENT

5.2.1 *Phase 1:* during the ownership of the Levens estate by the Bellingham family, the original stable building was built, probably in or around 1600. It formed part of a range of buildings, since removed, which extended across the road to the east. Only the stonework from the outer walls would appear to relate this early period.

5.2.2 *Phase 2:* in the late seventeenth century, possibly the early eighteenth century, the stable block underwent significant rebuild under Colonel James Grahame. It would appear that most of the building's present superstructure including the internal stone walls, roof trusses and the external boundary wall relate to this period. In addition, the Lodge annex was appended to the north-west of the main stable block and the Gardeners Cottage was attached to the south of the building.

5.2.3 *Phase 3:* the documentary evidence from Skyring's Map of 1750 and the Ordnance Survey Map of 1862 demonstrate that the Water Tower was built between the mid-eighteenth and mid-nineteenth centuries, though it is likely to be nearer the former. In addition, the lath and plaster partition in Rooms 13 and 14 were inserted on the second floor.

5.2.4 *Phase 4:* in the nineteenth century, the function of the building changed from a primarily agricultural to a domestic usage. The stables were converted to provide living accommodation for estate workers. Subsequently, the lath and plaster walls in Rooms 15 and 16, 17 and 18 were added. The staircase from Room 15 up to the servants' quarters on the second floor replaced the earlier staircase. Furthermore, in both Rooms 15 and 16 respectively, the Victorian fireplace and the range replaced the existing surrounds in the corner chimneys. In addition, the cast-iron range was inserted into the north wall of the tack room (Room 5), the stepped casements were added to the gables, and finally, the mullioned casement windows in the living room and kitchen (Rooms 7 and 6 respectively) of the Lodge were also added.

- 5.2.5 **Phase 5:** during the early to mid-twentieth century, the plasterboard and timber frame partitions on the ground and first floors at the south end of the stable block were inserted. The red brick chimney was built and possibly rebuilt during this period, whilst the associated fireplace, with seventeenth century surround, was inserted into Room 2. The stairs, which lead from Room 1 up to Room 10, were altered, and the mullioned casement windows were added to the front and rear elevations of Room 11. In addition, a timber frame casement was inserted into the front of Room 1.
- 5.2.6 **Phase 6:** the final phase of development is very modern and includes several features, though these are mostly cosmetic rather than significant structural changes. The insertion of the two slate fireplaces into Rooms 7 and 11 relate to this period, as does the blocking of the hayloft door and the insertion of a mullioned window to the rear of the building. In addition, two plasterboard and timber frame partitions were added in order to screen the bathroom and toilet facilities in Rooms 13 and 15. A further two partitions of brick were added to Room 7 of the Lodge, in order to create both a small entrance hall, and a storage cupboard for the kitchen in the adjoining Room 6.

5.3 CONCLUSION

- 5.3.1 The results of the investigation revealed that the stables have undergone six main phases of development, the earliest of which, was the construction of the stable block itself. Following this, the stables were mostly rebuilt, and presumably at the same time, the Lodge was appended to the north-west and the Gardener's Cottage was attached to the south. Subsequently, the Tower was added and the space in the hayloft was partitioned. In these earlier phases of development the building was primarily used as a stables, coach house and storage area for the associated tack, although the partitioning of the hayloft for living space pre-empted the ensuing phases. During the nineteenth century, the building's function became predominantly domestic, and this is reflected in the subsequent alterations. Thus, partitions were added at the north end of the building, as were new fireplaces, and casement windows, which were inserted into the Lodge. In the following period of redevelopment, casements were added to the southern end of the building, the chimney was built, and a significant reconfiguring of the space at the south end of the building was undertaken. The final and most recent phase involved the insertion of additional partitions in order to create an entrance hall, storage space and two bathrooms.

5. IMPACT AND RECOMMENDATIONS

6.1 INTRODUCTION

- 5.1.1 The present scheme of investigation and recording, prompted by the redevelopment of the stables at Levens Hall will provide a lasting record of the structure in its present condition. In addition, it will allow a detailed understanding of the development of the building.

6.2 IMPACT

- 6.2.1 There will undoubtedly be some impact on the historic fabric of the former stables, but, as the intention of the redevelopment is to restore and sympathetically renovate the building, and it has been recorded in some detail, it is considered unlikely that it will have any further adverse affect. There is, however, some possibility of below ground remains being affected during the construction of the new extension. Although there are no specific remains recorded in either the early maps or documentary sources the known age and significance of the whole site at Levens Hall means that there is still some potential for archaeological deposits to exist. These would have to predate the phase of extensive building carried out by the Bellinghams, and could therefore potentially provide information regarding the earliest periods of the hall's use and/or evidence relating to buildings associated with the farm and alterations to the line of the road. The discovery of significant remains dating to the prehistoric and Romano-British period in relatively close proximity of Levens Hall (see *Section 3*) also suggests that there is some potential for archaeological deposits predating the hall itself being discovered.

6.3 RECOMMENDATIONS

- 6.3.1 The area around Levens Hall has been shown to have considerable archaeological potential, with sites dating to the prehistoric and Romano-British periods discovered only a short distance away (see *Section 3.2.2-4*). It is therefore recommended that a watching brief be maintained during the excavations of any foundations, service trenches and the like. This should allow an assessment to be made of the potential and extent of any archaeological deposits in this area, and therefore help to interpret the wider historic landscape of Levens Hall.

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8. ILLUSTRATIONS

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Figure 3: Ground Floor Plan

Figure 4: First Floor Plan

Figure 5: Second Floor Plan

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Plate 6: Northeast-facing view of the rear of the Old Stables and later annex

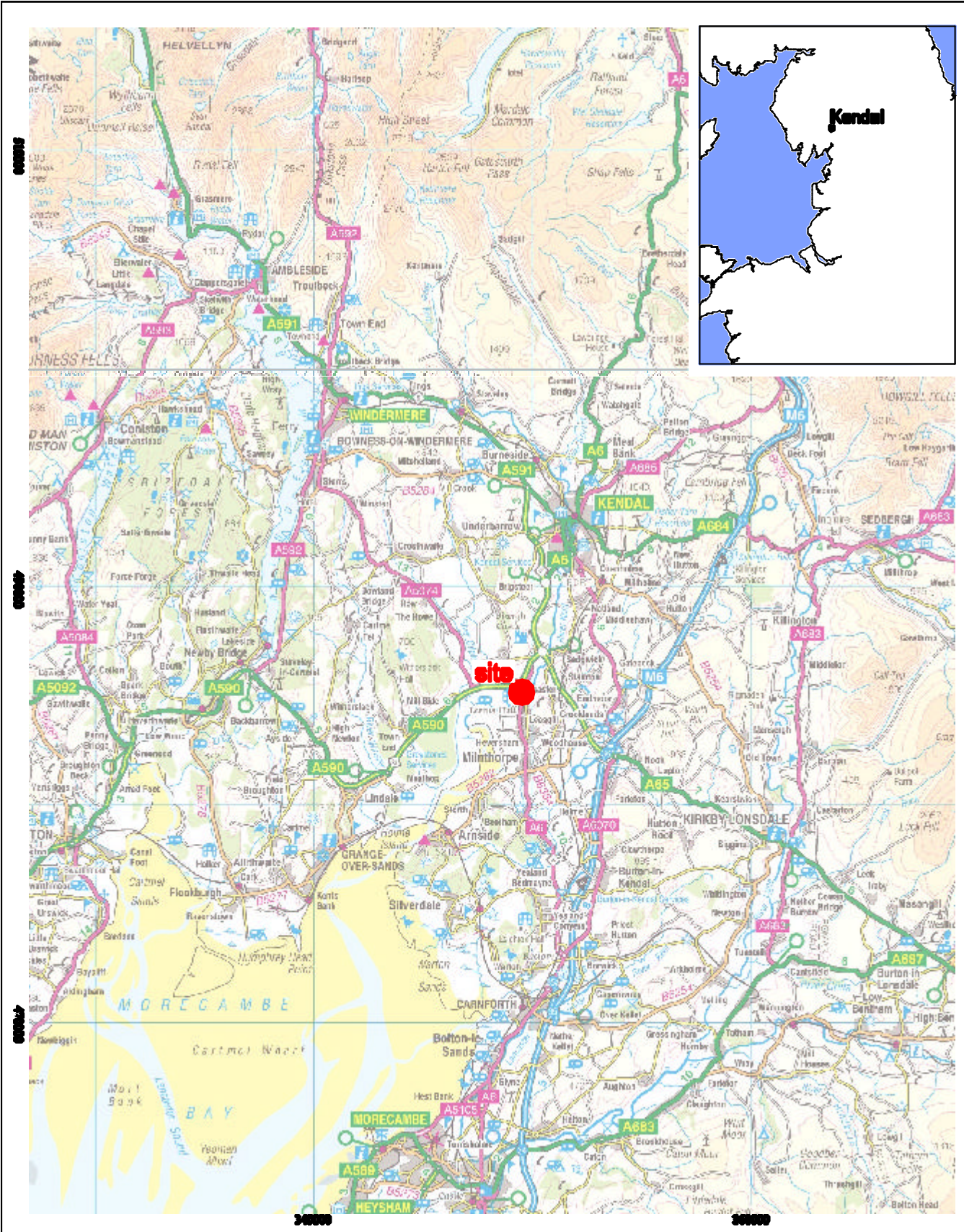
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Plate 9: Original oak door and nineteenth century staircase

Plate 10: The lath and plaster 'smoke hood' above the fireplace

Plate 11: The nineteenth century cast-iron range in the old tack room



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Figure 1: Location Map

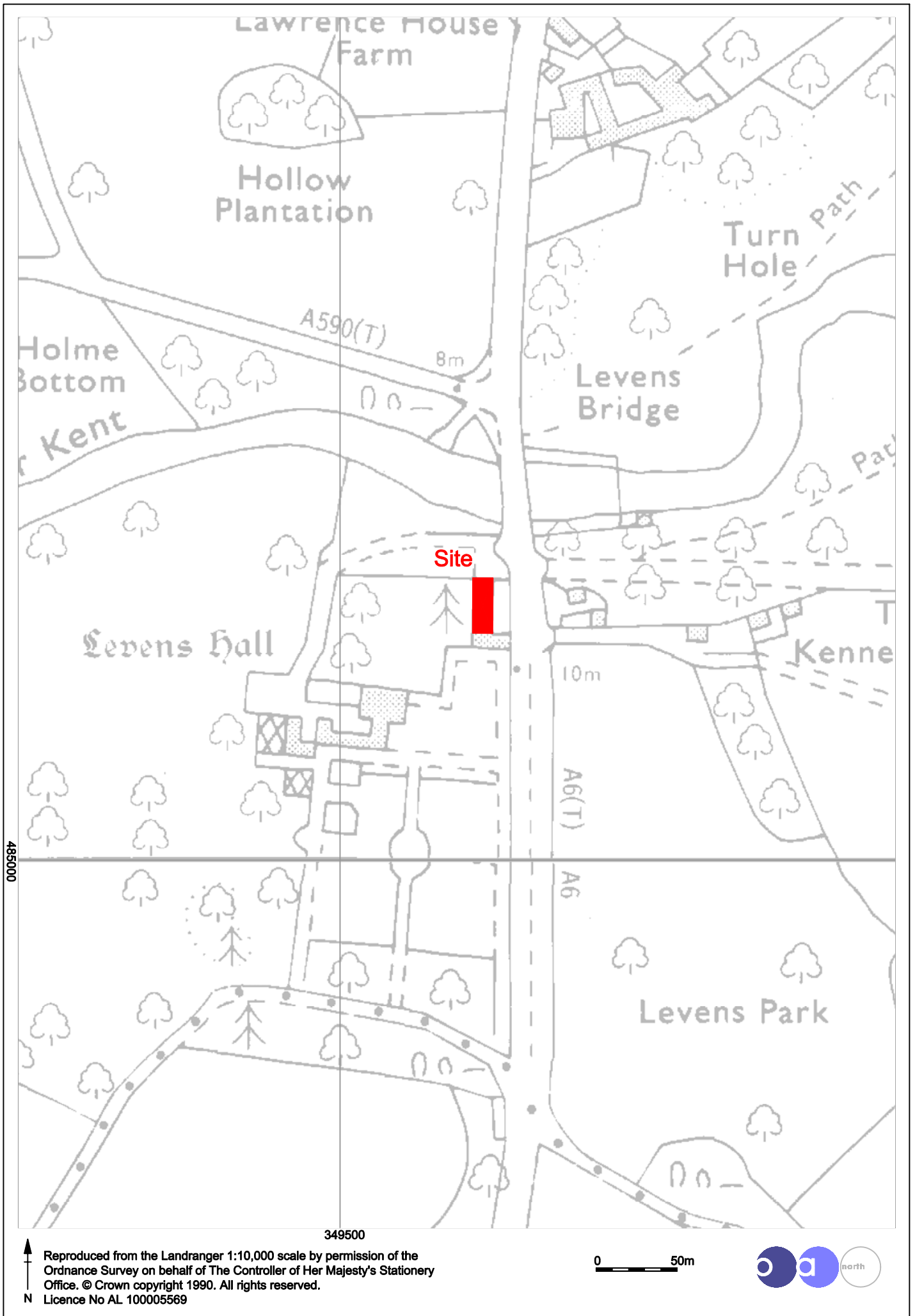


Figure 2: Site plan

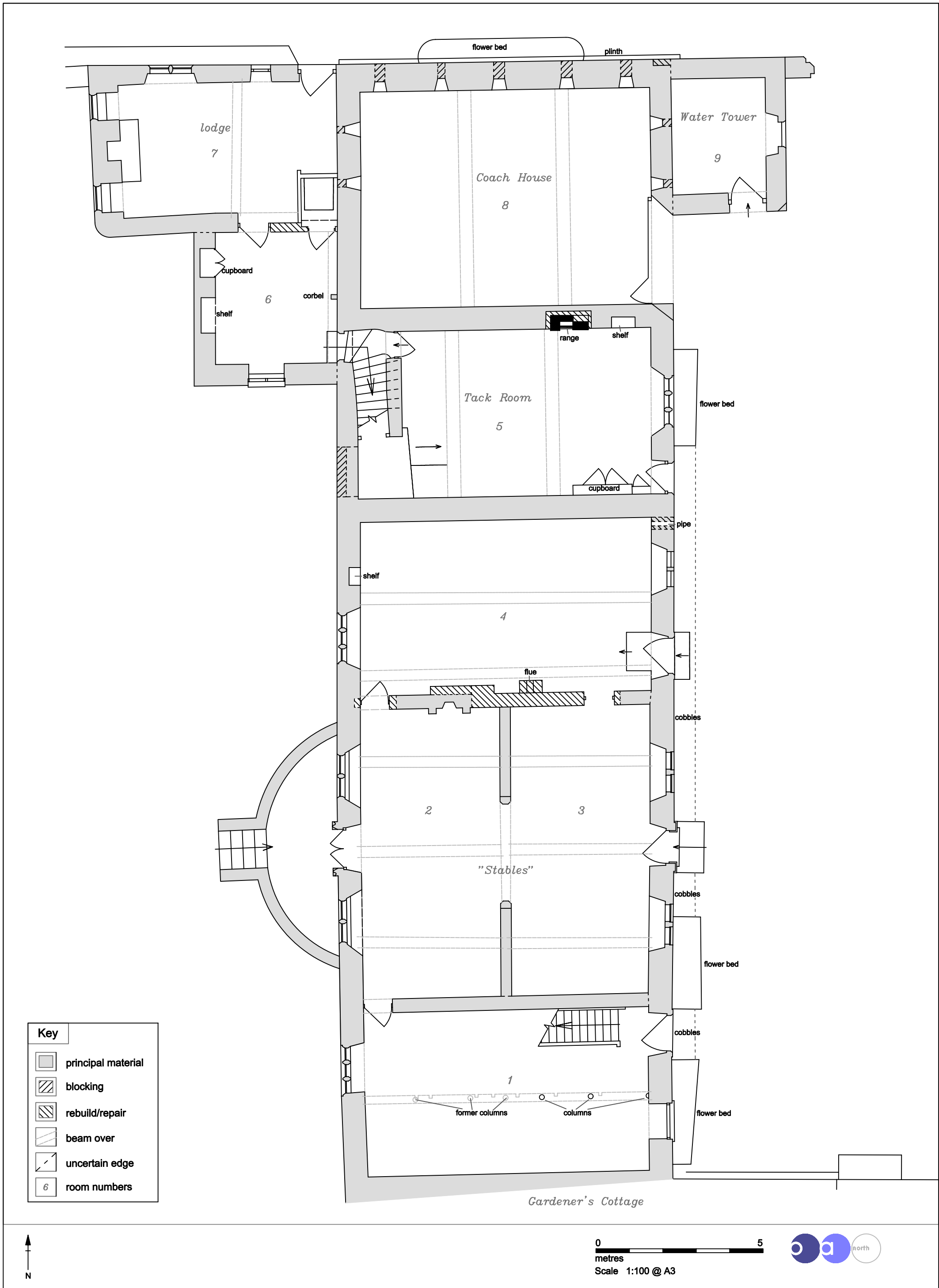









Figure 3: Ground floor plan

Key

-  principal material
-  blocking
-  brick
-  beam over
-  timber
-  room numbers
-  lath & plaster

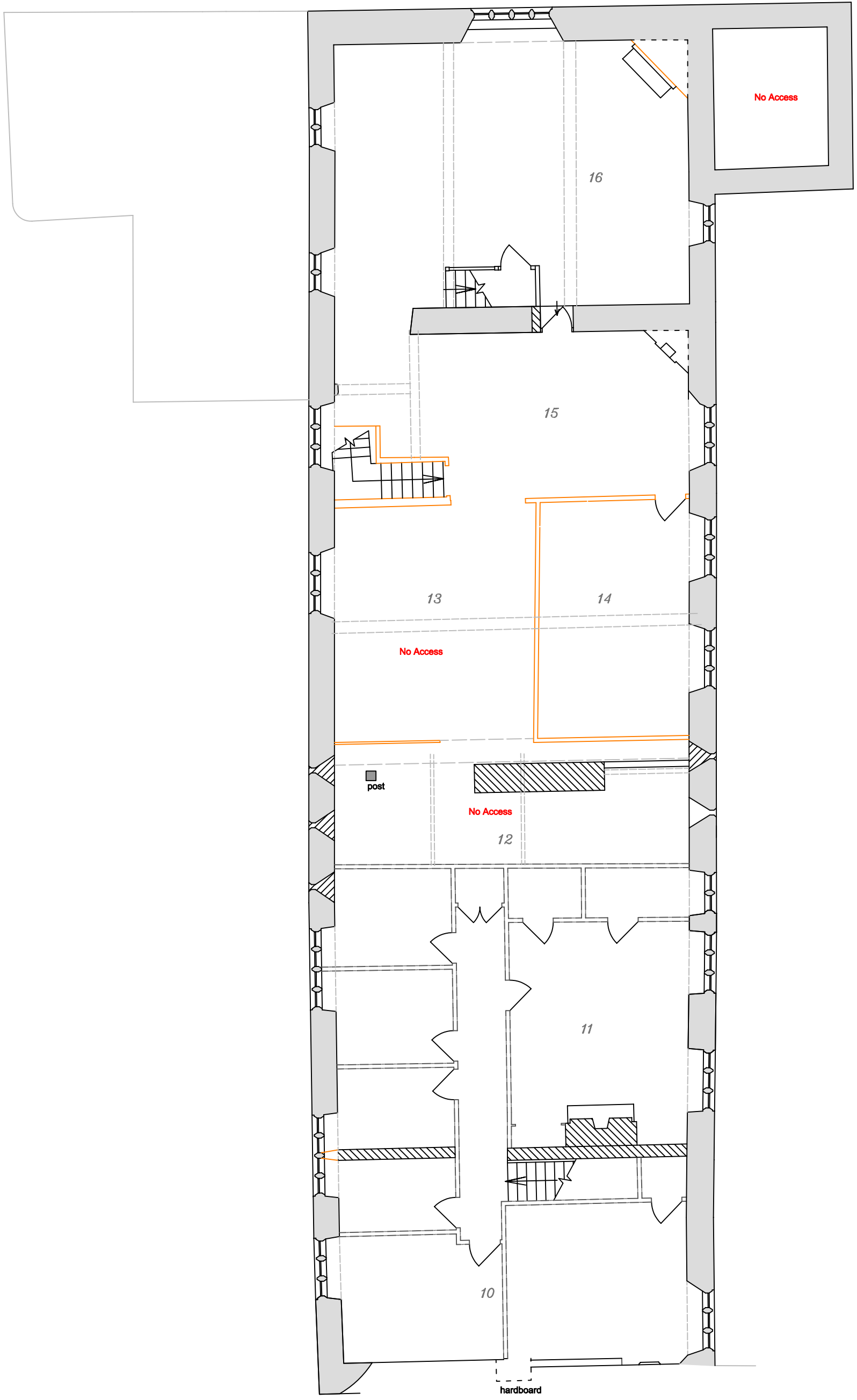





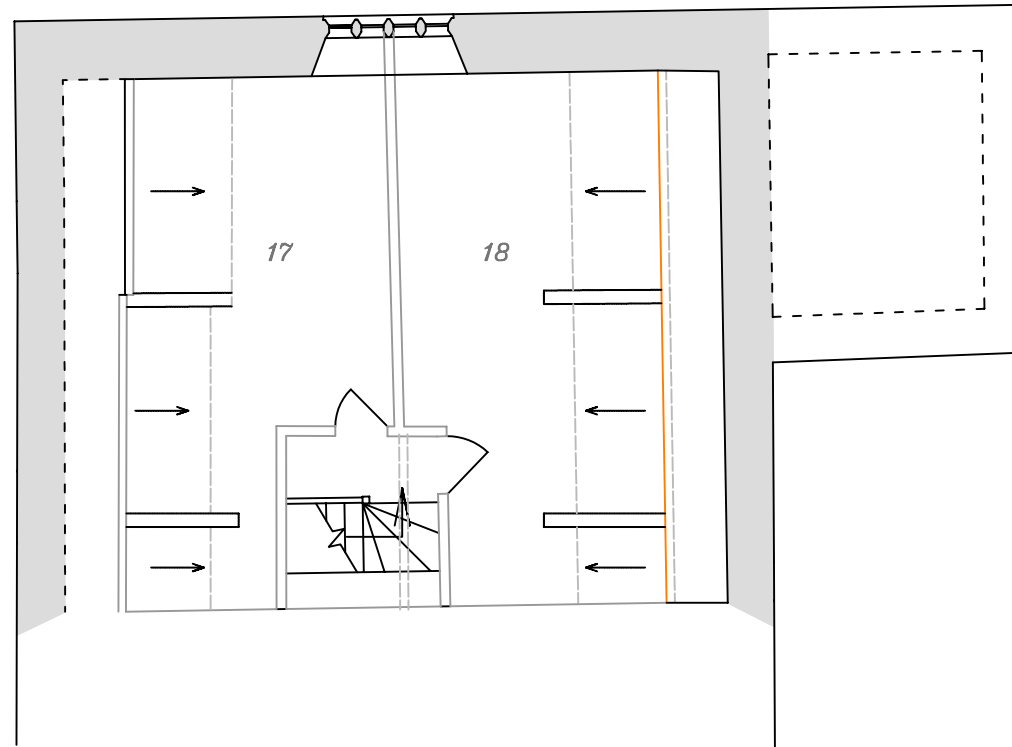


Figure 4: First floor plan

Key

-  principal material
-  beam over
-  lath & plaster
-  partition wall
-  room numbers




0  5
metres
Scale 1:100 @ A4



Figure 5: Second floor plan

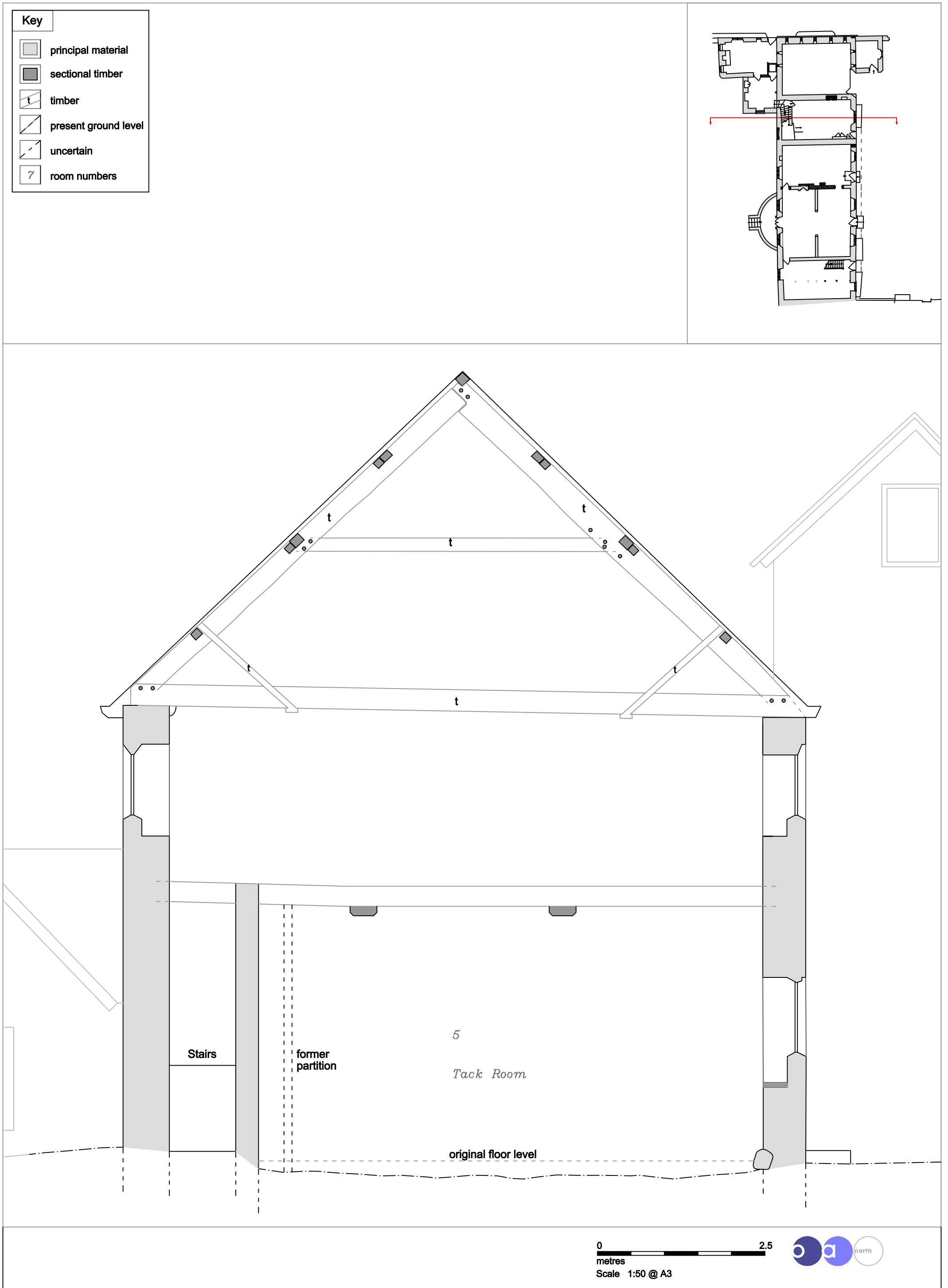


Figure 6: South-facing cross-section

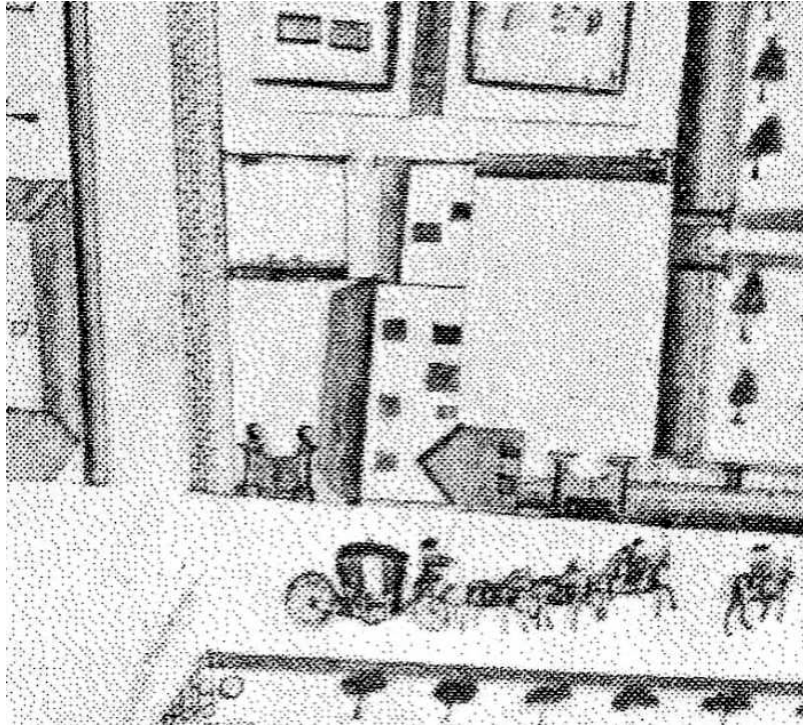


Plate 1: Part of Skyring's plan of c1750 showing the stables (after Curwen 1898, 33)

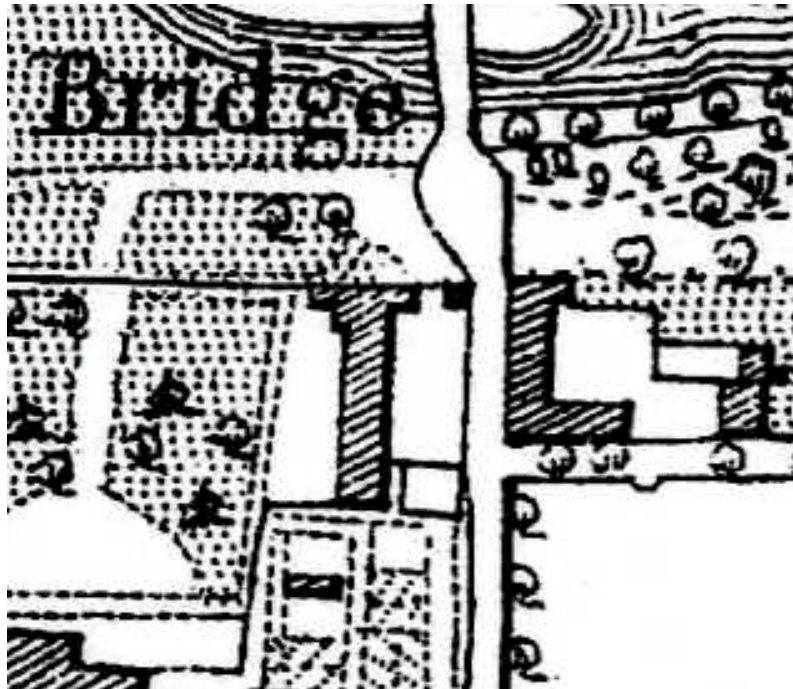


Plate 2: Part of the Ordnance Survey map of 1862 showing the stables

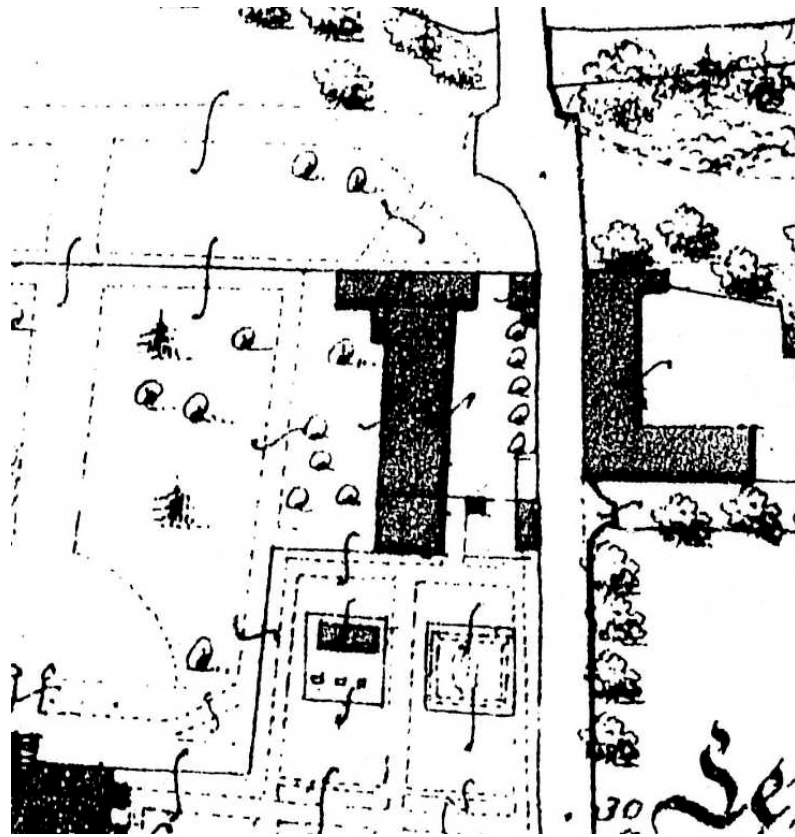


Plate 3: Part of the Ordnance Survey map of c1859 showing the stables

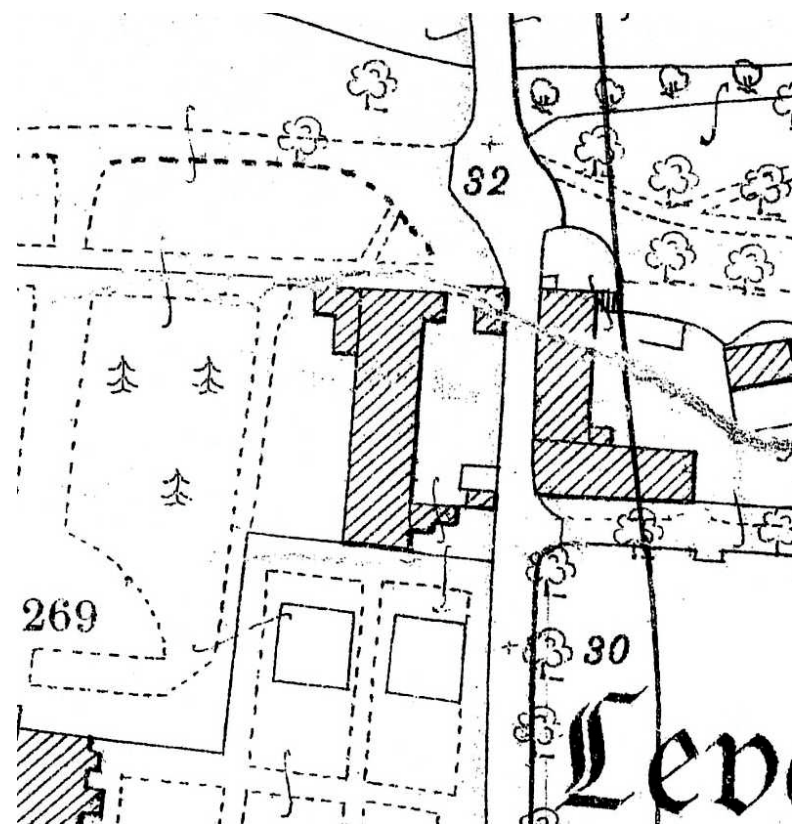


Plate 4: Part of the Ordnance Survey map of 1898 showing the stables



Plate 5: North-west-facing view of the front of the Old Stables and Water Tower



6: North-east-facing view of the rear of the Old Stables and later annex



Plate 7: South-east-facing view of the roof truss and modern chimney-breast in Room 12



Plate 8: Timber chest in the rear window of Room 4



9: Original oak door and nineteenth century staircase in Room 16



Plate 10: The lath and plaster 'smoke hood' above the fireplace,, Room 7



Plate 11: The nineteenth century cast-iron range in the old tack room

APPENDIX 1: PROJECT BRIEF

BRIEF FOR AN ARCHAEOLOGICAL BUILDING RECORDING PROJECT

AT LEVENS HALL, KENDAL

CUMBRIA

Issued by the

County Historic Environment Service

Environment Unit, Community Economy and Environment



COUNTY COUNCIL

Date of Brief: 21 February 2005

This Design Brief is only valid for 1 year after the above date. After this period the County Historic Environment Service should be contacted. Any specification resulting from this Brief will only be considered for the same period.

SITE DESCRIPTION AND SUMMARY

Site Name: Levens Hall, Kendal

Grid Reference: NY 4945 8515

Planning Application Reference No.: 5/04/0421

Detailed specifications are invited from appropriately resourced, qualified and experienced archaeological or architectural contractors to undertake the archaeological project outlined by this Brief and to produce a report on that work. The project team must be led by a member of the Institute of Field Archaeologists or the Institute of Historic Building Conservation or equivalent. No fieldwork may commence until approval of a specification has been issued by the County Historic Environment Service.

1. PLANNING BACKGROUND

- 1.1 Cumbria County Council's Historic Environment Service (CCCHES) has been consulted by South Lakeland District Council regarding a planning application for the construction of an extension and the conversion of the former stables to offices at Levens Hall, Kendal.
- 1.2 The scheme affects a listed grade II* building (County Historic Environment Record 22165) and consequently, a programme of archaeological building recording is required prior to the proposed works taking place.
- 1.3 This advice is given in accordance with guidance given in Planning Policy Guidance note 16 (Archaeology and Planning) and with policy C19 of the South Lakeland District Local Plan.

2. ARCHAEOLOGICAL BACKGROUND

- 2.1 The former stables are listed grade II* and date from the 17th century.

3. SCOPE OF THE PROJECT

3.1 Objectives

- 3.1.1 To make a record of the historic structure prior to conversion and the addition of an office extension.

3.2 Work Required

- 3.2.1 Before any on site work commences a *rapid desk-based survey* of the existing resource should be undertaken to set building to be converted in its historic context. This should include an assessment of those primary and secondary sources (particularly cartographic sources and estate records) referenced in the County Records Office.
- 3.2.2 To carry out a *measured survey of the building*. The survey should include the requirements of a 'Level 2' Survey as described by the Royal Commission on the Historic Monuments of England *Recording Historic Buildings, A Descriptive Specification, 3rd edition, 1996*.
- 3.2.3 The requirements of the survey are:
 - ❖ The precise location of the building, providing an address and National Grid Reference
 - ❖ A date when the project was undertaken and by whom
 - ❖ A description of the building's plan, form, function, age, development sequence and construction materials. Where known, the building's architects, builders, patrons and owners should be provided
 - ❖ A description of the building's landscape and historic context, for example it's relationship with nearby buildings in architectural and functional terms, it's relationship to field systems, settlement patterns and other man-made features

- ❖ An architects plan of the building showing the location of each photographed feature of architectural or archaeological interest
- ❖ Where appropriate, section drawings of the building showing it's vertical relationships
- ❖ A photographic record including: photographs of the building in it's landscape context; detailed photographs of the buildings external appearance; internal photographs of the main rooms of the building; scaled detailed photographs of features of architectural or archaeological significance

4. PROJECT DESIGN

- 4.1 Before the project commences a project proposal must be submitted to and approved by the County Historic Environment Service.
- 4.2 Proposals to meet this Brief should take the form of a detailed project design prepared in accordance with the recommendations of *The Management of Archaeological Projects*, 2nd ed. 1991, and must include:
- ❖ A description of the building recording system to be used
 - ❖ Details of key project staff, including the names of the project manager any other specialist sub-contractors to be employed
 - ❖ Details of on site staffing, e.g. the number of people to be employed on site per day
 - ❖ A projected timetable for all site work through to the publication of results
- 4.3 Any significant variations to the proposal must be agreed by the County Historic Environment Service in advance.

5. REPORTING AND PUBLICATION

- 5.1 The archaeological work should result in a report, this should include as a minimum:
- ❖ A site location plan, related to the national grid
 - ❖ A front cover/frontispiece which includes the planning application number and the national grid reference of the site
 - ❖ A concise, non-technical summary of the results
 - ❖ An architects plan of the building to be converted showing the location of each photographed feature of architectural or archaeological interest
 - ❖ Photographs of the building to be converted should be accompanied by an appropriate description
 - ❖ A description of the methodology employed, work undertaken and the results obtained
 - ❖ Plans, sections drawings and photographs at an appropriate scale
 - ❖ The dates on which the project was undertaken
- 5.2 Three copies of the report should be deposited with the County Historic Environment Record within two months of completion of fieldwork. This will be on the understanding that the report will be made available as a public document through the County Historic Environment Record.
- 5.3 Cumbria HER is taking part in the pilot study for the *Online Access to Index of Archaeological Investigations* (OASIS) project. The online OASIS form at <http://ads.ahds.ac.uk/project/oasis> must therefore also be completed as part of the project. Information on projects undertaken in Cumbria will be made available through the above website, unless otherwise agreed.

6. THE ARCHIVE

- 6.1 An archive must be prepared in accordance with the recommendations of *The Management of Archaeological Projects*, 2nd ed. 1991, and arrangements made for its deposit with an appropriate repository. A copy shall also be offered to the National Monuments Record.
- 6.2 The County Historic Environment Service must be notified of the arrangements made.

7. PROJECT MONITORING

- 7.1 One weeks notice must be given to the County Historic Environment Service prior to the commencement of fieldwork.

8. FURTHER REQUIREMENTS

- 8.1 It is the archaeological contractor's responsibility to establish safe working practices in terms of current health and safety legislation, to ensure site access and to obtain notification of hazards (eg. services, contaminated ground, etc.). **The County Historic Environment Service bears no responsibility for the inclusion or exclusion of such information within this Brief or subsequent specification.**
- 8.2 The involvement of the County Historic Environment Service should be acknowledged in any report or publication generated by this project.

9. FURTHER INFORMATION

For further information regarding this brief, contact

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As part of our desire to provide a quality service to all our clients we would welcome any comments you may have on the content or presentation of this design brief. Please address them to the Assistant Archaeologist at the above address.

APPENDIX 2: PROJECT DESIGN

1. INTRODUCTION

1.1 PROJECT BACKGROUND

1.1.1 Rural Solutions (hereafter the 'client') has requested that Oxford Archaeology North (OA North) submit proposals for an archaeological investigation at Levens Hall, Kendal, Cumbria (NY 4945 8515). Cumbria County Council's County Historic Environment Service (CCCHES) has been consulted by South Lakeland District Council regarding a planning application for the construction of an extension and the conversion of the former stables to offices at Levens Hall, Kendal (Planning Application Number 05/04/0421). In response to this CCCHES have issued a brief requesting a building investigation. This project design has been prepared in accordance with the CCCHES brief.

1.2 ARCHAEOLOGICAL BACKGROUND

1.2.1 The proposed development affects a Grade II* listed building (HER No 22165). The former stables are thought to date from the seventeenth century.

1.3 OXFORD ARCHAEOLOGY NORTH

1.3.1 OA North has considerable experience of the assessment of sites 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.

1.3.2 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 objectives of the archaeological building investigation are to provide an outline analysis of the plan, form, function, age and development of the former stables.

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

2.3 **Rapid Desk-Based Assessment:** a rapid desk-based assessment of the site will be undertaken to provide an historical context for the building investigation.

2.4 **Building investigation:** to provide a drawn and textual record of the former stables to RCHME Level II-type survey;

2.5 **Report and Archive:** a written report will assess the significance of the data generated by this programme within a local and regional context. It will

present the results of the rapid desk-based assessment and building investigation.

3. METHOD STATEMENT

3.1 RAPID DESK-BASED ASSESSMENT

3.1.1 The following will be undertaken as appropriate, depending on the availability of source material. The level of such work will be dictated by the time scale of the project.

3.1.2 **Documentary and Cartographic Material:** this work will include collation and assessment of the County Record Office (CRO), as well as appropriate sections of County histories, early maps, and such primary documentation (tithe and estate plans etc.) as may be reasonably available. Particular emphasis will be upon the early cartographic evidence which has the potential to inform the post-medieval occupation and land-use of the area.

3.1.3 **Map Regression Analysis:** available cartographic sources will be consulted in an attempt to trace the development of the building back to the earliest available cartographic source.

3.2 BUILDING INVESTIGATION

3.2.1 **Photographic Archive:** a photographic archive will be produced utilising a 35mm camera to produce colour slides and black and white contact sheets. A full photographic index will be produced and the position of photographs will be marked on the relevant floor plan. The archive will comprise the following:

- (i) The buildings' external appearance and it's setting;
- (ii) The overall appearance of principal rooms and circulation areas;
- (iii) Any external or internal detail, structural or decorative, which is relevant to the buildings' design, development and use and which does not show adequately on general photographs;
- (iv) Any internal detailed views of features of especial architectural interest, fixtures and fittings, or fabric detail relevant to phasing the building.

3.2.2 **Site Drawings:** the following architect's drawings (supplied by the client) will be annotated for the building:

- (i) Ground and first floor plans of the former stables 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 to illustrate vertical relationships (1:50).

3.2.3 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 impede significantly 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*).

- 3.2.4 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.
- 3.2.5 Where access or height restrictions render it impossible to annotate the client's drawings utilising manual survey techniques, additional detail will be captured through the use of a reflectorless Electronic Distance Measurer. The REDM is capable of measuring distances to a point of detail by reflection from the wall surface, and does not need a prism to be placed. The instrument to be used will be a Leica T1010 theodolite coupled to a Disto electronic distance meter (EDM). The disto emits a viable laser beam, which can be visually guided around points of detail. The digital survey data will be captured within a portable computer running TheoLT software, which allows the survey to be directly inserted into AutoCAD software for the production of final drawings.
- 3.2.6 ***Interpretation and Analysis:*** a visual inspection of the former stables will be undertaken utilising the OA North building investigation proforma sheets. An outline description will be maintained to RCHME Level II-type survey. This level of survey is descriptive and will provide a systematic account of the building's origins, development and use.
- 3.2.7 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 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 building's landscape and historic context including its relationship with nearby buildings in architectural and functional terms, its relationship to field systems, settlement patterns and so forth.
- 3.2.8 ***Stripping of Modern Finishes:*** in the event that the fabric of the building is hidden by modern finishes such as decorative material/panelling or partitions, a return visit will be made to site to complete the investigation following the completion of stripping-out. The client's programme should allow for this.

3.3 REPORT /ARCHIVE

- 3.3.1 **Report:** one bound and one unbound copy of a written synthetic report will be submitted to the client, and a further three copies submitted to the Cumbria HER within eight weeks of completion. The report will include:
- (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 historic plans and 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.
- 3.3.2 This 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 three copies to (HER).
- 3.3.3 **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.
- 3.3.4 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 Cumbria 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.
- 3.3.5 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.
- 3.3.6 **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 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 CCCHES in consultation with the client.

6 WORK TIMETABLE

- 6.1 **Desk-based assessment:** approximately one day will be required for this element.
- 6.2 **Building Investigation:** approximately three days will be required to complete this element.
- 6.3 **Archive/Report:** the report and archive will be produced following the completion of all the fieldwork. The final report will be submitted within eight weeks of completion of the fieldwork, although an interim report can be issued within two weeks at the request of the client, and the archive deposited within six months.
- 6.4 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 The building investigation will be undertaken by **Daniel Elsworth MA, PIFA**. Daniel has a great deal of experience in the interpretation and analysis of historic buildings throughout the North West.

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