

# Old Arngrove Farm, Horton-Cum-Studley Buckinghamshire: Historic Building Recording & Archaeological Watching Brief Written Scheme of Investigation

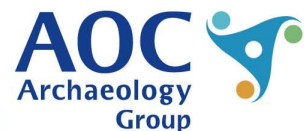
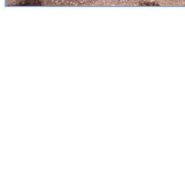
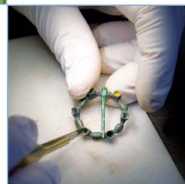
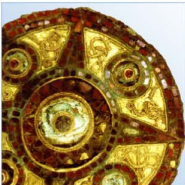
Planning Application: 18/02901/APP & 18/02902/ALB

National Grid Reference Number: 61055 13873

AOC Project No: 33927

Site Code: TBC

Date: March 2021



ARCHAEOLOGY

HERITAGE

CONSERVATION

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# Old Arngrove Farm, Horton-Cum-Studley Buckinghamshire: Historic Building Recording & Archaeological Watching Brief Written Scheme of Investigation

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**On Behalf of:** Wolff Architecture  
Chandos Yard,  
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**National Grid Reference (NGR):** SP 61055 13873

**Planning Application No:** 18/02901/APP & 18/02902/ALB

**AOC Project No:** 33927

**Prepared by:** Robert Usher

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**Date:** March 2021

This document has been prepared in accordance with AOC standard operating procedures.

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## Illustrations

Figure 1: Site Location

Figure 2: Site plan showing buildings subject to the survey

Figure 3: Development plans

## 1. Introduction

- 1.1 This document is a Written Scheme of Investigation (WSI) setting out a methodology for a historic building record and archaeological watching brief to be undertaken at Old Arngrove Farm, Horton-Cum-Studley, Buckinghamshire (NGR: SP 61055 13873) (Figure 1).
- 1.2 Buckinghamshire Council has recently granted planning approval for development at Old Arngrove Farm, Horton-Cum-Studley, Buckinghamshire (18/02901/APP & 18/02902/ALB).
- 1.3 The main development works are associated with the conversion of the historic cow and cart shed into living accommodation. As such the scope of the Historic Building Survey, is focused on the cow and cart sheds and also where they adjoin the main farm house, as shown in Figure 2 & 3. The watching brief will be focused on intrusive works associated with the conversion and include but is not restricted to ground reduction associated with new flooring, drainage and landscaping.
- 1.4 This WSI details how the historic building recording and archaeological watching brief will be undertaken. The works will comprise the recording of both the interior and exterior of the building to Level 3/4 as defined by Historic England guidelines (Historic England 2016).

## 2. Planning Background

- 2.1 The local planning authority is Buckinghamshire Council; archaeological advice to Buckinghamshire Council regarding historic buildings is provided by the Archaeology Officers, Planning, Growth and Sustainability, Buckinghamshire Council.
- 2.2 The planning application (18/02901/APP & 18/02902/ALB) was granted with an archaeological condition for an archaeological watching brief and historic building record to protect the special architectural or historic interest of the building.
- 2.3 The conditions read as follows:

*18/02902/ALB - Condition 10*

*No works shall take place on site until the applicant has secured the making of a detailed record/implementation of a scheme of recording of the building(s) concerned to a specification level 3-4 (from Historic England's 'Understanding Historic Buildings' guidance). This must be carried out by an archaeological/building recording consultant or organisation approved by the Local Planning Authority in accordance with a written scheme of investigation which shall first be submitted to and agreed in writing by the Local Planning Authority. Thereafter the development shall be completed in accordance with the approved details.*

*18/02901/APP – Condition 4*

*No development shall take place until the applicant, or their agents or successors in title, have secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the local planning authority. Thereafter the development shall be completed in accordance with the approved details.*

*Reason: To preserve a heritage asset of archaeological interest and to comply with policy GP59 of the AVDLP, the advice in the DOE Circular 11/95 and to comply with the NPPF.*

- 2.4 A Heritage Statement was prepared by Wolff Architects (undated) for the development which concluded the existing cow shed structure is in a much degraded state and currently supported by

scaffolding. The proposals are to restore the barn where practicable and insert new elements where required to ensure the continued use and enjoyment of the structure in the future.

2.5 This WSI details the methods and standards to which the historic building record and archaeological watching brief will be undertaken and has been designed in accordance with current best archaeological practice and local and national standards and guidelines:

- Ministry of Housing Communities and Local Government – National Planning Policy Framework (NPPF) (MHCLG 2019).
- Historic England – Management of Research Projects in the Historic Environment (MoRPHE) (HE 2015).
- Historic England – Understanding Historic Buildings: A Guide to Good Recording Practice (HE 2016).
- Chartered Institute for Archaeologists – Standards and guidance for the archaeological investigation and recording of standing buildings and structures (ClfA 2014, Revised 2019).
- Chartered Institute for Archaeologists – Code of Conduct (ClfA 2014, Revised 2019).

### **3. Archaeological and Historical Background**

3.1 A HER search was completed, enquiry reference number 1159. The results are located in Appendix D.

3.2 The subject property, Old Arngrove Farm is situated in open countryside 2.2km to north-east the of the village of Horton-cum-Studley and lies just within the County boundary of Buckinghamshire. To the north of the site is Oriel Wood which represents the 8 acres of 'woode ground' owned by Oriel College in 1586. The wood is an ancient semi natural and likely dates back to the medieval period (HBC5327). The property dates back from the 17th Century when it was part of the Boarstall Estate. Boarstall Tower (located 1.2km to the west) which now belongs to the National Trust was fortified by the Royalist Sir William Campion during the Civil War. The site is surrounded by enclosed land some of which may date to the pre 18<sup>th</sup> century (HBC5337, HBC5342, HBC5343, HBC5344, HBC5365, HBC5366 and HBC5367).

3.3 The farmhouse is a grade II listed building dating back to the 17th century with later 19th century alterations (1163000000 - MBC1735). The main building was a L-plan house with the main house retaining some of its timber framing although the majority was rebuilt in brick in the mid to late 19th century. Attached to the main house to the south is the cowshed with a further two open barns attached to the south of this. There is a range of buildings opposite the main building including a stables and piggery forming a central courtyard.

3.4 The building is visible on the 1880 Ordnance Survey (OS) map with the main buildings and outbuildings visible. Additionally, there is a group of buildings to the north-west of the farm that no longer exist. In the late 19th century the 1899 OS mapping shows the addition of an extension to west to the barns south of the main building. Later OS mapping shows no additional changes to the buildings. Later additions have been made to the building including a single-storey link extension in 2000.

3.5 A pair of 17<sup>th</sup> gate piers at the farm are thought to have come from Boarstall Manor (1163001000 - MBC1735). The gates are Grade II listed and formed in Ashlar. They are square in plan with off-set pyramid caps. The HER notes that 'a cannonball of iron, weighing 9.5lbs, and found imbedded in one of those piers...is, no doubt, a relic of the siege of Boarstall House'.

- 3.6 In 1850 during the mending of a road a short distance from the Farmhouse, three Human Skeletons uncovered alongside the remains of a light green glass bottle and a hand axe (HER 0180000000 - MBC5342, 0180000001 - MBC5343 and 0180000002 - MBC2115). The human remains are undated and whether they are part of a cemetery are unknown. Unfortunately the light green globular formed bottle was broke by the pick axe used by the workers.
- 3.7 An archaeological watching brief was undertaken by Phoenix Archaeology in 2001 during the excavation for foundations of an extension, (EBC16200). No archaeological remains were observed and it was noted that the ground had been heavily disturbed during the installation of 19<sup>th</sup> and 20<sup>th</sup> century services. The foundations of the Old Arngrove Farmhouse were exposed and noted as being formed of roughly hewn stone with tile spacers measuring 0.40m deep.

## 4. Aims and Objectives

- 4.1 The aims of the historic building record are:
- To determine the buildings' development and use.
  - To provide a written account of the buildings form, function, date and sequence of development.
  - To photograph the exterior and interior of the building to create a permanent archive record.
  - To provide a descriptive account and interpretation of the building.
- 4.2 The aims of the archaeological watching brief are:
- To determine the extent, condition, nature, character, quality and date of any archaeological remains encountered.
  - To map any archaeological remains encountered and sample excavate the features.
  - To assess the ecofactual and environmental potential of excavated archaeological features and deposits.
  - To determine the extent of previous truncations of the archaeological deposits.
  - To enable the Archaeology Officer, Planning, Growth and Sustainability Buckinghamshire Council to make an informed decision on the requirement for any further work.
  - To make available to interested parties the results of the investigation.
- 4.3 The specific aims of the archaeological watching brief are:
- Are further human remains present.
  - Is there any evidence for associated structures to the farm house.
  - Is there any evidence for earlier settlement on site.
- 4.4 The final aim is to make public the results of the investigation, subject to any confidentiality restrictions.

## 5 Scope of Works and Strategy

### Watching Brief

- 5.1 The archaeological attendant will be on site to watch any relevant construction ground disturbance works associated with the development including ground reduction for new floors, landscaping, drainage and soakaways within the red line boundary (Figure 2) and may rapidly intervene during works in order to rapidly record any chance discovered resource. This will not normally result in delays to the construction programme.

- 5.2 The watching brief will be conducted on all intrusive ground-works (including any temporary works that may have an impact on archaeological deposits) within the area of the proposed development or to the extent of archaeological interest. During the course of the groundworks, the scale and scope of the watching brief may be reviewed, in consultation with the Lucy Lawrence, Archaeology Officer, Planning, Growth and Sustainability Buckinghamshire Council.

### **Historic Building Survey**

- 5.3 Prior to any development works, recording will be carried out at Old Arngrove Farm, Horton-Cum-Studley, Buckinghamshire, in line with a 'Level 3 to 4' survey as defined by Historic England guidelines (HE 2016). A Level 3 to 4 survey is a comprehensive analytical record incorporating all of aspects of a level 3 survey as well as appropriate aspects of a level 4 survey. A level 3 to 4 will comprise an introductory description followed by a systematic account of the building's origins, development and use. The record will include an account of the evidence on which the analysis has been based, allowing the validity of the record to be re-examined in detail. It will also include all drawn and photographic records that may be required to illustrate the building's appearance and structure and to support an historical analysis. The record at Level 3 to 4 will draw on the full range of other sources of information about the building and discuss its significance in terms of architectural, social, regional or economic history. The range of drawings may also be greater than at other levels. (HE 2016).
- 5.4 The initial works will be carried out over three working days by our Historic Building Specialist and assistant. This will take place prior to the commencement of works on the buildings.

### **Generic**

- 5.5 The watching brief and subsequent post-excavation work will conform to current best archaeological practice and local and national standards and guidelines:
- Chartered Institute for Archaeologists – Standard and Guidance for an Archaeological Watching Brief (CIfA 2014a).
  - Chartered Institute for Archaeologists (2014b). Standards and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials.
  - Chartered Institute for Archaeologists (2014c). Standard and Guidance for the Creation, Compilation, Transfer and Deposition of Archaeological Archives.
  - Chartered Institute for Archaeologists – Code of Conduct (December 2014, Revised October 2019).
  - Historic England (May 2015), Management of Research Projects in the Historic Environment (MoRPHE)
  - Historic England (2016). Understanding Historic Buildings: a guide to good recording practice.
  - Historic England – Archaeological Guidance Paper 3: Standards and Practices in Archaeological Fieldwork (HE 2015a).
  - Historic England – Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation (HE 2015b).
  - Museum of London – Archaeological Site Manual (MoLA 1994)
  - RESCUE & ICON – First Aid for Finds (RESCUE & ICON 2001).
  - United Kingdom Institute for Conservation – Conservation Guidelines No.2 (UKIC 1983).
  - United Kingdom Institute for Conservation – Guidance for Archaeological Conservation Practice (UKIC 1990).

- 5.6 Insurances, copyright and confidentiality, and standards are defined in Appendix A.
- 5.5 A unique site code/accession number has been requested for the project and used during the project on all paperwork.
- 5.6 The historic building record will be undertaken by AOC's Historic Building Specialists, and an assistant. The archaeological watching brief will be undertaken by a project supervisor. The project will be managed by Florence Laino, Project Manager (London). The site works will be monitored by Lucy Lawrence, Archaeology Officer, Planning, Growth and Sustainability Buckinghamshire Council.

## 6 Methodology

### Watching brief

- 6.1 An archaeologist will be present to monitor all intrusive ground-works (including any temporary works that may have an impact on archaeological deposits) within the area of the proposed development or to the extent of archaeological interest. They will be positioned outside of the working area of any mechanical excavator, in the normal working arrangement. Should access to the machined area be required; the machine will cease operations and if necessary relocate to ensure safe access.
- 6.2 Any machining undertaken under archaeological direction will be done, where practicable, with a flat bladed bucket (toothless), and in horizontal spits.
- 6.3 Should there be unsupported sections deemed unsafe by the onsite staff, no member of staff will enter the excavated area. In this instance recording of the excavated areas will be conducted from ground level unless shoring has been made available.
- 6.4 In the event that significant archaeological remains are revealed, additional excavation staff are available. The ground work in the location of the archaeology can be temporarily halted in order to determine the extent and character of any remains revealed. The degree of further work will be defined in discussions with the monitoring archaeologist and client. Delays to development can be minimised by continuing to monitor areas of watching brief while the archaeological resource is recorded.
- 6.5 Archaeological recording, where not precluded by Health & Safety considerations, will consist of:
- Limited hand cleaning of archaeological features, sections and surfaces sufficient to establish the stratigraphic sequence expose;
  - Excavated material will be examined in order to retrieve artefacts to assist in the analysis of their spatial distribution;
  - Sample excavation of exposed features (10% of linear features and 50% individual features);
  - Completion of pro-forma record sheets;
  - Plans and sections of all exposed archaeological features and horizons (including boundaries of natural) at an appropriate scale. 1:100/1:200 will be utilised to initially map the entire exposure and linked to detail plans at 1:20 of excavated features and sections at 1:10, if necessary. All features will be accurately tied into the Ordnance Survey National Grid and Ordnance Datum;
  - A scaled photographic record of representative exposed sections and surfaces, along with sufficient photographs to establish the setting and scale of the groundworks.
  - A record of the datum levels of archaeological deposits.
- 6.6 Records will be produced using either *pro-forma* context or trench record sheets and by the single context planning method and will be compatible with those published by the Museum of London (MoL 1994).



- 6.7 A record of the full sequence of all archaeological deposits as revealed in the watching brief will be made. Plans and sections of features will be drawn at an appropriate scale of 1:10 or 1:20, with sections drawn at 1:10.
- 6.8 A photographic record of all significant features observed will be undertaken. This will consist of SLR digital photography capturing RAW and JPEG data as well as black and white.
- 6.9 Bulk samples of 40 litres in volume will be taken from appropriate contexts for the recovery and assessment of environmental data. Sampling methods will follow national guidelines (EH 2011).
- 6.10 Any finds of human remains will be left *in situ*, covered and protected. The Ministry of Justice and the local constabulary will be informed. If removal is essential advice on how best to proceed will be sought from the Ministry of Justice and the local authority environmental health officer.
- 6.11 Any finds covered by the provisions of the Treasure Act (1996, amended 2003) and Treasure (Designation) Order 2002, including gold and silver, will be moved to a safe place and reported to the coroner's office according to the procedures determined by the Act. They will also be reported to the local finds liaison officer from the Portable Antiquities Scheme. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the artefacts from theft or damage.
- 6.12 All identified finds and artefacts will be collected and retained. Certain classes of material, i.e. post-medieval pottery and building material may be discarded after recording if a representative sample is kept. No finds will be discarded without the prior approval of the archaeological advisor and the receiving museum.
- 6.13 Finds will be scanned to assess the date range of the assemblage with particular reference to pottery. In addition, the artefacts will be used to characterise the site, and to establish the potential for all categories of finds should further archaeological work be necessary.
- 6.14 All finds and samples will be treated in a proper manner and to standards agreed in advance with the recipient museum. Finds will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in United Kingdom Institute for Conservation's Conservation Guidelines (UKIC 1990).
- 6.15 Provision for onsite conservation and finds treatment, in addition to any scientific dating of materials uncovered, will be undertaken where appropriate.
- 6.16 Upon completion of the project the landowner and the receiving museum, will be contacted regarding the preparation, ownership and deposition of the archive and finds

### **Historic Building Survey**

- 6.17 The historic building record that will be undertaken at Old Arngrove Farm prior to any development on the site will correspond to a Level 3/4 survey as defined by the guidelines published by Historic England (May 2016).

### **An Outline of the Level 3/4 Survey**

The intended selection of the drawn record will include:

- Measured drawings recording the form or location of significant structural detail (for example timber or metal framing).
- Measured cross-sections or long-sections to illustrate the vertical relationships within a building (for example floor and ceiling heights, the form of roof trusses).

- Measured drawings to show the form of any architectural decoration (for example the moulding profiles of door surrounds, beams, mullions and cornices) or small-scale functional detail not easily captured by photography.
- Measured elevations to understand the building's design, development or function.
- A site plan relating the building to other structures and to any related topographical and landscape features.
- A plan or plans identifying the location and direction of accompanying photographs.
- Copies of earlier drawings throwing light on the building's history.
- Phased drawings, where these are of value. Successive phases of a building's development will be shown by graded tone (dark to light, with the darker being the earlier) or by colour, by sequential diagrams or by annotation. These will be accompanied by the unmarked drawings on which they are based.
- Diagrams interpreting the movement of materials (process flow) or people (circulation), or the segregation of people or activities (for example permeability diagrams) where these are warranted by the complexity of the subject. As with the phased drawings, the evidence supporting the interpretations will be provided.

#### **Measured Survey: Exterior Elevations**

The exterior elevations will include:

- Wall lines.
- Roof lines and chimneys.
- Guttering, drainpipes and hoppers.
- Doors, windows, blocked openings.
- Quoins and surrounds to all openings and blocked openings.
- Door and window detail.
- Changes in construction.
- Areas of modern repair.
- Features which identify and provide context for the previous use of the building such as winches, hooks and all other fixtures and fittings.
- Decorative detail.
- Other architectural detail.

6.18 The list above should not be treated as exhaustive and all features pertinent to creating a full historical record of the building will be included.

6.19 Where appropriate – i.e. where access is difficult - additional hand measurements will also be undertaken, specifically for detail, using a hand tape, long 30m/50m tape and a DISTO® laser distance measurer. For larger areas which require a hand survey, this will be undertaken to scale (typically 1:50 for floor plans, and 1:10 or 1:20 for detail relevant to the feature being recorded) using a board and permatrace.

#### **Photography**

- A full high-resolution digital photographic record (in both \*.jpg and RAW format) will be maintained of the exterior and interior of the building.
  - The record will cover:
    - General views of the building in its wider setting and landscape.
    - The building's external appearance, which will typically include a series of oblique views will show all external elevations of the building and give an overall impression of its size and shape.
    - An internal photographic record, which will include each room/internal space covered by a general photograph as well as detail shots of any relevant architectural and historical detail, such as doorways, windows, evidence for phasing and function, structural detail, etc, with scale where appropriate.
- 6.20 A general and detailed photographic record of the exterior and interior (where access is possible) will be undertaken in colour digital using a digital SLR to a minimum of 10 megapixels in both \*.jpg and \*.raw format. Externally, a general photograph will be made of each elevation both head-on (as far as the limitations of the site boundaries dictate) and oblique views, as well as general views of the building within its setting.
- 6.21 Internally, where access is possible, each room and internal space will be photographed from a number of vantage points. As with the exterior, detail shots will also be taken of specific features such as doors, windows, window detail, early and later alterations, evidence for phasing and function, columns, column heads, beams, roof trussing and other evidence of the function of the building. Again, this list is not exhaustive and all features pertinent to the historic record will receive a detailed photograph.
- 6.22 A scale will be present in all photographs, where access and health and safety considerations allow, and this will take the form of a discretely placed 2m or 1m ranging pole (size relevant to the feature being photographed). Where necessary for smaller detail shots, a smaller scale will be used (50cm, 20cm or 10cm).
- 6.23 A detailed written register will be taken on site using pro forma recording sheets in addition to a pictorial register showing the position and direction of each photograph on the floor plans. This written and pictorial register will be reproduced in the reports as an appendix. All photographs will then be included as plates to illustrate the report, the plate number cross-referenced with the photographic reference number.

#### **Written Record**

- 6.24 The photographic register will be supplemented by a written account of the buildings using pro forma Exterior Recording Sheets and Room Data Sheets for the interiors where access is possible. Comment will be made on general condition, construction, materials, ceilings or roof framing, doors, windows, other openings, early and/or modern interventions, and anything else pertinent to the historic record.
- 6.25 In addition to the general Room Data Sheets, an Architectural Context Record Sheet will be completed for all significant features forming part of the fixed structure of the buildings, which will be a more detailed and thorough record of the feature to better understand and interpret its significance within the building's history and development. This may include such features as smokestacks, doors, evidence of important structural detail, important architectural detail, or any other feature associated with the past use and history of the building. It is not intended to be a full architectural

context study, as would be required for a Level 4 survey, but merely be an aid to understanding and interpreting the building more clearly in the reports and drawings produced as part of the final documentation.

## **7 Report and Archive Preparation**

7.1 Following the completion of each phase of work, a watching brief report or historic building record report will be completed within four to six weeks subject to the availability of specialist reports.

### **Watching Brief Report**

7.2 The watching brief report will include as a minimum the following:

- Non-technical summary;
- Introductory statement;
- Aims and purpose of the project;
- Methodology;
- An objective summary statement of results;
- Conclusion;
- Supporting illustrations at appropriate scales, all to include levels tied to Ordnance Datum. Drawings should follow the conventions developed in the MoLAS Archaeological Site Manual (1994);
- Illustrative site photography, including key features and working shots;
- Supporting data – tabulated or in appendices, including as a minimum a basic quantification of all artefacts, ecofacts and structural data;
- Details of archive location; confirmation of archive transfer arrangements including a provisional timetable for deposition;
- References;
- A copy of the OASIS form.

7.3 A list of specialist staff that may be used for analysis of samples and artefacts is given in Appendix B.

7.4 A digital copy of the report in \*.pdf format will be sent to the client and to Lucy Lawrence, Archaeology Officer, Planning, Growth and Sustainability Buckinghamshire Council for approval, before formal submission into the Historic Environment Record. Following approval, one bound paper copy and one digital (\*.pdf) copy of the watching brief report will be issued to the Historic Environment Planning Officer the HER and the local studies library, on the understanding that it will become a public document after an appropriate period of time.

7.5 Publication of the results will be pursued. As a minimum this will be a summary text in a local journal. Should archaeology be encountered that may warrant further dissemination, AOC will seek to implement a scheme of public outreach to be agreed with all parties. This may include a press release, social media, displays for local libraries/museums and public talks

7.6 An OASIS form has been initiated (Appendix C). This will be completed and an electronic copy of the watching brief report deposited with the Archaeological Data Service (ADS).

### **Historic Building Survey Report**

7.7 The report will include the following:

- A concise non-technical summary of the project results.
- A general and detailed site location plan.

- The aims and methods adopted in the course of the investigation.
  - Historical development of the building, its setting and context (based on known information and any additional archive research).
  - Historical maps reproduced as figures.
  - Result of the photographic surveys and locations maps.
  - Reproductions of the drawn record including exterior elevations, floor plans, sections and any other detailed drawings where these show important aspects of the building's history and use.
  - A reproduction of all photographic record as plates.
  - A discussion bringing together the archive research and on-site evidence.
  - Phased floor plans.
  - Additional photographs of dateable fixtures and fittings (mouldings, catches, hinges, latches etc), if relevant.
  - A summary description of the building in its current form in the format of a typical listed building description including a comment on the significance of the building within their context.
  - The discussion and conclusions, with reference to the objectives outlined.
  - Bibliography.
  - Photographic register as an Appendix, including a site plan showing the position and direction of each photograph.
- 7.8 A digital copy of the report in \*.pdf format will be sent to the client and to Lucy Lawrence, Archaeology Officer, Planning, Growth and Sustainability Buckinghamshire Council for approval, before formal submission into the Historic Environment Record. Following approval, one bound paper copy and one digital (\*.pdf) copy of the historic building record report will be issued to the Historic Environment Planning Officer the HER and the local studies library, on the understanding that it will become a public document after an appropriate period of time.
- 7.9 Publication of the results will be pursued. As a minimum this will be a summary text in a local journal.
- 7.10 An OASIS form has been initiated (Appendix C). This will be completed upon receipt and approval of the final report and an electronic copy of the historic building record report deposited with the Archaeological Data Service (ADS).

## **8 Archive Preparation**

- 8.1 On completion of the project AOC will discuss arrangements for the archive, to be deposited with a receiving museum and with the developer/landowner. Following completion of each stage or the full extent of the fieldwork (as appropriate) the site archive will be prepared in the format agreed with the council and in accordance with national (UKIC 1990) and local guidelines.
- 8.2 On completion of the project AOC will discuss arrangements for the archive to be deposited with the local receiving museum, with the developer/landowner. Following completion of each stage or the full extent of the fieldwork (as appropriate) the site archive will be prepared in the format agreed with the receiving museum. The excavation archive will be security copied (microfilmed) and a copy deposited with the National Archaeological Record (NAR).

- 8.3 In the case where finds are retained, landowner consent will be required to allow transfer of the finds to local receiving museum. A Deed of Transfer (Appendix D) will be drawn up by local receiving museum for signing by the landowner. The complete finds inventory and further finds information can be provided to the landowner, on request.
- 8.4 The site archive will be deposited with local receiving museum within one year of the completion of fieldwork (if no further work is required). It will then become publicly accessible. The digital archive will be deposited with the Archaeological Data Service.

## 9 Health and Safety

- 9.1 Health and Safety will take priority over all other requirements. A conditional aspect of all archaeological work is both safe access to the area of work and a safe working environment.
- 9.2 The project will be carried out in accordance with safe working practices and under the defined Health and Safety Policy. The Construction (Design and Management) Regulations 2007 (CDM) may apply to the archaeological work depending on whether contractors other than the archaeological team are present on the site.
- 9.3 A separate Risk Assessment Method Statement (RAMS) will be prepared prior to the commencement of the fieldwork. This will include measures to work safely during the current Covid-19 pandemic; a separate RAMS specifically dealing with COVID-19 will also be prepared prior to fieldwork.
- 9.4 Staff present on site will be required to wear the appropriate Personal Protective Equipment (PPE), which will be issued as necessary.
- 9.5 Where AOC is not the main contractor on a site the main contractor's Risk Assessment will have primacy over the AOC document given that:
- The main contractors' risk assessment is aware of, and takes account of, AOC's working practices – i.e., it does not compromise normal and safe archaeological procedure as set out in our Written Scheme of Investigation and Risk Assessment
  - AOC are notified of the full suite of hazards present prior to arriving on site.
  - There is a proper induction and monitoring process in place and AOC staff have been through this process.
  - There is no significant conflict between AOC H & S procedures and those proposed by the main contractor.
  - AOC are made aware of new threats or hazards as they arise during the course of our on-site involvement.

## 10 General

- 10.1 The methodologies of the WSI will be met in full where reasonably practicable.
- 10.2 Any significant variations to the proposed methodology will be discussed and agreed with the archaeology advisor in advance of implementation.
- 10.3 The scope of fieldwork is aimed at meeting the aims of the project in a cost effective manner. AOC Archaeology attempts to foresee all possible site specific problems and make allowances for these. However there may on occasion be unusual circumstances, which have not been included in the programme and costing. These can include:
- unavoidable delays due to extreme bad weather, vandalism etc;

- extensions to feature excavation sample sizes requested by the local authority's archaeological advisor;
- complex structures or objects, including those in waterlogged conditions, requiring specialist removal.

## 11 Bibliography

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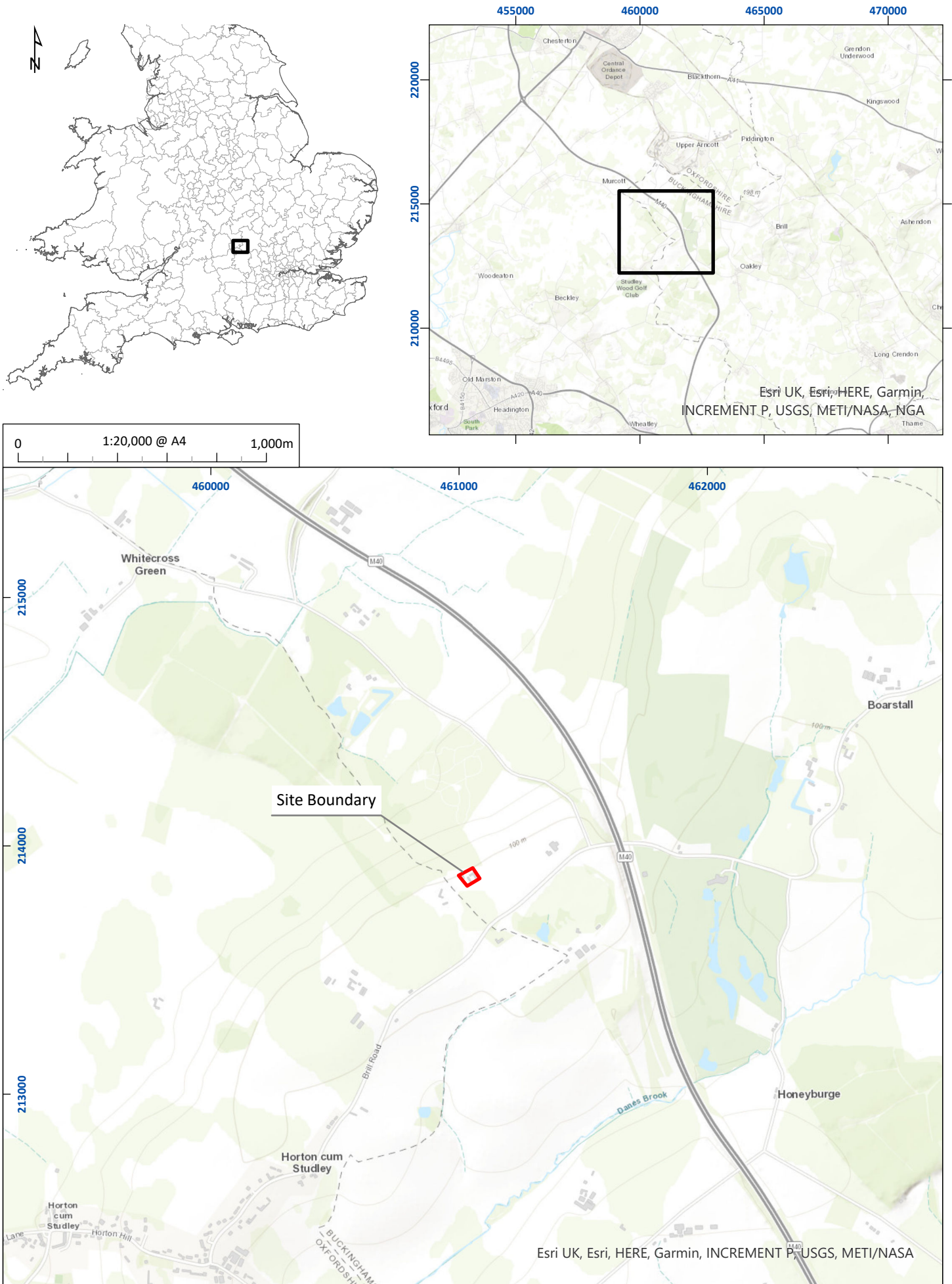


Figure 1: Site location plan

01/33927/WSI/01/01

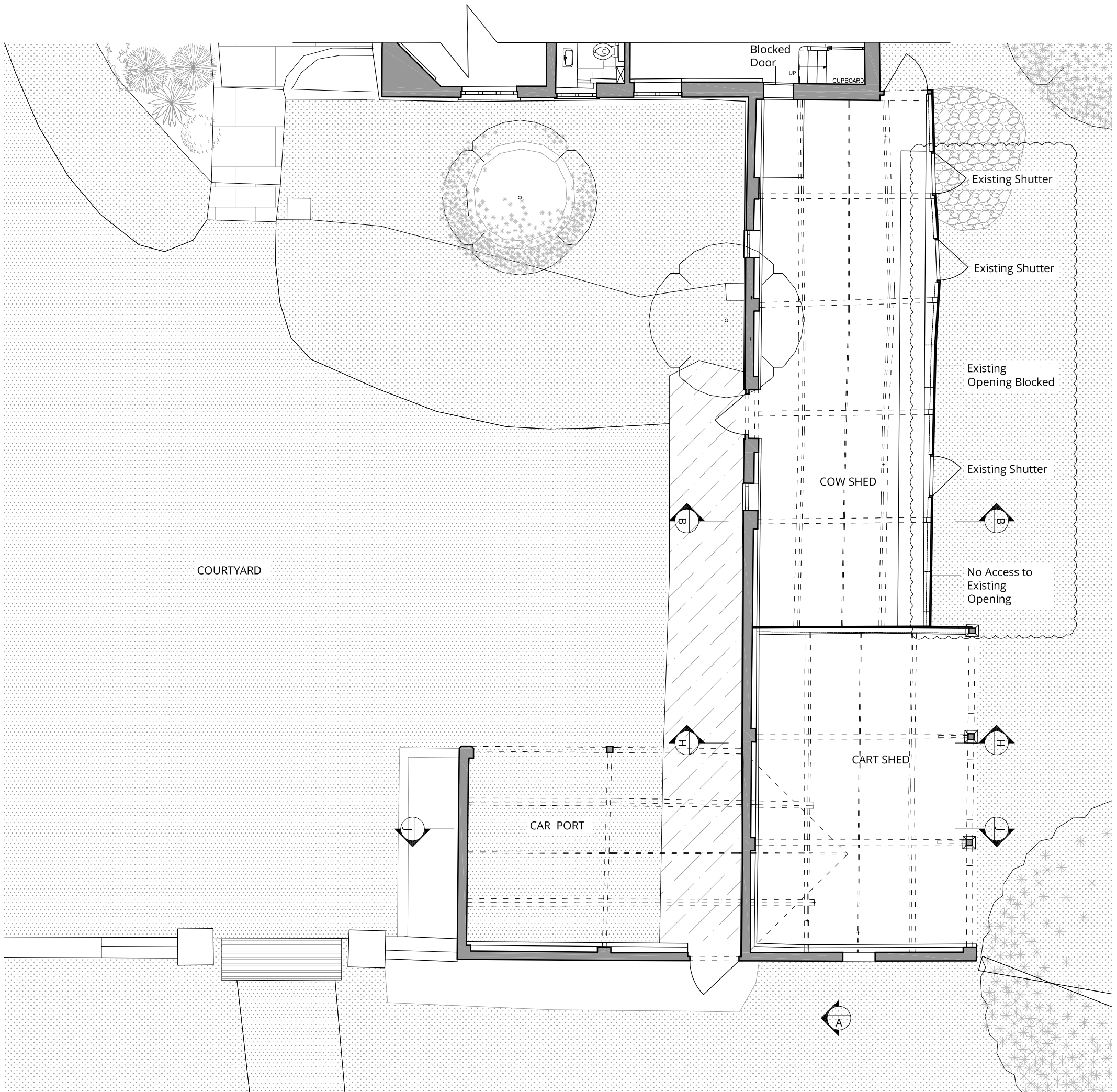




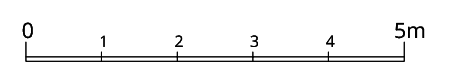
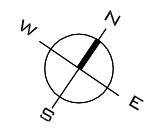
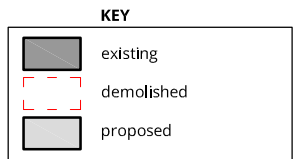
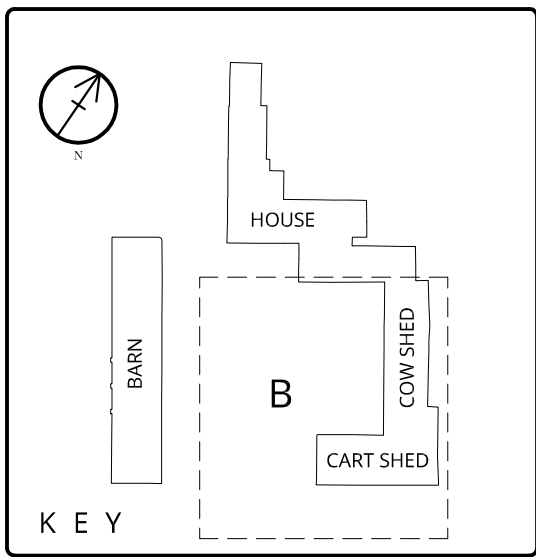
Figure 2: Site plan showing buildings subject to survey

01/33927/WSI/02/01

## **Fig 3 – Development Proposals**



EXISTING GROUND FLOOR LAYOUT  
PART B




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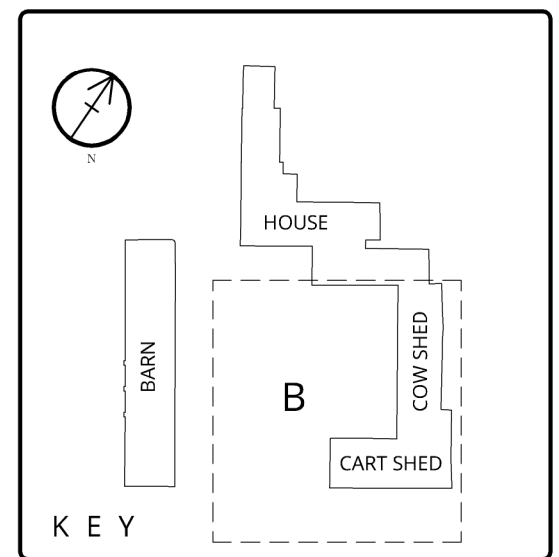
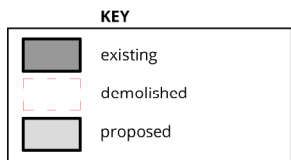
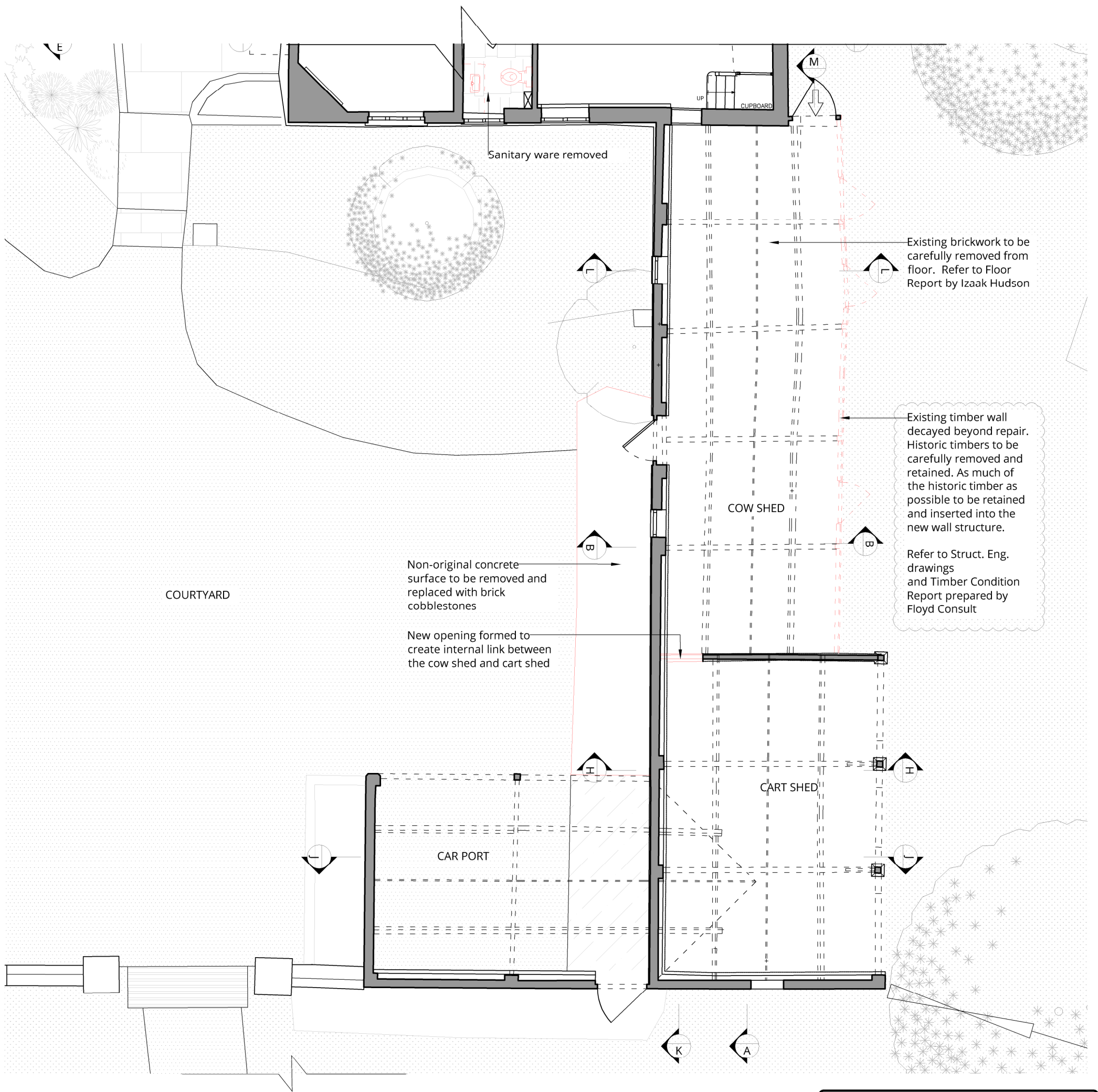
Rev.	Description	Date	Rev.	Description	Date
0	First issue.	02.05.18			
A	Notation added for clarification.	16.01.19			

Project Title  
Old Arngrove Farm  
Horton-Cum-Studley, OX33 1DG

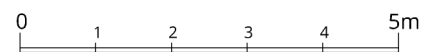
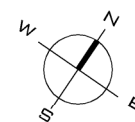
Drawing Title  
Existing Ground Floor Layout -B

Status PLANNING	Drawn by AW	Checked by NP
Scale 1:100 @ A3	Project No. 1721 - PL - 010 - A	Work Stage Dwg. No. Rev.





DEMOLITION GROUND FLOOR LAYOUT  
PART B



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Rev.	Description	Date
0	First issue.	02.05.18
A	Revised to suit Conservation Officer Comments	15.08.18
B	Revised to suit Conservation Officer Comments	16.01.19

Rev.	Description	Date

Project Title  
Old Arngrove Farm  
Horton-Cum-Studley, OX33 1DG

Drawing Title  
Demolition Ground Floor Layout - E

Status	Drawn by	Checked by
PLANNING	AW	NP
Scale	Project No.	Work Stage
1:100 @ A3	1721 - PL	110 - B





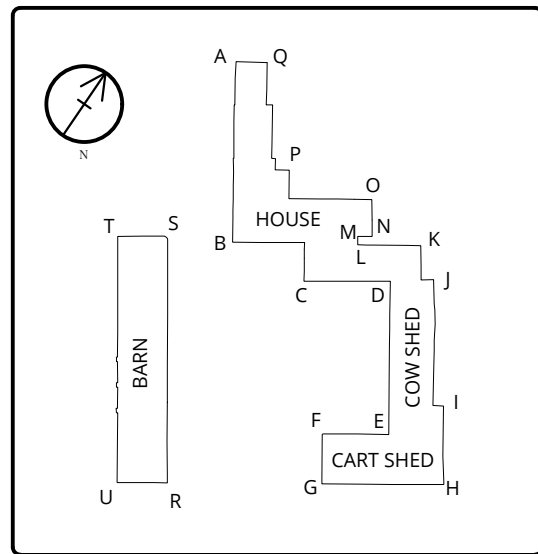
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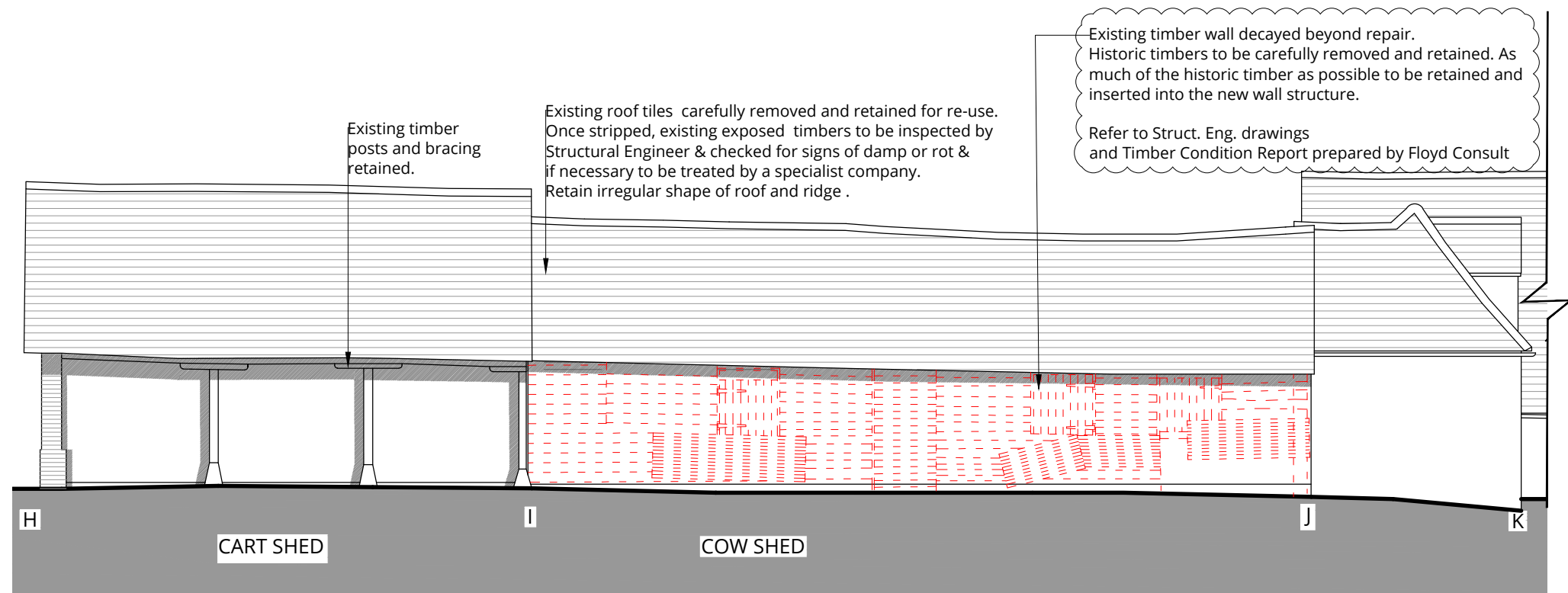
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ELEVATION KEY



DEMOLITION REAR (NORTH-EAST) ELEVATION

**KEY**

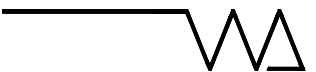
	existing
	demolished
	proposed

Existing timber wall decayed beyond repair. Historic timbers to be carefully removed and retained. As much of the historic timber as possible to be retained and inserted into the new wall structure.  
Refer to Struct. Eng. drawings and Timber Condition Report prepared by Floyd Consult

Existing timber posts and bracing retained.

Existing roof tiles carefully removed and retained for re-use. Once stripped, existing exposed timbers to be inspected by Structural Engineer & checked for signs of damp or rot & if necessary to be treated by a specialist company. Retain irregular shape of roof and ridge.

A	Revised to suit Conservation Officer's Comments	16.01.19
0	First issue.	02.05.18
Rev.	Description	Date



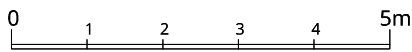
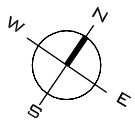
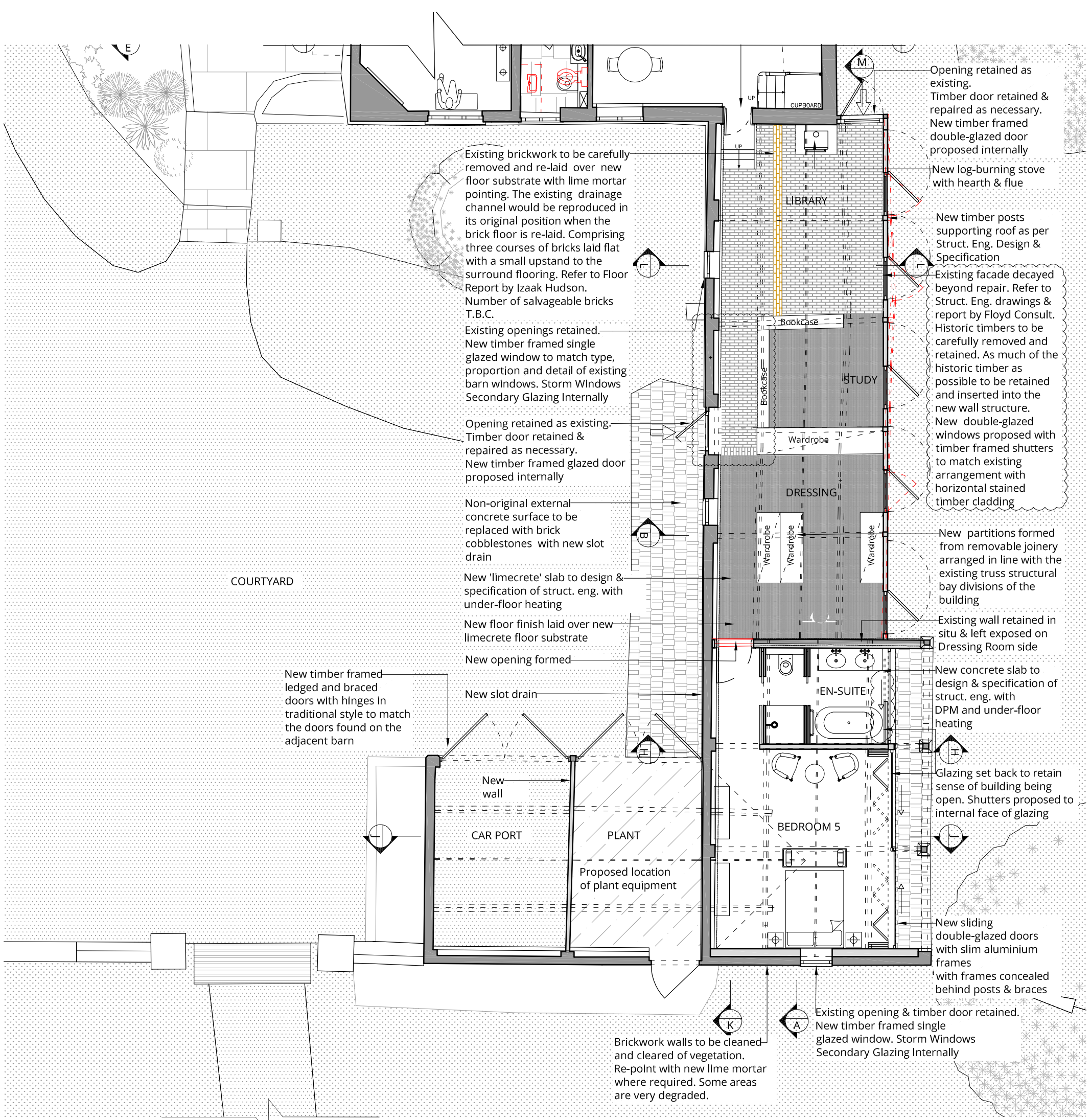
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Old Arngrove Farm  
Horton-Cum-Studley, OX33 1DG

Drawing Title  
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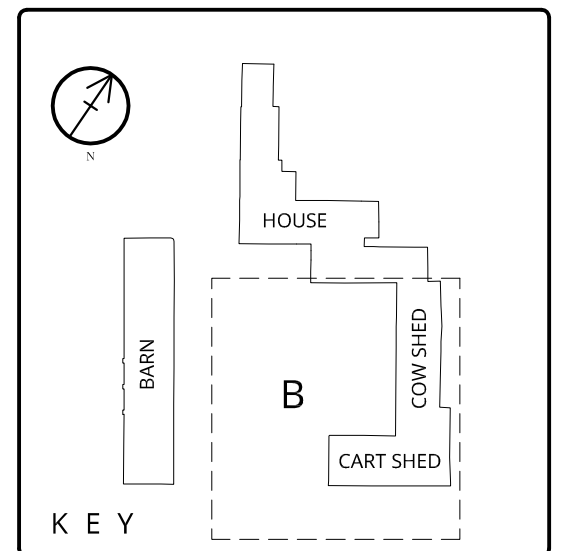
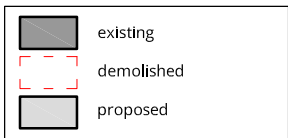
Status  
**PLANNING**

Drawn by	Checked by	Scale
		1:100 @ A3

Project No.	Work Stage	Dwg. No.	Rev.
1721	PL	122	A



KEY



PROPOSED GROUND FLOOR LAYOUT  
PART B



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0	First issue.	02.05.18
A	Revised to suit Conservation Officer Comments	15.08.18
B	Revised to suit Conservation Officer Comments	05.09.18
C	Revised to suit Conservation Officer Comments	16.10.18
D	Revised to suit Conservation Officer Comments	30.10.18
E	Revised to suit Conservation Officer Comments	16.01.19

Rev.	Description	Date

Project Title  
Old Arngrove Farm  
Horton-Cum-Studley, OX33 1DG

Drawing Title  
Proposed Ground Floor Layout - B

Status PLANNING	Drawn by AW	Checked by NP
Scale 1:100 @ A3	Project No. 1721 - PL - 210 - E	Work Stage Dwg. No. Rev.





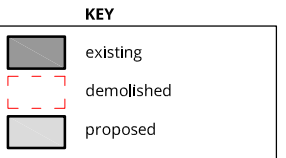
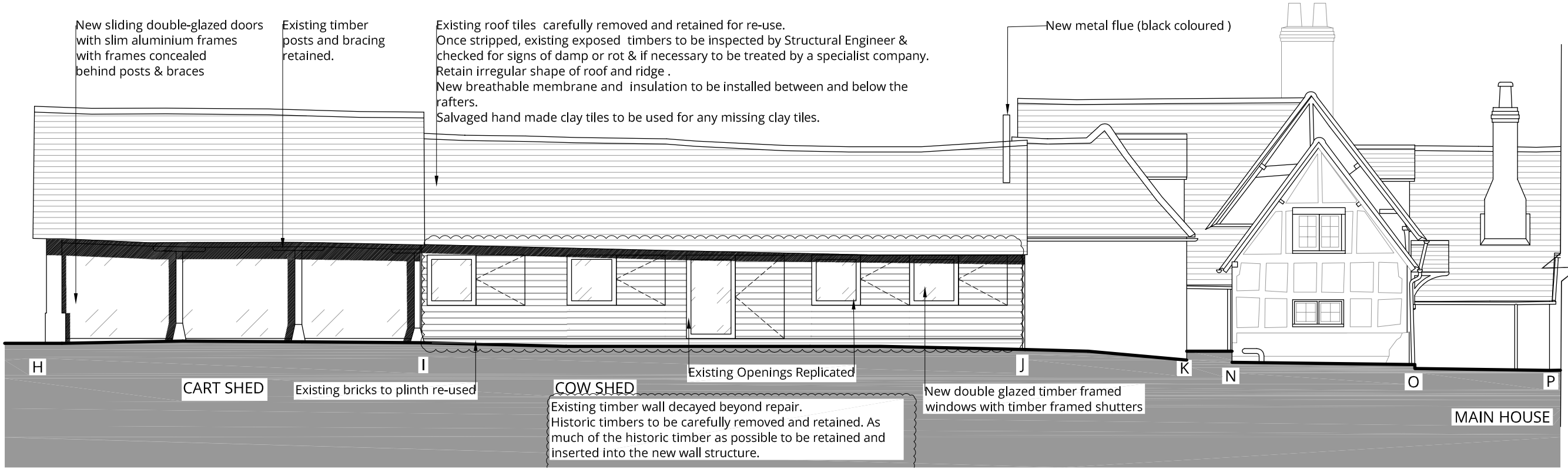
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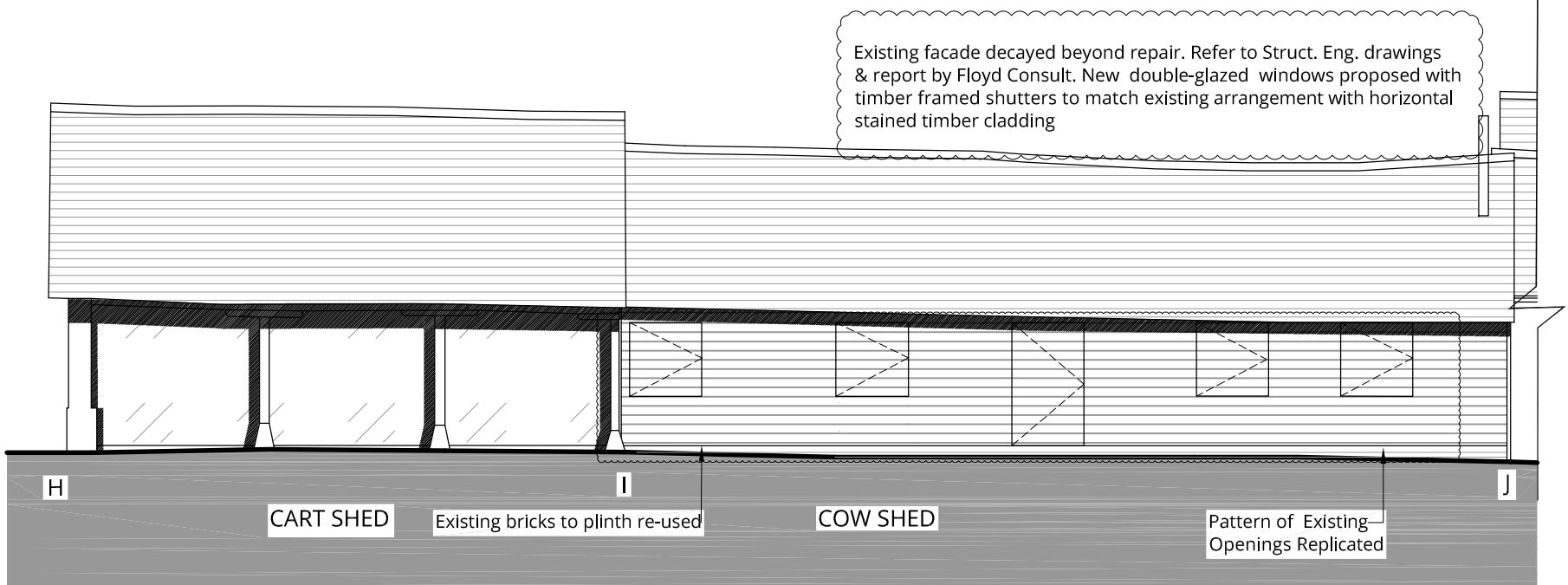
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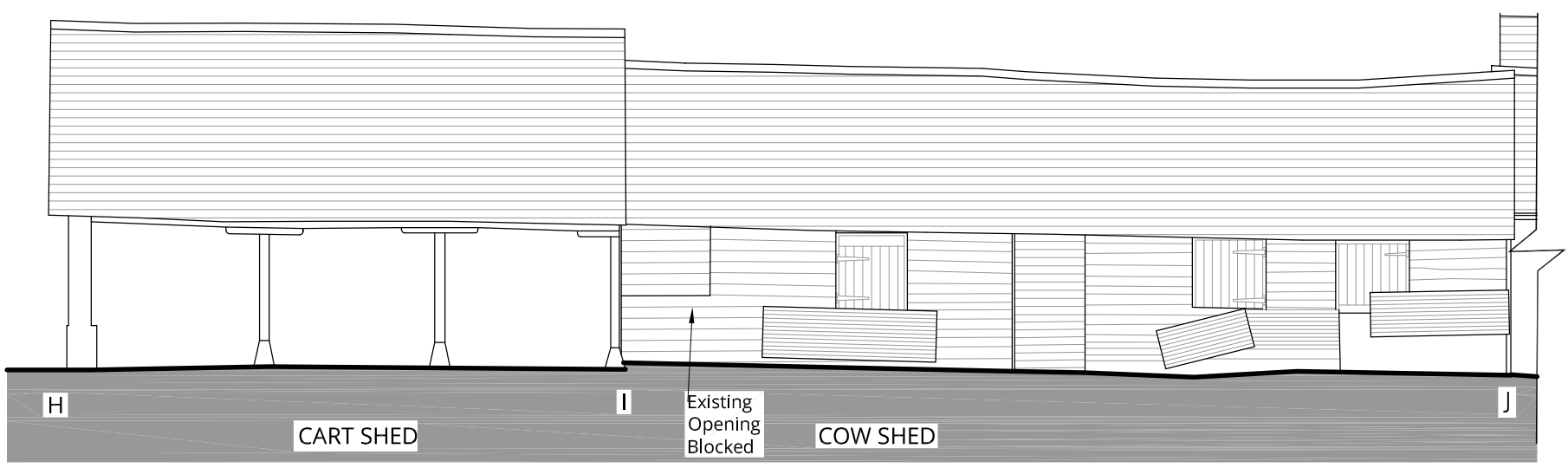
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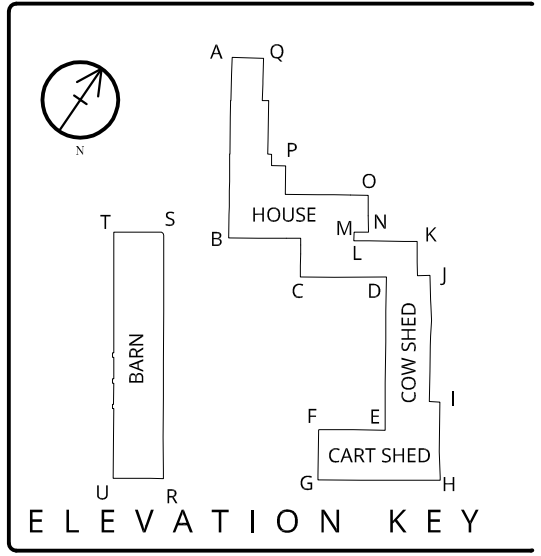
PROPOSED REAR (NORTH-EAST) ELEVATION showing shutters open



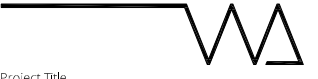
PROPOSED REAR (NORTH-EAST) ELEVATION showing shutters closed



EXISTING REAR (NORTH-EAST) ELEVATION shown for comparison



Rev.	Description	Date
B	Revised to suit Conservation Officer Comments	16.01.19
A	Revised to suit Conservation Officer Comments	05.09.18
0	First issue.	02.05.18



Project Title  
**Old Arngrove Farm**  
Horton-Cum-Studley, OX33 1DG

Drawing Title  
**Proposed Elevation Rear (North-East)**

Status  
**PLANNING**

Drawn by \_\_\_\_\_ Checked by \_\_\_\_\_ Scale  
**1:100 @ A3**

Project No. \_\_\_\_\_ Work Stage \_\_\_\_\_ Dwg. No. \_\_\_\_\_ Rev. \_\_\_\_\_  
**1721 - PL - 222 - B**



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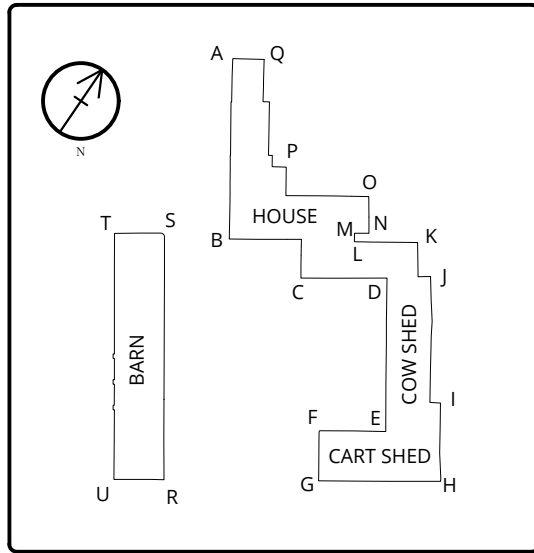
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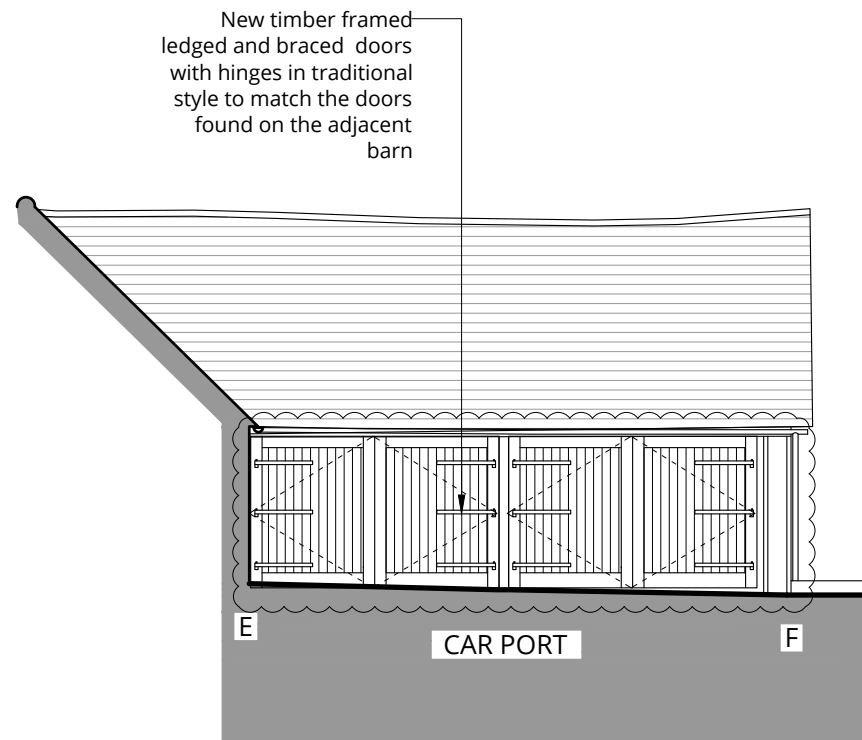
	existing
	demolished
	proposed



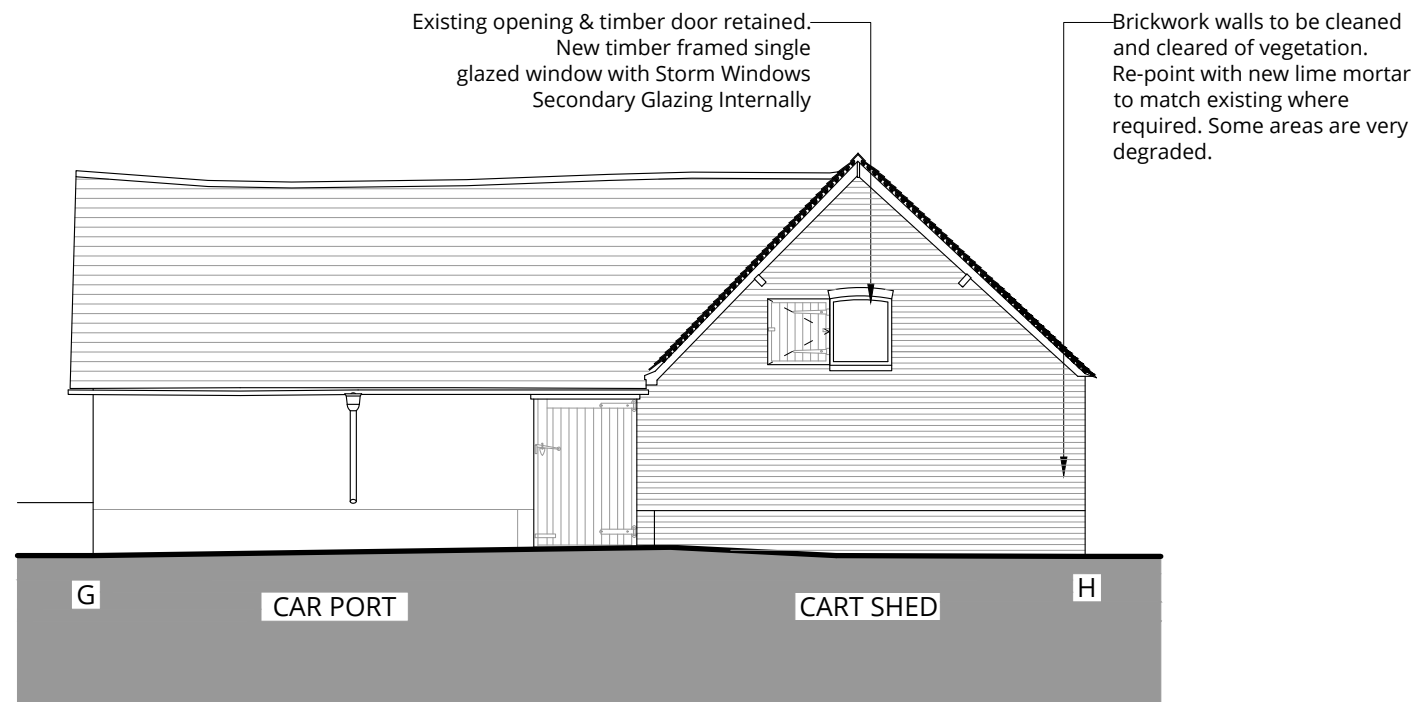
ELEVATION KEY



PROPOSED SIDE  
(NORTH - WEST) ELEVATION



PROPOSED FRONT  
(NORTH - WEST) ELEVATION



PROPOSED REAR  
(SOUTH - EAST) ELEVATION

Rev.	Description	Date
B	Car Port Doors Revised to suit Conservation Officer Comments	05.09.18
A	Revised to suit Conservation Officer Comments	15.08.18
0	First issue.	02.05.18



Project Title  
**Old Arngrove Farm**  
Horton-Cum-Studley, OX33 1DG  
Drawing Title  
**Proposed Elevations**

Status  
**PLANNING**

Drawn by	Checked by	Scale	
		1:100 @ A3	
Project No.	Work Stage	Dwg. No.	Rev.
1721	PL	224	B





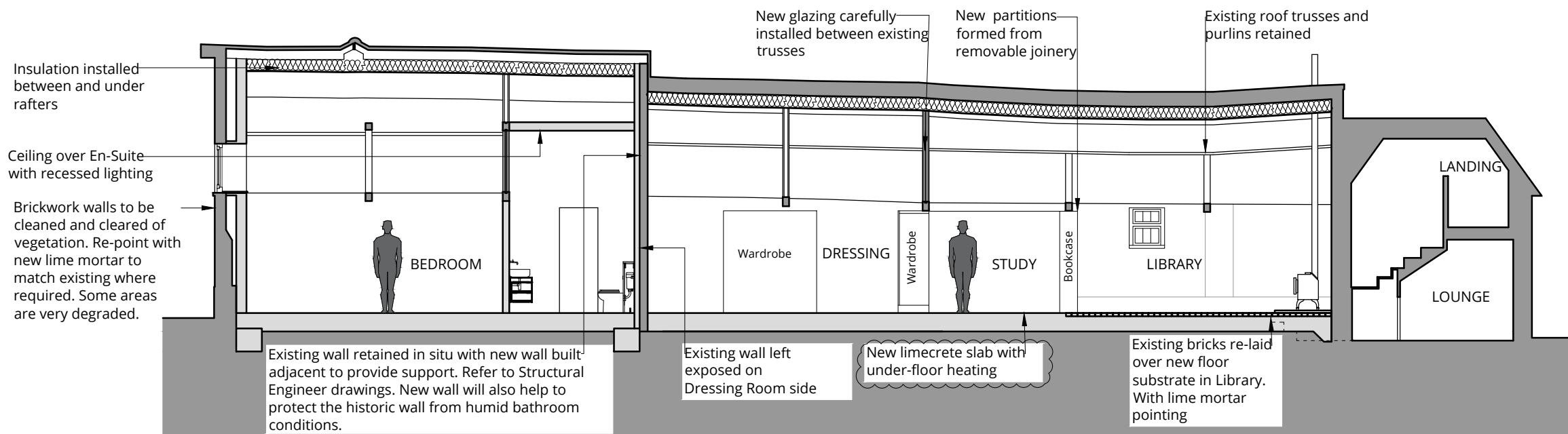
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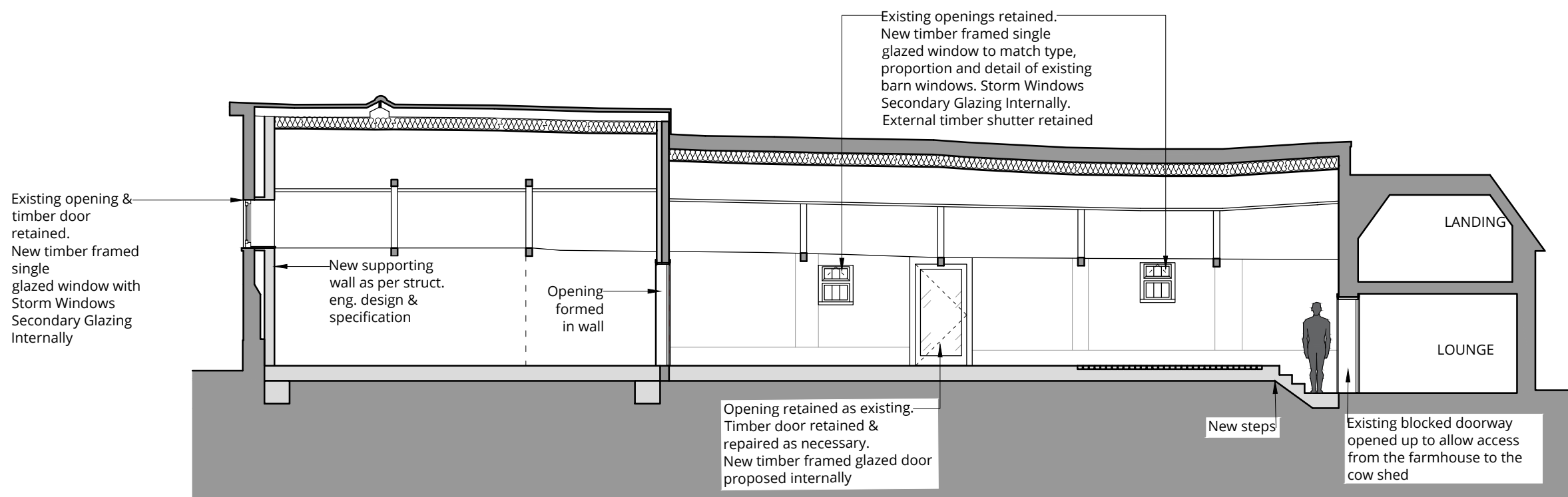
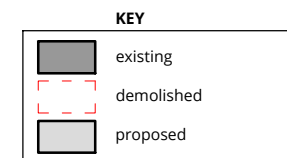
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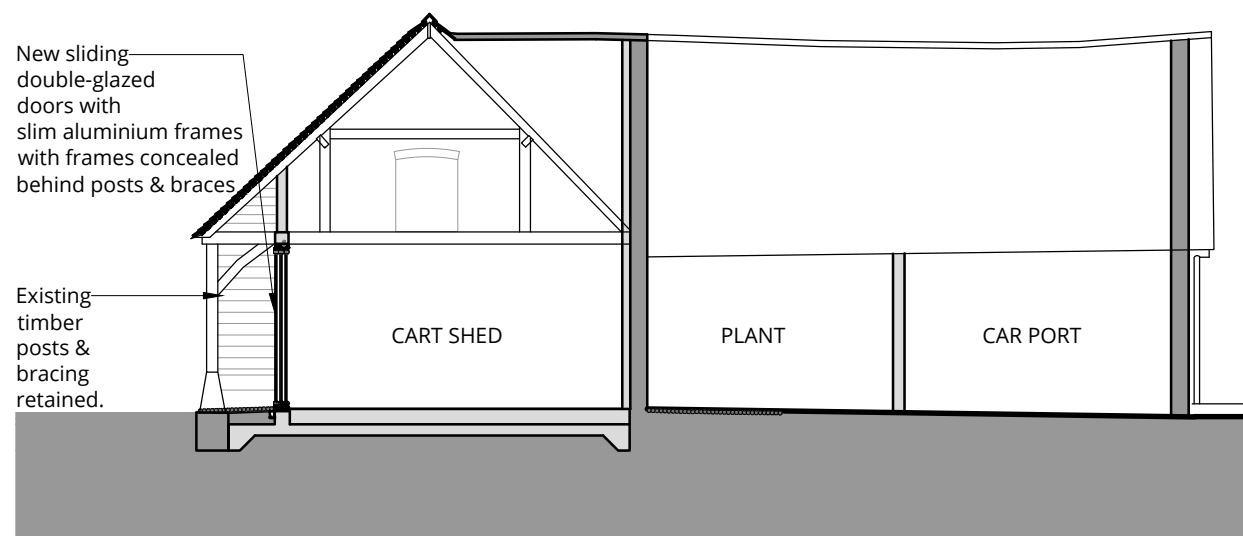
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PROPOSED SECTION A

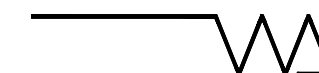


PROPOSED SECTION K



PROPOSED SECTION J

Rev.	Description	Date
C	Revised to suit Conservation Officer Comments	30.10.18
B	Revised to suit Conservation Officer Comments	05.09.18
A	Revised to suit Conservation Officer Comments	15.08.18
0	First issue.	02.05.18



Project Title  
Old Arngrove Farm  
Horton-Cum-Studley, OX33 1DG

Drawing Title  
Proposed Sections  
A, K & J

Status  
PLANNING

Drawn by Checked by Scale  
1:100 @ A3

Project No. Work Stage Dwg. No. Rev.  
1721 - PL - 230 - C



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Unventilated: Insulation between and under rafters:

Existing clay tiles on battens (NO COUNTER BATTENS- If sealing the roof is deemed to be unimportant, it is possible to lay the breathable membrane in horizontal runs, draped between rafters. This negates the requirement for counter battens. The U values remain valid.)

Breathable sarking membrane (Nilvent)

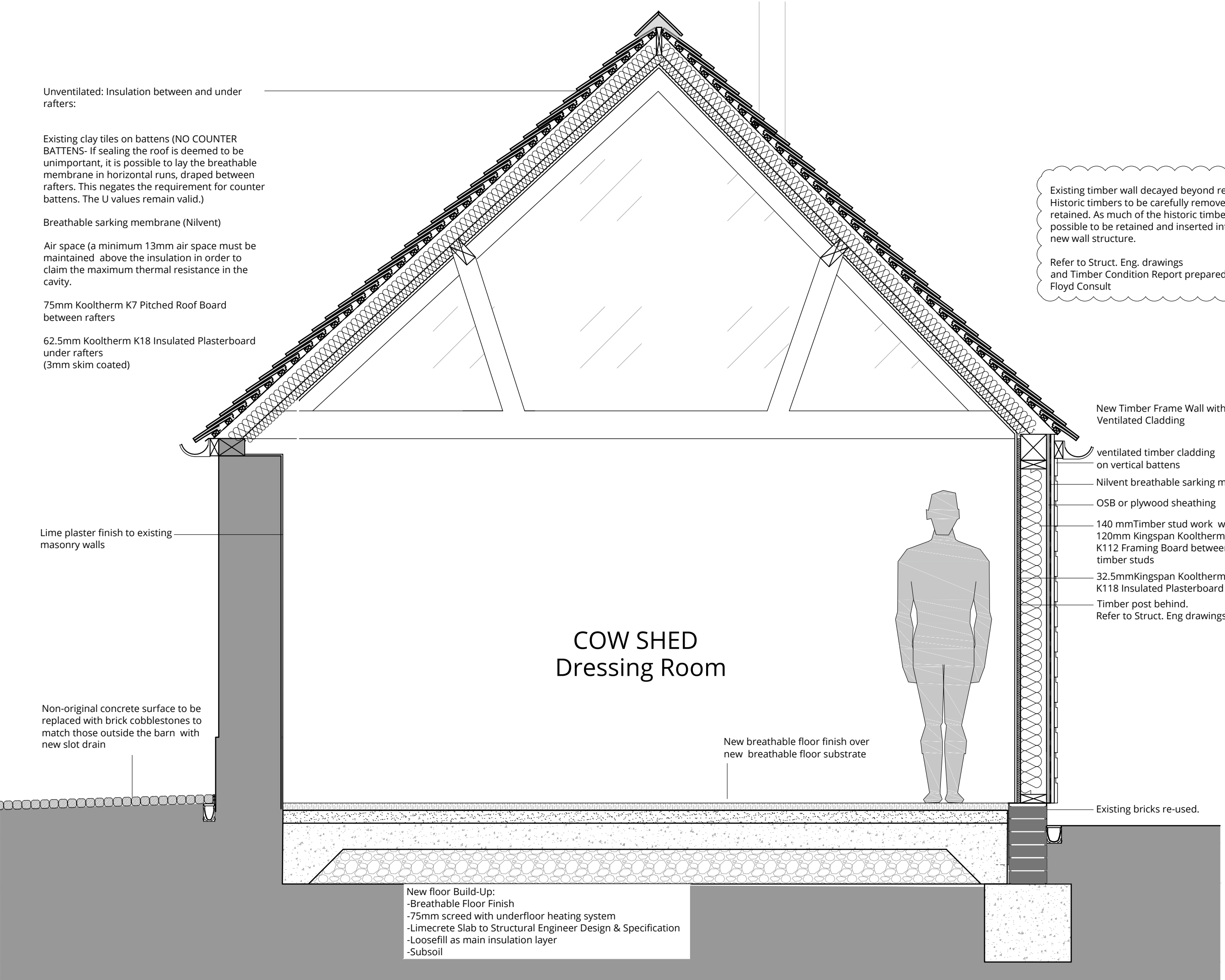
Air space (a minimum 13mm air space must be maintained above the insulation in order to claim the maximum thermal resistance in the cavity.)

75mm Kooltherm K7 Pitched Roof Board between rafters

62.5mm Kooltherm K18 Insulated Plasterboard under rafters (3mm skim coated)

Existing timber wall decayed beyond repair. Historic timbers to be carefully removed and retained. As much of the historic timber as possible to be retained and inserted into the new wall structure.  
  
Refer to Struct. Eng. drawings and Timber Condition Report prepared by Floyd Consult

KEY	
	existing
	demolished
	proposed



Lime plaster finish to existing masonry walls

Non-original concrete surface to be replaced with brick cobblestones to match those outside the barn with new slot drain

### COW SHED Dressing Room

New breathable floor finish over new breathable floor substrate

New floor Build-Up:  
-Breathable Floor Finish  
-75mm screed with underfloor heating system  
-Limecrete Slab to Structural Engineer Design & Specification  
-Loosefill as main insulation layer  
-Subsoil

New Timber Frame Wall with Ventilated Cladding

- ventilated timber cladding on vertical battens
- Nilvent breathable sarking membrane
- OSB or plywood sheathing
- 140 mm Timber stud work with 120mm Kingspan Kooltherm K112 Framing Board between timber studs
- 32.5mm Kingspan Kooltherm K118 Insulated Plasterboard
- Timber post behind. Refer to Struct. Eng drawings

Existing bricks re-used.

Rev.	Description	Date
D	Revised to suit Conservation Officer Comments	16.01.19
C	Revised to suit Conservation Officer Comments	30.10.18
B	Revised to suit Conservation Officer Comments	05.09.18
A	Revised to suit Conservation Officer Comments	15.08.18
0	First issue.	02.05.18



Project Title  
**Old Arngrove Farm**  
Horton-Cum-Studley, OX33 1DG  
Drawing Title  
**Proposed Section B-B**

Status  
**PLANNING**

Drawn by \_\_\_\_\_ Checked by \_\_\_\_\_ Scale **1:20 @ A3**

Project No. **1721** - Work Stage **PL** - Dwg. No. **232** - Rev. **D**



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Existing roof tiles carefully removed and retained for re-use.  
Once stripped, existing exposed timbers to be inspected by Structural Engineer & checked for signs of damp or rot & if necessary to be treated by a specialist company.  
Retain irregular shape of roof and ridge .  
New breathable membrane and insulation to be installed between and below the rafters.  
Salvaged hand made clay tiles to be used for any missing clay tiles.

Existing roof trusses and purlins retained

New glazing carefully installed between existing trusses

Existing opening retained.  
New timber framed single glazed window to match type, proportion and detail of existing barn windows.  
Storm Windows Secondary Glazing to be installed internally.

Brickwork walls to be cleaned and cleared of vegetation. Re-point with new lime mortar to match existing where required. Some areas are very degraded.

Non-original concrete surface to be replaced with brick cobblestones to match those outside the barn with new slot drain

Existing bricks re-laid over new floor substrate with lime mortar

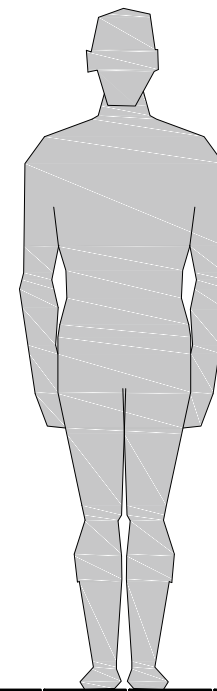
Existing facade decayed beyond repair. Refer to Struct. Eng. drawings & report by Floyd Consult.  
New double-glazed windows proposed with timber framed shutters to match existing arrangement with horizontal stained timber cladding

New double-glazed windows with timber framed shutters

**KEY**

	existing
	demolished
	proposed

**COW SHED  
Library**



D	Revised to suit Conservation Officer Comments	16.01.19
C	Revised to suit Conservation Officer Comments	30.10.18
B	Revised to suit Conservation Officer Comments	05.09.18
A	Revised to suit Conservation Officer Comments	15.08.18
0	First issue.	02.05.18
Rev.	Description	Date

Project Title  
**Old Arngrave Farm**  
Horton-Cum-Studley, OX33 1DG  
Drawing Title  
**Proposed Section L-L**

Status  
**PLANNING**  
Drawn by \_\_\_\_\_ Checked by \_\_\_\_\_ Scale **1:20 @ A3**  
Project No. **1721** - Work Stage **PL** - Dwg. No. **236** - Rev. **D**



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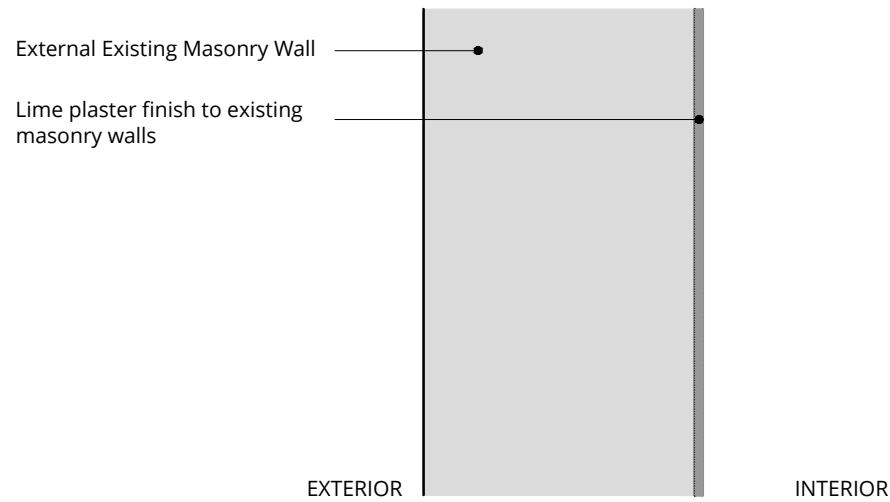
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**KEY**

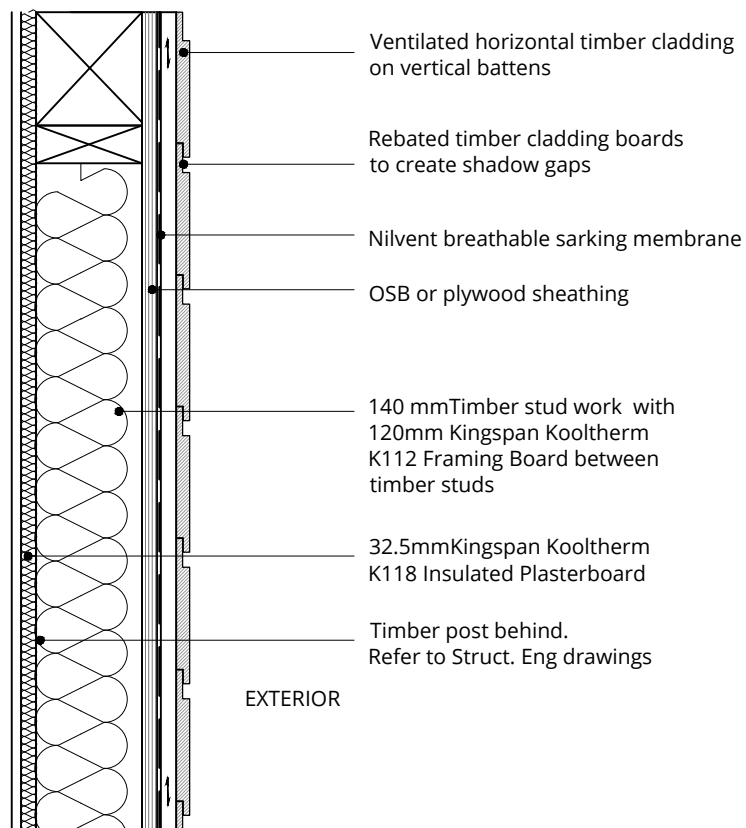
	existing
	demolished
	proposed

External Existing Masonry Wall



New Timber Frame Wall with Ventilated Cladding

The rear wall to the cow shed has partially collapsed and is currently braced and partially clad with corrugated iron sheets. A new façade is proposed to replace the existing which is decayed beyond repair (Refer to Structural Engineer drawings & Timber Survey by Floyd Consult). New horizontal timber cladding and shuttered windows are proposed to echo the existing cladding and to form a seamless facade when closed.



Plan View of New Timber Frame Wall with Ventilated Cladding -

Glazing shown sitting behind the shuttered doors

Rebated horizontal timber cladding on vertical battens to create shadow gaps

Nilvent breathable sarking membrane

OSB or plywood sheathing

140 mm Timber stud work with 120mm Kingspan Kooltherm K112 Framing Board between timber studs

32.5mm Kingspan Kooltherm K118 Insulated Plasterboard

Parliament hinge to allow doors to open 180 degrees

New double-glazed timber framed windows

INTERIOR

EXTERIOR

Window clad on both sides to form seamless facade when fully open or fully closed

Rev.	Description	Date
B	Revised to suit conservation officer comments	16.10.18
A	Revised to suit conservation officer comments	05.09.18
0	First issue.	15.08.18

Project Title  
**Old Arngrove Farm**  
Horton-Cum-Studley, OX33 1DG  
Drawing Title  
**Proposed Wall Details**

Status  
**PLANNING**

Drawn by	Checked by	Scale	
		<b>1:10 @ A3</b>	
Project No.	Work Stage	Dwg. No.	Rev.
<b>1721</b>	<b>PL</b>	<b>237</b>	<b>B</b>



**WOLFF ARCHITECTS**

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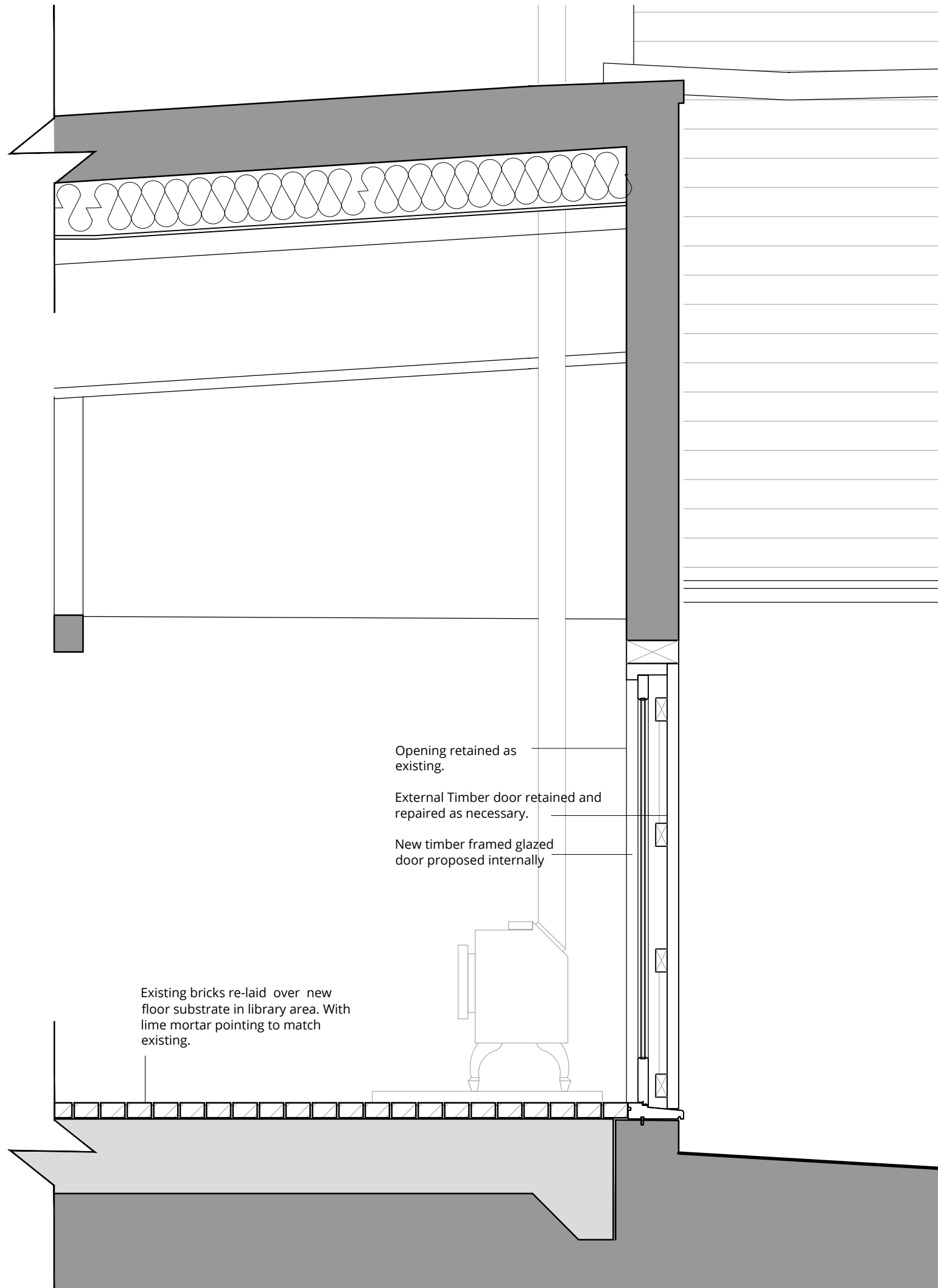
Oxford Chandos Yard 83 Bicester Road  
Long Crendon HP18 9EE  
T +44 (0)1844 203310

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**KEY**

	existing
	demolished
	proposed



Opening retained as existing.

External Timber door retained and repaired as necessary.

New timber framed glazed door proposed internally

Existing bricks re-laid over new floor substrate in library area. With lime mortar pointing to match existing.

B	Revised to suit Conservation Officer Comments	30.10.18
A	Revised to suit Conservation Officer Comments	15.08.18
0	First issue.	02.05.18
Rev.	Description	Date

Project Title  
**Old Arngrove Farm**  
Horton-Cum-Studley, OX33 1DG  
Drawing Title  
**Proposed Section M-M**

Status  
**PLANNING**

Drawn by Checked by Scale  
**1:20 @ A3**

Project No. Work Stage Dwg. No. Rev.  
**1721 - PL - 238 - B**



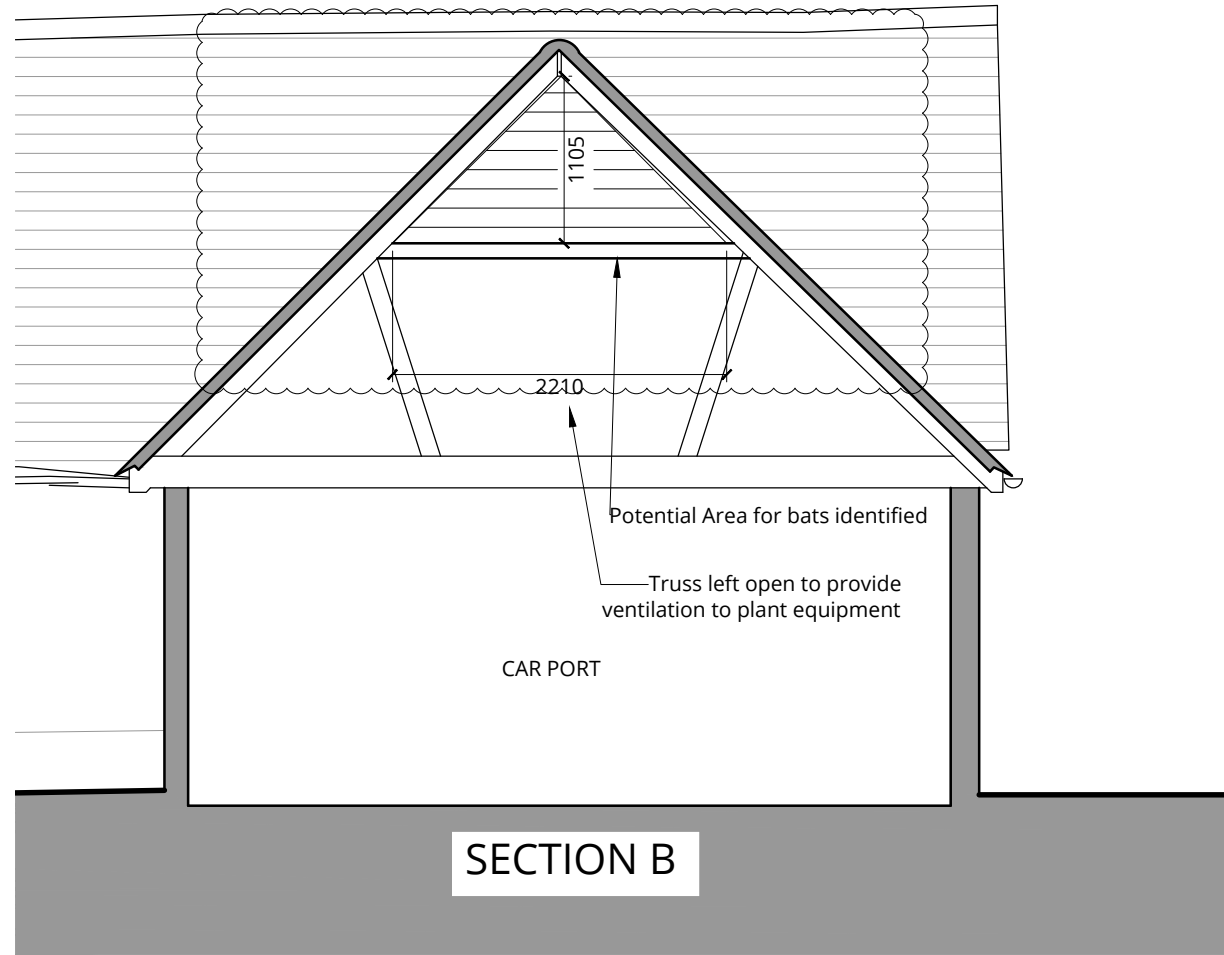
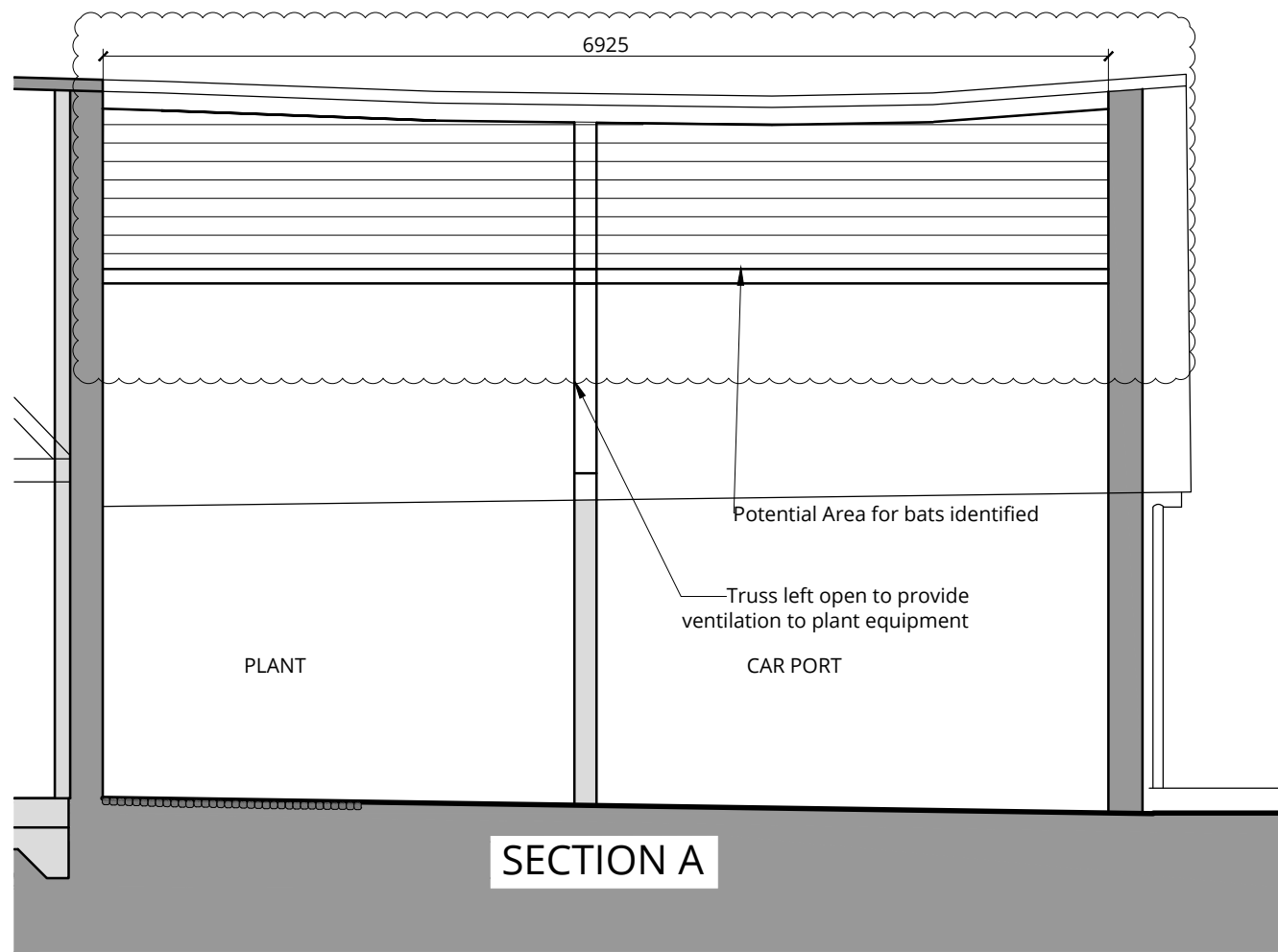
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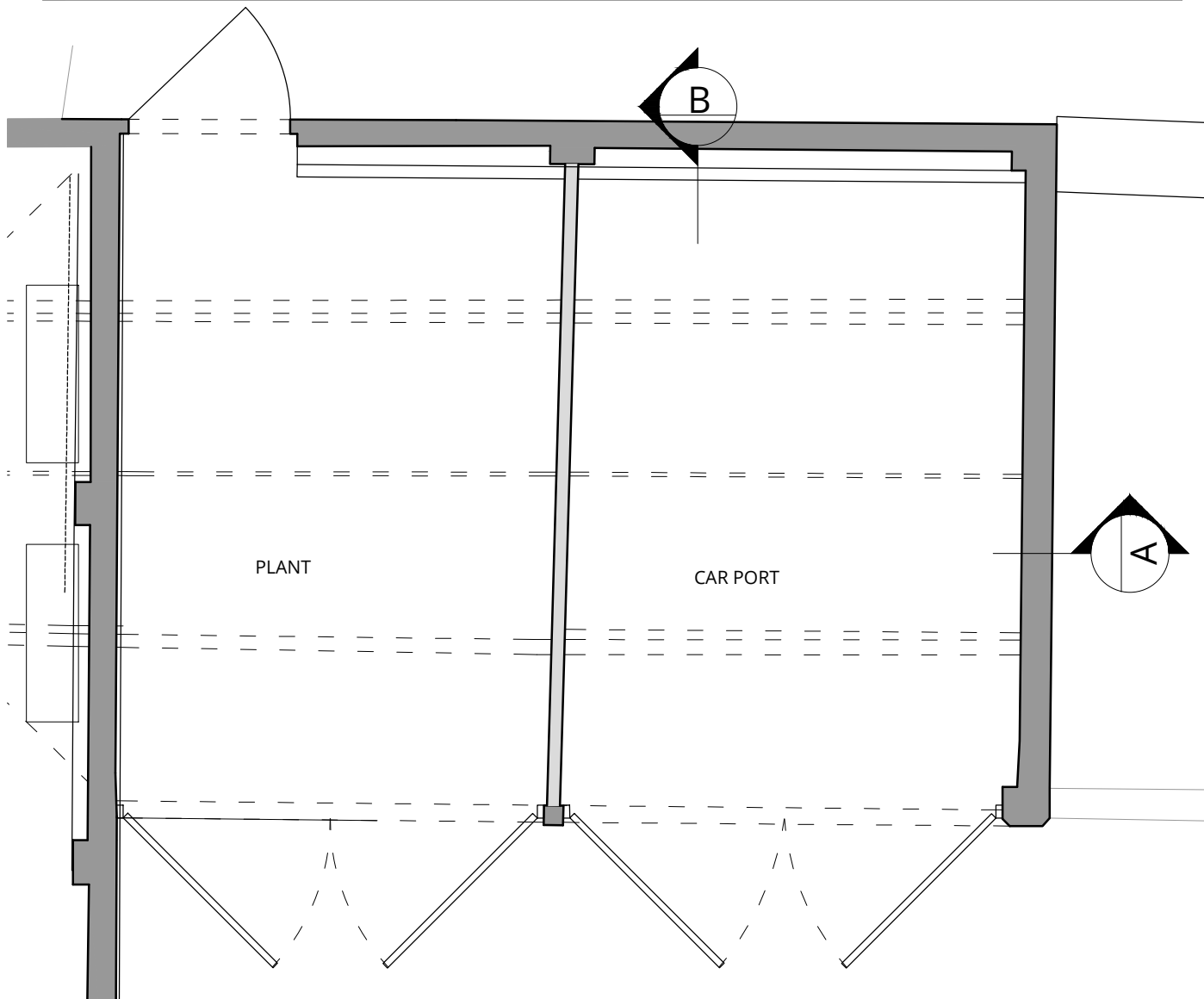
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**KEY**

	existing
	demolished
	proposed



**NO  
DEMOLITION  
PROPOSED**

Rev.	Description	Date
A	Revised to suit Conservation Officer's Comments	16.10.18
0	First issue.	11.09.18



Project Title  
**Old Arngrove Farm**  
Horton-Cum-Studley, OX33 1DG  
Drawing Title  
**Proposed Bat Loft**

Status  
**PLANNING**

Drawn by	Checked by	Scale	
		1:50 @ A3	
Project No.	Work Stage	Dwg. No.	Rev.
1721	PL	242	A

## Appendices

## Appendix A – GENERAL

### Insurances

1. AOC holds Employers Liability Insurance, Public Liability Insurance and Professional Indemnity Insurance. Details can be supplied on request.
2. AOC will not be liable to indemnify the client against any compensation or damages for or with respect to:
  - damage to crops being on the Area or Areas of Work (save in so far as possession has not been given to the Archaeological Contractor)
  - the use or occupation of land (which has been provided by the Client) by the Project or for the purposes of completing the Project (including consequent loss of crops) or interference whether temporary or permanent with any right of way light air or other easement or quasi easement which are the unavoidable result of the Project in accordance with the Agreement
  - any other damage which is the unavoidable result of the Project in accordance with the Agreement
  - injuries or damage to persons or property resulting from any act or neglect or breach of statutory duty done or committed by the client or his agents servants or their contractors (not being employed by AOC Archaeology or for or in respect of any claims demands proceedings damages costs charges and expenses in respect thereof or in relation thereto)
3. Where excavation has taken place evaluation trenches will be backfilled with excavated material but will otherwise not be reinstated unless other arrangements have previously been agreed. Open area excavations normally will not be backfilled but left in a secure manner unless otherwise agreed.

### Copyright and Confidentiality

4. AOC Archaeology will retain full copyright of any commissioned reports, tender documents or other project documents under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide an exclusive license to the Client in all matters directly relating to the project as described in the Written Scheme of Investigation.
5. AOC will assign copyright to the client upon written request but retains the right to be identified as the author of all project documentation and reports as defined in the Copyright, Designs and Patents Act 1988.
6. AOC will advise the Client of any such materials supplied in the course of projects, which are not AOC's copyright.
7. AOC undertake to respect all requirements for confidentiality about the Client's proposals provided that these are clearly stated. In addition AOC further undertakes to keep confidential any conclusions about the likely implications of such proposals for the historic environment. It is expected that Clients respect AOC's and the Chartered Institute for Archaeologists' general ethical obligations not to suppress significant archaeological data for an unreasonable period.

### Standards

8. AOC conforms to the standards of professional conduct outlined in the Chartered Institute for Archaeologists' Code of Conduct, the ClfA Standard and guidance for commissioning work or providing consultancy advice on archaeology and the historic environment, the ClfA Standard and



Guidance for Historic Environment Desk Based Assessments, Field Evaluations and other relevant guidance.

9. Where practicable AOC will liaise with local archaeological bodies (both professional and amateur) in order that information about particular sites is disseminated both ways (subject to client confidentiality).

## Appendix B – ARCHAEOLOGICAL ARCHIVE CONSENT FORM

### ARCHAEOLOGICAL ARCHIVE CONSENT FORM

**SITE:** [Site address]

**SITE CODE:** [Site code]

**AOC ARCHAEOLOGY REF:** [Project number]

**RECEIVING MUSEUM:** [Local recipient museum]

I agree to the finds archive recovered from this site being donated to the specified museum.

**SIGNED**                      [Signature]

**PRINT**                        [Name]

Landowner/Agent

**LANDOWNER'S NAME:**                      [Landowner name]

**LANDOWNER'S ADDRESS:**                      [Landowner address]

## Appendix C – OASIS FORM

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**OASIS ID: aocarcha1-418073**

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### Project details

Project name	OLD ARNGROVE FARM, HORTON-CUM-STUDLEY BUCKINGHAMSHIRE:
Short description of the project	HBR level 3-4 and Watching brief
Previous/future work	Yes / Not known
Any associated project reference codes	33927 - Contracting Unit No.
Type of project	Building Recording
Site status	Local Authority Designated Archaeological Area
Current Land use	Residential 1 - General Residential
Methods & techniques	"Survey/Recording Of Fabric/Structure"
Prompt	National Planning Policy Framework - NPPF

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### Project location

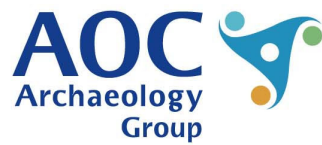
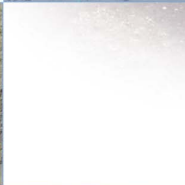
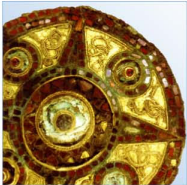
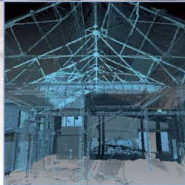
Country	England
Site location	BUCKINGHAMSHIRE AYLESBURY VALE BOARSTALL OLD ARNGROVE FARM, HORTON-CUM-STUDLEY BUCKINGHAMSHIRE:
Postcode	OX33 1DG
Site coordinates	SP 61070 13845 51.819444444444 -1.113888888889 51 49 10 N 001 06 50 W Point

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### Project creators

Name of Organisation	AOC Archaeology Group
Project brief originator	AOC Archaeology Group
Project design originator	AOC Archaeology Group
Project director/manager	Florence Laino
Type of sponsor/funding body	Developer
Name of sponsor/funding body	Wolff Architecture

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