

Buildings at East Field Farm, Low Side, Mickleton, Barnard Castle  
County Durham

archaeological building recording  
written scheme of investigation RA19.506

on behalf of  
John & Vivienne Bussey

## 1. Project background

- 1.1 Planning permission has been obtained for conversion and extension of agricultural buildings at East Field Farm Low Side Mickleton (reference DM/16/0261/FPA). Conditions 10 and 11 on the consent require archaeological work in accordance with a written scheme of investigation to be carried out. Specifically a 'Level 2 EH-style building record prior to any conversion work or stripping out' is required, with appropriate reporting and archiving. This document sets out a written scheme of investigation to satisfy those requirements.

## 2. Capability statement

- 2.1 Archaeological Services Durham University specialises in the resolution of archaeological issues arising in connection with planning permission. We have an established record of working with private developers, architects, utility companies, environmental consultants, industrial firms, and local and central government bodies.

### Personnel

- 2.2 The project will be directed by Richard Annis BA MCIfA FSA, Senior Archaeologist with Archaeological Services, who has more than 30 years' experience of recording historic structures as part of the development process. The majority of his work has been conducted in the north-east, where he has been responsible for the recording work at 49 historic farmsteads. He will be assisted as necessary by qualified and experienced members of the Archaeological Services team, all of whom have a minimum of four years of relevant experience. Graphics work for the project report will be supervised by Linda Bosveld, Graphics and Production Manager for Archaeological Services, who has over 20 years of experience in this type of work.

### Standards

- 2.3 All Archaeological Services project staff will abide by the Chartered Institute for Archaeologists (CIfA) *Code of Conduct*, and work will be conducted within the CIfA's *Standard and Guidance for investigation and recording of standing buildings* (2014). Our building recording is conducted in accordance with Historic England guidelines *Understanding Historic Buildings: a guide to good practice* (2016). The principles set out in MORPHE (Historic England, 2015) will be followed.

### Insurance

- 2.4 Durham University is a member of UM Association Limited and maintains the following covers:
- |                               |             |                               |
|-------------------------------|-------------|-------------------------------|
| • Employer's liability        | £50,000,000 | Cert. no. Y016458QBE0119A/050 |
| • Public & products liability | £50,000,000 | Cert. no. UM050/00            |
| • Professional indemnity      | £10,000,000 | Cert. no. UM050/00            |

### **Health and safety**

- 2.5 Archaeological Services abides by the 1974 Health and Safety Act, its subsequent applicable statutory amendments, including the Management of Health and Safety at Work Regulations 1999, the 2015 Construction Design and Management Regulations, RIDDOR 2013, and the Control of Asbestos at Work Regulations 2012. Archaeological Services is accredited by the CQMS Safety Scheme.
- 2.6 Archaeological Services provides health and safety training for all our field personnel in first aid, manual handling, cable detection, site safety and risk assessment. Archaeological Services ensures that all personnel are CSCS card-carriers (Construction Skills Certification Scheme).
- 2.7 Archaeological Services will provide qualified First Aiders and first aid supplies at all times during work. All personnel are supplied with appropriate safety clothing and equipment. A Risk Assessment will be completed before works commence, and all personnel will receive an appropriate Health and Safety induction talk before starting on site.

## **3. Methods statement**

### **Objective**

- 3.1 The objective of the proposed work is to provide a record of the four farm buildings that will be affected by redevelopment, and to deposit a report on the findings as a permanent archive.
- 3.2 The recording work will be in line with Level 2, as defined in national guidance (English Heritage 2016). The buildings will be examined inside and out. A series of general and detail photographs will be taken to show their external and internal form and arrangement, their site and situation, and their relationship to one another and to their surroundings. The record will include:
- general views of the farmstead
  - the overall appearance of each building
  - detailed coverage of each building's external appearance
  - general internal views (all internal recording will be subject to safe access being feasible)
  - internal structural details
  - any details, structural or decorative, that are relevant to the buildings' design, development and use, and that do not show adequately on the general photographs.
- 3.3 Digital photographs will be taken with a Nikon D3300 DSLR camera. Wherever possible, the pictures will be taken in natural light. General and detail photographs will include a metric scale where this is practicable. A photographic register will be kept.
- 3.4 Plan and elevation drawings will be based on the existing surveys prepared by Christopher Padgett Architect. The drawings will be marked up and amended as necessary to show any structural features of historic significance (including, for example, blocked doors and windows, masonry joints or changes in internal levels). A site plan showing all significant features around the buildings, together with the viewpoints of the photographs, will be provided.

### **Research**

- 3.5 Archaeological Services will complete works within the research priorities set out in the regional research framework (Petts & Gerrard 2006). The specific research objectives which this project has the potential to address include MOiii: Agriculture.

### **Project report**

- 3.6 A descriptive account will describe the location, form, function, date and developmental sequence of the buildings and the steading. The report will be illustrated with plans, elevations

and general and detail photographs. A catalogue of the photographic archive will be included. A summary or interim statement can be provided at the completion of work on site. The project report will be completed within 15 working days of the end of site works. Hard-copy and PDF/A versions of the approved final report will be provided to DCCAS for inclusion in the County Durham Historic Environment Record (HER).

#### **Archive**

- 3.7 The project archive, consisting of the complete set of the digital photographs, together with paper copies of the report, will be archived in accordance with *Building and Structure Recording Archives Durham County Council Guidance* (2016). Archive preparation will comply with *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation* (Archaeological Archive forum 2007). Digital images will be saved in an appropriate format for long term storage in accordance with Digital Image Capture and File Storage (Historic England 2015) and archived with ADS.

#### **OASIS**

- 3.8 Archaeological Services Durham University is registered with the **Online Access** to the **Index** of archaeological investigation**S** project (OASIS). An OASIS form will be completed for this project. The project report will be uploaded to the Archaeology Data Service (ADS) website within 3 months of approval by DCCAS.

#### **Copyright**

- 3.9 This proposal is copyright. Copyright in the project report will rest with Archaeological Services Durham University unless specific arrangements are made for its assignment elsewhere.

#### **Monitoring**

- 3.10 Works may be subject to monitoring by members of the County Durham Archaeology Team, who will be given access at any reasonable time given sufficient advance notice.

## **4. References**

- Brown, D, 2007 *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation*. Archaeological Archives Forum.
- DCCAS, 2017 *Building and Structure Recording Archives, Durham County Council Guidance*.
- Historic England, 2015 *Management of Research Projects in the Historic Environment*.
- Historic England, 2016 *Understanding Historic Buildings: a guide to good recording practice*.
- Petts, D, & Gerrard, C, 2006 *Shared Visions: The North-East Regional Research Framework for the Historic Environment*. Durham County Council.
- SYAS 2011 *Yorkshire, the Humber and the North-East: A Regional Statement of Good Practice for Archaeology in the Development Process*. South Yorkshire Archaeology Service 2011, revised November 2018.

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