



Written Scheme of Investigation: Level 2 Historic Building Recording

1-5 Market Place &
1 Market Street,
Dartford,
Kent,
DA1 1EX



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1. Introduction

Project Background

- 1.1** This Written Scheme of Investigation (WSI) has been prepared by James Meek MCifA of HCUK Group on behalf of Market Lane Dartford Ltd, in relation to proposed redevelopment of land at 1-5 Market Place & 1 Market Street, Dartford, Kent, DA1 1EX. The WSI covers a requirement for historic building recording prior to the demolition of the existing buildings of 1-5 Market Street. A further WSI has been prepared for trial trench evaluation following completion of the historic building record and demolition of the existing structures.
- 1.2** The site area of 1 Market Street and 1-5 Market Place site is centred on NGR 554277 173981, and covers an area of c.445m² (Figures 1, 2 and 3).
- 1.3** The Site is bounded by Market Place to the east and Market Street to the south, with the building on the corner of High Street and Market Place forming the northern boundary and adjacent properties to the west.
- 1.4** A planning application (21/00495/FUL) was submitted to and approved by Dartford Borough Council for the '*Demolition of existing buildings at the corner of Market Place and Market Street and the erection of a replacement mixed use building comprising commercial (Class E) at ground floor and residential apartments above. The proposal involves erection of a 6 storey building to provide commercial units on the ground floor and 14 x 2 bedroom flats on the upper floors*'.
- 1.5** An amendment to the planning application (23/00207/VCON) was also submitted to and approved by Dartford Borough Council for the '*Demolition of existing buildings at the corner of Market Place and Market Street and the erection of a replacement mixed use building comprising commercial at ground floor and residential apartments above. (Variation of condition 2 (approved plans) of planning permission DA/21/00495/FUL for an amendment to the proposed development including re-arrangement of units to increase number of apartments from 14 to 23, increase in height & width, enlargement of 5th floor and roof plant, amendments to*

the external appearance of the building, revisions to windows and openings on elevations, including on the northern and western elevations).

1.6

In response to the original application, and also reiterated for the amendment application, the archaeological advisors to Dartford Borough Council, the Senior Archaeological Officer of the Heritage Conservation Team at Kent County Council, provided the following information '*Archaeology: The application site is in an area of high archaeological potential for the survival of below ground remains of prehistoric, Romano-British, medieval and post-medieval date. The application is accompanied by an archaeological desk-based assessment and heritage statement which both set out the details related to the archaeological interest and potential noted above. KCC Heritage have been consulted and consider that the potential for remains associated with Romano-British settlement and the subsequent medieval development of the town are of particular research interest and it is recognised by the applicant that the proposed development will impact on any surviving below-ground archaeological remains. Archaeological mitigation in the form of a combination of evaluation trial trenching and/or an archaeological excavation and watching briefs will be needed in the event that planning permission is granted and the existing buildings at the site are demolished. Archaeological evaluation will be required before any below-ground works such as removal of existing foundations and construction of new foundations, to ensure that any significant archaeological remains are either preserved in situ, or where this is not possible, fully recorded before their loss. **It is recommended that a Historic Buildings Record report to Historic England level 2 is made of the buildings that would be demolished. The report, which would include the background information from the Heritage Statement as well as the results of on-site recording would then be lodged with the Kent Historic Environment Record and with Dartford Museum for future research.** As such, subject to conditions requiring the submission of the above information, no objection is raised.'* (Delegated Officer's Report for 21/00495/FUL, dated 27 January 2023)

1.7

A condition was subsequently placed upon planning permission for historic building recording as follows:

Condition 4. *No development shall take place until the applicant, or their agents or successors in title, has secured the implementation of a programme of building*

recording in accordance with a written specification and timetable which has been submitted to and approved in writing by the Local Planning Authority.

Reason: To ensure that historic building features are properly examined and recorded.

- 1.8** This WSI specifically addresses the requirement for historic building recording within the Site area, to address condition 4 and the requirements of the Senior Archaeological Officer of the Heritage Conservation Team at Kent County Council as laid out in the Delegated Officer's Report dated 27 January 2023.
- 1.9** The WSI has been guided in its composition by the Chartered Institute for Archaeologists (CIfA) Code of Conduct (CIfA 2022), Standard and guidance for the archaeological investigation and recording of standing buildings or structures (CIfA 2019), the Management of Research Projects in the Historic Environment (MoRPHE) issued by Historic England (Historic England 2015) and adheres to paragraphs 189, and 194-195 of the procedural document National Planning Policy Framework (NPPF). A Written Scheme of Investigation is required for all archaeological work through CIfA standards and guidance.

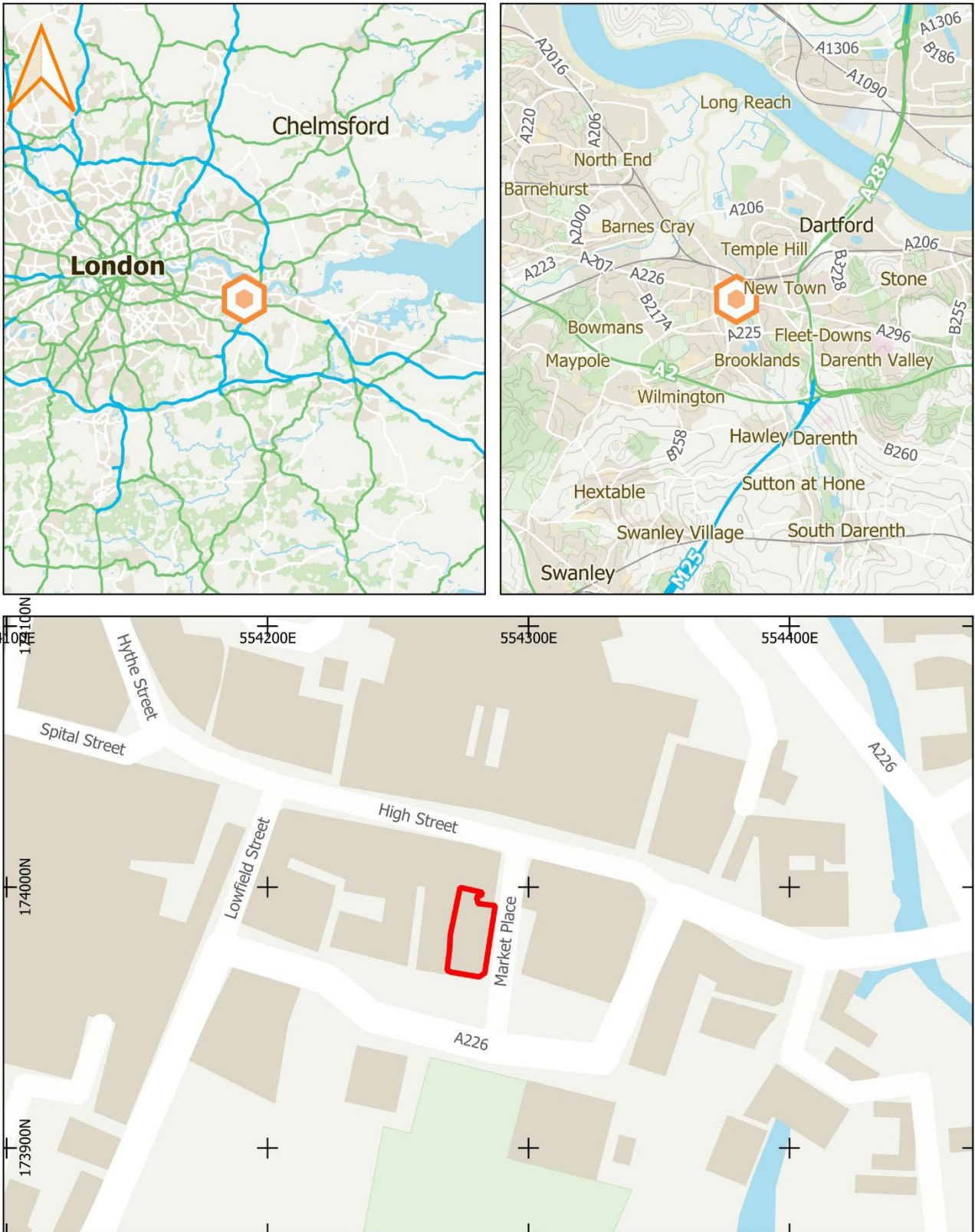


Figure 1: Site Location Plan

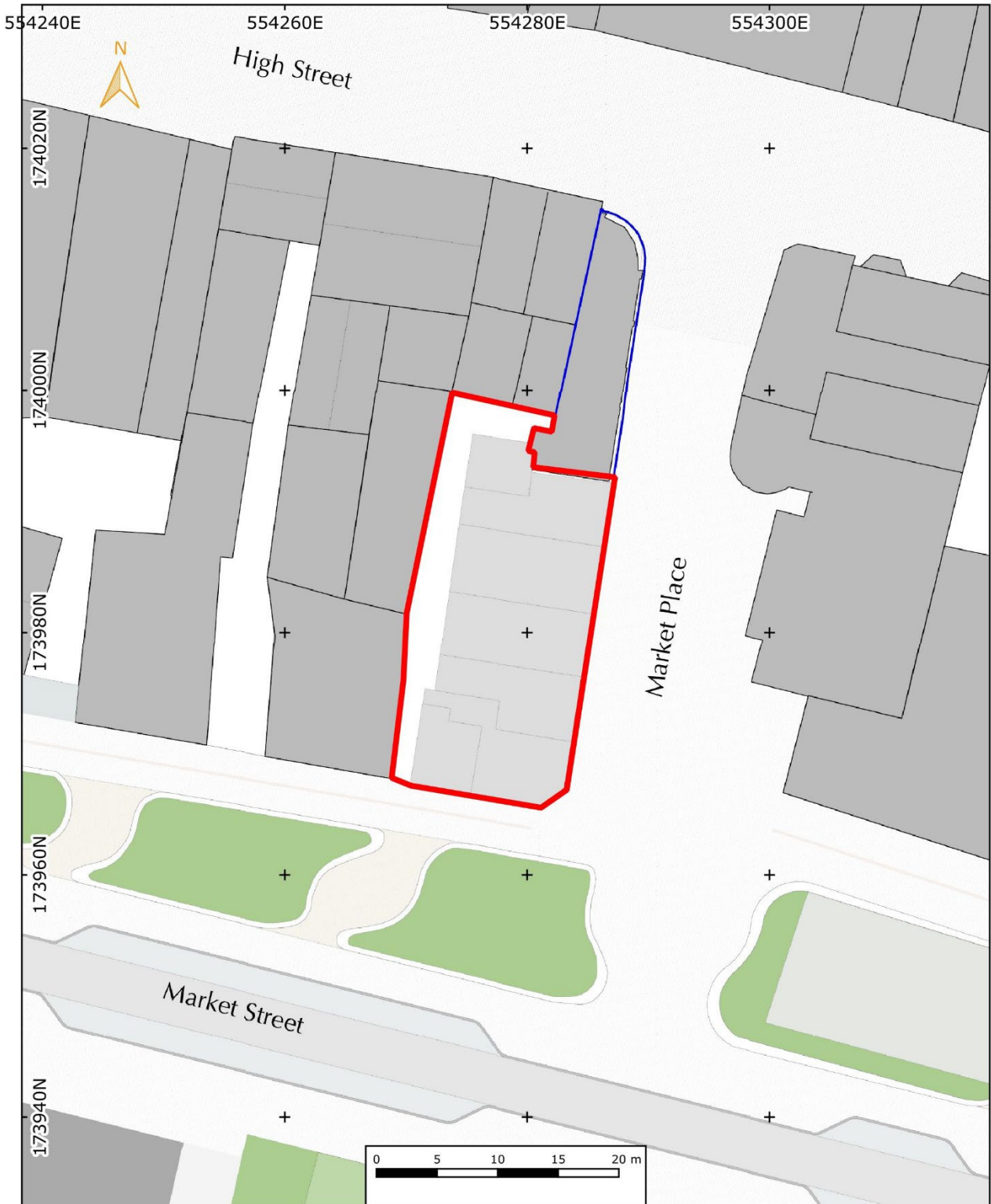


Figure 2: Detailed site location plan (Cove Burgess Architects)

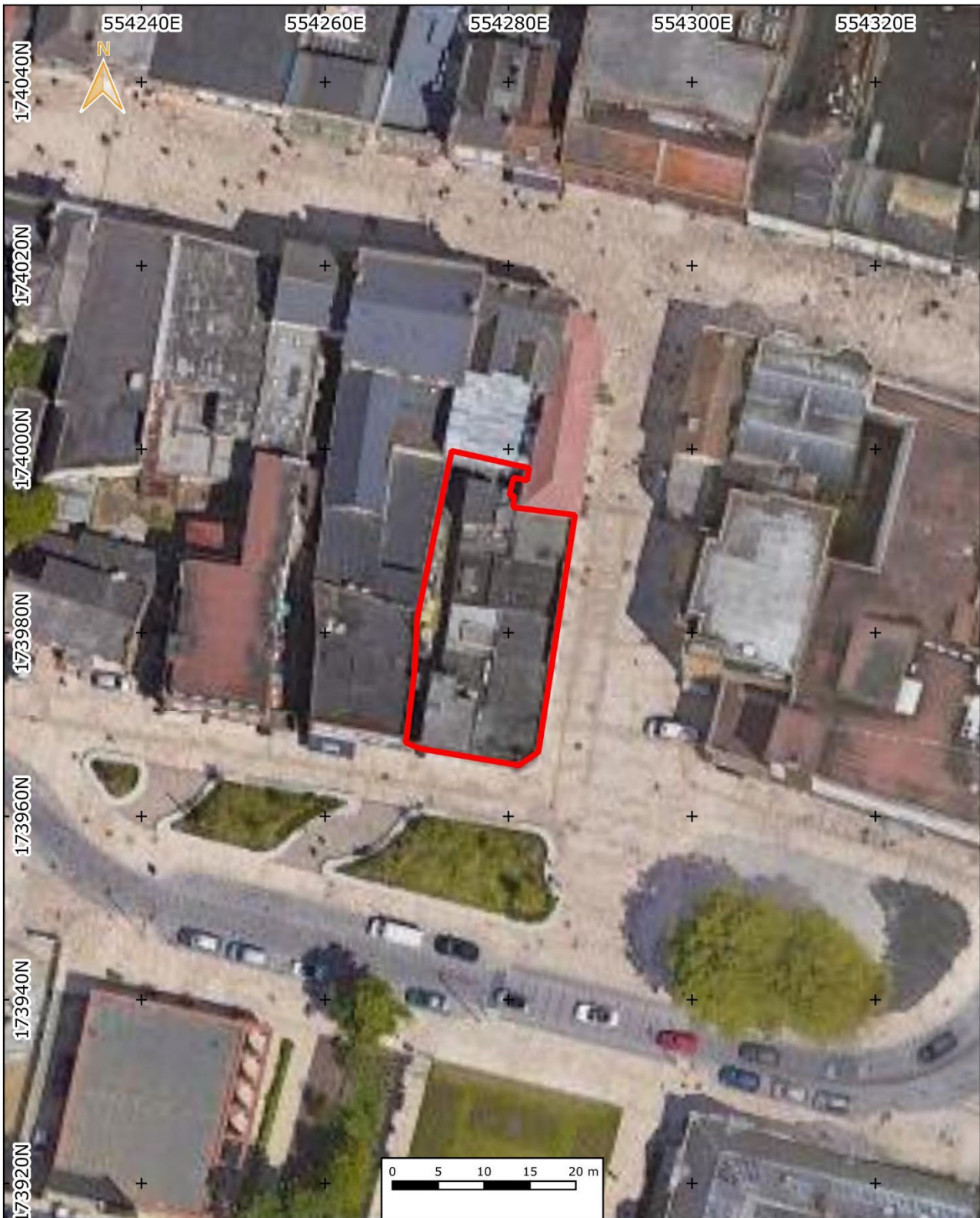


Figure 3: Site location plan showing overlaid on aerial photograph © Google

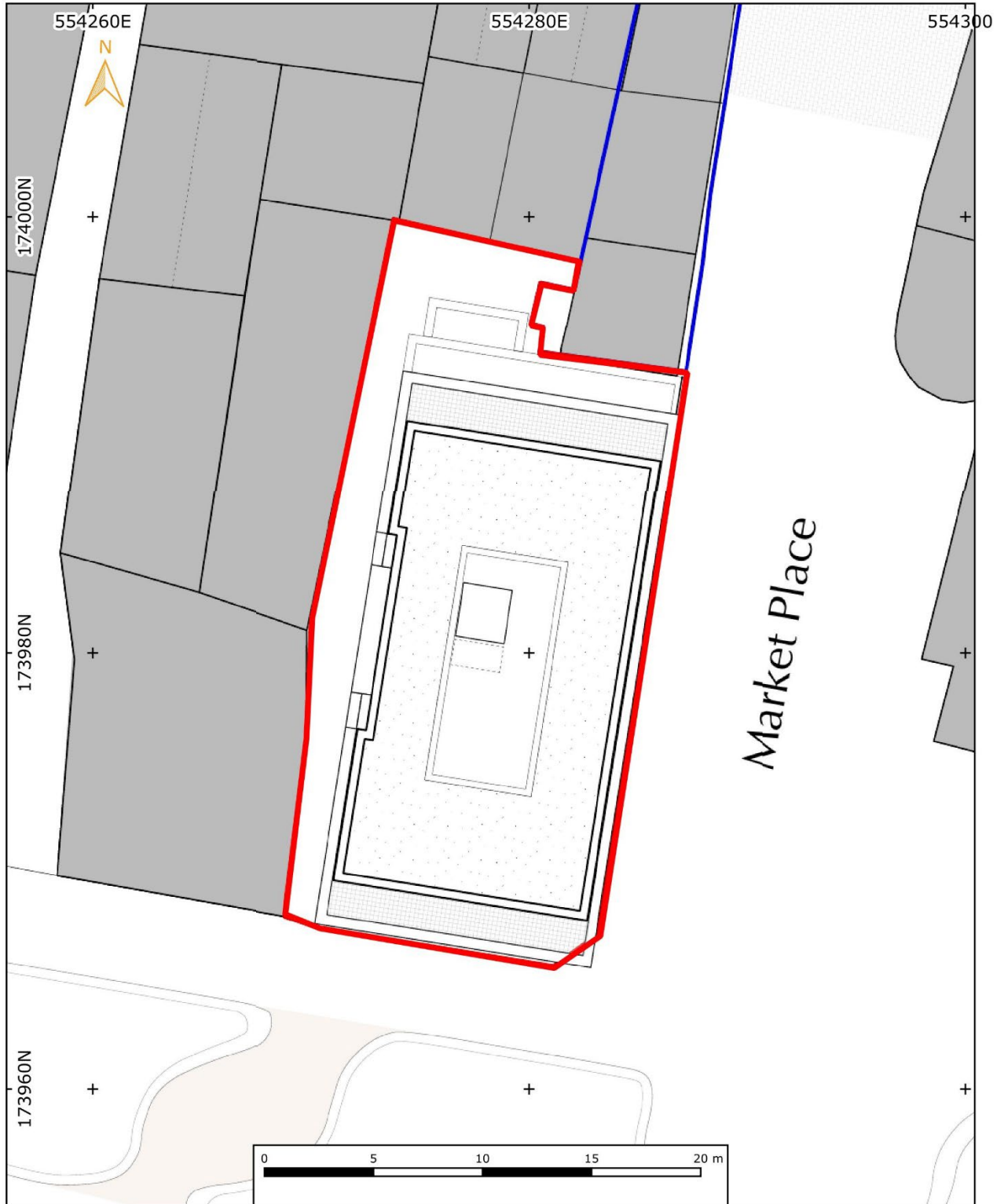


Figure 4: Development proposals plan (Cove Burgess Architects)

Historic Background

1.10 The following historical background for the building was included within the Heritage Statement (HS) undertaken for the site by HCUK and is repeated here.¹



Photo 1: View of nos. 5-6 Market Place and no. 37 High Street



Photo 2: Nos. 1-5 Market Place

¹ HCUK 2021



Photo 3: No. 1 Market Place and No. 1 Market Street (to the left of two storeys)

- 1.11** The following is a summary taken from the council’s 2006 conservation area appraisal document.
- 1.12** The High Street in Dartford follows the approximate road alignment of the former Roman road and pilgrimage route that crossed the valley from the east. Lowfield Street clearly has historic routes: it was the preferred site for early almshouses on the edge of the town, with the first ‘Lowfield Almshouses’ having been constructed in the 16th century and rebuilt in 1889, in addition to the ‘Bridewell’ built on Lowfield Street in 1720. Improvement of local environment has been a prominent issue in Dartford for several centuries, with efforts were made under the 1814 Act ‘for lighting, watching, and improving the town of Dartford’ in addition to the 1848 Public Health Act. It is noted in the Conservation Area Appraisal that Dartford was one of the first towns in the country to have gas lit streets, introduced in 1827 following the foundation of the Dartford Gas Company the previous year.
- 1.13** Edwardian improvements to the Town Centre included electric street lighting and a tramway system. The area south of the High Street was developed for public recreation and educational purposes, and the historic openness of this area of town maintained, having formerly been part of the garden of Bank House.

1.14 In 1905 the Central Recreation Ground was opened on five acres of land bestowed upon the town by Lt. Col. Charles Newman Kidd, Chairman of Dartford Urban District Council, and local brewer. When the Council bought Bank House and its grounds in 1908, its garden was added to the Central Recreation Ground, and the enlarged park accessed via Market Place from the High Street. The public library was built with the assistance of the Carnegie Trust and opened in 1916 next to Central Park.

1.15 Civic improvements in Dartford included an extension to the library to house the museum in the mid-1930s, the building of tree-lined Market Street in 1926 (to the north of the library building and Central Park) and the widening of the Town Bridge in 1922. The town received its charter in 1933, a programme of slum clearance and general town improvements ran throughout the 1930s and High Street businesses boomed following the earlier recession.



Figure 5: Dartford in the County of Kent Tithe Map, 1840. The approx. Site location is in red

1.16 Figure 5 depicts the Tithe map of 1840, which shows the Site formed part of southern / middle part of one, possibly two burgage plots, with some built form at the north end corresponding to the outrigger of one of the High Street properties. Market Street and Market Place, as noted above, were not laid out until 1926 although there is evidence of a passageway to the south west of the Site leading from Lowfield Street to the brewery located south east, which would essentially become Market Street in the 20th century.

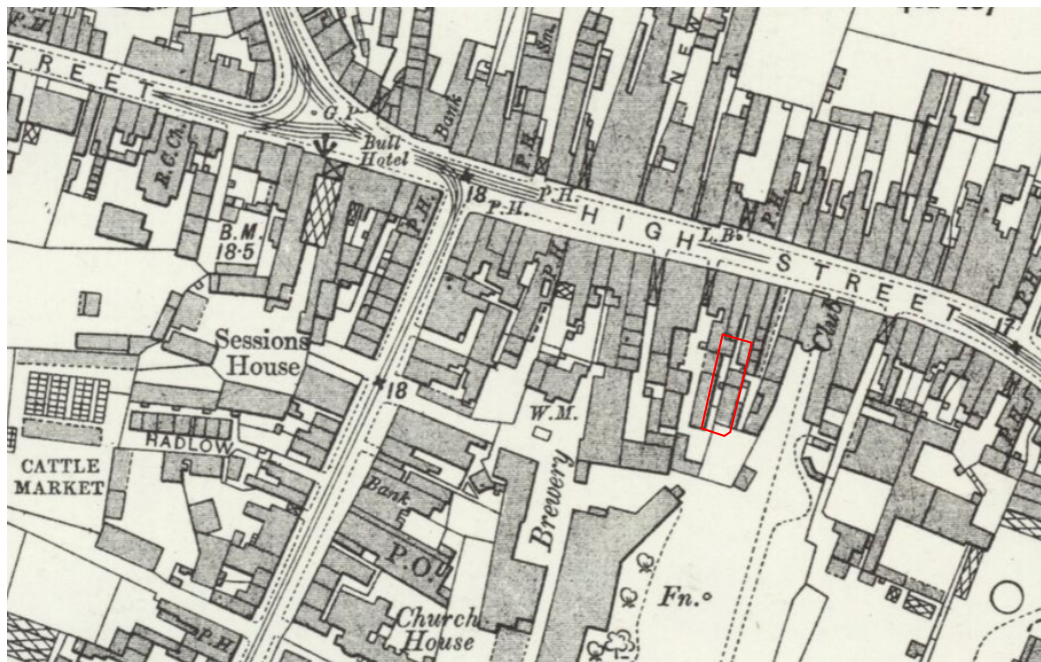


Figure 6: Kent IX.6 OS map; revised 1907; published 1909 with the approx. Site boundary shown in red

- 1.17** Figure 6 dating to the early 20th century provides greater detail as to the buildings previously on Site but which were more extensive than in 1840.
- 1.18** The OS Map of 1931-33 (Figure 7) shows an arrangement of buildings within the Site which largely corresponds to the existing building layout. By the outbreak of the Second World War the Library had been extended to accommodate the Dartford Museum and Veterans Club and the parade of shops on the east side of Market Street, which mirror those within the Site, had also been completed.

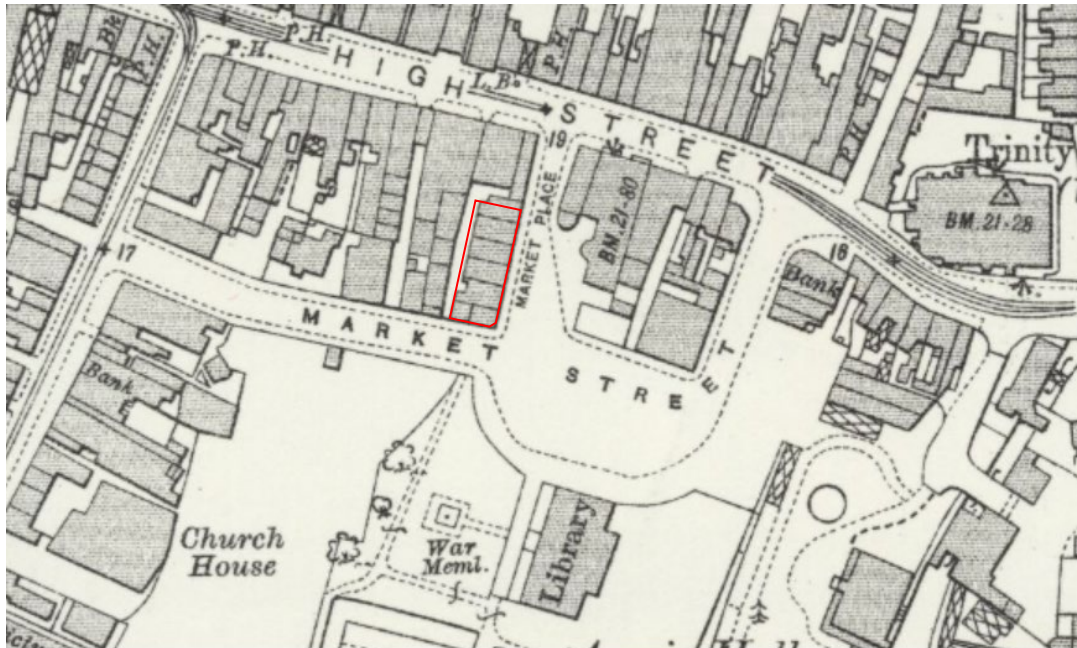


Figure 7: 1931-33 OS Map

2. Aims and Objectives

Historic Building Investigation and Recording

2.1 The general aim of the Historic Building Investigation and Recording is to provide an appropriate record of the standing structure and to create a permanent archive and record of the archaeological information collected during the historic building investigation and recording fieldwork and analysis. For this project it specifically relates to the record being made of the present state of the existing buildings, prior to their demolition.

2.2 The specific aims of the recording project are to produce a Level 2 descriptive record in line with the guidance set out in *Understanding Historic Buildings*². The record will comprise an introductory description followed by a systematic account of the building's origins, development and use.

2.3 The objectives of the project are:

- to undertake work in accordance with national best practice and guidelines,
- to appropriately record any features, fittings or fabrics to a level commensurate with their importance,
- to record any historic building fabric of any archaeological remains on Site;
- to provide an analytical record of the building with reference to the existing documentary evidence for historical development and land use,
- to produce a written account to an appropriate level of detail to include drawings, photographs and a written account,
- to disseminate the findings of the work in an illustrated report, integrating the findings of the recording work to produce an appropriately detailed record,
- to provide an ordered archive

² Historic England 2016.

3. Methodology

- 3.1** A programme of Archaeological Building Investigation and Recording of the buildings at Nos 1 – 5 market Place and No 1 Market Street, Dartford is required to Historic England Level 2 standard prior to their proposed demolition (Condition 4). The Level 2 survey will take the form of a photographic survey to complete a full record of the buildings and report on the results.
- 3.2** The recording will be undertaken by James Meek MCIFA of HCUK Group, who is experienced at undertaking historic building records in England and Wales and has worked on buildings of various dates, sizes and periods.

Historic Building Investigation and Recording

- 3.3** The historic buildings recording will be undertaken in accordance with professional guidance including the Chartered Institute for Archaeologists Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures and with the Historic England publication Understanding Historic Buildings: A Guide to Good Recording Practice (2016).
- 3.4** A Level 2 record is defined as follows:
- 'This is a descriptive record, made in similar circumstances to Level 1 but when more information is needed. It may be made of a building which is judged not to require a more detailed record, or it may serve to gather data for a wider project. Both the exterior and interior of the building will be seen, described and photographed. The examination of the building will produce an analysis of its development and use and the record will include the conclusions reached, but it will not discuss in detail the evidence on which this analysis is based. A plan and sometimes other drawings may be made but the drawn record will normally not be comprehensive and may be tailored to the scope of a wider project.'*
- (Understanding Historic Buildings – A guide to good recording practice. Historic England. 2016. P.26).*
- 3.5** As a minimum, with reference to *Understanding Historic Buildings*, the project will include the following elements:

- Building plans establishing an accurate archaeological record, and sections illustrating the vertical relationships within the building; at an appropriate scale of not less than 1:100 (these have already been prepared by Coles Architects and will be utilised and annotated);
- Photography: (Items 1.2 and 4 listed at 4.4.8 of *Understanding Historic Buildings*).
- The written account: (Items 1-3 and 6 listed at 5.5.1 of *Understanding Historic Buildings*).
- The drawn record: (Items 2 and 3-8 listed at 4.3.3. of *Understanding Historic Buildings*).

Photographic Record

3.6 With regard to the photographic record high-resolution digital photography will be required, with the use of suitable scales as/ where appropriate.

3.7 This level of survey aims to provide a record of buildings or structures of local interest, generally before alteration **or demolition**. It may also be used for locally listed or listed buildings before minor alterations.

- A general view or views of the buildings (in their wider setting or landscape).
- The buildings' external appearance. Typically, a series of oblique views will show all external elevations of the buildings (where accessible) and give an overall impression of their size and shape. Where individual elevations include complex historical information, it may also be appropriate to take views at right-angles to the plane of the elevation.

The Drawn Record

3.8 The drawn record will contain a mix of measured plans (to scale or fully dimensioned) as existing. The existing architect's plans will be utilised and annotated. Existing architects plans will be used as a basis for the drawn record, with measurements and dimensions checked on-site to ensure they are correct.

3.9 Further drawing types may be undertaken as required from the following list:

- Measured drawings recording of significant structural detail, where necessary, including cross sections or decoration.
- Measured elevations, where these are necessary to an understanding of the buildings' design, development or function.

The Written Record

3.10 The main components of the account will generally be selected, according to the level of record adopted, from the following list.

- The precise location of the buildings as an address and in the form of a National Grid reference.
- A note of any statutory designation (that is, listing, scheduling, Register of Historic Parks and Gardens, conservation area). Information on statutory designations can be found on the Historic England website. Non-statutory designations (local lists) may be added.
- The date when the record was made, the name(s) of the recorder(s) and the location of An introduction briefly setting out the circumstances in which the record was made, its objectives, methods, scope and limitations, and any constraints. Where appropriate the brief for the work or the project design should be stated or appended.
- A plan or plans identifying the location and direction of accompanying photographs.
- A summary statement (when no more detailed account is intended) describing the buildings' type or purpose, historically and at present, its materials and possible date(s) so far as these are apparent from a superficial inspection.
- A contents list; a list of illustrations or figures.
- Acknowledgements to all those who have made a significant contribution to the making of the record, or who have given permission for copyright items to be reproduced.
- A discussion of the published sources relating to the buildings and their setting, an account of its history as given in published sources, an analysis of historic

map evidence (map regression) and a critical evaluation of previous records of the buildings, where they exist (much of this information has already been collated).

- An account of the buildings' overall form (structure, materials, layout) and of its successive phases of development, together with the evidence supporting this analysis.
- An account of the buildings' past and present use, and of the uses of its parts, with the evidence for these interpretations. An analysis of a circulation pattern or of a decorative or liturgical scheme. An account of any fixtures, fittings, plant or machinery associated with the building, and their purpose.
- Full bibliographic and other references, or a list of the sources consulted (in long reports it is preferable to include both). Websites which may prove to be ephemeral should be avoided as references wherever possible; where their use is unavoidable the full web address and the date on which the site was consulted should be noted.
- A glossary of architectural or other terms likely to be unfamiliar to readers. If few in number, terms may be explained more economically within the text or in footnotes.

4. Staffing and Programming

Staffing

- 4.1** The project will be managed on behalf of the client by HCUK Group and the historic building record undertaken by James Meek, who has extensive historic building recording experience.

Programming and Resources

- 4.2** The start date for the commencement of the site works will be following the vacation of the premises and prior to their demolition.

Access and Safety

- 4.3** Before any site work commences, a full risk assessment document will be produced setting out the site-specific health and safety policies that will be enforced in order to reduce to an absolute minimum any risks to health and safety. This risk assessment will take into consideration and identify safe working procedures.
- 4.4** All site staff and site visitors will adhere to the Principle 5 of the CIfA (2019) Code of conduct; 'All accredited members and Registered Organisations have a duty of care to employees, colleagues and volunteers' and Rule 5.2; 'A member shall give due regard to the requirements of health and safety legislation relating to employees or to other persons potentially affected by their archaeological activities'.

5. Reporting, Archiving and Dissemination

Historic Building Recording Report

5.1 The programme of Historic Building Investigation and Recording will provide a descriptive record of the identified heritage asset. It will provide a description and systematic account of the buildings' origins, development and use. It will include the results of the Level 2 survey. This will address the historic building recording condition No. 4 placed upon planning permission.

5.2 The historic building recording report will adhere to the following structure:

- Non-technical Summary
- Introductory statements
- Project aims (General and specific aims of fieldwork)
- Historical background
- Methodology
- Results
- Historic Building Investigation and Recording
- Conclusion
- Supporting data
- Appropriate illustrative material including maps, plans, sections, drawings, and photographs
- Index to and location of archive (digital and paper).
- References /bibliography

Archive

5.3 The archive to be obtained from the works will be purely digital, comprising high resolution photographs, digitised plans and video notes. The resulting report will also be produced digitally. The archive will be deposited with the Archaeological Data Service.

5.4 The project will be registered and regularly updated as part of the OASIS project.

5.5 The digital archive, comprising digital copies of the reports, but also of any digital data recovered from the site will be archived in accordance with CIfA Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives³ and the recently produced 'Dig Digital' guidance.⁴ This explains that a data repository 'must be able to guarantee long-term preservation and ensure that all data is useable and accessible into the future. The ability to meet that requirement goes beyond the capacity of museum-based repositories'. The digital elements of the project archive must be deposited 'with a Trusted Digital Repository (HE 2018) which has a commitment to long-term preservation and access'.

Dissemination

5.6 The report will be submitted to the Senior Archaeological Officer of KCC for comment within three months of completion of the fieldwork. Subject to any contractual requirements on confidentiality, one digital copy (PDF file) of the report will be submitted to the Kent Historic Environment Record within six months of completion of the report. A digital copy of the finished report should also be submitted with the archive.

5.7 Following submission and approval of the report:

- A digital copy of the report will be submitted to the LPA.;
- A digital copy of the report will be provided to the Kent Historic Environment Record;
- The digital archive will be prepared and submitted with the Archaeology Data Service;
- The (on-line) OASIS form will be completed for the project and the summary sheet included within the report.

³ CIfA 2020d

⁴ https://www.archaeologists.net/sites/default/files/downloads/selection-toolkit/digdigital_full_guidance.pdf

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1-5 Market Place & 1 Market Street, Dartford, Kent, DA1 1EX

