



# **No. 95A Eltham High Street, London SE9 1TD**

## **Written Scheme of Investigation**

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95A Eltham High Street, London SE9 1TD – Written Scheme of Investigation

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## Contents

1.0.	Introduction.....	3
1.1.	Background .....	3
1.2.	Decision Notices.....	3
1.3.	National Planning Policy Framework (December 2023) .....	5
1.4.	Summary .....	5
2.0.	The Significance of the Subject Site.....	6
2.1.	Brief history of the subject site .....	6
2.2.	Heritage Significance.....	6
3.0.	Consented proposed works.....	8
3.1.	Details of consented proposals .....	8
3.2.	Impact of exterior works to no. 95A .....	9
3.3.	Impact of interior alterations to no. 95A .....	9
4.0.	Methodology and Scope of Works .....	11
4.1.	Historic England guidance .....	11
4.2.	Chartered Institute for Archaeologists guidance .....	11
4.3.	Overview of the Level 3 recording which will be carried out .....	11
4.4.	Drawings.....	12
4.5.	Photographs .....	13
4.6.	Written material within the Written Report.....	13
4.7.	Treatment of historic fabric .....	14
4.8.	Reporting and deposition.....	14
	Appendix 1: Existing and Proposed Plans.....	15
	Appendix 2: Schedule of Works.....	21
	Appendix 3: Historic maps and photographs .....	23
	Appendix 4: References.....	26

## 1.0. INTRODUCTION

### 1.1. Background

- 1.1.1. The subject site comprises a two-storey building at no. 95A Eltham High Street, which was likely built in the 18<sup>th</sup> century (or possibly earlier) as an ancillary building to Cliefden House (of an unknown use). It is now located to the rear of no.s 93-95 (odd) Eltham High Street, London SE9 1TD. The building is Grade II listed (entry no: 1219821), and it is currently on Historic England's Heritage at Risk Register. It is located within the Royal Borough of Greenwich.
- 1.1.2. On 1<sup>st</sup> November 2023, planning permission and Listed Building Consent were given for the refurbishment and repair-work to no. 95A Eltham High Street (Grade II listed), and for the provision of three two-storey mews houses to the north of no. 95A Eltham High Street. As stated in the Heritage Statement (March 2023), the applicant seeks not only to sensitively refurbish and repair the building, but to secure a viable use for it, and to implement a medium to long-term maintenance programme to ensure its future sustainability.
- 1.1.3. The purpose of this Written Scheme of Investigation ("WSI") is to provide a Methodology for the Written Report required to fulfil Condition 14 of planning permission application 23/1386/F and Condition 8 of Listed Building Consent application 23/1387/L. Once the level and/or contents of the Written Report have been agreed with the local planning authority, this document will be provided by Heritage Information Ltd.
- 1.1.4. A separate WSI will be produced to fulfil Condition 15 of the Decision Notice for planning application 23/1386/F, authored by Allen Archaeology Ltd, along with an archaeological field investigation.
- 1.1.5. This report should be read in conjunction with the Heritage Statement and Archaeological Desk-based Assessment (both authored by Heritage Information Ltd., March 2023), which accompanied the applications.

### 1.2. Decision Notices

- 1.2.1. The Decision Notice for the planning permission (ref: 23/1386/F) listed 17 conditions, two of which were the following:

#### **Condition 14**

*No demolition shall take place until a written scheme of historic building investigation (WSI) has been submitted to and approved in writing. For buildings that are included within the WSI, no demolition or development shall take place other than in accordance with the agreed WSI which shall include the statement of significance and research objectives, and:*

*a) The programme and methodology of historic building investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works;*

*b) The programme for post-investigation assessment and subsequent analysis, publication and dissemination and deposition of resulting material. This part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the WSI.*

#### **Reason 14**

*In order to safeguard the special architectural or historic interest of the heritage asset in accordance with policies HC1 of the London Plan (2021), policies DH3 and DH(i) of the Royal Greenwich Local Plan: Core Strategy with Detailed Policies 2014, the Planning (Listed Buildings and Conservation Areas) Act 1990 and the NPPF (2023).*

### **Condition 15**

*No demolition or development shall take place until a stage 1 written scheme of investigation (WSI) has been submitted to and approved by the local planning authority in writing. For land that is included within the WSI, no demolition or development shall take place other than in accordance with the agreed WSI, and the programme and methodology of site evaluation and the nomination of a competent person(s) or organisation to undertake the agreed works.*

*If heritage assets of archaeological interest are identified by stage 1 then for those parts of the site which have archaeological interest a stage 2 WSI shall be submitted to and approved by the local planning authority in writing. For land that is included within the stage 2 WSI, no demolition/development shall take place other than in accordance with the agreed stage 2 WSI which shall include:*

- a) The statement of significance and research objectives, the programme and methodology of site investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works.*
- b) Where appropriate, details of a programme for delivering related positive public benefits*
- c) The programme for post-investigation assessment and subsequent analysis, publication & dissemination and deposition of resulting material. this part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the stage 2 WSI.*

### **Reason 15**

*Built heritage assets on this site will be affected by the development. The planning authority wishes to secure building recording and publication of results in accordance with Section 12 of the NPPF (2023) and Policy HC1 of the London Plan (2021) and Policy DH3, DH(i) and E(e) of the Royal Greenwich Local Plan: Core Strategy with Detailed Policies (2014).*

- 1.2.2. The Decision Notice for the Listed Building Consent (ref: 23/1387/L) listed eight conditions, one of which was the following:

### **Condition 8**

*No demolition shall take place until a written scheme of historic building investigation (WSI) has been submitted to and approved in writing. For buildings that are included within the WSI, no demolition or development shall take place other than in accordance with the agreed WSI which shall include the statement of significance and research objectives, and:*

- a. The programme and methodology of historic building investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works;*
- b. The programme for post-investigation assessment and subsequent analysis, publication and dissemination and deposition of resulting material. This part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the WSI.*

### **Reason 8**

*In order to safeguard the special architectural or historic interest of the heritage asset in accordance with policies HC1 of the London Plan (2021), policies DH3 and DH(i) of the Royal Greenwich Local Plan: Core Strategy with Detailed Policies 2014, the Planning (Listed Buildings and Conservation Areas) Act 1990 and the NPPF (2023).*

### 1.3. National Planning Policy Framework (December 2023)

1.3.1. Section 16 of The National Planning Policy Framework (“NPPF”) includes policies applicable to “Conserving and Enhancing the Historic Environment” – including the following:

*211. Local planning authorities should require developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible. However, the ability to record evidence of our past should not be a factor in deciding whether such loss should be permitted.*

### 1.4. Summary

- The subject site comprises the building at no. 95A Eltham High Street, which was likely built in the 18<sup>th</sup> century (or possibly earlier) as an ancillary building to Cliefden House. The building is Grade II listed (entry no: 1219821), and it is currently on Historic England’s Heritage at Risk Register.
- The consented proposals involve the refurbishment and repair of the subject site, thereby enabling it to be removed from the Heritage at Risk Register.
- The purpose of this WSI is to discharge Condition 14 of the planning permission (ref: 23/1386/F), and Condition 8 of the Listed Building Consent (ref: 23/1387/L).
- The objective of the Written Report will be to provide an accurate and insightful record of the existing listed building. It will comprise a Level 3 survey, in two or three parts. Part 1 will be mainly focused on the exterior of the building. It would include some background information about the history of the subject site, and a written description of it as existing – accompanied by photographs, elevational drawings, and floor plans. Part 2 will provide written descriptions and accompanying photographs of the interior during the refurbishment of the building. If further information about the history of the site is revealed later on, there will be a Part 3, comprising more photographs together with written descriptions.
- In accordance with para 6.2. of the Historic England guidance and para 3.4.13 of the ClfA guidance, this WSI and the subsequent parts of the Written Report, will be issued to the Greater London Historic Environment Record and to the Royal Greenwich Archives.

## 2.0. THE SIGNIFICANCE OF THE SUBJECT SITE

### 2.1. Brief history of the subject site

- 2.1.1. **18<sup>th</sup> century:** Cartological evidence indicates that by the mid-18<sup>th</sup> century, the north side of Eltham High Street comprised some large detached houses with front gardens and large plots to the rear (some including what look like orchards). These include Cliefden House, which was built c. 1720 as a private house (and later used as a military academy for young gentlemen), and what appears to be an ancillary building within the subject site [Figure 15]. This building may, however, pre-date Cliefden House.
- 2.1.2. **19<sup>th</sup> century:** The 1839 tithe map [Figure 16] indicates that Cliefden House and its ancillary building (i.e. the subject site) were within a large plot stretching back as far as today's Orangery Lane. The map shows some other outbuildings within this plot, which have since been demolished. The 1862 OS map [Figure 17] shows the footprint of the building within the subject site, and the landscaped gardens to the north of it.
- 2.1.3. **20<sup>th</sup> century:** The footprint of the building within the subject site can be seen in subsequent OS maps in the 20<sup>th</sup> century, during which time the High Street was widened (involving the removal of the front garden to Cliefden House), rows of shops were built along the street, and the area to the rear of Cliefden House (in which the subject site is located) started to lose its verdancy [Figure 18 & Figure 19]. Photographs of the subject site) dating from the late 1920s to early 1930s [Figure 20] show the front (east) elevation of the building as being approximately the same as it is today, albeit in a garden setting. Some of the land which had formerly comprised the rear garden to Cliefden House (i.e. the land which is soon to be developed into a new housing scheme (ref: 20/3843/F)) appears to have already been cleared in 1931, and lined with garages/sheds. A photograph taken in 1962 [Figure 21] indicates that the front (east) elevation of the building within the subject site, was still in a garden setting. The building appears to have been approximately the same as it is today, although the timber “panels” on the north part of the east elevation and the flues located at the centre of the roof, have since been removed. When viewed close up, the 1962 photograph indicates that no. 95A was then at least partially occupied by a building supply company which specialised in leaded lights.
- 2.1.4. No documentary evidence could be found about the history of the interior of the building. The modern internal planform and boxing-in means that at present, physical inspection of the building's interior reveals very little about its history.

### 2.2. Heritage Significance

- 2.2.1. The aim of a Significance Assessment is, in the terms required by Paragraphs 200-201 of the NPPF, “to describe the significance of any heritage assets affected, including any contribution made by their setting”. In the context of a historic building which has been the subject of a series of alterations throughout its lifetime, it is also a useful tool for determining which of its constituent parts holds a particular value and to what extent. *Good Practice Advice in Planning Note 2* (March 2015) states that understanding the nature of significance is important for understanding the need for and best means of conservation. Understanding the extent of that significance leads to a better understanding of how adaptable a heritage asset may be. Understanding the level of significance provides the essential guide as to how policies should be applied.

2.2.2. The descriptive appraisal will evaluate the building against listed selection criteria of ‘Principles of Selection for Listing Buildings’, DCMS, 2018. Historic England’s criteria outlined in ‘Statements of Heritage Significance: Analysing Significance in Heritage Assets,’ which partially overlap with the Statutory Criteria, have also been considered and encompass the following values:

- **Archaeological Interest** – relating to evidence of past human activity worthy of expert investigation;
- **Architectural and Artistic Interest** – relating to the design and general aesthetics of a place. They can arise from conscious design or fortuitously from the way the heritage asset has evolved. More specifically, architectural interest is an interest in the art or science of the design, construction, craftsmanship and decoration of buildings and structures of all types. Artistic interest is an interest in other human creative skills, like sculpture;
- **Historic Interest** – relating to past lives and events which are illustrated or associated with the heritage asset in question. Heritage assets with historic interest not only provide a material record of our nation’s history, but can also provide meaning for communities derived from their collective experience of a place and can symbolise wider values such as faith and cultural identity.

2.2.3. Although not officially considered to be one of the four principal values, **setting** is increasingly viewed as an important value that makes an important contribution to the significance of a heritage asset. This assessment of the contribution to significance made by setting should provide the baseline along with the established values used for assessing the effects of any proposed works on significance. The level of significance for each value and the setting will be assessed using the following grading:

- **High** – values of *exceptional or considerable* interest;
- **Medium** – values of *some* interest;
- **Low** – values of *limited* interest.

2.2.4. **Archaeological Interest:** The subject site is in the Royal Eltham Archaeological Priority Area (“APA”). The APA Appraisal (October 2011) states that the archaeology within the APA “*is predominantly medieval and post-medieval in date*”. The potential for Prehistoric, Roman, Early Medieval/Anglo Saxon and Modern archaeology within the subject site is likely to be low, whereas the potential for Medieval and Post-Medieval archaeology is medium. [Note the Modern era in archaeological terms is from approximately 1750 onwards.] During the Medieval and Post-Medieval eras, the subject site was likely used for agricultural purposes. Therefore, there may be some potential for Medieval and Post-Medieval agricultural soil and/or find-spots beneath the subject site. The existing building at no. 95A was likely built in the Modern era, or perhaps earlier. Its former use is unknown, but during the Modern era it was likely an ancillary building to the 18<sup>th</sup> century Cliefden House. There may therefore be some potential for Modern era find-spots associated with Cliefden House and its ancillary building buried beneath the subject site. Refer to the Archaeological Desk-based Assessment (Heritage Information Ltd., March 2023) for further information. The Archaeological Interest of the subject site is therefore **low to medium**.

2.2.5. **Architectural and Artistic Interest:** The existing building at no. 95A Eltham High Street comprises a mixture of brickwork and features dating from the 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> centuries – and some brickwork to the ground floor may date from the 17<sup>th</sup> century. It is unknown how much original internal fabric remains, as there may be some architectural features which are boxed in by modern walling. External historic



architectural features include diagonal “twisted” chimney stacks and a “cupula” on the roof, and a cast iron bracket (likely originally used for hanging a gas lamp) to the south elevation. The building is in poor repair, as acknowledged by the fact it is on Historic England’s Heritage at Risk Register. (Its Heritage and Risk description states that the building is weather-tight, but shows “*lack of maintenance*”.) The Architectural and Artistic Interest of the subject site is **medium**.

- 2.2.6. **Historic Interest:** No. 95A Eltham High Street was formerly an ancillary building serving Cliefden House. There is little (if any) documentary evidence of the history of the house pre-dating the early 18<sup>th</sup> century, but its brickwork at ground floor level suggests that parts of the building may date from the 17<sup>th</sup> century. The interior of the building has lost most of its historic character having been modernised – although there is a possibility that some of the historic features may still exist, albeit boxed in by modern partitioning. The exterior of the building has retained its historic character – and together with the rear elevation of Cliefden House, it provides a visual insight into the history of Eltham (dating from the 18<sup>th</sup> century or earlier), before the High Street was transformed in the 1930s. The Historic Interest of the subject site is **medium**.
- 2.2.7. **Setting:** No. 95A was formerly within a garden setting, located within the grounds of Cliefden House. However, the existing setting of the rear elevation of Cliefden House and the front (east) elevation of no. 95A is characterised by unsightly concrete hard surfacing, utilitarian storage buildings and walls (both in plain London Stock brickwork) and refuse. The Setting value of the subject site is **low to medium**.
- 2.2.8. **Summary of Significance:** The subject site at no. 95A Eltham High Street has an overall **medium** heritage significance.

## 3.0. CONSENTED PROPOSED WORKS

### 3.1. Details of consented proposals

- 3.1.1. Drawings of the consented proposals description were prepared by Chris Dyson Architects in March 2023. They can be found on the Royal Borough of Greenwich planning portal (application refs: 23/1386/F & 23/1387/L). Extracts are reproduced (not necessarily to scale) at Appendix 1 of this WSI.
- 3.1.2. The proposed scheme involves **refurbishment and repair-work to no. 95A** Eltham High Street, which is deemed necessary to improve the condition of the Grade II listed building at no. 95A Eltham High Street, in order to remove it from Historic England’s Heritage at Risk Register. The conditions for this aspect of the proposals include Condition 14 of planning permission application 23/1386/F and Condition 8 of Listed Building Consent application 23/1387/L – to be discharged by this WSI and a subsequent Written Report authored by Heritage Information Ltd.
- 3.1.2.1. The Heritage at Risk Register description of no. 95A [Appendix 2] specifies that the building “*has been made weathertight*”, but that it shows “*signs of a lack of maintenance*”. The condition is described as “*poor*”, and the priority is “*C*” as the decay is slow. A measured survey has been carried out of the building [Figure 1, Figure 3, Figure 9, Figure 11 & Figure 13]. A Masonry Façade Survey authored by PAYE Stonework and Restoration accompanied the consented applications (refs: 23/1386/F & 23/1387/L), which included a

condition survey, a schedule of repairs, and a methodology statement. A copy of this report may be found on the Royal Borough of Greenwich planning portal. The schedule of works has been reproduced at Appendix 2 of this WSI.

- 3.1.3. The proposed scheme also involves some **alterations to no. 95A** Eltham High Street, the impact of which is discussed in para 3.2 below.
- 3.1.4. Finally, the proposed scheme involves the **provision of three two-storey mews houses** to the north of no. 95A Eltham High Street. The conditions for this aspect of the proposals include Condition 15 of planning application 23/1386/F – to be discharged by a WSI authored by Allen Archaeology Ltd, along with an archaeological field investigation.

### 3.2. Impact of exterior works to no. 95A

- 3.2.1. **Alterations and repair-work** [Figure 2 & Figure 4]: As set out in the condition survey, schedule of repairs and methodology statement, the proposals involve sensitive repair-work to the brickwork. The repair-work would therefore involve minimal intervention, with any necessary replacement fabric using like-for-like red brickwork and lime-based mortar, and traditional building techniques. The existing sash windows would similarly be repaired according to those principles. The existing casement windows would be replaced with timber-framed sashes. In addition, sash windows would be reinstated to the existing bricked-up window openings to the west and east elevations. The new windows to the south elevation at ground floor level would involve minimal loss of historic fabric. Scarring to the brickwork of the east elevation indicates that the north door has been relocated – and the proposals would involve the reinstatement of the door to its former location. The existing modern idiom doors would be replaced with Victorian-style timber doors.

### 3.3. Impact of interior alterations to no. 95A

- 3.3.1. **General:** Preliminary investigation has revealed that there are a number of voids within the existing boxed-in areas. The proposals take the opportunity to remove some of these, in order to reinstate (or at least make better use of) some of the historic internal floor-space. The building has been so altered over the years that the historic planform is no longer legible – and there is no documentary evidence about the historic layout and configuration of the rooms. The existing planform of the building is likely modern, in order to facilitate the subdivision of the building into four separate flats. There are no surviving architectural features (save for the original chimney breast to the north of the building), although there may be some features hidden under the “over-boxing”. Given that the building likely derives very little (if any) architectural or historic interest from its internal planform and/or internal architectural features, it is considered that the interior of the building is less sensitive to change than the exterior.
- 3.3.2. **North flat at ground floor level** [Figure 10]: The proposals involve the retention of the exiting modern planform, save for the removal of the modern stud walling by the front entrance. There would also be some alterations to the small single-storey west extension (i.e. the bathroom), which was likely a later addition to the original building to the north elevation to provide a storage space, and which is thus considered to be of secondary significance. Within the existing bathroom, the boxing-in would be removed in order to enlarge the room, a new window opening would be created in the enlarged space, some stud walling would be provided (which would be easily reversible). The modern door to the existing bathroom

would be removed, and a new door would be fitted within the new door opening within the new stud walling. The door to the existing bedroom would be re-fixed so that it opens the other way. The original width of the front door opening would become more easily legible due to the removal of the modern brickwork, replacing it with a new Victorian-style door with timber-framed glazed panels either side of it. This would not cause any loss of historic fabric.

- 3.3.3. **South flat at ground floor level** [Figure 10]: The proposals involve the reinstatement of the sash windows to the bricked-up openings to the front (east) and rear (west) elevations. The existing planform of the building is likely modern, and its alteration would therefore not cause any harm to the historic interest of the building. The modern partition walling which forms the somewhat curious, “b-shaped” room on the west side would be removed, and new partitioning and doors would be added, in order to reconfigure the hallway, and create a new kitchen. In addition, some partition walling and doors would be added to the room on the north side to create a bathroom, a living room and a lobby area. The new partition walling would be easily reversible, without causing any damage to historic fabric.
- 3.3.4. **North flat at first floor level** [Figure 12]: Given that the internal planform of the building is modern, it is considered that the reallocation of some space at first floor level from the north flat to the south flat, would not impact upon the historic and/or architectural interests of the building. This would be the only notable alteration to the north flat – involving the provision of some new partition walling, which would be easily reversible without damaging any historic fabric. In addition, there would be some minor alterations to the door openings – i.e. relocating the door opening to the north bedroom to the corridor, providing a new door between the corridor and south room, and re-fitting the door to the east room so that it opens the other way. None of these alterations would cause any loss of historic fabric.
- 3.3.5. **South flat at first floor level** [Figure 12]: Given that the internal planform of the building is modern, it is considered that the reallocation of some space at first floor level from the north flat to the south flat, would not impact upon the historic and/or architectural interests of the building. This would involve the creation of a new door opening within the existing modern stud walling (causing no loss of historic fabric). The planform of the south flat would also be reconfigured via the removal of some walling which is unlikely to be historic and some modern stud walling, and the provision of some new partition walling and doors (which would be reversible).

## 4.0. METHODOLOGY AND SCOPE OF WORKS

### 4.1. Historic England guidance

- 4.1.1. This WSI has been drafted according to the criteria set out in Historic England's *Understanding Historic Buildings: A Guide to Good Recording Practice* (May 2016) ("HE guidance"). The HE guidance "sets out the process of investigating and recording historic buildings for the purposes of historical understanding". One of the stated reasons for making records of historic buildings is "to document buildings, or parts of buildings, which will be lost as a result of demolition, alteration or neglect". It is stated that when recording is a requirement of the planning process, "the required form and level of recording can be set out in a brief, produced by the local planning authority..."
- 4.1.2. It is stated that when recording is a requirement of the planning process, "the required form and level of recording can be set out in a brief, produced by the local planning authority..." In such instances, the WSI should:
- indicate what is currently known about the building
  - describe the circumstances (typically proposals for change) which make recording desirable
  - identify the main areas in which understanding or information are lacking (referring particularly to parts of the building which may be affected by the proposals) and
  - specify the level of recording needed
- 4.1.3. Level 1 surveys are basic visual records (generally of exteriors only), Level 2 surveys are more detailed descriptive records, and Level 3 surveys are analytical records including a "systematic account of the building's origins, development and use".

### 4.2. Chartered Institute for Archaeologists guidance

- 4.2.1. This WSI has also been drafted according to the criteria set out in the Chartered Institute for Archaeologists' *Standard and guidance for the archaeological investigation and recording of standing buildings or structures* (December 2014, updated October 2020) ("ClfA guidance").
- 4.2.2. The ClfA guidance states that archaeological building investigation and recording ("ABIR") is "a programme of work intended to establish the character, history, dating, form and archaeological development of a specified building, structure, or complex and its setting..."
- 4.2.3. Para 3.4.12 sets out what should be included within Written Reports.

### 4.3. Overview of the Level 3 recording which will be carried out

- 4.3.1. The Level 3 survey will be carried out by the authors of this WSI (Heritage Information Ltd.), set out in a Level 3 Written Report, in two or three parts. Part 2 (and possibly Part 3) of the recording will take place during the works on the listed building, in accordance with para 3.2 of the Historic England guidance,.

- 4.3.2. The objective of the Written Report will be to provide an accurate and insightful record of the existing listed building – i.e. its external elevations, its remaining historic fabric, its internal historic features, and its internal planform. The Written Report will principally comprise relevant photographs, survey drawings, descriptions, and historical information about the listed building.
- 4.3.3. **Part 1:** At present, the historic and architectural interests of the building at no. 95A Eltham High Street may best be understood and appreciated by visual inspection of the exterior, and by analysis of documentary evidence. The existing internal planform is modern, and there is very little by way of visible historic architectural features and/or historic fabric. Therefore, an initial part of the Level 3 Written Report will be produced which is mainly focused on the exterior of the building (i.e. “Part 1”). This will also include some background information about the history of the subject site, and a written description of it as existing – accompanied by photographs, elevational drawings, and floor plans.
- 4.3.4. **Part 2:** The contractors who have been appointed to carry out the repair-work and refurbishment of the listed building are fully qualified and experienced in working with historic buildings. During the course of the works, they will use their judgment as to when would be the optimum time to pause the stripping out, in order to enable the next stage of the Level 3 recording to take place (i.e. “Part 2”). Part 2 of the Level 3 recording will involve the authors of this WSI taking photographs for inclusion in a Written Report, together with written descriptions.
- 4.3.5. **Part 3:** If, during the course of the refurbishment works any further information is revealed about the history of the listed building, the work will again be paused in order for the authors of this WSI to return to the site in order to take more photographs for inclusion in a third Written Report (i.e. “Part 3”). This would also be accompanied by written descriptions.

#### 4.4. Drawings

- 4.4.1. Modelling Architecture Ltd. carried out a measured survey of the listed building in November 2021, and PAYE Stonework and Restoration later carried out a masonry façade survey (dated February 2023). Floor plans and elevational drawings were produced (at a scale of 1:100) as part of the measured survey, and annotated elevational drawings were provided as a part of the masonry façade survey. These drawings will be provided in PDF form, appended to Part 1 of the Written Report.
- 4.4.2. Part 1 of the Written Report will also include the existing floor plans and elevational drawings prepared by Chris Dyson Architects in March 2023, which were based upon the drawings issued by Modelling Architecture Ltd. These documents will also be provided in PDF form, appended to Part 1 of the Written Report.
- 4.4.3. The drawings will comply with paragraph 4.3 of the Historic England guidance, as well as Chapter 7 (on architectural drawing conventions).

#### 4.5. Photographs

- 4.5.1. Photographs of the exterior have already been taken, and these will be included in Part 1 of the Written Report. Photographs of the interior will be taken for Part 2 (and Part 3, if required) during the course of the stripping out of the building.
- 4.5.2. The photographs have been taken by Heritage Information Ltd., using a Canon IXUS 285 HS digital camera which takes photographs with 20.2 megapixels. The photographic files will be in JPEG form, with dimensions of 5184 x 3888 – taking up 4-6MB of storage per image. Copies of the original digital files will be provided and labelled appropriately for reference purposes. In addition, annotated copies of some of the photographs will be included within the Written Report.
- 4.5.3. The photographs will comply with paragraphs 4.4 and 5.5 of the Historic England guidance.
- 4.5.4. Photographs provided with Part 1 of the Written Report will be of the external elevations of the listed building. Those of the east and north elevations will be taken from the ground, whereas those of the west and south elevations will be a mixture of shots from the ground, the metal staircase to the rear of the site, and the roof of no. 95 Eltham High Street (which addresses the street). Where possible, full elevations will be provided, and in addition, detailed images will be captured. The detailed images will include architectural features, the remaining historic windows, parts of the roof, chimney stacks, etc. – as well as capturing the current condition of the brickwork. The external photographs will also show the listed building in its current setting.
- 4.5.5. Photographs provided with Part 2 of the Written Report will be of the interior of the listed building, once the stripping out of the modern boxing-in has commenced. Wherever possible, it will capture the overall appearance of each room, as well as any close-up details of interest. If any further historic features come to light during the remainder of the renovation works, the contractors will contact Heritage Information Ltd., who will return to the site in order to take more photographs to be included within Part 3 of the Written Report. At this stage, it is unknown whether there will be any need for a Part 3.

#### 4.6. Written material within the Written Report

- 4.6.1. The written material will comply with paragraphs 4.1, 4.2 and 4.5 of the Historic England guidance.
- 4.6.2. **Part 1:** Part 1 of the Written Report will include the following:
- Introduction (including location of the building and its statutory designation; date and authorship of report; content list; etc.)
  - Descriptions of the exterior of the building with reference to some of the photographs.
  - Outline of heritage significance of the building.
  - Historical information about the building and its surroundings – taken and adapted from the Heritage Statement and Archaeological Desk-based Assessment submitted with the consented applications 23/1386/F and 23/1387/L (authored by Heritage Information Ltd.)
  - References to the sources of any documentary research.
- 4.6.3. **Part 2:** Part 2 of the Written Report will include the following:

- Introduction (including location of the building and its statutory designation; date and authorship of report; content list; etc.)
- Descriptions of the interior of the building with reference to some of the photographs.

4.6.4. **Part 3:** If there is a Part 3, it will include the following:

- Introduction (including location of the building and its statutory designation; date and authorship of report; content list; etc.)
- Descriptions of the interior of the building with reference to some of the photographs.

#### **4.7. Treatment of historic fabric**

4.7.1. The contractors appointed to carry out the renovation work and repair work of the listed building are qualified and experienced in historic building conservation.

4.7.2. In accordance with para 3.3.8 of the ClfA guidance, the consented renovation of no. 95A Eltham High Street is not intended to involve the loss of any historic fabric which is considered to contribute positively to the historic or architectural interests of the listed building. If, however, it becomes necessary to remove any historic fabric as part of the necessary repair of the building, details will be included in Part 2 and/or Part 3 of the Level 3 survey.

#### **4.8. Reporting and deposition**

4.8.1. The reporting and deposition/dissemination of the Written Report will comply with para 6.2. of the Historic England guidance and para 3.4.13 of the ClfA guidance.

4.8.2. An Event UID will be requested from the Greater London Historic Environment Record, (“GLHER”) for inclusion within the Written Report. In addition, a reference ID will be requested from the Archaeological Data Service (“ADS”).

4.8.3. Part 1 of the Written Report will be sent to the Greater London Archaeological Advisory Service (“GLAAS”) and the Royal Borough of Greenwich planning department for their comments. Once approved, a PDF copy of the Written Report will be deposited with GLHER and to the Royal Greenwich Archives, along with the PDFs of the drawings and JPEGs of the photographs. These will also be uploaded to the ADS’s online reporting form, OASIS, along with details of the project. Part 2 of the Written Report (together with the PDFs of the drawings and JPEGs of the photographs) will also later be deposited with GLHER, the Royal Greenwich Archives and OASIS, once approved by GLAAS and RB Greenwich. If there is a Part 3, the same process will be repeated a third time.

## APPENDIX 1: EXISTING AND PROPOSED PLANS

Proposed plans, elevations and sections drafted by Chris Dyson Architects can be found on the Royal Borough of Greenwich planning portal (application refs: 23/1386/F & 23/1387/L). The figures below include extracts of those drawings. They have not necessarily been reproduced to scale.



Figure 1: Existing front (east) elevation of no. 95A Eltham High Street.



Figure 2: Proposed front (east) elevation of no. 95A Eltham High Street.





Figure 3: Existing rear (west) elevation of no. 95A Eltham High Street.



Figure 4: Proposed rear (west) elevation of no. 95A Eltham High Street.



Figure 5 (left): Existing south elevation of no. 95A Eltham High Street.

Figure 6 (right): Proposed south elevation of no. 95A Eltham High Street.



Figure 7 (left): Existing north elevation of no. 95A Eltham High Street.

Figure 8 (right): Proposed north elevation of no. 95A Eltham High Street.

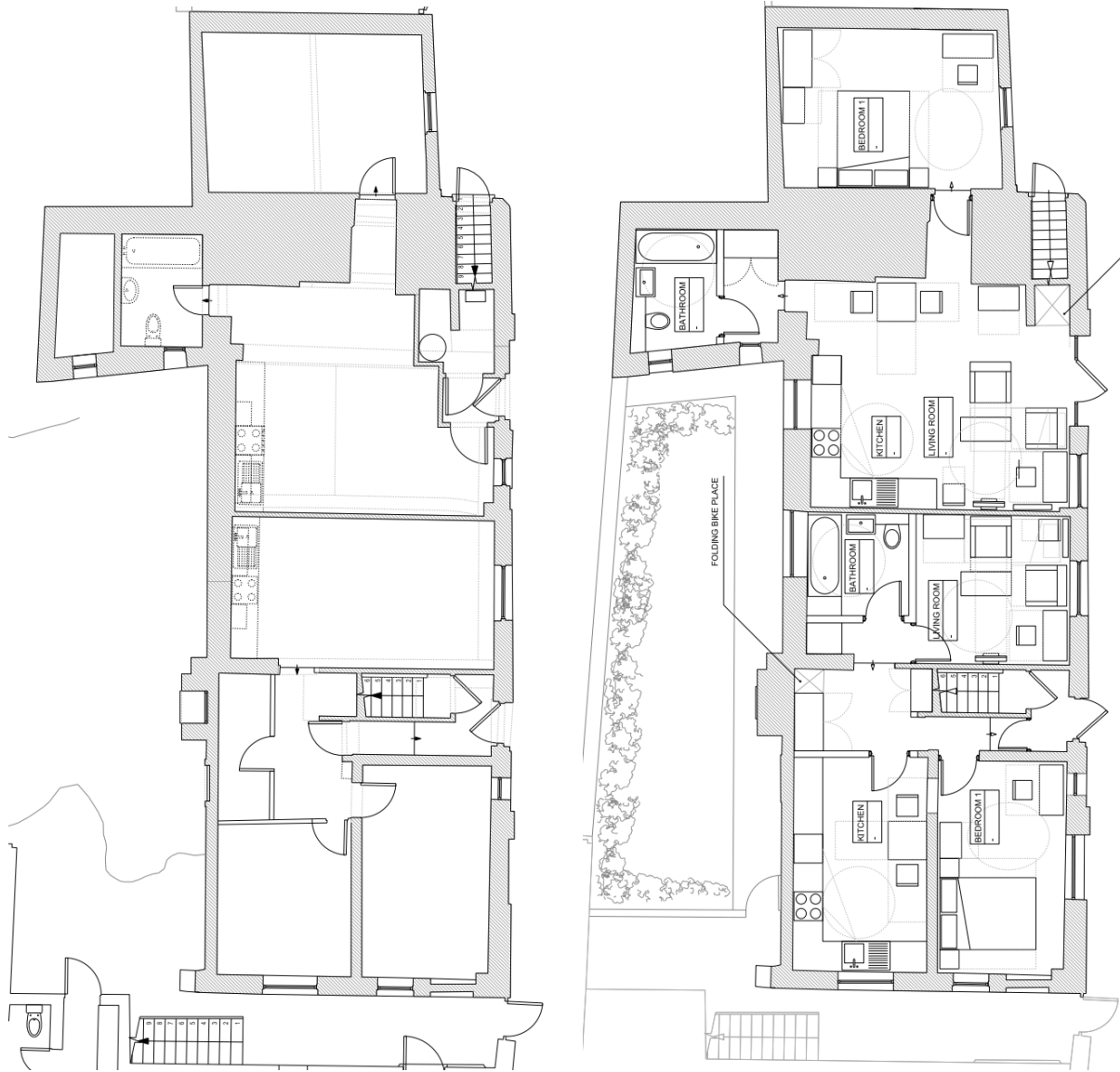
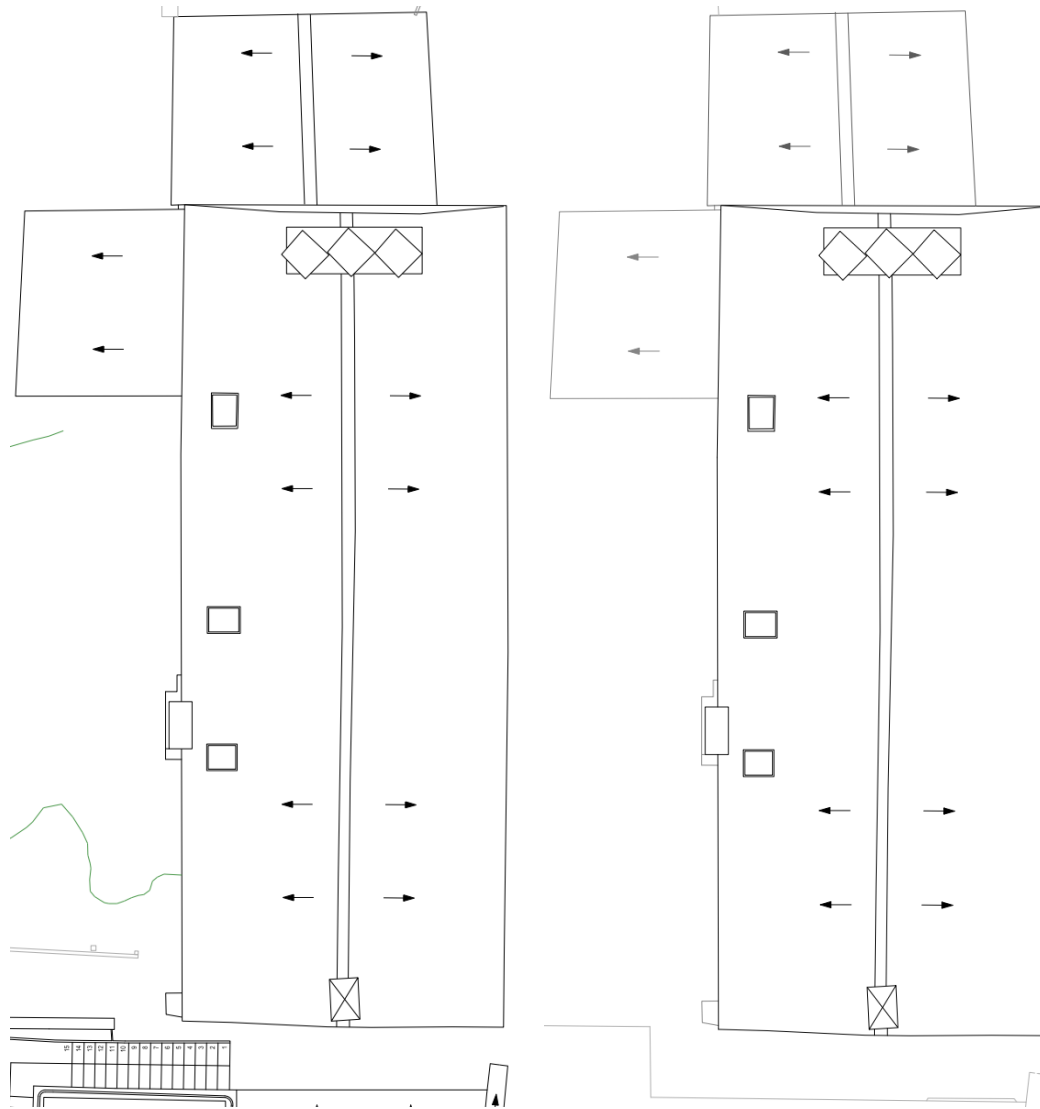


Figure 9 (left): Existing ground floor of no. 95A Eltham High Street.  
Figure 10 (right): Proposed ground floor of no. 95A Eltham High Street.



Figure 11 (left): Existing first floor of no. 95A Eltham High Street.

Figure 12 (right): Proposed first floor of no. 95A Eltham High Street.



**Figure 13 (left): Existing roof of no. 95A Eltham High Street.**  
**Figure 14 (right): Proposed roof of no. 95A Eltham High Street.**

## APPENDIX 2: SCHEDULE OF WORKS

A Masonry Façade Survey authored by PAYE Stonework and Restoration accompanied the consented applications (refs: 23/1386/F & 23/1387/L), which included a condition survey, a schedule of repairs, and a methodology statement. A copy of this report may be found on the Royal Borough of Greenwich planning portal. The schedule of works is reproduced below.

Item	Photo ref:	Schedule of works	Qty	Unit	Rate
		<p><b>Pricing Notes</b></p> <ul style="list-style-type: none"> <li>Quantities are Provisional, subject to re-survey from scaffold</li> <li>All repairs are using lime based mortars</li> <li>Preliminary items such as scaffold access, hoisting, welfare etc to be provided by others</li> <li>Budget costs based on ground level survey in February 2023</li> </ul> <p><b>The Works</b></p> <p><b>Front elevation</b></p>			
1.0	EHSF01	AMBER/RED. Rake out loose, friable, mismatched pointing. Re-point using a graded lime based mortar	190	m2	
1.1	EHSF02, 08,10-12,13-14	AMBER/RED. Cut out failed mortar repaired, damaged facing bricks. Supply and fix reclaimed/new matching bricks, bed and point up using graded lime mortar.	400	nr	
1.2	EHSF15	AMBER/RED. Dismantle chimney stack to roof line. Re-build using new/reclaimed bricks. Bed and point up using lime mortar.		item	
1.3	EHSF16-17	AMBER/RED. Cut back and remove failed render plinth. Repair and re-point exposed brickwork		item	
1.4	EHSF03, 18	AMBER/RED. Following structural engineer consultation undertake repairs to fractured brickwork		Psum	
2.0		<b>Rear elevation</b>			
2.1	EHSR01	AMBER/RED. Rake out loose, friable, mismatched pointing. Re-point using a graded lime based mortar	220	m2	
2.2	EHSR02-04	AMBER/RED. Cut out failed mortar repaired, damaged facing bricks. Supply and fix reclaimed/new matching bricks, bed and point up using graded lime mortar.	500	nr	
2.3		AMBER/RED. Dismantle chimney stack to roof line. Re-build using new/reclaimed bricks. Bed and point up using lime mortar.		item	
2.4	EHSR06	AMBER/RED. Cut back and remove failed render plinth. Repair and re-point exposed brickwork		item	
2.5	EHSR05	AMBER/RED. Following structural engineer consultation undertake repairs to fractured brickwork		Psum	
3.0		<b>North elevation</b>			
3.1	EHSN01	AMBER/RED. Rake out loose, friable, mismatched pointing. Re-point using a graded lime based mortar	50	m2	
3.2	EHSN02	AMBER/RED. Cut out failed mortar repaired, damaged facing bricks. Supply and fix reclaimed/new matching bricks, bed and point up using graded lime mortar.	200	nr	
3.3	EHSN03	AMBER/RED. Cut back and remove failed cement render to window reveals. Re-render using lime based mortar		item	

95A Eltham High Street, London SE9 1TD – Written Scheme of Investigation (April 2024)

Item	Photo ref:	Schedule of works	Qty	Unit	Rate	£
4.0		<b>South elevation</b>				
4.1	EHSS01	AMBER/RED. Rake out loose, friable, mismatched pointing. Re-point using a graded lime based mortar	20	m2		
4.2	EHSS02-03	AMBER/RED. Cut out failed mortar repaired, damaged facing bricks. Supply and fix reclaimed/new matching bricks, bed and point up using graded lime mortar.	150	nr		
4.3	EHSS04-05	AMBER/RED. Following structural engineer consultation undertake repairs to fractured brickwork		Psum		
4.4	EHSS06-07	AMBER/RED. Remove and replace damaged sill and fractured stone window head		Item		
5.00		Preliminaries		item		

## APPENDIX 3: HISTORIC MAPS AND PHOTOGRAPHS



Figure 15: 1761 map (Rocque). Subject site is circled in red.

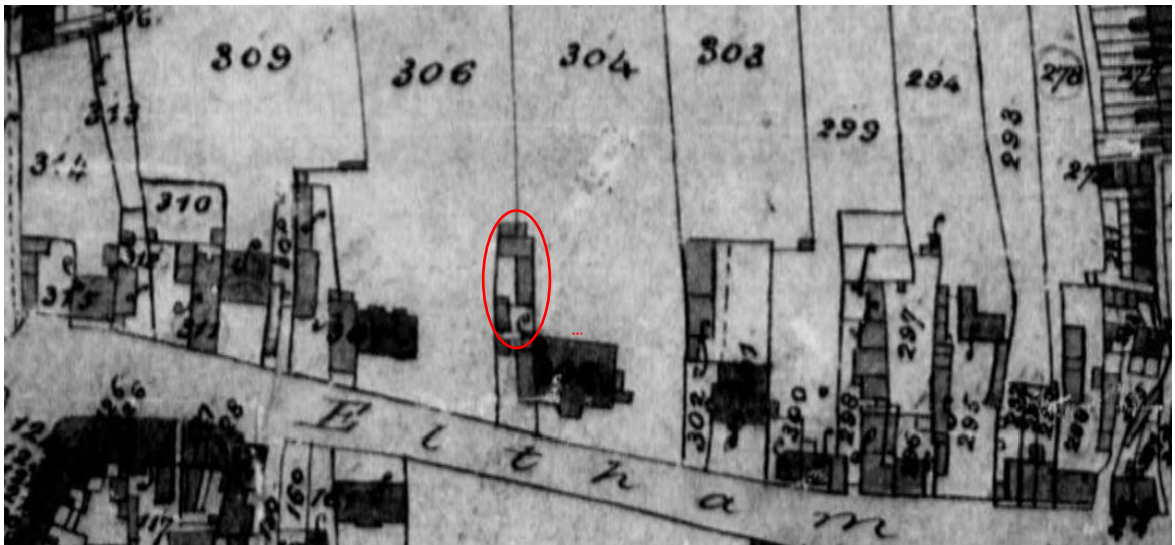


Figure 16: 1839 tithe map (National Archives, IR 30/17/129). Subject site is circled in red.



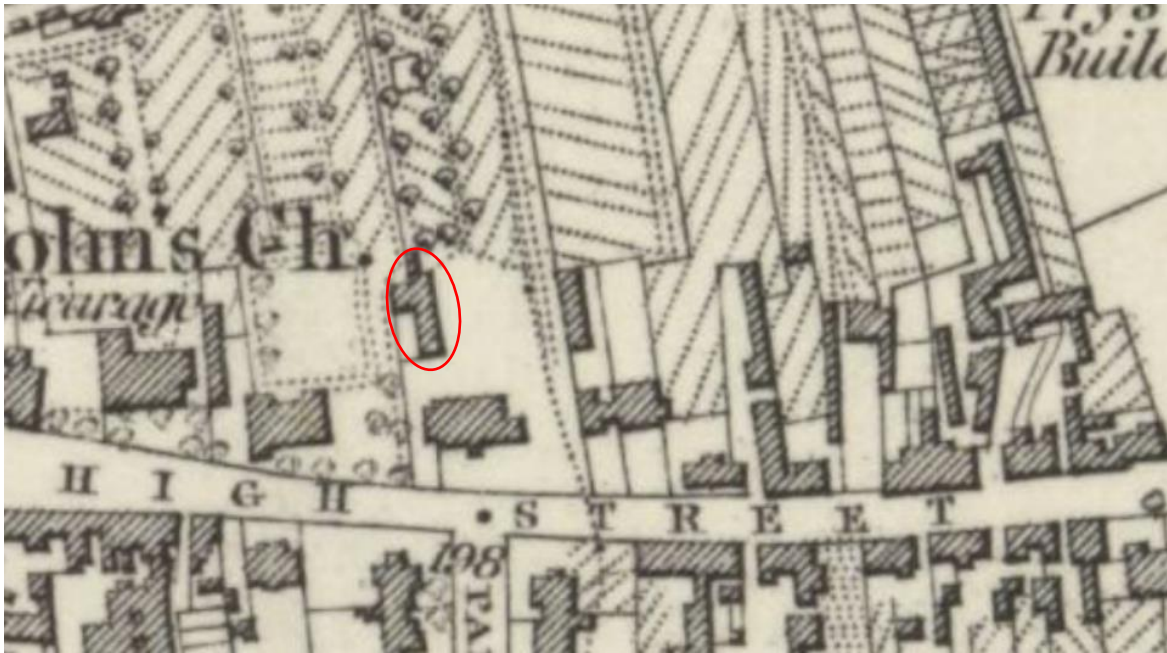


Figure 17: 1862 map OS). Subject site is circled in red.

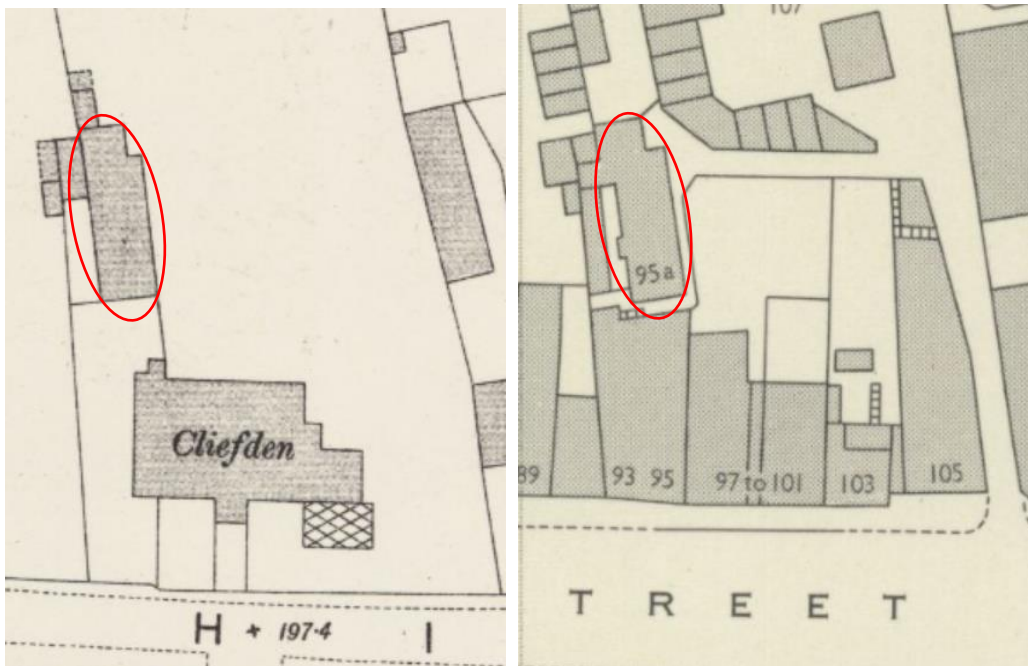


Figure 18 (left): 1914 map (OS). Subject site is circled in red.

Figure 19 (right): 1956 map. (OS.) Subject site is circled in red.



Figure 20: c. 1930 photograph of the east elevation of the subject site. (National Archives.)



Figure 21: 1962 photograph of east elevation of the subject site. (LMA, 144584.)

## APPENDIX 4: REFERENCES

Chartered Institute for Archaeologists, 2020. *Standard and guidance for the archaeological investigation and recording of standing buildings or structures.*

Heritage Information Ltd., 2023. *No.s 93-95 & 95A Eltham High Street, London SE9 1TD: Archaeological Desk-based Assessment.*

Heritage Information Ltd., 2023. *No.s 93-95 & 95A Eltham High Street, London SE9 1TD: Heritage Statement.*

Historic England, 2016. *Understanding Historic Buildings: A Guide to Good Recording Practice.*