

A WRITTEN SCHEME OF INVESTIGATION FOR RECORDING THE OLD POST OFFICE, YARWELL

EVENT NUMBER ENN111455

May 2024



PAUL STAMPER HERITAGE

25 Big Green, Warmington, Peterborough PE8 6TU

Summary

Site Location: - 39 Nassington Road, Yarwell

Building Name: - The Old Post Office

Listed Building Number: - 1225876

OS Grid Ref: - TL 0690 9780

Type of Project: - A Programme of Archaeological Building Recording.

Date: - 02/05/2024

Client/Agent: - Mr E. Newton

Building Contractor: - N/A

Planning Application No: - NE/23/00891FUL

Listed Building Consent No: - NE/ 23/ 01260/ LBC

Archaeological Contractor: - Paul Stamper Heritage

Author: Dr Paul Stamper FSA

1. Introduction

1.1 SCOPE OF THIS WRITTEN SCHEME OF INVESTIGATION

1.1.1 Paul Stamper Heritage has been commissioned by Mr E. Newton to prepare a Written Scheme of Investigation (WSI) for a Level 2 Historic Building Survey of The Old Post Office, Yarwell (Figure 1).

1.1.2 This WSI sets out the methodology for a Level 2 record of the building as requested by Ellen Carr/Lloyd Mills.

1.1.3 Coupled with documentary research, the survey will allow an account to be given of the structure's development, its historic role and function.

1.2. STANDARDS

1.2.1 Guidance for the Archaeological Investigation and Recording of Standing Buildings or Structures (CIfA, 2014),

1.2.2 Understanding Historic Buildings: A Guide to Good Recording Practice (HE 2016), and

1.2.3 Management of Research Projects in the Historic Environment' (HE 2015).

1.3 MONITORING

1.3.1 If wished the project will be monitored by North Northants Assistant Archaeologist.

1.4 STAFFING

1.4.1 Instructed contractor

1.4.1.1 All contracted work will be carried out by fully qualified and experienced staff employed or sub-contracted by Paul Stamper Heritage (hereafter PSH).

1.4.2 On-Site Team

1.4.2.1 Building recording work and reporting will be led by Dr Paul Stamper FSA. He over 40 years' experience of working within the historic environment, including 20 years with Historic England as Inspector, and Senior Adviser. He has extensive experience of building recording, analysis, and excavation. Paul edited Historic England's Listing Guide on Agricultural Buildings.

2. The Old PO

2.1 LISTING

2.1.1 The Old PO is Grade 2 listed

2.2 PROPOSED DEVELOPMENT WORKS

2.2.1 The Old PO is part 18th-century and part late 19th. It is unoccupied and in a very poor condition. Consent has been granted for it to be refurbished and extended.

2.2.2 The particulars of the planning consent, require a programme of archaeological work as per NPPF, approved by the Local Planning Authority, to be undertaken prior to any building or conversion work.

2.2.4 Mill Farm Barn stands at TL TL 0690 9780.

3.0 Methodology

3.1 LEVEL 2 BUILDING SURVEY

3.1.1 A Level 2 survey should be undertaken, described in HE's guidance as:

..” Level 2 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.

The information contained in the record will for the most part have been obtained through an examination of the building itself. The documentary sources used are likely to be those which are most readily accessible, such as historic Ordnance Survey maps, trade directories and other published sources. The record may contain some discussion the building's broader stylistic or historical context and importance. It may form part of a wider survey of a number of buildings which will aim at an overall synthesis, such as a thematic or regional publication, when the use of additional source material may be necessary as well as a broader historical and architectural discussion of the buildings as a group.”

3.1.2 The existing architects plans of the buildings will be used as the basis for the drawn record and for any annotation relative both to the historic and photographic record. Additional information relevant to the historic record should be indicated on the plans, which will be re-drawn as necessary.

3.1.3 The proposed alterations of property will require considerable change to the internal and external surfaces of the upstanding structure of the building and thus a programme of archaeological work has been proposed to record the architectural elements of the property.

3.1.4 The investigation will aim to provide a high quality, fully integrated archive forming a comprehensive visual guide to the structure prior to its conversion.

3.2 METHODOLOGY IN DETAIL

3.2.1 Drawn record

3.2.1.1 Drawings will be adapted from architect's plans at an appropriate scale (not smaller than 1:100 for plans; not smaller than 1:50 for elevations) where necessary to complement the photographic record. A clear distinction will be made on the final drawings between surviving as built or historic features and any residual material introduced in the structure during the 20th century, for which a brief record will be made. The drawn record or annotated photographic record will provide:

- Evidence for phasing, and for historical additions or alterations to the building
- Sufficient detail to show the form and location of any structural features of historic significance.
- Any significant changes in construction material or style.
- Measured drawings to show the form of any architectural decoration, incisions or marks.
- Measured elevations, where these are necessary to an understanding of the building's design, development or function.
- A plan or plans identifying the location and direction of accompanying photographs.
- Copies of any available earlier drawings that throw light on the building's history.

3.2.2 Written record

3.2.2.1 The archaeologist on site will carefully examine all parts of the building prior to the commencement of the drawn and photographic recording, in order to identify all features relevant to its original use and to obtain an overview of the development of the building and of the site as a whole. As part of this exercise, the archaeologist will produce written observations (e.g., on phasing; on building function) sufficient to permit the preparation of a report on the structure. The crucial requirement is that the results of that examination should be noted in a systematic fashion, and that these objective observations should be used to inform an analytical interpretation of the overall development and operation of the site.

3.2.4 Photographic record

3.2.4.1 The photographic record should comprise:

- a general view or views of the building in its wider setting or landscape if 2 (below) is also to be adopted),
- the building's external appearance, typically recorded as a series of oblique views showing all external elevations of the building to help create an overall impression of its size and shape, and
- where individual elevations include complex historical information, it may also be appropriate to take views at right-angles to the plane of the elevation.

3.2.4.2 Detailed photographs

3.2.4.2.1 In addition, detailed record shots should be made of all individual elements noted above. Elements for which multiple examples exist (e.g., type of roof truss) may be recorded by means of a single representative illustration.

3.2.4.3 Equipment

3.2.4.3.1 Photographs will be taken using a high-resolution digital camera or iphone of at least 12 megapixels. Digital photography should follow the guidance given by Historic England in Digital Image Capture and File Storage: Guidelines for Best Practice, July 2015 (Historic England 2015b). A 2-metre ranging-rod, discretely positioned, should be included in a selection of general shots, sufficient to independently establish the scale of all elements of the building and its structure. Other scales should be used as appropriate.

3.2.4.5.1 Photograph captions should detail (as a minimum) location, direction and subject Position and direction of each photograph should be noted on a copy of the building plan, which should also be marked with a north pointer; separate plans should be annotated for each floor of each building

4. Archive

4.1 ARCHIVE DEPOSITION

4.1.1 If appropriate, an integrated project archive will be prepared upon completion of the project compiled to the standards set out by the Northamptonshire Archaeological Resource Centre in Northamptonshire Archives Standard (NARC 2020 (V. 2)), with further guided by MoRPHE (HE 2015), ClfA guidance (ClfA 2014) and after consultation with the receiving repository.

4.1.2 An OASIS III record entry will be made at the end of the work at the site.

4.3.4 A copy of the final report, and any archive, will be deposited with the Northamptonshire County Resource Centre.

4.3.5 The Northamptonshire HER office will be asked to issue an event number prior to commencement of on-site works.

5. Contingency

5.1 PSH will undertake all work outlined above and will conform to all relevant ClfA guidelines. However, in the event of archaeological aspects of the work being encountered which have not been covered within this project design, PSH would look to the Assistant Archaeological Advisor for guidance and advice on how to proceed.

5.2 It is estimated that the on-site survey will be carried out over a half day.

5.3 Details of working times at the site will be conveyed to the Archaeological Advisor to facilitate site inspections and monitoring.



Figure 1. Location of the Old Post Office.

6. Bibliography

APP (2007) *Archaeological Archives: A Guide to best practice in creation, compilation, transfer and curation*. Archaeological Archive Forum

Cooper, N.J. 2006. *The Archaeology of the East Midlands: An archaeological resource assessment and research agenda*. Univ. of Leicester/EH

Historic England. 2015b. *Digital Image Capture and File Storage: Guidelines for Best Practice*.

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Knight, D. Vyner, B. and Allen, C. 2012. *East Midlands Heritage: An updated research agenda and strategy for the historic environment of the east midlands*. Univ. of Nottingham/York Arch. Trust

NARC 2020 (V. 2) Northamptonshire Archaeological Archives Standard.

https://www.northamptonshire.gov.uk/councilservices/archives-and-heritage/northamptonshire-archives/Documents/NorthamptonshireArchivesStandardFinal_Jan2020.pdf