



WRITTEN SCHEME OF
INVESTIGATION FOR
ARCHAEOLOGICAL BUILDING
RECORDING

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THIRLEY COTES FARM,
HARWOOD DALE, NORTH
YORKSHIRE

prepared for

P & G Durbin Properties

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Client P & G Durbin Properties

Location Thirley Cotes Farm, Waite Lane, Harwood Dale, Scarborough, North Yorkshire, YO13 0DR

District North York Moors National Park

Planning Ref NYM/2018/0499/LB

Grid Ref SE 97591, 95054

THIRLEY COTES FARM, HARWOOD DALE, NORTH YORKSHIRE
WRITTEN SCHEME OF INVESTIGATION FOR ARCHAEOLOGICAL BUILDING
RECORDING AND MONITORING

TABLE OF CONTENTS

Summary

1.0	Introduction	4
2.0	Background Information	4
3.0	Historical and Archaeological Background	8
4.0	Heritage Significance	12
5.0	The Development Proposal	13
6.0	Aims and Objectives	13
7.0	Methodology	14
8.0	Monitoring	17
9.0	Personnel	17
10.0	Archive	18
11.0	Programme	18
12.0	Confidentiality, Copyright and Publicity	18
13.0	NAA Equipment Capacity	19
14.0	Health and Safety	19
15.0	References	20

FIGURES

Figure 1: Site location.

Figure 2: Google Earth aerial image showing the Thirley Cotes Farm complex with key elements annotated.

Figure 3: First Edition Ordnance Survey map, surveyed 1848-1849, published 1854

Figure 4: Historic map regression.

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Summary

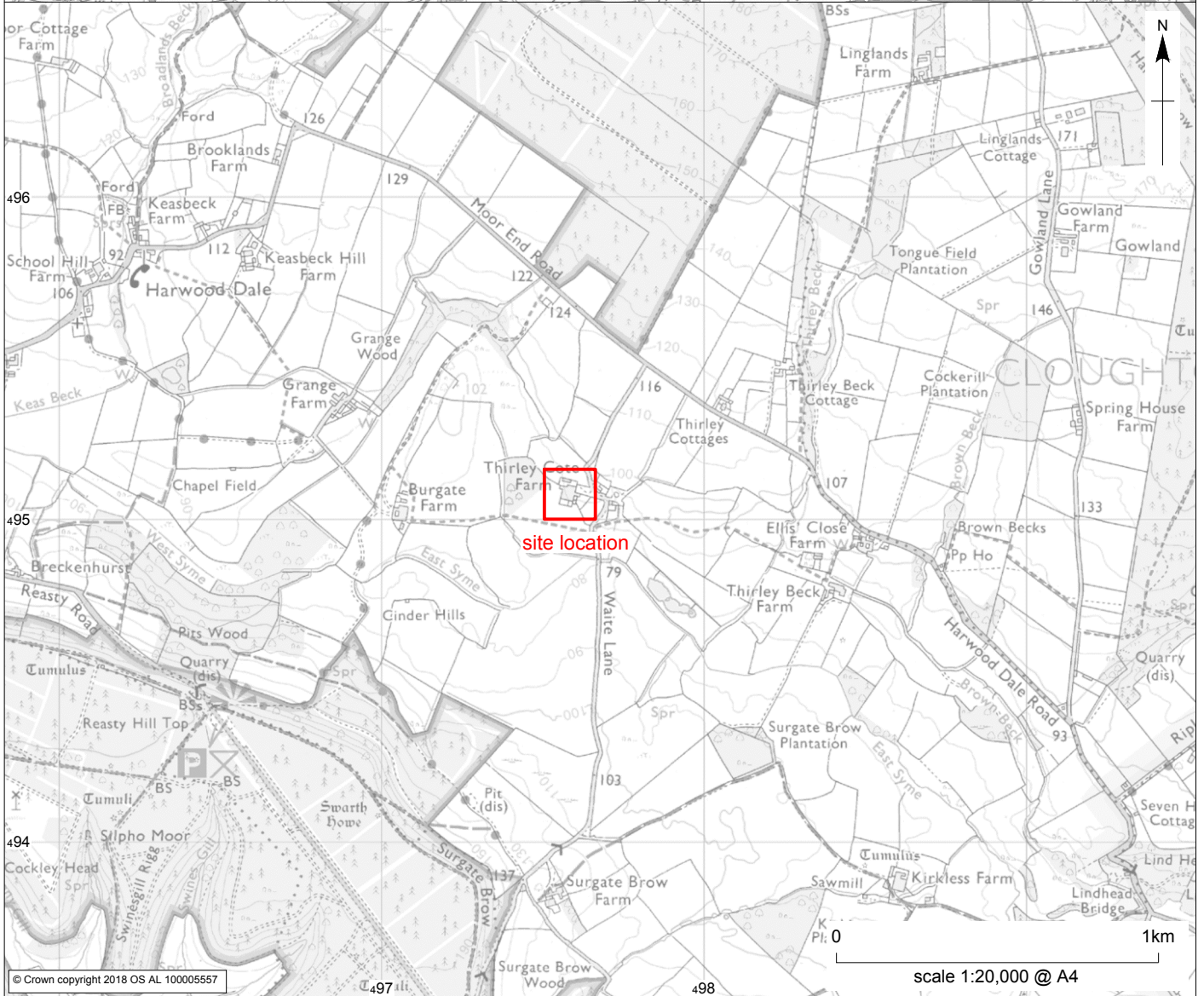
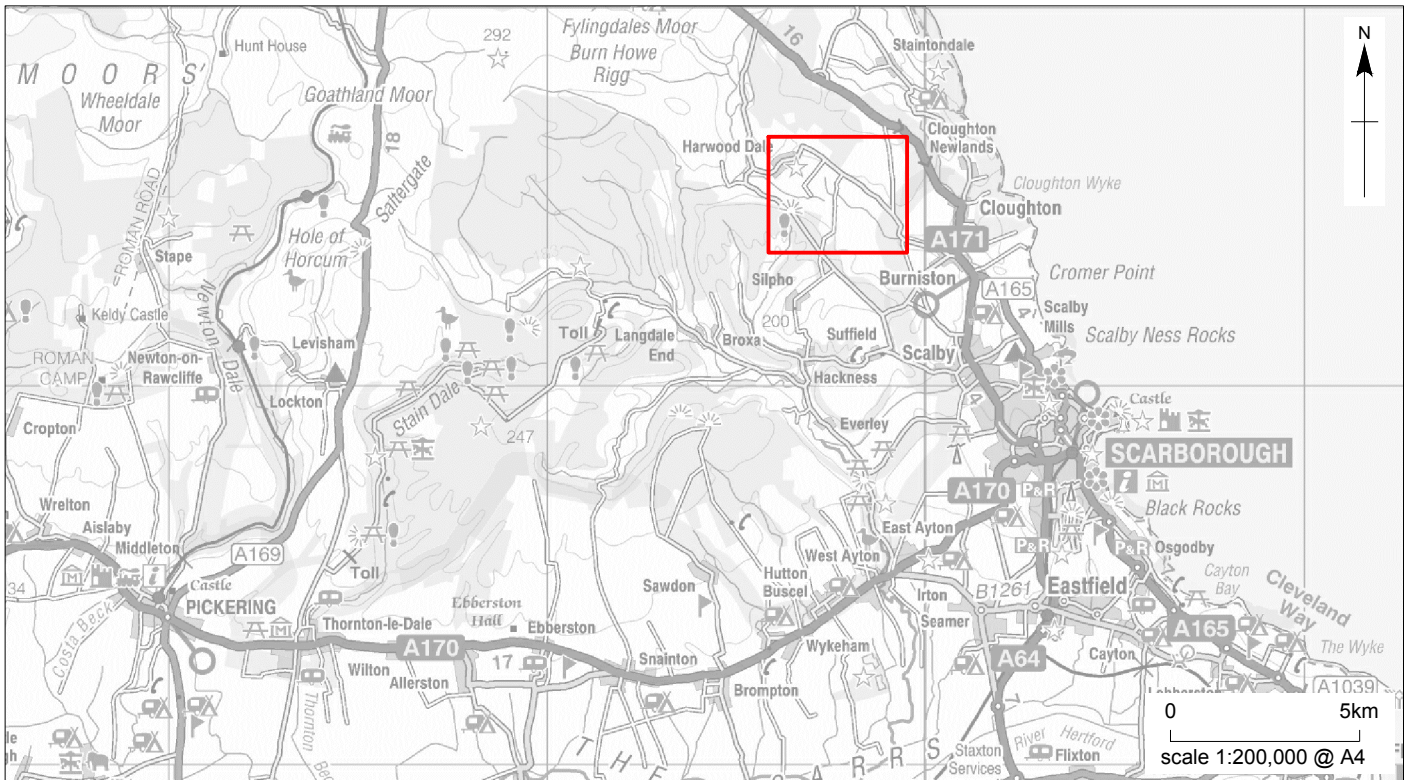
This document presents a Written Scheme of Investigation for a Level 1 and 2 building survey of the Grade II listed Thirley Cotes Farm, Waite Lane, Harwood Dale, Scarborough, North Yorkshire YO130DR. This has been requested by the North York Moors National Planning Authority Building Conservation Officer as part of a Listed Building Consent application (Application No: NYM/2018/0499/LB) for the conversion of, and extension to, redundant agricultural buildings at the property to form three holiday cottages with associated parking, amenity spaces and landscaping works. It has been prepared by Northern Archaeological Associates Ltd (NAA) on behalf of P & G Durbin Properties, the property owner.

The farm complex is located 1.5km south-east of the village of Harwood Dale, in the south-east sector of the North York Moors National Park. It is an early 19th century planned courtyard farm complex and was one of a number constructed in the area during this period by Harwood Dale Estate; part of a wave of agricultural investment taking place across the country at this time. The Farm comprises the Grade II listed Thirley Cotes farmhouse (NML No: 1296633), described as an early 19th century central-hall building, four main agricultural ranges arranged around a central foldyard and a cart-shed. The complex is shown on the First Edition six inch Ordnance Survey map (OS), surveyed in 1848-9, although not published until 1854. In recent years the farmhouse, east range and main barn (north range) have all been sensitively converted. The current proposal relates to the three remaining outbuildings comprising: a) the west range, b) south range and c) cart-shed; all of these are stone built, single-storey structures.

The primary heritage significance of Thirley Cotes Farm derives from its evidential and historic values as a planned agricultural complex association with the 'high farming' period in the early-to-mid 19th century. This was a period which saw the implementation of numerous advances in agricultural production and stock management, together with the widespread introduction of mechanised farming techniques, to meet the increased demand of the growing industrialised nation. The introduction of the 'planned' courtyard farmstead was a key feature of this movement, set out to maximise production and yield using the minimum manpower available. Important in such designs was the focus on process flow, in particular, the movement of feed into the complex and manure out to fertilise the fields, also the intensification of cattle rearing, and increased mechanisation including threshing machines, drills, reapers, turnip cutters and harvesters. Such

new and valuable equipment required storage, and another feature of the period is the cart or machine shed like that at Thirley Cotes.

The aim of the building recording, as set out in the following Written Scheme of Investigation, is to mitigate against any potential loss to the heritage significance of the three buildings proposed for conversion through preservation by archaeological record. It has been prepared in consultation with the NYMNP Building Conservation Officer, Maria Calderon, and approved by all associated parties. It conforms to current professional standards, guidance and best practice as issued by Historic England and the Chartered Institute for Archaeologists.



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Thirley Cotes Farm: site location

Figure 1

1.0 INTRODUCTION

- 1.1 This document presents a Written Scheme of Investigation (WSI) for a Level 1 and 2 building survey of the Grade II listed Thirley Cotes Farm, Waite Lane, Harwood Dale, Scarborough, North Yorkshire, YO13 0DR (Fig. 1). This has been requested by the North York Moors National Park Authority (NYMNP) Building Conservation Officer as part of a Listed Building Consent application (Application No: NYM/2018/0499/LB) for the conversion of, and extension to, three redundant agricultural properties to provide holiday accommodation with associated parking, amenity spaces and landscaping works.
- 1.2 This WSI has been prepared by Northern Archaeological Associates Ltd (NAA) on behalf of P & G Durbin Properties, the property owner, and details a schedule of mitigation works to preserve through archaeological record, the heritage significance of the historic property and its curtilage. It has been prepared in consultation with the NYMNP Building Conservation Officer, Maria Calderon, and approved by all associated parties. It conforms to current professional standards, guidance and best practice as issued by Historic England (2015c; 2016) and the Chartered Institute for Archaeologists (2014a).

2.0 BACKGROUND INFORMATION

Site location

- 2.1 Thirley Cotes Farm (NGR SE 97591, 95054) is located in Harwood Dale, 1.5km south-east of the village of the same name, in the south-east sector of the North York Moors National Park. It is situated approximately 9km north-west of Scarborough and 18km south-east of Whitby (Fig. 1).
- 2.2 The property is located on the west side of Waite Lane, which runs south from the A171; the main coastal route through the area. The course of the lane makes a distinct dog-legged bend at Thirley Cotes, suggesting the foundation of the settlement long pre-date the 19th century farm.
- 2.3 The Farm comprises the Grade II listed Thirley Cotes farmhouse (NML No: 1296633), described as an early 19th century central-hall building, and four main agricultural ranges arranged around a central foldyard, with cart-shed to the east. The farmhouse is located in the south-east corner of the complex (Fig. 2). The site is shown on the First Edition six inch Ordnance Survey map (OS), surveyed in 1848-9 although not published

until 1854. It was one of a number of planned courtyard farmsteads constructed by the Harwood Dale Estate in the early-to-mid 19th century as part of a wave of agricultural investment taking place across the country at this time.

- 2.4 The Farm was sold into private hands in 1954 but fell into disrepair in the latter half of the century. In 2010, under the previous owners, Mr & Mrs Shephard, planning permission was granted for the conversion of the farmhouse and outbuilding for use as luxury self-catering holiday accommodation (Application No: NYM/2010/0659/FL). However, only the main barn (north range) conversion was built out, referred to now as Holly, Sycamore, Oak and Willow cottages (David Bamford Architects 2018).



Figure 2: Google Earth aerial image showing the Thirley Cotes Farm complex with key elements annotated.

- 2.5 In March 2017 the property was purchased by the current owner, P&G Durbin Properties, with a view to completing the conversion. Since this date, the farmhouse has been converted into a holiday let and the narrow, single storey east range

refurbished to provide office, service and laundry facilities (Application No: NYM/2017/0729/LB, NYM/2017/0721/FL).

- 2.6 The current proposal relates to the conversion of the three remaining outbuildings comprising: a) the west range, b) south range and c) cart-shed; all of these are stone built, single-storey structures.

Geology

- 2.7 The solid geology of the area is composed of the Sandstone, Siltstone and Mudstone of the Long Nab Member; sedimentary bedrock formed 165 to 172 million years ago in the Jurassic Period This comprises a grey, laminated mudstones and siltstones with yellow-grey, fine- to medium-grained, cross-stratified sandstone (BCGS online).
- 2.8 Immediately south of the site is an outcropping of Hambleton Oolites - a white to grey Oolitic limestone – and Lower Calcareous Grit Formation – a fine grained sandstone (BGS online). Both are used as local building stones, characterising the vernacular tradition of the immediate area. The limestone has also been burnt to provide fertiliser, and a limekiln is shown on the First Edition OS (Fig. 3), located just south-east of the farm.
- 2.9 The bedrock is overlain by Devensian Till deposits, glacial deposits formed at the end of the last Ice Age, 2 million years ago.

Topography and land use

- 2.10 Harwood Dale is a village, township and chapelry within the historical ecclesiastical parish of Hackness, part of the Liberty of Whitby-Strand. Until the early 19th century, much of the land in the township was open moorland, with some enclosed pasture on the lower slopes for grazing. Moorland Enclosure in the area began in 1821 with Inn Moor, a large upland area extending across the townships of Hackness and Suffield. This was soon followed by Everley, Silpho and Broxa, with High Moor, to the north of Thirley Cotes, not enclosed until 1861 (Page 1923, 528).
- 2.11 Until recently the area was predominately agricultural, operating a mixed agrarian economy with cattle and sheep grazing on the remaining uplands and meadows, and barley, oats, seeds, turnips and wheat grown in the deeper, more productive soils of the valley bottom. There are a number of farmsteads and hamlets scattered across this area, including Thirley Cotes, all located to the south of Moor End Lane, now the A171. As

the name suggests, this marked the boundary of the common upland to the north. To the east is Thirley Beck that also marks the township and parish boundary. The Beck merges with the East Syme that runs to the south of the farm. To the west, the Henny Beck rises from the limestone and flows south to join the East Syme.

- 2.12 Today, the area is dominated by the Harwood Dale Forest, located to the north of the site, run by the Forestry Commission. Farming remains important, but increasingly tourism and recreation are playing a key role in the economic sustainability of the area.

Designations

- 2.13 Thirley Cotes Farmhouse is a Grade II Listed building, granted statutory protection under the Planning (Listed Buildings and Conservation Areas) Act 1990. The farm ranges form part of the curtilage of the listed property, defined in Section 1 (5b) of the Act as any object or structure which, *'although not fixed to the building, forms part of the land and has done so since before 1st July 1948'* (TSO 1990, Part 1, 1.1.5). The issue of curtilage has been further clarified by the Enterprise and Regulatory Reform Act (EERA) of 2013 which places greater stress on understanding the contribution of any object or structure to the special architectural or historic interest of the listed property, as opposed to simply its physical proximity (Historic England 2018).
- 2.14 In addition, Sections 16 and 66 of the Planning (Listed Buildings and Conservation Areas) Act states that special regard will be given to the desirability of preserving the setting of any listed building. Additional protection to setting is also afforded under National Planning Policy Framework (MHCLG 2018).
- 2.15 The property lies within the North York Moors National Park and is considered a good example of a 19th century planned farmstead, typifying a period of increased investment in agricultural production in the wake of industrial expansion.

Previous archaeological work

- 2.16 A building survey was completed by CS Archaeology in 2018. There were a number of issues raised with this piece of work by the NYMNPA Building Conservation Officer, which unfortunately CS Archaeology were unavailable to address, and the report has since been withdrawn. The following WSI therefore relates to a new survey, with little or no reference to the first.

- 2.17 There has been no other archaeological or historic building survey work undertaken on or near the site.

3.0 HISTORICAL AND ARCHAEOLOGICAL BACKGROUND

- 3.1 The following section aims to place Thirley Cotes Farm within its historic context in order to inform the field survey and the subsequent building recording report.

Early origins of settlement

- 3.2 There is extensive evidence of archaeological activity recorded throughout Harwood Dale, particularly across the uplands to the north of the site. The nearest site to the Farm is a scheduled Bronze Age (c.2500 to 700BC) round barrow, located approximately 900m south-east, on the banks of Thirley Beck (NML No: 1019774). A second barrow is also recorded 1.4km to the north-west (NML No: 1019797) on the southern edge of what was High Moor.
- 3.3 The first direct reference to settlement at Thirley Cotes is the Domesday Book, compiled in 1068 as an index of taxable properties held under William I. Appearing as '*Torlie*', Thirley is recorded as a small hamlet, comprising just 1.8 households, and forming part of the manor of Falsgrave. This was one of a number of manors listed under the lost Hundred of '*Dic*' which included Great Ayton, Cloughton, Scalby and Filey amongst others (Powell-Smith 2018).
- 3.4 Prior to the Conquest, Dic was held by Earl Tostig Godwinson, Earl of Northumberland and brother of King Harold. The name '*Torlie*' is probably Old English (OE) in origin, from '*Tor*' meaning rocky outcrop and either '*leah*' meaning clearing or '*lin*' a lime (Mills 2003). Most of the other place names in the area share a similar origin. Cloughton from the OE '*Clough*' + '*ton*' meaning village in a deep valley, and Silpho meaning flat topped hill (*ibid*). Mixed with these are Anglo-Norse placenames like nearby Scalby - meaning farm belonging to Skalli - and Throxenby to the north.

Medieval

- 3.5 After the Norman Conquest, Thirley was gifted by King William to William de Percy as part of the parish of Hackness (Page 1923, 529). Percy had arrived in England in 1067 and held extensive estates across North Yorkshire and Lincolnshire. He was the patron of the new Norman Whitby Abbey in the ruins of the Anglo-Saxon Streoneshalh Abbey, and founder of the English Percy line, later Earls of Northumberland, one of the most influential families in Medieval England.

- 3.6 Thirley Cotes is recorded on the NYMNPA Historic Environment Record (HER) as a Shrunken Medieval Village (SMV) (HER 1711). There is also a separate entry relating to earthworks identified in the field to the south-east of the farm, believed to be the remains of an associated medieval field system and comprising embanked and ditched boundaries, the remains of ridge and furrow cultivation, and a possible hollow way (HER 19378).
- 3.7 The First Edition OS map, (surveyed in 1848-9, published 1854), suggests that, originally, the medieval settlement comprised a small hamlet of two or perhaps three farmsteads clustered on each side of the bend in Waite Lane. By the mid-19th century only the properties on the east side of the lane remained, including the Grade II Listed 18th-century Thirley Cote Cottage (NML No: 1148208). The west side of the settlement was dominated by Thirley Cote Farm, typical of the new-wave of improved farms being constructed across the country at this time. This had almost certainly replaced an earlier structure situated on the west side of the lane.
- 3.8 Surrounding the hamlet, the traces of the old medieval field system are also visible on the 1854 map, in particular, to the north and west of the settlement where there are a series of long, linear fields resulting from the amalgamation of the medieval arable strip field (Fig. 3). In contrast, the fields on the west side of the village are larger and more cohesive; although echoes of former strip fields boundaries can still be seen along Henny Beck. These rationalised units are typical of late 18th and early 19th century enclosure and distinctly different from the more ridged, geometric pattern of later 19th century Parliamentary Enclosure visible today across the surrounding upland. As such, both the field layout and the architectural style of the Farmhouse, suggest a phase of 'modernisation' and improvement at Thirley Cote Farm sometime in the early 19th century.

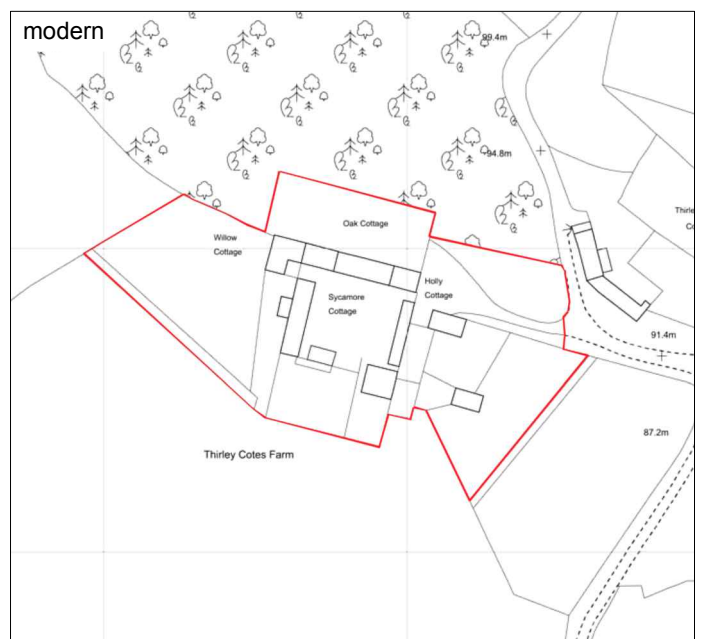
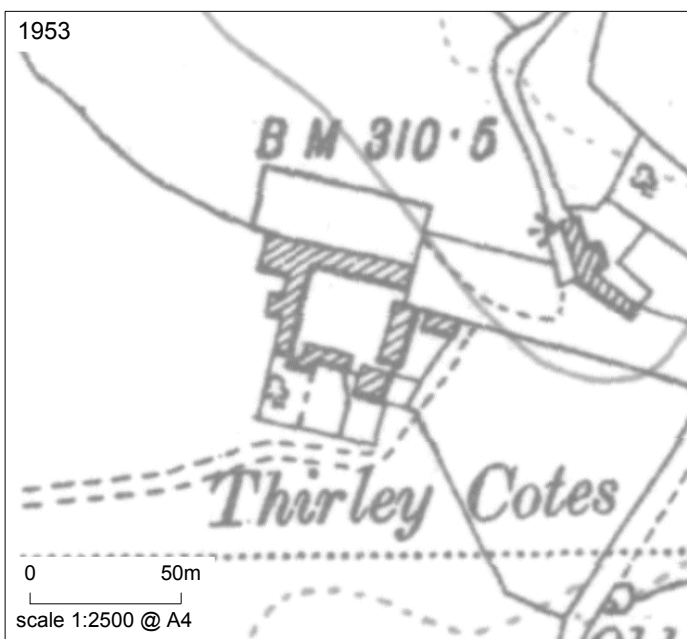
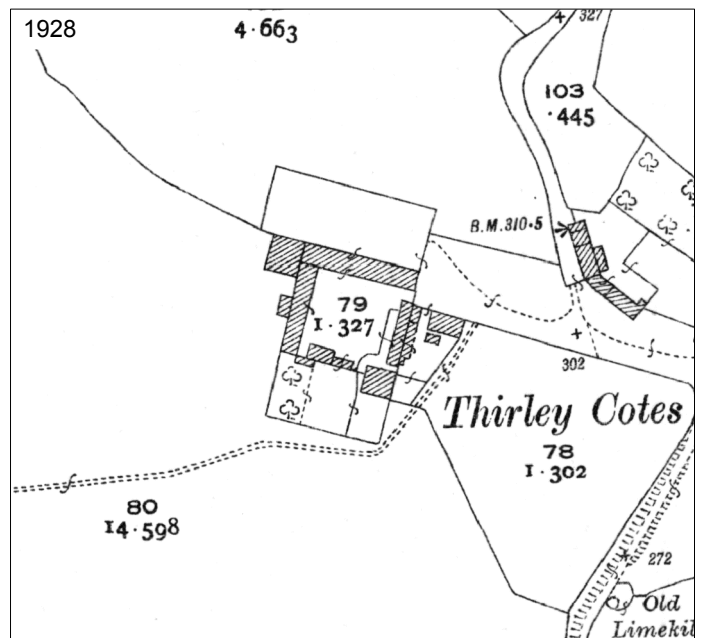
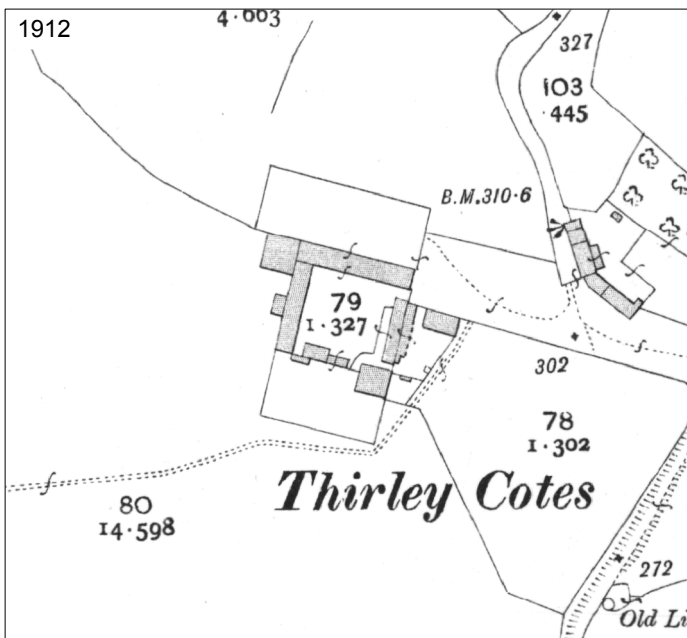
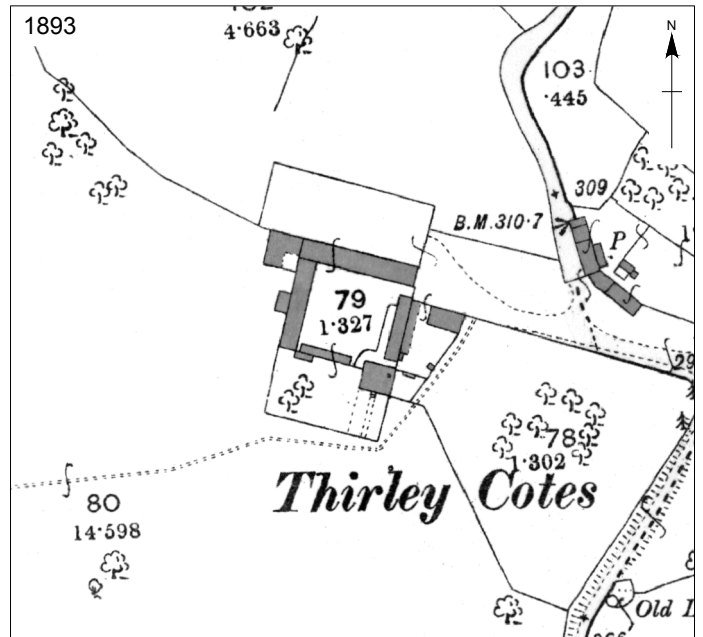
Late 18th and 19th century agricultural improvements

- 3.9 In the latter half of the 18th and early 19th century there was a wave of agricultural expansion and improvement taking place across England and Wales. Changes in tenancy and land ownership, brought about by enclosure, encouraged greater investment in farm properties across the country. The security and continuity this offered both owners and established tenants saw an increased outlay in farm buildings and equipment, with many farms being entirely rebuilt and as well as new properties being constructed.



- 3.10 Thirley Cotes formed part of the Hackwood Estate, owned in the early 19th century by the Johnstone family, descendants of the Vanden-Bempdes who had held the manor since 1696 (Page 1923). There are two other courtyard farms within the immediate vicinity of Thirley Cotes shown on the 1854 OS, these are Burgate Farm (0.5km to the west) and Keasbeck Hill Farm (1.6km to the north-west), both very similar in size, layout and date to Thirley Cotes and almost certainly part of the same phase of Estate expansion.
- 3.11 Such investment was necessary to meet the increasing demands being placed on agricultural production by the rate of population expansion in the latter half of the 18th century and early 19th century. Between 1760 and 1821, the country's population doubled from 6 million to 12 million, doubling again between 1820 and 1870, from 12 million to 26 million (Barnwell & Giles 1997, 4-5). Many of these people occupied the growing industrial towns of the North, particularly the foundaries and ironworks of Cleveland, and mills and mining settlements of Yorkshire. The need to feed the increasing population, coupled with a reduction in the agricultural labour force brought about by the urban migration, placed an enormous pressure on the old methods of agricultural production which had changed little since the later medieval period. The result was a change in agricultural production which was to have a marked impact on British farming for the next 100 years.
- 3.12 The need to meet the increase in demand saw considerable changes in crop production and stock management. Stock was no longer left to roam over open pasture but kept close to the farmstead in byres around a central courtyard – or foldyard - where the precious manure could be collected for transportation to the arable fields by cart. Meat and dairy production also expanded during this period, to such an extent that by 1850 the value of livestock rivalled that of arable crops (*ibid*, 6). There was also a drive towards more mechanised farming in order to improve yield with a much smaller workforce. Mechanised reapers, drillers, threshers and crushers were all introduced, many of which were driven by steam. This method of integrating livestock management, cereal production and technological advances became known as 'high farming'.
- 3.13 The layout of Thirley Cotes Farm shown on the First Edition OS map (Fig. 3) is typical of a high farming period. It comprises three ranges set out around a central foldyard, with the main barn on the north side and the farmhouse situated in the south-east corner. This is set a little apart from the rest of the complex with the main polite façade facing

- south. This location allowed for easy access to the farm but at the same time set the building slightly apart to minimise the smell and noise coming from the yard.
- 3.14 In front of the farmhouse was a garden and orchard, shown as occupying the south side of the property on the 1854 OS. More typically this was where a south range would have been built to fully enclose the yard. The variation in plan may have been at the request of the estate owner or tenant or might suggest the complex was still under construction in 1848-49 when the map was surveyed. Notably by the time of the publication of the Second Edition 25 inch OS map in 1893, a south range has been added.
- 3.15 The farm appears in the 1851 census where it is recorded as 'Thurlow Coates', tenanted by George White (57), a farmer of 160 acres, employing 6 labourers (Home Office Ref. 102/2336). Also living at the property are his wife, Mary (50), their two sons and a daughter. A general servant, Mary Linton (20) also resides at the farm, as do two named labourers, Edgar Grooves (20) and William Robinson (15).
- 3.16 The Second Edition 25 inch OS map, published in 1893, is the first to show the property in detail (Fig. 4). This indicates a degree of expansion in the latter part of the century with the addition of the south range and development of the small paddock to the east. This included a cart-shed and a various other ancillary building, as well as an open linear block built against the east range, probably also for equipment storage. A small extension was also added to the rear (west) of the west range and an L-shaped building added to the western end of the main barn. The latter was probably a byre with small open yard to the east.
- 3.17 The Third Edition 25 inch OS, published in 1912, shows little change in the layout of the property except that the south range appears to have been either entirely or partially rebuilt, the single linear range being replaced with two adjoined rectangular buildings. The small fold yard in the L-shaped extension to the main barn has also been covered over against the weather. The Fourth Edition OS, published in 1928, shows the addition of a small structure to the south of the cart-shed but no other change.
- 3.18 In September 1930, the farm was put up for sale as part of the Harwood Dale Estate. Since 1869 this had been held by Sir Harcourt Vanden-Bempde-Johnstone who was created Lord Derwent of Hackness in 1881 (Page 1923). The sale not only included the farms in Harwood Dale but also others in Fylingdales, Burniston and Scalby. Thirley



Cotes Farm and Cottage formed part of the auction, as well as Burgate Farm, Keasbeck Hill Farm and Grange Farm amongst others (Historic England Archive Ref: SC01300). Thirley Cotes was advertised as a farm comprising 200 acres and valued at £2000 (Leeds Mercury on 26 September 1930).

- 3.19 In January 1940, the Farm was advertise 'To Let' by Harwood Estates, described as an 'excellent farmhouse and good buildings; area 200 acres (130 arable)' (Yorkshire Post and Leeds Intelligencer - Wednesday 24 January 1940). A few years after this, in 1954, the Hackness Estate again attempted to sell off parts of the estate, and Thirley Cotes Farm was purchased by the then tenant, Mr. A. E. Frank for £5,350 (Yorkshire Post and Leeds Intelligencer - Friday 14 May 1954). This was the highest price paid for the eight properties auctioned and indicates that Thirley was still a viable concern at this time
- 3.20 The 1953 OS map, published just before the sale shows the property little changed since 1912. However, at some point after this date a large shed was built to cover the foldyard, the posts of which remain visible today, although cut off at the base (CS Archaeology 2018).

4.0 HERITAGE SIGNIFICANCE

- 4.1 The heritage significance of Thirley Cotes Farm derives primarily from its association with the 'high farming' period of the early 19th century. This saw the implementation of advances in the agricultural production, stock management and mechanised farming to meet the growing needs of the expanding industrialised nation. The 'planned' farmstead was a key feature of the movement, set out to maximise production using the minimum manpower available. Important in such designs was the idea of process flow, in particular, the movement of feed into the complex, and manure out to fertilise the field and improve crop yield. Stock accommodation was also a key feature, responding to the intensification of cattle rearing, as well as major advances in mechanisation including threshing machines, drills, reapers, turnip cutters and harvesters. To accommodate the latter, the cart or machine shed, like that at Thirley Cotes, became an important feature of any 19th-century farm complex.
- 4.2 The Level 1 and 2 building recording in advance of the conversion of the west range (a), south range (b) and cart-shed (c) is required to provide a greater understanding of the operation of Thirley Cotes as an agricultural unit, and mitigate against any potential loss of heritage significance arising from the proposed development through preservation by archaeological record.

5.0 THE DEVELOPMENT PROPOSAL

5.1 The proposed development comprises the conversion of the three agricultural ranges, as detailed in Figure 2, to provide holiday accommodation. This will involve internal changes and minor external alterations as detailed in the Design and Access Statement accompanying the planning application, prepared by David Bamford Architects (2018).

Scope

5.2 This WSI has been prepared based on information provided by David Bamford Architects, Rollinson Planning Consultancy and the owners, P & G Durbin Properties, as submitted with the current planning application approved on the 17th October 2018 (Application No: NYM/2018/0247/FL).

5.3 As part of Listed Building Consent (Application No: NYM/2018/0499/LB) the NYMNPA Building Conservation Officer has determined an appropriate programme of archaeological mitigation should comprise a Level 2 Historic Building Survey of the west range (a), south range (b) and cart-shed (c) (Fig. 2) to be converted, and a Level 1 Historic Building Survey of the complex as a whole (Historic England 2016).

6.0 AIMS AND OBJECTIVES

Building Recording

6.1 The main aim of the Level 2 Historic Building Survey will be to provide a 'descriptive' record of the three buildings to be converted, suitable to mitigate against any potential loss of heritage significance arising. This will comprise a written, drawn and photographic survey in accordance with current guidance (Historic England 2016; ClfA 2014a).

6.2 The aim of the Level 1 survey will be to provide a 'basic visual record' of the wider farm complex in order to place the Level 2 survey in context and facilitate a greater understanding of the site as a whole.

6.3 The objectives of the recording will be:

- a written and photographic record of the three buildings detailing form, function, development, date and significance, as well as key structural features;
- a basic photographic record of the wider farm complex (exterior only) to inform a greater understanding of the site as a whole;

- the preparation of an annotated site plan and elevations, based on the existing architect's drawings, depicting the form and location of any structural features;
- the preparation of an illustrated report on the results of the investigations to be deposited with the NYMNPA HER and the Historic England Archive; and
- to prepare a suitable labelled and catalogued digital photographic archive to be entered onto the NYMNPA HER.

7.0 METHODOLOGY

Building recording

- 7.1 The building archaeologist on site will operate at all times with due regard for health and safety regulations. Any limitations to the survey resulting from health and safety concerns will be made clear in the final report.

Documentary evidence

- 7.2 A rapid assessment of readily available documentary material has already been undertaken to a sufficient level to inform the survey and interpretation of the building. Further research, if warranted, will be undertaken to expand on any additional elements arising from the site survey.

- 7.3 The following data sources have been used where available:

- historic cartographic sources
- historic photographs
- primary documentary material including census data
- trade directories
- historic newspapers
- published historical studies
- the Historic England Archive

Photographic record

- 7.4 A full photographic record of the building, both internal and external, will be made. This will include photographs of the property within the wider context of the farmstead as a whole and its surrounding landscape (Levels 1 and 2). All elevations will be photographed as parallel to the buildings as possible in order to avoid distortions. General room shots will be taken of the interior, and where architectural features are noted, these will be subject to more detailed survey. Detailed shots will include any

elements considered to be of architectural or historical interest, including a representative sample of:

- structural elements (including floor joist etc)
- roof members
- windows and doors
- fittings and fixtures
- internal partitions
- traps, joists and lifting mechanism
- any other features illustrative of changes in use and function

7.5 Photographs will be taken using a Canon EOS 6D MkII full sensor 21 megapixel camera fitted with a Canon 28-200MM 3.5-5.6 zoom lens. Each photograph will contain a graduated photographic scale of appropriate dimensions, as well as a north arrow where appropriate. Any barrel distortion from the lens used should be corrected.

7.6 All images will be taken in RAW format and converted to TIFF and archived in line with current guidance (Historic England 2015b). A suitably ordered catalogue of all photographs will be prepared and submitted on a DVD to the NYMNPA HER as the site archive. Each viewpoint will be illustrated on plan.

Drawn record

7.7 The drawn element will comprise full building plans and two cross/long sections. The existing architect's plans will serve as the basic site record and will be annotated accordingly. If these are not of sufficient detail, then Structure-from-Motion (SFM) technology and/or hand-held disto will be used to augment these where required. The SFM methodology used by NAA has been approved by Historic England and extensively tested in the field.

7.8 With the exception of very ephemeral modern features, all structures will be recorded as existing. The final drawings and written account will make a clear distinction between surviving *in-situ* original elements and all later features. Plans will show the form and location of any structural features of historic significance, such as blocked doors, windows, internal arrangements and any evidence for fixtures or fittings of any significance.

- 7.9 Any drawings will be produced in AutoCAD, with structured layer control in accordance with current guidelines (Historic England 2016). Full digital data (DWG and DXF formats) will be provided with the site archive. Drawings will be appropriately scaled; typically 1:100 or 1:50 for plans and 1:50 or 1:20 for sections/elevations.

Written record

- 7.10 Each room (or discrete area of space) will be given a unique identification number (context number), which will be incremented in blocks of 10. Features within each room will be ascribed a context number within each block. Exterior elevations will be labelled in a similar fashion. A full list of features, including their significance, will be included in the final site inventory.

Building report

- 7.11 A single report will be produced, which will combine the results of the documentary review and the buildings survey (Levels 1 and 2). The report will be illustrated throughout with all relevant and available maps and photographs, and will include a full bibliography of identified material, as well as any recommendations for further work where appropriate.

- 7.12 The final report will include:

- an eight-figure grid reference;
- a summary of the project's background and results;
- a synthesis of the historical development of the Farm, placing it in its local and regional context;
- a description of the buildings and their various elements;
- phased development and structural analysis;
- a Statement of Significance;
- recommendations for further mitigation;
- a site inventory, including description and contribution to significance;
- references and acknowledgements; and
- Appendix 1 - photographic archive printed 2 to each A4 page.
- Other appendices as relevant

- 7.13 A draft copy of the report will be submitted to the NYMNPA Building Conservation Officer within two months of completing the fieldwork. A selection of photographs will be submitted prior to this for validation to enable works to progress onsite.

8.0 MONITORING

8.1 The NYMNPA Building Conservation Officer will be informed of the start date and timetable for the building recording in advance of work commencing on site. Regular communication between the archaeological contractor, the NYMNPA Building Conservation Officer and other interested parties, will be maintained to ensure the project aims and objectives are achieved.

8.2 During all work, access will be made available at all reasonable times to representatives of the NYMNPA in order that they might inspect the archaeological works undertaken. Access to the site will be on the basis of prior notification and will be subject to any necessary health and safety requirements.

9.0 PERSONNEL

9.1 The Project Manager, who shall be responsible for day-to-day management of the building recording and monitoring, will be Penny Middleton. Penny has over 25 years' experience as a heritage consultant and historic building specialist and is NAA's Project Manager with responsibility for Built Heritage and Conservation. She has an MA in British Archaeology from Reading University, a post-graduate qualification in Architectural History from the University of Oxford and is a Member of the Chartered Institute for Archaeologists (MCI(A)).

9.2 Penny has undertaken a wide range of projects across the UK, including Heritage Statements, Conservation Management Plans (CMP), landscape characterisation and conditions surveys, Conservation Character Area Appraisals, building assessment and recording, and cultural environment assessment, as well as numerous field excavations. Recent projects include building recording and archaeological monitoring during a major £2.9 million HLF funded redevelopment scheme at Hylton Castle in Sunderland.

9.3 Kate Chapman and Lydia Loopesko will undertake the building survey on site, under the guidance of Penny.

9.4 Kate is a Heritage Management Team Project Officer and has nearly 15 years' experience as heritage profession. She has an MA in the Archaeology of Buildings and BSc in Archaeology, both from the University of York. Prior to joining NAA, Kate spent six years working for the University of Liverpool Centre for Manx Studies on the Isle of Man, working on a range of projects including the recording of the traditional buildings of the island. More recently, Kate has been leading the recording of former copper mine

sites in the Lake District National Park as part of the HLF funded Coniston Copper Project.

9.5 Lydia is a Heritage Management Team Supervisor and has recently graduated from the University of York with an MA in Cultural Heritage Management. She also holds a BA in Geology from Whitman College in the United States. Lydia's MA dissertation was a Conservation Assessment of the Merchant's Hall in York, looking at the long-term impact of episodic flooding on the medieval structure. She is an Affiliate member of the IHBC and of ClfA.

10.0 ARCHIVE

10.1 The site archive will contain all of the data collected during the investigative work outlined above, including site records and a full photographic catalogue. The archiving of any digital data arising from the project will be undertaken in a manner consistent with professional standards and guidance (ADS/Digital Antiquity 2013; Historic England 2015d).

10.2 Two copies of the site report and photographic archive will be produced; one to go to the NYMNPA HER and the second to the local record offices. The project will be logged on OASIS and the OASIS number quoted in the final report. A pdf copy of the report will be uploaded to OASIS on completion.

11.0 PROGRAMME

11.1 It is the responsibility of the client to ensure that NAA are kept informed of the build programme to ensure that appropriate recording takes place in advance of building.

11.2 Fieldwork is scheduled to be undertaken in the w/c 5th November 2018. Immediately following fieldwork, a selection of photographs will be submitted to the NYMNPA Buildings Conservation Officer for approval and validation, to enable conversion works to progress onsite. A draft copy of the report will then be submitted within two months of completing the fieldwork.

12.0 CONFIDENTIALITY, COPYRIGHT AND PUBLICITY

12.1 The copyright of any written, graphic or photographic records and any reports will rest with NAA. NAA will grant additional licences in favour of the client, landowner, principal contractor, NYMNPA and Historic England to use such documentation for

their statutory functions and to provide copies to third parties as an incidental to such functions.

12.2 During the course of the archaeological work, no publicity will be entered into with respect to the results of the work without the express consent of the client.

12.3 Once the document has passed into the public domain, NAA may produce online articles for its website, using photographs and images from the report, unless otherwise instructed by the client.

13.0 NAA EQUIPMENT CAPACITY

Survey Equipment

Topcon GRS-1 Network RTK GPS

Topcon Hiper Pro Base Station and Rover GPS

Leica 700 Reflectorless Total Station

Robotic Leica Total Station

Photographic Equipment

Canon EOS 6D MkII full sensor 21 megapixel camera

Canon TS-I 46mm f/4L – perspective shift lens

Canon 28-200MM 3.5-5.6 zoom lens

Easy UP AP1500 (15m) telescopic aluminium mast

2 x Benbo tripods with 360 degree Camera bracket

Processing Software

AutoCAD Map 2010

AutoCAD Raster Design Manager

CorelDRAW Graphics Suite X5

Kubit Photoplan Rectification Software

MapInfo Professional v11

14.0 HEALTH AND SAFETY

14.1 NAA has a Health and Safety policy and is certified to OHSAS 18001 (2007). All work will comply with the 1974 Health and Safety Act (and its subsequent amendments) and with the Federation of Archaeological Managers and Employers manual on archaeological health and safety (FAME 2010), and all online updates.

- 14.2 A risk assessment which complies with the Management of Health and Safety at Work Regulations (1999) will be prepared by NAA in advance of the commencement of site works. This will be issued and explained to all NAA site staff as part of a formal site induction.
- 14.3 Appropriate personal protective equipment (PPE) will be specified in the risk assessment. This PPE might include—but may not be limited to—safety helmets, hi-vis jackets/vests, gloves, and safety boots. The specified PPE will be worn on site at all times by all NAA staff.
- 14.4 The archaeological work will be supervised by a competent member of NAA staff who has the necessary health and safety training, experience, and knowledge.

15.0 REFERENCES

Archaeological Data Service/Digital Antiquity (2013) *Guides to Good Practice*. York: Archaeological Data Service, University of York

Barnwell, P & Giles, C (1997) *English Farmsteads, 1750-1914*. Royal Commission on Historical Monuments

British Geological Society [Online]. Available at:

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Historic England (2015a) *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide*. Swindon: Historic England.

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

Historic England (2015c) *Metric Survey Specifications for Cultural Heritage*. Swindon: Historic England.

Historic England (2016) *Understanding Historic Buildings: A Guide to Good Recording Practice*. Swindon: Historic England.

Historic England (2018) 'Recent Changes to Heritage Protection' [Online]. Available <https://historicengland.org.uk/advice/hpg/HP/>, (accessed 22/10/18)

Ministry of Housing, Community and Local Government (MHCLG) (2018) *National Planning Policy Framework*. London: Department for Communities and Local Governance.

Mills, D. (2003) *Oxford Dictionary of English Place Names*. Oxford: Oxford University Press.

Page, W (1923) *A History of the County of York North Riding*. Victoria County History, London. Vol 2, pp 528-532.

Powell-Smith, A. (2018) *Open Domesday*. [Online] Available at: <https://opendomesday.org/place/SE9795/thirley-cotes/> (accessed on 22/10/2018)

The Stationary Office (TSO) (1990) *Planning (Listed Buildings and Conservation Areas) Act 1990*. [Online] Available at: <https://www.legislation.gov.uk/ukpga/1990/9/contents> (accessed on 27/07/18)

Historic Mapping (National Library of Scotland)

1854 6 inch OS Map. Yorkshire 62. Surveyed: 1848-9
1893 25 inch OS Map. Yorkshire LXII.14. Surveyed: 1891
1912 25 inch OS Map. Yorkshire LXII.14. Surveyed: 1910
1928 25 inch OS Map. Yorkshire LXII.14. Surveyed: 1926
1953 6 inch OS Map. Yorkshire LXII.SW. Surveyed: 1950

Historic England Archives

SC01300 Particulars plan and conditions of sale of the Harwood Dale Estate

From:
To: [Planning](#)
Subject: Comments on NYM/2018/0499/LB
Date: 14 September 2018 20:40:19

Internal & external alterations to redundant buildings to enable use as 3no. holiday cottages at Thirley Cotes Farm, Harwood Dale

This application has been considered by Hackness and Harwood Dale Group Parish Council and no objections are offered.

--

J Marley (Mrs)
Clerk to Hackness and Harwood Dale Group Parish Council
(comprising the parishes of Broxa cum Troutsdale, Darncombe cum Langdale End, Hackness, Harwood Dale, Silpho, and Suffield cum Everley).

Annan,
41 Scalby Road,
Burniston,
Scarborough
YO13 0HN

From: [Planning](#)
To: [Planning](#)
Subject: Comments on NYM/2018/0499/LB - Case Officer Mrs H Saunders - Received from Building Conservation at The Old Vicarage, Bondgate, Helmsley, York, YO62 5BP, via email: building@northyorkmoors.org.uk
Date: 11 September 2018 17:39:03

Please see email to Planning Officer dated 11/09/2018.

Comments made by Building Conservation of The Old Vicarage

Bondgate

Helmsley

York

YO62 5BP

via email: building@northyorkmoors.org.uk

Phone: 01439 772700

Fax: 01439 770691

EMail: building@northyorkmoors.org.uk

Preferred Method of Contact is: Post

Comment Type is Approve with conditions

Letter ID: 506094