



South West Peak Landscape Partnership Scheme

SMALL HERITAGE ADOPTION PROJECT AND
BARNs AND BUILDINGS PROJECT
LEVEL 1 BUILDINGS AND LANDSCAPE
SURVEY
HANDBOOK

SWP BB SHA Project No. 2

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1. WELCOME!

Welcome to the South West Peak (SWP) Barns and Buildings Project (BB) and Small Heritage Adoption Project (SHA). This handbook will hopefully tell you everything you need to know to carry out level 1 surveys of buildings and landscape for these two projects.

2. TRAINING DAYS

This handbook should be used following a training day in level 1 building and landscape survey. If you have not yet attended a training day then please sign up to take part in one on the SWP website (www.southwestpeak.co.uk). Training days will be put on at intervals until spring 2021 and the details will be put on the website as they are arranged. You will need to register as a SWP volunteer first before you are able to book onto one.

There will be further support for volunteers throughout the life of the surveys, and the SWP Cultural Heritage Officer (CHO), Catherine Parker Heath, will work closely with you.

3. BACKGROUND

The Barns and Buildings Project and the Small Heritage Adoption Project are focussed on the cultural heritage of the South West Peak. They are just 2 of the 18 projects being delivered by the South West Peak Landscape Partnership (SWPLP). You can find out more about the partnership and the other projects by visiting www.southwestpeak.co.uk/projects.

The Barns and Buildings Project is concentrating on traditional field barns and outfarms of the 19th century and earlier. These barns are recognised as a significant feature of the SWP landscape and, in many cases, they are falling into ruin due to changes in agricultural practices over the last 100 years or so. The goal is to record at least 40 barns and repair 8 of them.

The Small Heritage Adoption Project is focusing on everything that might be deemed to be a 'heritage asset' i.e. the physical remains of the past. The aim is to update 500 existing asset records, identify 400 new heritage assets and for communities and individuals to adopt 25 individual assets to care for and monitor for many years to come.

The first stage of both projects is a level 1 survey. These are broad, quick surveys of the landscape and are designed to gather information about the large number of barns and heritage assets found along and visible from existing public rights of way (PROWs). The surveys will be running from 2018 until 2021 and will help in the identification of those suitable for further research, recording, repair and/or adoption.

4. WHERE IS THE SOUTH WEST PEAK?

Below is a basic map of where the SWP is. It is bounded by the distinctly different limestone landscapes of the White Peak to the east, the extensive lowlands of the Cheshire and Staffordshire plains to the west and the Churnet Valley to the south. To the north are the more industrial landscapes of the Dark Peak Western Fringe.

We are hoping to conduct level 1 surveys across the whole of the SWP. Therefore, your help in achieving this is really needed and valued!



5. EQUIPMENT

Below is a list of equipment necessary to undertake the surveys. Some of this will be provided by the SWPLP (indicated). If you do not have any of the other equipment in the list then the SWPLP can provide some or we will team you up with other volunteers who do have the equipment.

- Volunteer Identity Badge (will be provided by the SWPLP).
- Recording Forms (will be provided by the SWPLP).
- Map Sheets (will be provided by the SWPLP) – these are 1 km grid-squares printed out at A4 or A3 size. When printed out at A3 they are at scale of 1:4000 and can be used with a custom-made romer (see below) to get a grid reference if you don't have a handheld GPS or smart Phone app.
- Romers – these will help you locate assets and barns to 10 figgrid references using the map sheets printed at A3 (will be provided by the SWPLP) or see below regarding a GPS device.
- Information Leaflets (will be provided by the SWPLP).
- Ranging Poles/Photographic Scales (can be provided by the SWPLP).
- North Arrow (can be provided by the SWPLP).
- Hi-vis Vest (can be provided by the SWPLP).
- Compass (can be provided by the SWPLP).
- Pen/Pencils (can be provided by the SWPLP).
- Weather-writer/clipboard (can be provided by the SWPLP).
- Hand-held navigation grade GPS or a smart phone GPS app.
- Camera (smart phone or tablet cameras are sufficient – we ask for a minimum of 8 megapixels).
- OS Explorer Map 1:25000, White Peak.
- Notebook.
- Sturdy footwear and appropriate clothing for the weather.

6. METHODOLOGY

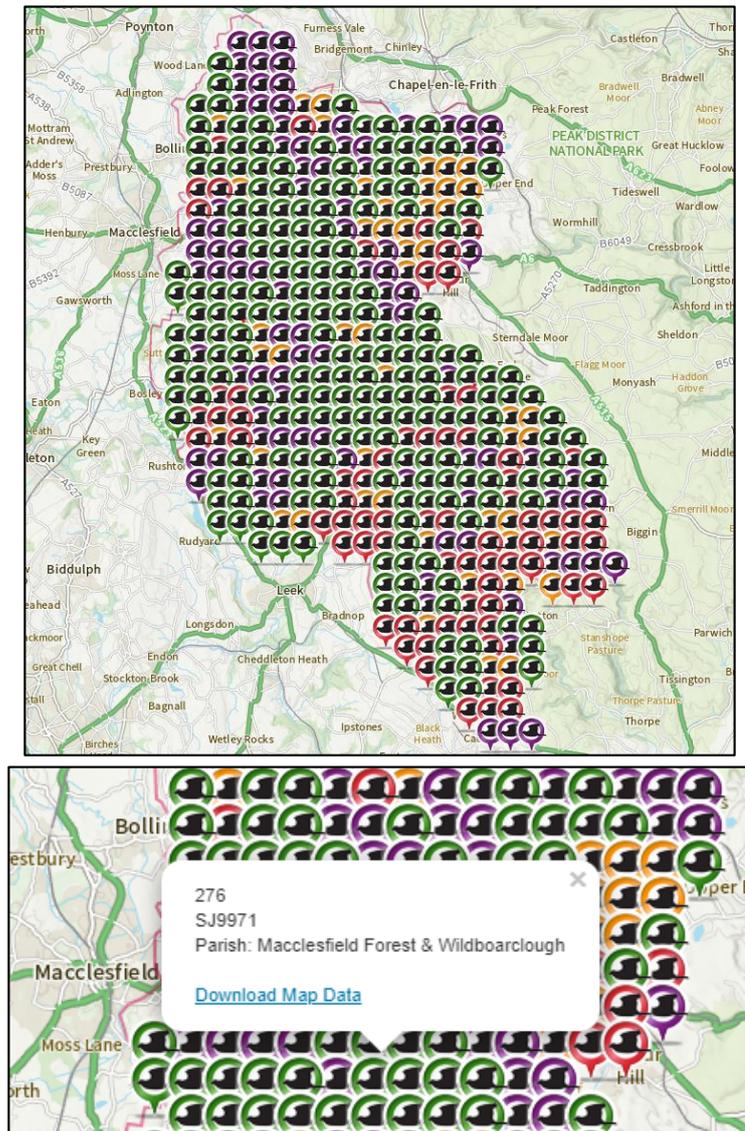
6.1. Overview

- We would like you to carry out both the level 1 building and level 1 landscape surveys at the same time. They both require you to observe, complete a proforma, take measurements, photographs and make sketches. We suggest that the way to approach this is to concentrate on identifying heritage assets primarily, rather than field barns. Field barns tend to be rather prominent and hard to miss (unless they are simply remnants), but approach it the other way round and you might miss things.

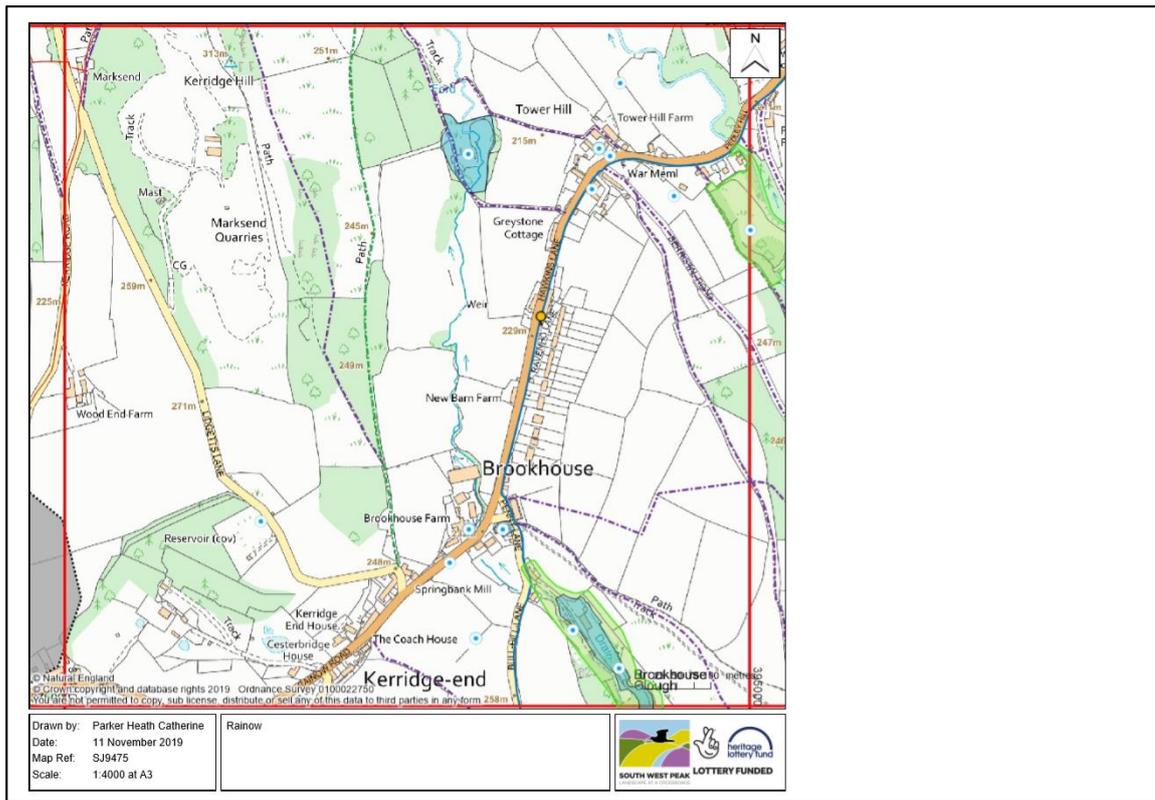
- These surveys are meant to be relatively rapid. If it's taking you a whole day to record one barn or asset then you are doing it in too much detail. Those that are particularly interesting and significant can be identified as ones to go back to.

6.2. Before heading out

- You will either need to collect a map sheet from the CHO or another nominated person, or print one out for yourself. Map sheets are a 1km grid square which, when printed out at A3 size are at a scale of 1:4000. You can be responsible for one or a number of these .
- To choose a square go to: [SWPeak OS Mapping \(biglow.co.uk\)](http://SWPeak OS Mapping (biglow.co.uk)). Each grid square has been colour-coded: red = completed; purple = reserved; yellow/orange = in process; green = available. Choose one of the green squares and click on the flag/pin to see what the 1km² four-figure grid reference is. You should have the option to download the map should you want to print it yourself. Please make sure you tell the CHO which grid square you have chosen so that it can be logged. See images below:



- A map sheet looks like this:



- You will then need to check if there are any known assets in your grid square. To do this you can look at your map sheet. Each one has/should have any assets that are already on the Peak District National Park's Historic Buildings, Sites and Monuments Record database marked on it in blue, either a point or a polygon (see Appendix 1 for the full key to the map sheets). Unfortunately, however, you do not have access to this database, so you are unable to check any details about the assets in this way. Fortunately, however, these assets, for the most part, correspond to those assets that are on the Historic Environment Record (HER) and you do have access to this.
- To check the HER do the following:
 - Go to <http://www.heritagegateway.org.uk/gateway/>
 - Click on 'More Detailed Search' in the menu on the left-hand side of the screen.
 - You can then search using the map by putting in the grid reference for the 1km square/s you will be surveying. Remember to put the letters for the NGR (National Grid Reference) as well as numbers. E.g. for Warslow this would be SK0858. You can alter the figure 'search within:' box to 'within 500m' as this will then cover the whole square (500m from the centre of the grid square each side).
 - Click 'Find' which will pinpoint that grid square on the map and then click 'Search'. See image below:

HERITAGE GATEWAY

[Site Map](#)
 Text size: [A](#) [A](#) [A](#)

search

You are here: [Home](#) > [More Detailed Search](#)

select...

Homepage Search

More Detailed Search

Help and FAQs

Cookies



More Detailed Search

You can search any resource using the map (although some will need to be viewed from the results list). For tips on how to use the map visit our [help](#) page

The detailed search also allows you to search using any combination of location (Where), type (What), period (When) and person (Who), as well as which resources you would like to search. e.g. specific Historic Environment Record only.

Where

What

When

Who

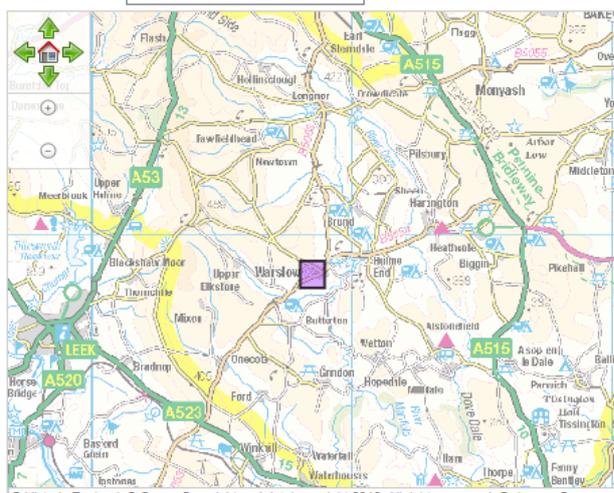
Resources

Map
Admin Location

Find on map: Find

Enter place name, street name, postcode or grid reference

Search within:



© Historic England. © Crown Copyright and database right 2019. All rights reserved. Ordnance Survey Licence number 100024000. Use of this data is subject to terms and conditions. © British Crown and SeaZone Solutions Limited 2019. All rights reserved. Product Licence no. 102006.006.

Click to search by Grid Reference

Reset
Search

Search Summary

Where = Within 500m of selected location (SK085585);

- Heritage Gateway will then search using a number of different databases. Feel free to explore each of them but the most pertinent is the County HER – this will either be for Staffordshire, Derbyshire or Cheshire depending where in the SWP the grid square falls. Some grid squares will cross over the county boundaries. Where this is the case you will need to look at all relevant County HERs.
- You will then need to match what is on the HER to what is on your map sheet. In some cases there will be a map available on Heritage Gateway that will make this easy, otherwise it might take a little bit of detective work.
- Make a note of what is already known about. You will need to visit these so that the records can be updated. **However, we are only looking at buildings that are field barns or outfarms, so you can ignore any other buildings that are on the HER.**

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- Make sure you have all other equipment necessary. See list in Section 5. Speak to the CHO if you need anything.
- Finally before going out, please make sure you read the Health and Safety documents. You will be sent these. The main thing is, do not do anything that may be unsafe! You should now be all set.

6.3. Fieldwork

- The surveys require you to walk on public rights of way (PRoWs). These are marked on the map sheets (see Appendix 1 for key). The SWP team will make sure that those living in and around the area are aware of what will be going on. You will also be given a volunteer ID badge and information sheets to give to any interested party, which will have SWP contact details on.
- If, during the course of the surveys, you are invited to look more closely at certain assets or barns in the landscape by a landowner then feel free to do so, if you feel happy to.
- Alternatively, if a landowner feels that you are trespassing, let them know what you are doing, give them contact details of the CHO if they want them, apologise, walk away and let the CHO know.
- The survey involves careful observation as you walk through the landscape looking for evidence of human activity in the past. This may seem like an almost insurmountable task given the fact that most if not all of the SWP has been touched by human hand at some point in the past. To aid you in deciding whether something is worth recording as a heritage asset, you need to think about its significance and value. You need to consider its archaeological (or evidential) value, its historic value, its aesthetic (architectural and/or artistic) value and communal value. Significance and value derives not only from a heritage asset's physical form, but also from its setting, age and rarity. If you can justify recording it by these criteria then go ahead and record it, if not then don't! See 7.17 Heritage Value and Appendix 2, for further consideration of the significance and value of assets. Appendix 3 gives a list of terms of different monument and barn types along with photos of some of the most typical ones that can be found in the SWP.
- Once an asset or barn is identified and you have decided it is significant to record, the process involves walking around it, as far as is possible, and without trespassing on private land, making notes, taking photographs and a GPS reading, estimating measurements, and sketching. Details on how to do all of this are in the next section – 7. 'How to complete the recording forms'.
- How you go about the practicalities of this recording will depend on whether you are working on your own, in a pair or in a team. If there is more than one of you, tasks can be divided. One suggestion is that, after everyone involved has walked around the extent of the asset or barn, one person takes the role of scribe and directs the other/s to take

photos and measurements, and give thoughts and opinions as necessary. You could then swap roles for the next asset or barn.

7. HOW TO COMPLETE THE RECORDING FORMS

The following goes through the proformas for recording assets (landscape survey) and barns (building survey). The first part of the forms are the same for both types (7.1 to 7.15).

7.1. Asset or Barn UID Number:

UID stands for **U**nique **I**dentification. This is formed from the 4-figure grid ref for the 1km² the asset or barn is in without the letter prefix (e.g. Instead of SK0858 it is just 0858), then underscore **_**, then **L** (for landscape) *or* **B** (for building) and then the number of the asset or barn you have recorded – start at 001 and continue until you have recorded all assets and barns for that grid square, e.g. 0858_L001 or 0858_B001. For the building surveys, the form is 2 sheets (printed on both sides). Make sure you write this number on each sheet.

7.2. Asset or Barn Name:

If the asset or barn is already on the Historic Environment Record (HER – 6.2 above) then use the name it already has (unless you think it has been named incorrectly). If not, then give it a name that describes what and where it is as briefly as possible, e.g. Hill Farm Field Barn, Butterton.

7.3. Summary:

It is often easiest to complete this after the rest of the form. Use the monument or building type, the first sentence from the description for an asset or brief details from relevant boxes if it's a barn, as well as the date, if it is known.

7.4. Record Type:

This is usually **MONUMENT** for the landscape survey heritage assets and for barns that are derelict or remnants. Use **BUILDING** for a barn with a roof or reasonably intact building. You can copy this off the HER record if there is one.

7.5. Monument type and Monument sub-type or alternative/Building type and Building sub-type or alternative:

The terms listed in Appendix 3 are taken from the *FISH Monument Type Thesaurus* (FISH = Forum on Information Standards in Heritage). http://www.heritage-standards.org.uk/wp-content/uploads/2020/02/Mon_alpha.pdf. Hopefully, it covers most of those assets and barns and ways to describe them that you will observe and record. If further clarification is required or you feel the term you need is not in the list then please interrogate the online FISH thesauri at the link above. The National Library of Scotland website <https://maps.nls.uk/> is very useful for

old maps which can help you identify and interpret assets too. Think of this as the interpretation of the asset or building.

7.6. Evidence type:

The terms listed in Appendix 4 are taken from the FISH Evidence Thesaurus: http://www.heritage-standards.org.uk/wp-content/uploads/2018/02/Evidence_alpha.pdf). As above, hopefully, it covers most of the evidence types that you will come across. If further clarification is required or you feel an appropriate term you need is not in the list then please interrogate the online FISH thesauri. Think of this as a more 'objective' way of describing the asset or barn. Ask yourself how we know that this asset or barn exists – what is physically present?

7.6. HER number:

HER, as you now know, stands for Historic Environment Record. If the asset or barn/building is on the HER then it will have a number which you will see by searching on Heritage Gateway (see 6.2 above). Make sure you put the HER number and not the Heritage Gateway Mon UID.

7.7. Protected Status:

If the asset or barn is listed or scheduled, put it here along with the grade and number as appropriate in this format: e.g. Listed Building (II) 1374565; Scheduled Monument 1008975. If the asset is on the HER, then this information will be on that record, which you will see from a Heritage Gateway search. You can check this also on Historic England's website too: <https://historicengland.org.uk/listing/the-list/>. If the asset is in a Conservation Area, put that fact here also e.g. Flash Conservation Area.

Generally, we are not recording any buildings other than barns, even if they are listed, but occasionally there are heritage assets that can be identified that may belong to or be part of the curtilage for a listed building, such as the mounting block at Hobcroft Farm in Warslow. In these cases, make a note of the listing grade and number of the building in this box as above and put 'Associated with'

7.8. Other Ref Number:

Put here any other reference number that may exist for the asset, such as a Milestone Society Reference number or perhaps a Trig Point reference number, but don't put lots of publication references here. If the asset is interesting enough that you want to do further research, then put a note in the relevant box below (7.26. 'Notes (on initial ideas)') and it may be that the asset can then become the focus of a bigger project. After you submit the information to the CHO, they will put the PDNPA's HBSMR number in here too.

7.9. Survey date:

The date you are in the field surveying.

7.10. Surveyor:

Your name/initials.

7.11. County:

Staffordshire; Derbyshire; or Cheshire.

7.12. District:

For Staffordshire: Staffordshire Moorlands

For Derbyshire: Derbyshire Dales or High Peak

For Cheshire: Cheshire East

7.13. Parish:

For Staffordshire Moorlands: Alstonefield; Bradnop; Butterton; Fawfieldhead; Grindon; Heathylee; Heaton; Hollinsclough; Horton; Leekfrith; Longnor; Onecote; Quarnford; Sheen; Tittesworth; Warslow & Elkstones; Waterhouses; Wetton

For Derbyshire Dales: Hartington Town Quarter

For High Peak: Buxton (not strictly a Parish but as good as); Chapel en le Frith; Hartington Upper Quarter; Whaley Bridge

For Cheshire East: Bollington; Bosley; Disley; Higher Hurdsfield; Kettleshulme; Lyme Handley; Macclesfield; Macclesfield Forest & Wildboardclough; Pott Shrigley; Rainow; Rushton; Sutton; Wincle

7.14. Map sheet ref:

Each map will be a 1km² printed out on an A3 sheet at a scale of 1:4000. The map ref will be printed on this sheet. It is the four grid figure reference with the letter prefix. E.g. for Warslow it is SK0858.

7.15. Grid Ref:

This should be an 8 or 10 figure grid ref with letter prefix. This can be obtained by using a handheld GPS, a smart phone GPS app, or by the use of a romer. Romers can be provided and are designed to be used with the map at a scale of 1:4000. You will already know the four figure grid ref as that is your map sheet ref. e.g. SK0858. In this case, 08 is the Easting (x axis) and 58 is the Northing (y axis). You always give the Easting before the Northing. If the asset or barn is not already mapped, then put a cross where you have located it. You should be able to do this by looking around you and seeing fixed points in the landscape and matching them to mapped features and making an estimate of its position. Line the corner of the romer on the location of the asset and read across the romer to the grid lines, first to the x-axis and then to the y-axis. This will give you a 10 figure grid ref. If it is not possible to mark the location on the map, as there are few mapped features around, then it will be best to use a GPS or a smart phone app.

At this point the recording forms for assets (landscape survey) and for barns (building survey) start to differ. First, the landscape survey recording forms:

7.16. Date/period:

If the asset is already on the HER there will be an associated date or period. Some times this can be very general e.g. Post-medieval 1540-1901. If you know through your researches or existing knowledge that something can be more specifically dated then please put it here rather than the more general date. The National Library of Scotland website - <https://maps.nls.uk> is very useful for old maps which can give you an idea of date as well as what an asset is. See list in Appendix 5 for terms from <http://www.heritage-standards.org.uk/chronology/>

7.17. Heritage Value:

Consider why you are recording this asset - what is its significance and value? Choose at least one from: **Evidential, Historical (illustrative), Historical (associative), Aesthetic (fortuitous), Aesthetic (designed), Communal (social) and Communal (commemorative)**. See Appendix 2 for more details about each of these.

7.18. Description:

Describe the asset as best you can here in the space provided. Use terms from thesauri (see 7.5. and 7.6.). Expand on the assets significance and heritage value (see 7.17) to justify/explain why you are recording this particular asset. You can use the words 'possibly' 'perhaps' 'maybe' etc.

7.19. Condition:

Choose between:

A. Optimal i.e. the best we can realistically expect to achieve. There is very little or no intrusive vegetation, erosion or other damage.

B. Generally satisfactory but with minor localised problems. There may be some intrusive vegetation, minor erosion scars caused by animals or natural erosion but this is localised, typically affecting up to 15% of the monument. It does not constitute serious damage and is an acceptable feature of the monument, e.g. seasonal animal trampling around gateways. No management action required provided it does not greatly exceed its current extent.

C. Generally satisfactory but with significant localised problems. More significant damage is apparent, such as animal burrowing, moderate vehicle, stock, or visitor erosion. The damage is localised but may affect up to 25% of the monument.

D. Generally unsatisfactory with major localised problems. Severe localised damage, e.g. partial collapse of a structure, animal burrowing (badger, rabbit), plough-clipped earthwork, unauthorised works.

E. Extensive significant problems. There is widespread damage which may affect 50% or more of the monument. This category includes all monuments under plough (unless known to be deeply buried). Damage could be caused by one or more factors, such as dense vegetation cover or

erosion, typically affecting structures, leading to severe structural problems and/or collapse or extensive animal burrowing, such as a badger sett in a burial mound.

7.20. Risk:

This is a value judgement. Select one of the following options: **A. at risk; B. vulnerable; C. low/not at risk.** To help you decide the risk category, you can also use the 'decision tree', in Appendix 6.

7.21. Visibility:

This is about how easily the site can be seen and understood. Select one option:

A. Highly visible Substantial above ground masonry and/or earthwork remains which are highly visible and 'legible' without further information; **B. Limited visibility** Limited above ground masonry and/or earthwork remains with limited visibility and only 'legible' with further information i.e. ploughed earthwork, cairnfield, site under multiple land use; **C. Not visible** Not visible. Only buried remains survive; **D. Unknown** Unknown.

7.22. Access:

Choose between: **A. Full access** No restrictions on access (e.g. on Open Access land, easily visible from footpath, or on land for which public access has been agreed), free entry and no impediments (e.g. noise) to appreciation of the monument; **B. Restricted access** Not always open and/or charges for entry and/or impediments to appreciation of the monument e.g. remote, difficult terrain, only partly visible from path or adjacent road, traffic noise; **C. No access** No public access; **D. Unknown** Unknown.

7.23. Interpretation:

This is about how the site has been interpreted. Select one option: **A. Developed interpretative scheme** Developed interpretative scheme on or close to site comprising at least two or more of following elements: interpretation board, leaflet, display, guided tour, audio tour, guidebook, reconstruction. Could also include online interpretation; **B. Limited interpretation** Limited interpretation on or close to site with only one element: e.g. interpretation board, leaflet, display, guided tour, audio tour, guidebook, reconstruction, or online interpretation; **C. No interpretation** No interpretation; **D. Unknown** Unknown.

7.24. Change HER:

Choose between **A: Add** The asset is not on the HER; **B: Update – fuller record** It is on the HER and the record is essentially correct but we are providing further information e.g. up-to-date photos and sketches, fuller interpretation; **C: Update – change record** It is on the HER but the record is incorrect – grid reference, interpretation, condition etc. **D: No change** The record for the monument and its interpretation is thorough and we have little or nothing to add.

7.25. Possible adoption:

If you think the asset has the potential to be adopted (maintained and monitored) as well as for further research/archaeological investigation then put **Yes** here. Otherwise put **No**.

7.26. Notes (on initial ideas):

Here you can put any ideas you have – briefly – about further research into and repair, maintenance and adoption of an asset.

7.27. Measurements:

Estimated measurements of an asset are fine. You can do this by sight, using the photographic scales or ranging rods, or by pacing, if you know how long your own paces are. You can use a tape measure for this but it is not essential, and sometimes you will not be able to get close up to the asset. Make sure you note whether you are using m, cm, or mm. Not everything is easy to measure as height, length and width, which is why there is a box to put any other measurements e.g. diameter or anything else that is suitable. You can also mark measurements on a sketch of the asset.

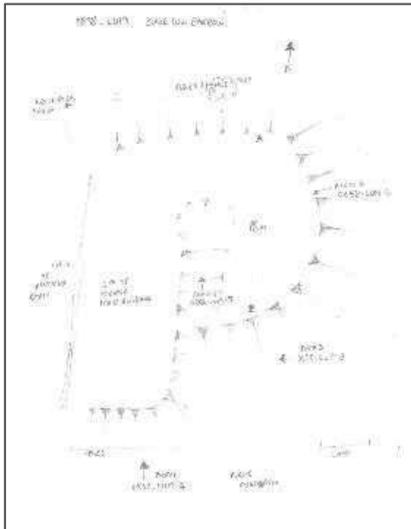
7.28. Photos:

There is room to put details for 10 photographs. You do not need to take this many. Use a compass to determine where North is and place a north arrow in an appropriate place. Use ranging poles or photographic scales, if possible. Take a general shot of the whole asset in its setting, then from different angles and of significant features, if applicable. The photographs are to help in identification, location and determining condition and significance of particular assets. Photographs should be numbered with the UID then a dash and a number starting with 01 (e.g. 0858_L001-01. Make sure you indicate the direction the photo is taken from and/or the direction the assets is facing. Make sure this is clear on the form. Save your photos as jpegs and renumber them according to the proforma as soon as possible (before you lose track). You will need to send these to the SWP team along with your completed spreadsheet (see Section 10). Please keep the original size - do not reduce them.

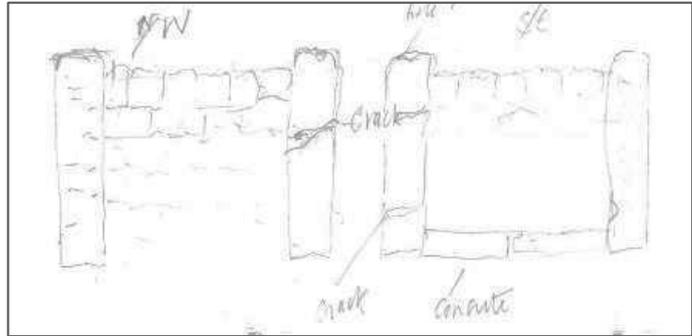
7.29. Sketch:

Draw a sketch of the asset. How you do this depends on its nature. If it is an earthwork, e.g. a barrow then a plan would be best (e.g.1 below), if is a memorial or gate piers etc. then an elevation sketch would be good (e.g.2 below). You can mark on the sketch where North is, any measurements taken as well as where any photographs have been taken from. See below for examples of sketches and Appendix 7 for guide to archaeological sketching/drawing conventions at large scale.

e.g.1:



e.g.2:



The following refers to the building survey recording form:

7.30. Landowner/tenant:

Only put this if you have spoken with the landowner or tenant and there is interest in further work – higher level recording or repair.

7.31. In use?:

State yes or no and if yes describe briefly what that use is. Or put unknown

7.32. Landscape setting:

Briefly describe the location of the barn including features of the landscape in the vicinity. In the photo box write in the file name of the photo/s, if you have taken any, of the landscape setting.

7.33. Visibility (Landscape Amenity Value):

How much does the barn contribute the character of the landscape? How visible is the barn in the landscape? Choose from **A: High; B: Medium; C: Limited.**

7.34. Accessibility (Public Access):

Choose from **A: Public/educational access to building; B: Permitted route adjacent or close to building; C: Clearly visible from permitted route only; D: Not visible from permitted route** (you won't usually get to see or know about barns not visible form public rights of way, unless you have been invited to look at one).

7.35. Walls – Material (walls):

Choose from **A. Limestone B. Gritstone C. Other** (specify in notes – see below) **D. Unknown**

7.36. Walls – Material (quoins):

Choose from **A. Limestone B. Gritstone C. Other** (specify in notes – see below) **D. Unknown**

7.37. Walls – Construction:

Choose from **A. Coursed B. Random C. Other** (specify in notes – see below) **D. Unknown**

7.38. Direction facing:

Using the compass, ascertain which direction the wall is facing. Do this for each wall.

7.39. Length:

Estimate the length of the wall in metres. You can do this by sight, using the photographic scales or ranging rods, or by pacing, if you know how long your own paces are. You can use a tape measure for this but it is not essential, and sometimes you will not be able to get close up to the barn to use one.

7.40. Notes (on walls):

Make notes on the walls here, briefly. You can include numbers of door openings and windows or taking-in holes here but details should be put in the relevant boxes (see below 7.43 & 7.44). Put the number of ventilation slits here and anything else that you think is relevant from the boxes above.

7.41. Photos:

Take photos of each wall at oblique angles and face on to show details of door openings, windows/forking-holes, ventilation shafts etc. Photographs should be numbered with the UID then a dash and a number starting with 1 (e.g. 0858_B001-01). Save your photos as jpegs and renumber them according to the proforma as soon as possible (before you lose track). You will need to send these to the SWP team along with your completed spreadsheet (see Section 10). Please keep the original size - do not reduce them.

7.42. Height:

State whether the barn is 1, 2, 3 or more storeys.

7.43. Door openings:

There is room to record up to 5 door openings on the form. Occasionally, there will be more than this. In this case, please continue on a separate sheet or in a notebook – remember to reference any notes you make with the UID. An opening should be included here if it was originally a doorway and has since been blocked fully, or partially to create a window. For each door opening note the following:

7.43.1. Elevation:

An elevation is the external face of a building. Put which wall – direction facing - the doorway is in.

7.43.2. Approx. size:

Put both width and height here. As for measuring the walls (see above 6.37). Make sure you state whether you are measuring in mm, cm or m.

7.43.3. Open/blocked:

State whether open, blocked, or partially blocked. This does not include whether or not a door opening has a door or shutter.

7.43.4. Notes:

Note anything of interest, regarding the blocking of doors, lintels etc.

7.44. Windows/forking-holes/taking-in doors/pitching holes:

There is space to record 5 on the form. As with the door openings, if there are any more, continue on a separate sheet or notebook and remember to include the UID.

7.44.1. Elevation:

As for door openings (see 7.41.1.).

7.44.2. Height above ground:

Approximately. A ranging pole is good for this, especially those in a second storey.

7.44.3. Approx. size:

As for door openings (see 7.41.2.).

7.44.4. Open/blocked:

As for door openings (see 7.41.3.).

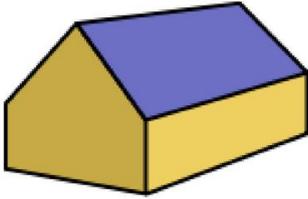
7.44.5. Notes:

As for door openings (see 7.41.4.).

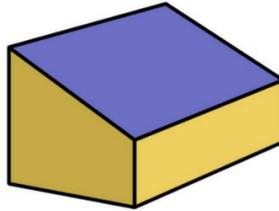
7.45. Roof type:

There are other roof types but these listed below are probably cover all those you will observe and record. Choose one: **A: Gabled:** The commonest type of roof with sloping sides meeting at a ridge and with a gable at each end; **B: Pent (mono-pitched):** A lean-to or mono-pitched roof, or a projecting canopy over a door, window, or stair; **C: Catslide:** A roof with one side longer than the other, continuing at the same pitch over an extension to a building; **D: Half-hipped roof:** A roof whose ends are partly gabled and partly sloped; **E: Hipped:** A ridged roof that slopes on all four sides; **F: Flat roof:** A roof with a slope of less than ten degrees to the horizontal. See images below:

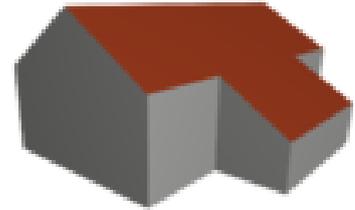
A. Gabled



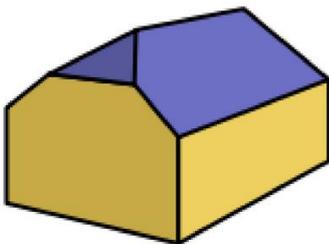
B. Pent/mono-pitch



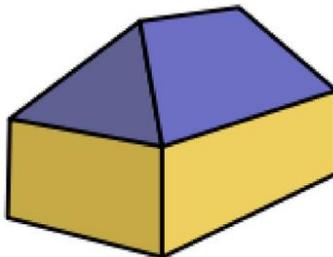
C. Cat-slide



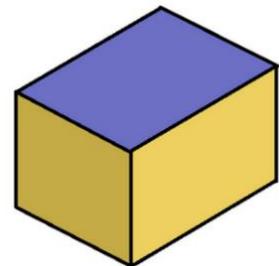
D. Half-hipped



E. Hipped



F. Flat



7.46. Roof materials:

Choose from:

A. Stone slates, B. Slate, C. Staffordshire blue tiles, D. Corrugated iron, E. Corrugated asbestos, F. Other (specify in notes), G. Unknown.

Staffordshire blue tiles are common in traditional barns in the SWP but you will come across others. If you are not sure, put unknown but also make sure you take photos, so that the material might be identified at a later date.

7.47. Condition:

Choose from:

A. Good – intact; B. Poor - partially intact; C. Very poor; D. Non-existent.

7.48. Photos:

Write in the photo file number according to the convention (see 7.41. above) of any photos taken of the roof. These can be from inside as well as outside to show condition as well as materials and type. Only look or go inside if you have permission and it is safe to do so – please do not take any risks. These can be the same photo already stated for walls, if they show the roof.

7.49. Notes:

Note any interesting details about the roof including details of roofing material not included in the choices above (7.46.)

7.50. Biodiversity:

Note any plants or animals growing, nesting etc. in the barn. There is no need to look too closely. We do not want to disturb anything. If the barn goes on to be recorded at a higher level and undergoes works of any kind, a formal ecological survey will be undertaken.

7.51. Access:

State how the barn or building is accessed generally (no necessarily by the public) e.g. footpath, track, road etc.

7.52. Water supply:

Look around the vicinity of the barn to see if you can see a water supply. This could be a dew pond, a trough, piped water, spring, well, river or brook. Maps will also be able to give you some information on this.

7.53. Outside steps:

State yes, no, or don't know.

7.54. Date/period:

See 7.16. above and Appendix 5. Most barns will be 19th century (C19), some may be earlier. Historic maps can be the best place to find out when a barn was in existence. Putting 'C19 or earlier' is ok.

7.55. Original features:

If the barn has original features both outside and inside then describe them here. Only look or go inside if you have permission and it is safe to do so – please do not take any risks. Take any photos you can of the details and note the file names. See 7.41. above on how to take photos and name files.

7.56. Extended or changed:

State whether the barn has been extended or changed, since it was originally built and describe alterations. Take any photos you can of the details and note the file names. See 7.41. above on how to take photos and name files.

7.57. Building and barn terminology:

For descriptions of original features and alterations see the terms in Appendix 8. These are taken from the FISH Farmsteads Thesaurus see http://www.heritage-standards.org.uk/wp-content/uploads/2020/02/Farmsteads_alpha.pdf, and Hine (2013), *Field Barns of the Peak District*.)

7.58. Potential for higher level survey:

State yes or no. This is based on your opinion of the barn and its significance regarding original features. Any barn that will have work done will need to be recorded at a higher level.

7.59. Potential for further work:

State yes or no. This is based on your opinion of the barn as well as any conversations you may have with the landowner or tenant.

7.60. Notes:

Put details of any ideas, conversations etc. regarding higher level survey or further work here.

7.61. Condition of barn:

Choose the best description from the following (use the photos as a guide):

A. Excellent Condition – no work needed.



D. Becoming derelict



B. Minor Defects, perhaps a few slipped tiles, broken guttering, new doors needed.



E. Derelict



C. Advancing deterioration



F. Remnant - only rubble walls/foundations left.

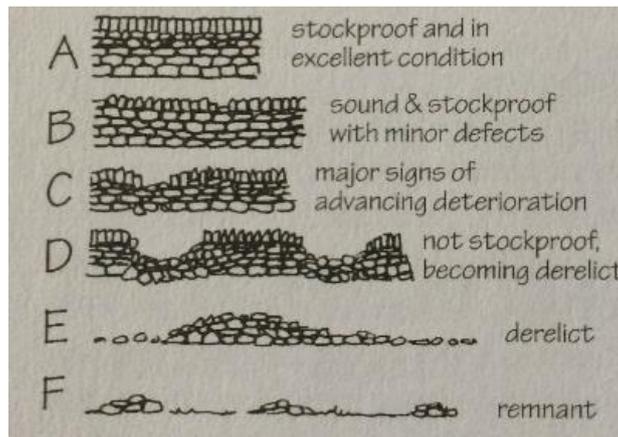


7.62. Risk:

Choose between, **A. At Risk B. Vulnerable C. Not at risk**. See 7.20. above and Appendix 6 for assessing risk.

7.63. Associated stone walls:

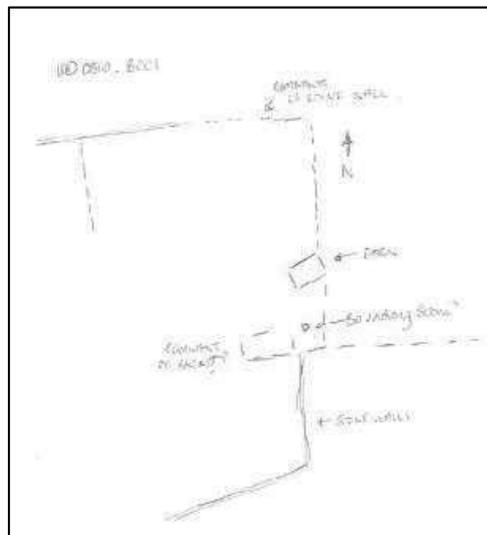
We would like to collect information on stone walls associated with barns. Look 10-20m around the barn (as a guide) and choose from the following (see below) to describe the condition of the walls, using the sketches to help you decide. Take any photos you can of the details and note the file names. See 7.28. above on how to take photos, name files and send images to the SWP team. Make any other notes in the 'Notes' box that relate to stone walls.



7.64. Sketches:

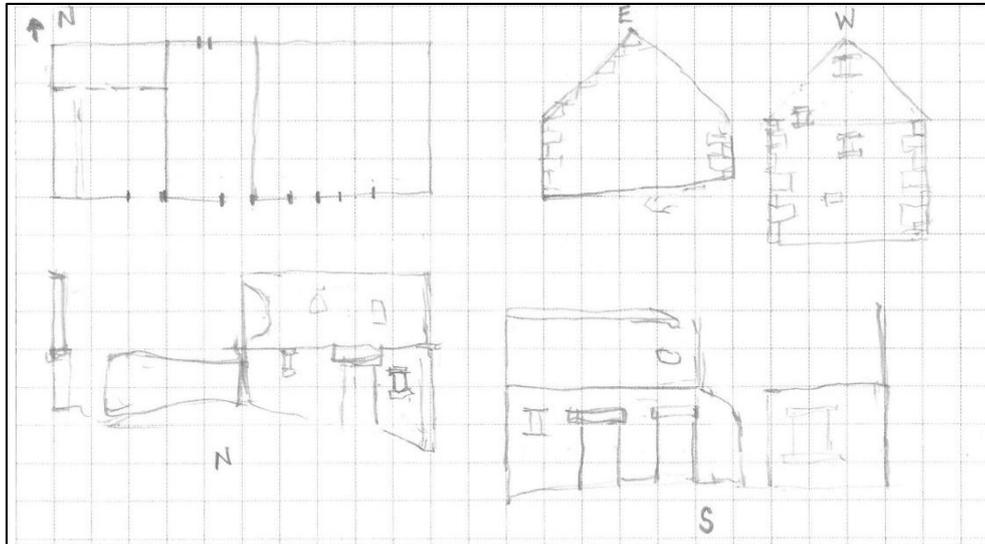
7.64.1. Location sketch plan:

Include any drystone walls in the vicinity. See above at 7.29. and Appendix 7 for a visual guide to archaeological drawing conventions at a large scale. The trick is to draw the barn small and very simplistically to indicate rough outline before adding other features, e.g.:



7.64.2. Building sketches:

Draw a number of small relatively detailed sketches in the space available. A plan is good place to start and as many elevations as you can see. Use the squares (probably 1 square = 1m² is best) to draw them to an approximate scale. Marking the direction photos have been taken can be helpful too.



8. AFTER FIELDWORK

After you have completed a grid square, whether as an individual, pair or team, we would like you to transfer the information you have recorded onto a MS Excel spreadsheet, which will be sent to you. See Section 9 below on how to do this.

If you would then like another grid square, please do not hesitate to get in touch – see Section 12 for contact details. We will provide you with grid square you want, as long as it isn't being surveyed by someone else, or you can download the map yourself from http://www.biglow.co.uk/SWPeak/map/os/swp_os_gridref.html. See Section 6.2.

You can also look out for arranged survey dates for particular areas. These will be posted online on the Better Impact, volunteer website as 'opportunities' for you to sign up to.

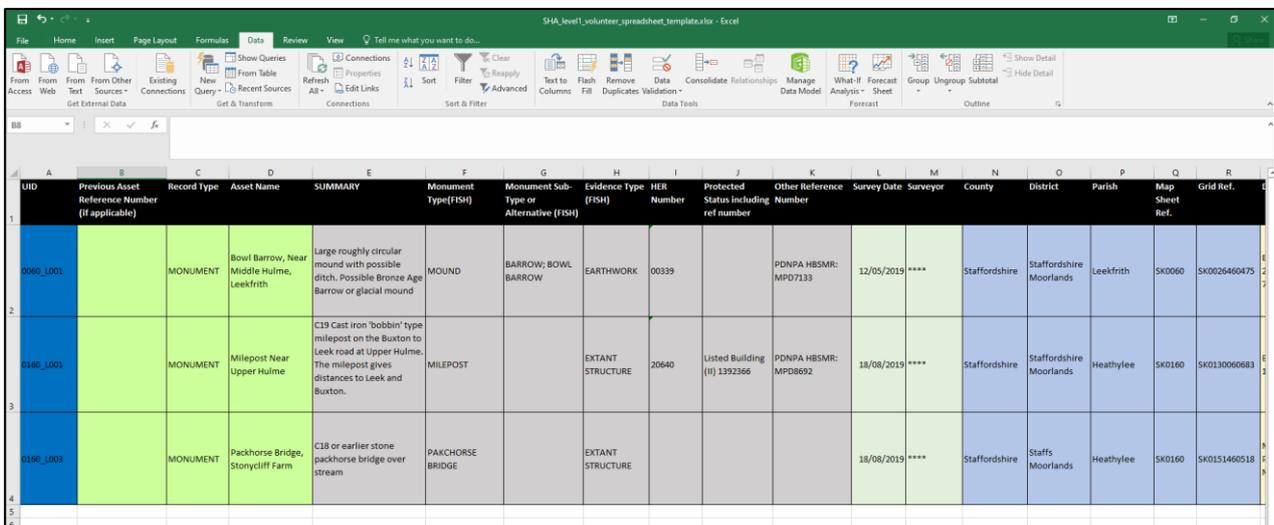
If at any point, you would like further support, please do not hesitate to ask.

9. HOW TO FILL IN THE SPREADSHEETS

You will be sent 2 templates by email. One is for heritage assets/landscape survey the other is for barns/building survey.

Both spreadsheets have 4 'sheets': the first sheet, 'Template', is for you to complete, the second is 'Guidance', to help you complete the template (much of what is in here is taken from this handbook); the third sheet is 'Examples'; and the fourth sheet provides the data validation for some drop down boxes.

The columns (fields) in the each template correspond to the boxes on the forms you have filled in (see image below). Simply copy what you have written on the forms into each column on the spreadsheet. One row/record is for one barn or heritage asset. When you have finished inputting information for one barn or asset, go to the next row for the next one and so on.



UID	Previous Asset Reference Number (if applicable)	Record Type	Asset Name	SUMMARY	Monument Type(FISH)	Monument Sub-Type or Alternative (FISH)	Evidence Type (FISH)	HER Number	Protected Status Including ref number	Other Reference Number	Survey Date	Surveyor	County	District	Parish	Map Sheet Ref.	Grid Ref.
0060_L001		MONUMENT	Bowl Barrow, Near Middle Hulme, Leekfrith	Large roughly circular mound with possible ditch. Possible Bronze Age Barrow or glacial mound	MOUND	BARROW; BOWL BARROW	EARTHWORK	00339		PDNPA HB5MR: MPD7133	12/05/2019	****	Staffordshire	Staffordshire Moorlands	Leekfrith	SK0060	SK0026460475
0180_L001		MONUMENT	Milepost Near Upper Hulme	C19 Cast iron 'bobbin' type milepost on the Buxton to Leek road at Upper Hulme. The milepost gives distances to Leek and Buxton.	MILEPOST		EXTANT STRUCTURE	20640	Listed Building (II) 1392366	PDNPA HB5MR: MPD6892	18/08/2019	****	Staffordshire	Staffordshire Moorlands	Heathylee	SK0160	SK0130060683
0160_L003		MONUMENT	Packhorse Bridge, Stonycliff Farm	C18 or earlier stone packhorse bridge over stream	PAKCHORSE BRIDGE		EXTANT STRUCTURE				18/08/2019	****	Staffordshire	Staffs Moorlands	Heathylee	SK0160	SK0151460518

For photos, please put the file name. See 7.28. and 7.41. above on how to take photos and name files. For sketches, if you have the means, please scan any you have made, save them as jpegs and name them with the UID then a dash and a letter starting with 'a', e.g. 0858_B001-a. Put the file name/s in the column on the spreadsheet. If you are not able to scan the sketches, you can always take a photo of them instead.

If you are working in a team or in a pair make sure only one person completes a record for a particular barn or asset on a spreadsheet. When you have inputted records for a grid square, save it and name the document with BB (for barns and buildings) or SHA (for small heritage

adoption) and the map ref – e.g. SHA SK0858. Send all spreadsheets, photos and sketches via either www.mailbigfile.com or www.wetransfer.com to catherine.parkerheath@peakdistrict.gov.uk on the **28th of each month**.

If you are unable to fill in a spreadsheet for whatever reason, don't despair! You can post the form to the address in Section 12 below and send photos as detailed above. However, we can support you and train you in how to use MS Excel if you are unsure what to do.

10. ESSENTIAL DOCUMENTS

There are many documents that you will be given as you start, some of which you will need to sign and agree to, others that are for your information. Some of these are available through the Better Impact volunteer website once you have signed in. Here is a list:

- Volunteer Role Description
- Volunteer Handbook
- Volunteer Code of Conduct
- Volunteer Agreement Form
- Volunteer Time Recording Form
- Volunteer Expenses Form
- Health and Safety Document
- Lone Working Document
- Dynamic Risk Assessment
- Incident Report Form
- Photo and Video Consent Form

If after the training day you do not have access to any of these, then please get in touch - see section 12 for contact details.

11. REFERENCES AND ACRONYMS

BB = Barns and Buildings Project

CHO = Cultural Heritage Officer

FISH = Forum on Information Standards in Heritage. All FISH vocabularies – e.g. monuments, evidence, chronology, farmsteads, can be found here: *FISH vocabularies*. [ONLINE] Available at: <http://www.heritage-standards.org.uk/fish-vocabularies/> [Accessed 3 April 2018].

HBSMR = Historic Buildings, Sites and Monuments Register

HER = Historic Environment Record

Hine, S. 2013. *Field Barns of the Peak District*, Staffordshire: Churnet Valley Books.

PDNP = Peak District National Park
SHA = Small Heritage Adoption Project
SWP = South West Peak

12. CONTACT DETAILS

We look forward to working with you and hope you find volunteering with the SWP an enjoyable and rewarding time. If at any point you have concerns or questions please do not hesitate to get in touch.

Dr Catherine Parker Heath
SWP Cultural Heritage Officer
Aldern House, Baslow Road Bakewell, Derbyshire, DE45 1AE
catherine.parkerheath@peakdistrict.gov.uk
Office: 01629816279
Mobile: 07970237129

Volunteers have set up a Facebook page – SWP Historic Landscape Survey. You will need to have a Facebook account to see this and will need to have completed training in Level 1 Landscape and Building Survey to become a member. Click on this link:

<https://www.facebook.com/groups/1781189695234714/>

As mentioned with regards to finding grid squares and downloading maps, there is volunteer run website at <http://biglow.co.uk/SWPeak>. Here you can follow the progress of the level 1 surveys, see which grid squares need completing and download maps. It is being added to regularly. You should also be able to access and download this handbook, recording forms, and spreadsheet templates amongst other things.

13. APPENDIX 1: KEY TO MAP SHEETS

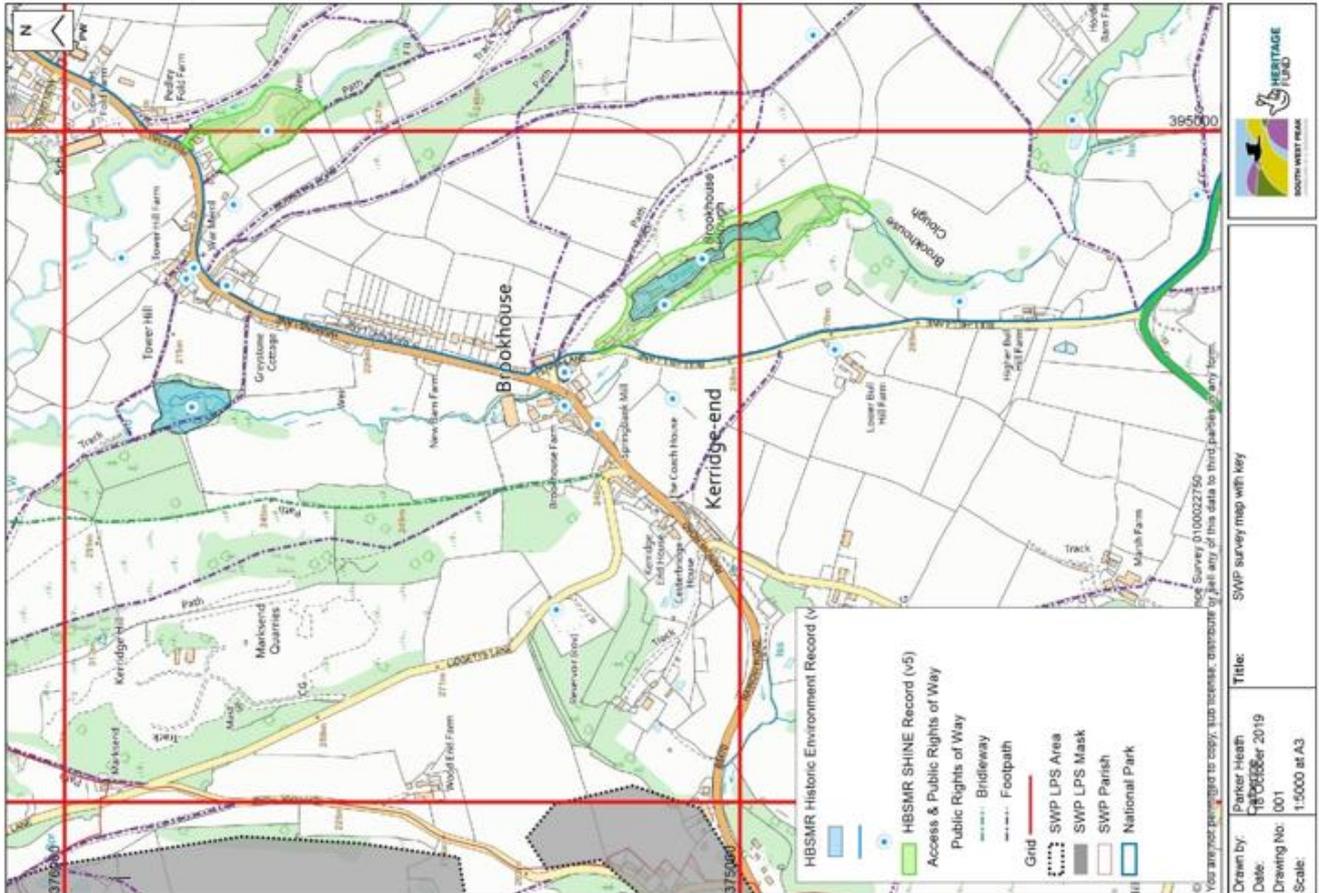
Clarification of some of the terms in the key:

HBSMR – This stands for Historic Buildings Sites and Monuments Record and is the PDNPA’s ‘own’ Historic Environment Record (HER).⁵⁶ For the most part it matches what is on the County HER’s which you can interrogate through www.heritagateway.org.uk Find out what they are. If it is a building or farmstead (listed or not) then you don’t need to visit it and record it, but if it is an **outfarm**/field barn or any other kind of asset then you will need to visit it and record it so the record can be updated.

HBSMR SHINE Record – This stands for Selected Heritage Inventory for Natural England. These areas often coincide with what is on the HER but don’t always. They can flag up areas that might have something worth recording as a small heritage asset.

SWP LPS Area – basically the boundary of the SWP – you don’t need to go beyond this.

SWP LPS Mask – the greyed out areas that are not in the SWP following the boundary line (SWP LPS Area).



14. APPENDIX 2: SIGNIFICANCE AND HERITAGE VALUE OF ASSETS

This section is to help you decide whether something is worth recording (See section 7.17). This worth is based on an asset's significance and heritage value. Use this to justify recording something and to form the basis of your description. The following is adapted from Historic England's document [Conservation Principles: Policies and Guidance](#).

Significance comes down to whether something has archaeological, historical, artistic and/or architectural interest. The way this significance is identified and articulated is through considering the values a heritage asset has or has placed upon it by a community. In all cases, the significance of the setting needs to be taken into account. An asset will generally have more significance if it is in its original setting, but if has been reused or moved then it can still have significance especially if its provenance can be traced and there is a story behind it. Additionally, in general, the older and rarer an asset is, the more significant it will be.

Evidential Value (archaeological significance): Does the asset have the potential to yield evidence about past human activity? (NB this value relates to 'potential'. Once an asset is investigated and understood it then has Historical Value, see below).

Historical Value (historical significance): How far is an asset and its setting **illustrative** of or **associated** with an historical event, process, practice, or person that changed the course of history and affected the lives of people from then on? This can be nationally or locally important. An asset that has historical value can still be in use.

Aesthetic Value (artistic and architectural interest): Do people draw sensory or intellectual stimulation from a particular asset. Is it **designed**, and associated with a particular artistic style/school of architecture or period or does it have artistic value in its own right? Or is the aesthetic value one that has developed over time, organically and is, therefore, **fortuitous**.

Communal value: Does the asset have **social** and/or **commemorative** value for a community. What does the asset mean for the people who relate to it, or for whom it figures in their collective experience or memory? If a community cares about an asset and wants it be looked after or would miss it if it was no longer there, then this gives an asset value and therefore significance. This can take into account whether an asset might have such a value to a community in the future.

15. APPENDIX 3: MONUMENT AND BUILDING TYPES

15.1. Monument types

ACCOMMODATION BRIDGE: A bridge, often over a canal or road, allowing access between two parcels of land.

ADIT: Horizontal tunnel opening from the surface used for haulage or access to a mine. It can also be used for drainage.

AMMUNITION DUMP: An installation used for the storage of ammunition.

APPROACH ROAD: A road, sometimes raised as a causeway, which serves as an approach road to a building or bridge.

AQUEDUCT: An artificial water channel for carrying water over long distances. Use also for bridge-like structures that carry the channel or canal across a valley, river or other obstacle.

ARCH: A structure over an opening usually formed of wedge-shaped blocks of brick or stone held together by mutual pressure and supported at the sides; they can also be formed from moulded concrete/ cast metal. A component; use for free-standing structure only.

ARCHITECTURAL FRAGMENT: Use more specific term where known.

BAITING PLACE: A site where the baiting of animals took place. Use more specific site type where known.

BANDSTAND: A platform or other structure for the use of a band of musicians.

BANK (EARTHWORK): Linear or curvilinear construction of earth, turf and stone, often, but not always accompanied by a ditch. Use specific type where known. For example:



BARROW: Artificial mound of earth, turf and/or stone, normally constructed to contain or conceal burials. Use specific type where known:

BANK BARROW: A poorly understood Neolithic monument comprising a very long, narrow earthen mound. They may be of single-phase construction, or represent the addition of a linear extension to the bank of an existing Long Barrow.

LONG BARROW: A rectangular or trapezoidal earthen mound of Neolithic date, usually accompanied by flanking or encircling ditches, and normally associated with human remains. Mound construction and associated features vary considerably in type and complexity.

ROUND BARROW: Hemispherical mound surrounded by a ditch (or occasionally two or more concentric ditches), often accompanied by an external (or occasionally internal) bank. Mound and ditch may sometimes be separated by a berm. Use specific type where known, e.g. BELL BARROW, BOWL BARROW



BEE BOLE: A recess in a stone or brick wall, usually bounding a garden or orchard, set two to three feet from the ground and facing south to southeast to catch the morning sun, in which a bee skep/bee hive is placed. Often found in groupings of three to six.

BOLLARD: A wooden, stone or iron post for securing things to or for preventing vehicular access to pedestrianized areas.

BOOT SCRAPER: A small metal bar for the cleaning of dirty footwear before entering a house, etc.

BOUNDARY: The limit to an area as defined on a map or by a marker of some form. Use specific type where known:

BOUNDARY BANK: An earthen bank that indicates the limit of an area or a piece of land. This particular one has trees planted on it.



BOUNDARY DITCH: A ditch that indicates the limit of an area or a piece of land.

BOUNDARY MARKER: A marker of some form used to indicate the limit of an area or a piece of land.

BOUNDARY POST: A stone or metal post that indicates the limit of an area or piece of land.

BOUNDARY STONE: A stone that indicates the limit of an area or piece of land.

This example could be described as a boundary stone or equally as a boundary marker.



BOUNDARY WALL: Any wall that indicates the limit of an area or piece of land.

BRIDGE: A structure of wood, stone, iron, brick or concrete, etc. with one or more intervals under it to span a river or other space. Use specific type where known.

ARCH BRIDGE: A curved structural span which is supported at the sides or ends. May vary in shape from the horizontal flat arch through semi-circular and semi elliptical forms.

BEAM BRIDGE: A bridge in which the load is carried by a single beam, or beams, spanning the space between two supports.

CANAL BRIDGE: A bridge over a canal.

FOOTBRIDGE: A narrow bridge for people and animals to cross on foot.

OVERBRIDGE: A bridge that crosses over a railway.

RAILWAY BRIDGE: A bridge carrying a railway track across a river, valley, road etc.

SWING BRIDGE: A movable bridge that swings or rotates around a central pier to provide a passageway for navigation.

BUDDLE: A stone-lined pit or tank, sometimes circular, for concentrating ores by sedimentation.

BUILDING PLATFORM: A site where a building once stood as identified by a level area of ground, often compacted or made from man-made materials. Use only where specific function is unknown, otherwise use more specific term.



BURIAL VAULT: A built structure, generally below ground, designed for the interment of several burials over a period of time. Usually constructed with a door or sealed entrance to allow reopening for further burials.

CAIRN: A monument featuring a bank or mound constructed primarily of stone. Use specific type where known.

CLEARANCE CAIRN: An irregularly constructed, generally unstructured, mound of stones. Often, but not necessarily, circular. Normally a by-product of field clearance for agricultural purposes.

CANAL: An artificial navigable waterway used for the transportation of goods. Nowadays also used for recreational purposes.

CANAL FEEDER: A channel which feeds water from a reservoir into a canal when the water level gets low.

CANAL SLUICE: A channel for taking a rapidly flowing stream of water away from a canal lock, or away from the canal itself.

CANAL TUNNEL: A tunnel with a canal running through it.

CANAL WHARF: A large wooden structure built alongside the edge of a canal where narrow boats may lie for the loading and unloading of goods.

CAPSTONE: A large stone laid horizontally to form the roof of a chamber.

CARRIAGEWAY: The part of a road intended for vehicular traffic.

CELLAR: A room or group of rooms usually below the ground level and usually under a building, often used for storing fuel, provisions or wines.



CEMETERY: An area of ground, set apart for the burial of the dead.

CHARCOAL BURNERS SITE: A site, often in a woodland clearing, used for the production of pure carbon by the controlled burning of wood and other organic materials.

CHARCOAL BURNING PLATFORM: An area of flattened or compacted ground used for charcoal burning.

CHEESE PRESS: A device used in the production of hard cheeses with two flat plates and a mechanism used to force the plates together, which exerts pressure upon fresh curds in order to remove and drain away excess whey. A device to help solidify milk products in cheese making.

Cheese press base:



Cheese press weight



FEATURE: An archaeological component which cuts, overlies or abuts other features such as ditches, pits and building foundations.

CHIMNEY: Chimney used on an industrial or commercial site.

CHURCHYARD: An area of ground belonging to a church, often used as a burial ground.

CLAY PIT: A place from which clay is extracted.

COAL SHUTE: An embanked chute, often stone paved, allowing carts to tip their loads of coal from the road into a storage area.

COBBLED ROAD: A road or street covered with small, rounded cobble stones.

COE: A small hut erected over a mine shaft.

COLLIERY: A place where coal is mined.

COLUMN: Use for free standing column.

COMMEMORATIVE MONUMENT: A building, structure or landscape created to commemorate a person or event.

COMMEMORATIVE STONE: A stone commemorating a person or event.

CONDENSING FLUE: A stone channel sunk into the ground, employed from the mid-19th century, to carry away gases produced during smelting.

CONSERVATORY: A glasshouse used to grow and display tender decorative plants. May be either an extension to a house or freestanding.

CORN DRYING KILN: A building found in conjunction with a WATERMILL, used for the drying of corn after harvesting, with a slatted drying floor set above a kiln.

COVERED WELL: A well with a superstructure, either partially or wholly enclosed with an access door, designed to protect the water source.



CROSS: A free-standing structure, in the form of a cross (+), symbolizing the structure on which Jesus Christ was crucified and sacred to the Christian faith. Use specific type where known: BOUNDARY CROSS, CELTIC CROSS, HIGH CROSS, MARKET CROSS, PREACHING CROSS, TOWN CROSS, VILLAGE CROSS, WAYMARKER CROSS, WAYSIDE CROSS

CREEP: A small opening built into a stone wall or hedge to allow small animals through. This example is a possible creep before road surface raised.



CRUSHING MILL: A building containing mechanically powered ore crushers or rollers.

CULTIVATION TERRACE: An area of land, usually on a slope, which has been built up to provide a flat surface for the cultivation of crops.

CULVERT: A drainage structure that extends across and beneath roadways, canals or embankments.

DAM: A barrier of concrete or earth, etc. built across a river to create a reservoir of water for domestic and/or industrial usage.

MILL DAM: A dam constructed across a stream to raise its water-level and make it available to power a mill wheel.

DATE STONE: A stone commemorating the date of a specific event.

DEER COTE: A building used for the shelter and protection of deer, especially in winter.

DEFENCE WORK: General term describing any defence work where no more specific term is applicable.

DEWPOND: A shallow pond, often artificial, fed by the condensation of water from the air, occurring on high land which has no other adequate water supply.

DIRECTION STONE: A stone, situated alongside a road, providing directions to travellers.

DRAINAGE DITCH: A long, narrow ditch designed to carry water away from a waterlogged area.

DRAINAGE LEVEL: A horizontal tunnel dug specifically for draining, for example, a mine.

DRESSING FLOOR: The place where metallic ores were crushed and washed to remove waste, forming a concentrate which could be used in a smelter.

DRESSING SHED: A shed, often found at a quarry, in which rough stone is shaped or dressed.

DRINKING FOUNTAIN: A fountain erected specifically to supply drinking water.

EARTHWORK: A bank or mound of earth used as a rampart or fortification.

EMBANKMENT: A long ridge of earth, rocks or gravel primarily constructed to carry a roadway.

ENCLOSURE: An area of land enclosed by a boundary ditch, bank, wall, palisade or other similar barrier. Use specific type where known.

CURVILINEAR ENCLOSURE: A monument consisting of an area of land enclosed by a ditch, bank, wall, palisade or similar barrier, where the boundary follows an irregular curving course.

RING ENCLOSURE: A small circular enclosure defined by a turf or earthen bank.

EXTRACTIVE PIT: Surface workings including shallow shafts, lode workings, open-pit methods and quarrying including some mines of stone, clays, compounds, etc. See also **MINERAL EXTRACTION SITE**.

FENCE: A construction of wood or metal used to enclose an area of land, a building, etc.

FIELD: An area of land, often enclosed, used for cultivation or the grazing of livestock.

FIELD BOUNDARY: The limit line of a field. E.g. a drystone wall. This one is a remnant:



FIELD SYSTEM: A group or complex of fields which appear to form a coherent whole. Use more specific type where known.

FISH TANK: A small brick structure attached to a house for keeping fish prior to cooking.

FISH WEIR: A fence or row of stakes, often with nets attached forming an enclosure within a river or harbour and used for catching, or holding, fish.

FISHPOND: A pond used for the rearing, breeding, sorting and storing of fish.

FLOOD DEFENCES: Manmade constructions used to prevent water flooding the surrounding area. Often taking the form of a bank or wall but may be more elaborate e.g. the Thames Barrier.

FLUE: A passageway, duct or pipe use for the conveyance of heat, gasses, smoke or air.

FOLLY: A structure, often found in 18th century landscape gardens, that demonstrates eccentricity or excess rather than practical purpose. They can take many forms - ruins, sham castles, towers, hermits' cells or grottoes.

FOOTPATH: A path for pedestrians only.

FORD: A shallow place in a river or other stretch of water, where people, animals and vehicles may cross.

FORECOURT: The court or enclosed space at the front of a building or structure.

FORGE: A building or site where bloom iron or cast iron is forged into wrought iron.

FOUNTAIN: An artificial aperture from which water springs. The water supply usually came from a lake or reservoir higher up in order to ensure the necessary flow and pressure. More recently fountains have been powered by pumps.

GARDEN: An enclosed piece of ground devoted to the cultivation of flowers, fruit or vegetables and/or recreational purposes. Use more specific type where known.

GARDEN FEATURE: Unspecified landscape feature. Use more specific type where known.

GARDEN TERRACE: A flat, level area of ground within a garden. Often raised and accessed by steps.

GARDEN WALL: A stone or brick wall either in, or enclosing, a garden.

GAS LAMP: A street lamp in which the light is produced by the burning of coal gas. More recently natural gas has been used.

GATE: A movable structure which enables or prevents entrance to be gained. Usually situated in a wall or similar barrier and supported by gate posts. The example below has been blocked.



GATE PIER: A pier of brick, masonry, etc, to which the hinges of a gate are attached.



GATEHOUSE: A gateway with one or more chambers over the entrance arch; the flanking towers housing stairs and additional rooms. Use with wider site type where known.

GROTTO: A shady cavern built as a garden feature. In the 18th century it usually took the form of an artificial rocky cave or apartment decorated with stalactites and shells in a wild part of the grounds.

HA HA: A dry ditch or sunken fence which divided the formal garden from the landscaped park without interrupting the view.

HOLLOW: A hollow, concave formation or place, which has sometimes been dug out.

HOLLOW WAY: A way, path or road through a cutting.

HOLY WELL: A well or spring, possessing religious or otherwise ritualistic significance, around which a structure, such as a niche, wall or shelter, has been constructed. In the case of the water source being a natural spring, double-index with **SPRING**.

HORSE ENGINE: A wheel which is turned by a horse in order to provide power. Used in mines, manufacturing and farming.

HOUSE PLATFORM: An area of ground on which a house is built. A platform is often the sole surviving evidence for a house (see image for building platform)

ICEHOUSE: A structure, partly underground, for the preservation of ice for use during warmer weather.

INN SIGN: A decorated, hanging sign, bearing the name and also often a pictorial representation of the inn or public house to which it is attached.

KENNELS: A house or range of buildings in which dogs are kept, e.g. hunting hounds.

KITCHEN GARDEN: A private garden established primarily for growing vegetables and herbs for domestic consumption.

LAMP BRACKET: An often ornate wrought-iron bracket used to hang lamps outside public houses, shops, hotels and restaurants, etc.

LAMP POST: A post, usually of iron or concrete, used to support a street lamp.

LANDSCAPE PARK: Grounds, usually associated with a country house, laid out so as to produce the effect of natural scenery

LEAD FURNACE: A furnace used for the smelting or reheating of lead.

LEAD MINE: Use with form of extraction where known. Also use MINE and other ores extracted where relevant, e.g. SILVER MINE.

LEAD WORKING SITE: A site used for the production and/or working of metallic lead.

LEAD WORKINGS: A place where lead ore is extracted from an open cast mine.

LEAT: Artificial water channel, usually leading to a mill.

LETTER BOX: A box in which letters are deposited on delivery.

LIME KILN: A kiln in which lime is made by calcining limestone or in some areas chalk.



LOCK UP: A prison used for temporary detention. The typical village lock-up was a one-storeyed, one-celled building, sometimes of round or polygonal plan.

LOOSE BOX: A separate compartment for livestock in which they are free to move about.

LYCH GATE: A covered gateway, at the entrance to a churchyard, where during a funeral a coffin could be set down until the vicar arrived.

LYNCHET: A bank formed at the end of a field by soil which, loosened by the plough, and gradually moves down slope through a combination of gravity and erosion. See also cultivation terrace.

MARKER POST: A post, made of wood, metal or other material, erected to mark a particular spot in the landscape. Can be used for various reasons such as measurement, calibration etc.

MEERSTONE: A marker stone showing the extent of a measure of land containing a vein of ore.

MILEPOST: A post or pillar set up alongside a road to mark the miles from or to a place.

MILESTONE: A stone set up on a road or path to mark the miles from or to a place.

MILL POND: The area of water retained above a mill dam for driving a mill.

MILL RACE: The channel of water that provides a current of water to drive a millwheel. Also called a LEAT



MILLSTONE WORKING SITE: A site where millstones have been cut to shape and/or fabricated from smaller pieces of stone.

MINE: An excavation made in the earth for the purpose of digging out metallic ores, coal, salt, or precious stones etc. Use specific type where known.

MINE BUILDING: A building found at the site of a mine. Use specific type where known.

e.g. **MINE PUMPING WORKS:** A pumping station for draining a mine or colliery.

MINE SHAFT: A vertical or inclined excavation giving access to an underground mine.

MINERAL RAILWAY: A railway used for the conveyance of coal and other minerals.

MOUND: A natural or artificial elevation of earth or stones, such as the earth heaped upon a grave. Use more specific type where known.

MOUNTING BLOCK: A block for mounting a horse.

OBELISK: A tall, tapering pillar with a pyramidal top, generally square on plan. Used in England from the late 16th century as a public, funerary or garden monument.

OBSERVATION TOWER: An observation tower is a structure used to provide panoramic views of the surrounding area. They are often used as attractions at seaside resorts e.g. Blackpool Tower.

ORANGERY: A gallery or building in a garden, usually south facing, used for the growing of oranges and other fruit.

ORNAMENTAL FOUNTAIN: An often highly elaborate water fountain, usually found in parks, gardens or urban spaces.

ORNAMENTAL GARDEN: A decorative garden, often landscaped, laid out with intricate flower beds and hedges, and often containing ornate sculptures, fountains and garden ornaments.

OUTBUILDING: A detached subordinate building. Use specific type where known, e.g. DAIRY.

PACKHORSE ROAD: Narrow, rough tracks often over upland routes used by packhorse trains to carry goods.

PARISH BOUNDARY: The limit line of a parish.

PARK PALE: A wooden stake fence, often associated with deer hunting.

PATH: A way made for pedestrians, especially one merely made by walking (often not specially constructed).

PAVEMENT: A path or road for pedestrians, laid or beaten in with stones or other materials.

PAVILION: A light, sometimes ornamental structure in a garden, park or place of recreation, used for entertainment or shelter. Use specific type where known.

PEAT CUTTING: A site where peat used for fuel, is cut.

PEAT EXTRACTION SITE: A site used for the extraction of peat.

PILLORY: A wooden frame with holes, through which the head and hands of an offender were thrust, in which state they would be exposed to public ridicule and assault.

PIT: A hole or cavity in the ground, either natural or the result of excavation. Use more specific type where known.

PLACE OF WORSHIP: A place where appropriate acts, rites and ceremonies are performed to honour or revere a supernatural being, power or holy entity. Use specific type where known.

PLAQUE: An ornamental, commemorative tablet.

PLEASURE GARDEN: A type of 18th century Public Park, with refreshment houses, concert rooms, etc.

PLOUGH HEADLAND: A narrow strip of land where a plough and team could turn. This sometimes remains higher than the ploughed land.



POLICE BOX: A metal, wooden or concrete box containing a telephone for use by the public, limited accommodation for use as a temporary cell, and a lamp on top that could be used to attract the attention of a passing patrol.

POLICE TELEPHONE PILLAR: A metal pillar with a flashable lamp on top containing an emergency telephone for use by members of the public and by officers of the local police force.

POST BOX: A box in which letters are posted or deposited for dispatch.

PRIVY HOUSE: A small building housing a lavatory.

PUBLIC PARK: A park for the use of the public for entertainment and relaxation.

PUMP: A machine used to raise and move water and other liquids, compress gases, etc. Use more specific type where known.

QUARRY: An excavation from which stone for building and other functions, is obtained by cutting, blasting, etc. Sometimes very overgrown in the SWP! (see next page for photos)

LIMESTONE QUARRY: A site where limestone is extracted.

SANDSTONE QUARRY: A place where sandstone is excavated.

STONE QUARRY: An excavation from which stone for building is obtained by cutting, blasting etc.



QUERN WORKING SITE: A site used for the manufacture and finishing of querns.

RAILINGS: A fence or barrier made of metal or wooden rails.

RAILWAY: A line or track consisting of iron or steel rails, on which passenger carriages or goods wagons are moved, usually by a locomotive engine.

RAILWAY CUTTING: A man-made trough or valley through a hill, carrying at its base a railway.

RAILWAY EMBANKMENT: A man-made ridge to carry a railway across a declivity or area subject to flooding.

RAILWAY PLATFORM: A raised floor along the side of a line at a railway station, for convenience in entering and alighting from a train.

RAILWAY SIDING: A short piece of track lying parallel to the main railway line enabling trains and trucks to pass one another. Sidings can also be used to park trains which are not in use.

RAILWAY SIGNAL: A structure with semaphore arms and/or coloured lights used as a means of warning on railway systems.

RAILWAY STABLE: A stable located at a railway station or goods yard. Horses were necessary both for freight and passengers to continue their journey beyond the railway.

RAILWAY TUNNEL: A tunnel running under a river or a hillside through which a railway line runs.

RAILWAY TUNNEL PORTAL: An often stately or ornate entrance to a railway tunnel.

RAILWAY VIADUCT: A bridge, usually resting on raised arches, carrying a railway across low-lying land or water.

RAKE: A vertical vein of metallic ore, usually lead, occurring between walls of rock and cutting through the bedding. Often rakes have been worked from early times leaving deep trenches several km long, with adits leading off and shafts sunk at the side.

RAMP: An inclined plane connecting two different levels, used to accommodate the movement of vehicles, wheeled apparatus, livestock etc.

RECTANGULAR ENCLOSURE: A rectangular shaped area of land enclosed by a boundary ditch, bank, wall, palisade or similar barrier.

RESERVOIR: A large natural or artificial body of water, sometimes covered, used to collect and store water for a particular function, e.g. industrial or public use.

RETAINING WALL: A wall constructed for the purpose of confining or supporting a mass of earth or water.

REVTMENT: A wall or masonry construction built for the purpose of retaining or supporting a bank of earth, wall, rampart etc.

RIDGE AND FURROW: A series of long, raised ridges separated by ditches used to prepare the ground for arable cultivation. This was a technique, characteristic of the medieval period.

NARROW RIDGE AND FURROW: Long parallel soil ridges less than 5 metres across separated by furrows, formed by using a heavy plough capable of turning the soil.

BROAD RIDGE AND FURROW: Long parallel soil ridges in excess of 5 metres across etc.



RIFLE BUTTS: A target range used for rifle and small arms practice and recreational purposes.

ROAD: A way between different places, used by horses, travellers on foot and vehicles.

ROAD BRIDGE: A bridge carrying a road over land or water.

ROCK GARDEN: A garden consisting primarily of rocks and rock plants.

ROSE GARDEN: A garden, often geometrical in layout, or area for the cultivation of roses.

SARCOPHAGUS: A stone coffin embellished with sculpture.

SAW PIT: A place where tree trunks were sawn into planks by hand.

SCULPTURE: A figurative or abstract design in the round or in relief, made by chiselling stone, carving wood, modelling clay, casting metal, or similar processes.

SHAFT: Use only if function unknown, otherwise use specific type.

SHAFT MOUND: Circular spoil heap surrounding a wide central depression, the entrance to a mine shaft.

SHOOTING STAND: Position often screened by earth, stone or wood from which game is shot.

SLAG HEARTH: A hearth used for the reheating of metal slag to extract further metal.

SLUICE: A dam which can be raised or lowered to regulate the flow of water.

SLUICE GATE: The gate of a sluice which can be opened or shut to let out or retain the water.

SOCKETED STONE: A stone which has a socket for an unknown function. Use specific term where known.



Although more specifically this is a gate pier.

SPOIL HEAP: A conical or flat-topped tip of waste discarded from a mine or similar site.

SPRING: A point where water issues naturally from the rock or soil onto the ground or into a body of surface water.

STANDING STONE: A stone or boulder which has been deliberately set upright in the ground. Use only for isolated stones. Otherwise use specific type where known.



STATUE: A representation in the round of a living being, allegorical personage, eminent person or animal, etc., sculptured, moulded or cast in marble, metal, plaster, etc.

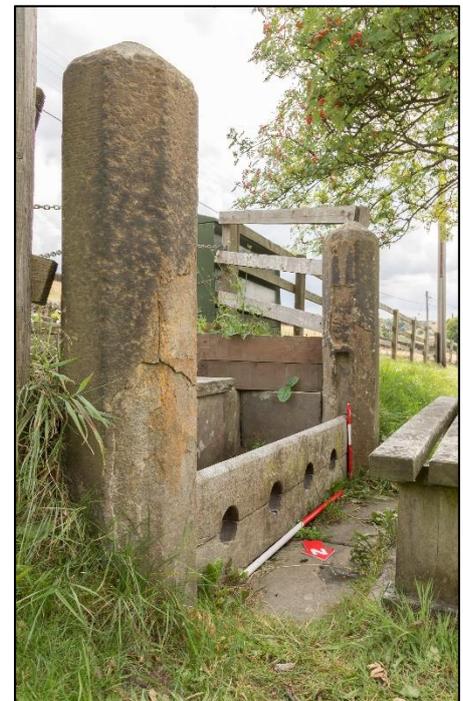
STEPPING STONES: Stones placed in the bed of a stream or on wet ground, to enable crossing on foot.

STEPS: A series of flat-topped structures, usually made of stone or wood, used to facilitate a person's movement from one level to another.

STILE: A set of steps, a framework of bars and steps, or uprights for crossing over or through a fence or wall



STOCKS: An instrument of punishment, in which the offender was placed in a sitting position in a timber or metal frame, with holes to confine the ankles and/or wrists.



STONE: Use only where stone is natural or where there is no indication of function.

STONE ALIGNMENT: A single line, or two or more roughly parallel lines, of standing stones set at intervals along a common axis or series of axes.

STONE AVENUE: A monument consisting of parallel lines of standing stones, which appears to mark out an approach to another monument or monuments.

STONE CIRCLE: An approximately circular or oval setting of spaced, usually freestanding, upright stones. More than one circle may be present, arranged concentrically.

STONE GRUBBING SITE: A site used for the small scale extraction and working of surface boulders.

STOP LOCK: A lock at the end of one company's canal where it joins another company's canal.

STREET LAMP: A light, often suspended from a lamp-post, to illuminate a street or road.

STRUCTURE: A construction of unknown function, either extant or implied by archaeological evidence. If known, use more specific type.

SUNDIAL: A structure used to show the time of day by means of the sun shining on a 'gnomon', the shadow of which falls on the surface of the dial which is marked with a diagram showing the hours. Can be freestanding, usually on a pillar, or fixed to a building.

TAIL RACE: A water channel leading from a water wheel.

TARGET: Any structure or object, used for the purpose of practice shooting by aerial, seaborne or land mounted weapons.

TELEPHONE BOX: A freestanding public call box, containing a telephone and usually operated by inserting coins.



TERRACED GARDEN: A garden with one or more platforms with walks, often on different levels, usually close to the house.

TOLL GATE: A gate on a toll road where travellers had to pay a toll to the toll-keeper.

TOWER: A tall building, either round, square or polygonal in plan, used for a variety of purposes, including defence, as a landmark, for the hanging of bells, industrial functions, etc. Use more specific type where known.

TRACKWAY: A pathway, not necessarily designed as such, beaten down by the feet of travellers.

TROUGH: A narrow, open container, usually where food or water for animals is put. Use specific type where known, e.g. CATTLE TROUGH, HORSE TROUGH, DOG TROUGH:



TUMBLING WEIR: An outfall from a canal, river or reservoir.

TUNNEL PORTAL: The entrance to a tunnel. Use more specific type where known.

WALK: A place or path for walking in a park or garden. Use more specific type where possible.

WALL: An enclosing structure composed of bricks, stones or similar materials. Use specific type where known.

WALLED GARDEN: A garden surrounded by a substantial wall.

WAR MEMORIAL: A structure, building or site commemorating soldiers and civilians killed in war.

WASHING FLOOR: Open-air area often terraced on which a range of ore processing operations are carried out.

WATCH TOWER: A building or structure from which observation is kept of the approach of danger.

WATER CHANNEL: An artificial watercourse for the conveyance of water.

WATER GARDEN: A garden incorporating fountains and pools in which aquatic and other water-loving plants are grown.

WATER PIPE: A pipe through which water is conducted.

WATER PUMP: A point of public water supply, including conduits, fountains, wells, pumps and standpipes.

WATER TANK: A receptacle for the storage of water.

WATER TOWER: A tower serving as a reservoir to deliver water at a required point.

WATER WHEEL: A structure associated with forges, watermills, water-powered factories, etc.

WATERMILL: A mill whose machinery is driven by water.

WEIR: A dam constructed on the reaches of a canal or river designed to retain the water and to regulate its flow.

WELL: A shaft or pit dug in the ground over a supply of spring-water.

WELL HEAD: The structure at the top of a draw well.

WELL HOUSE: A building over a well housing machinery for raising the water. Often consisting of a **DONKEY WHEEL** or **HORSE GIN**.

WHEEL PIT: The rectangular pit in which the lower part of a waterwheel revolves.

WINDING HOLE: A widening in a canal to allow boats to turn around.

WINDMILL: A tower-like structure of wood or brick with a wooden cap and sails which are driven around by the wind producing power to work the internal machinery. Use with product type where known.

15.2. Building types:

The survey is interested in vernacular buildings, and barns in particular. Vernacular buildings are 'local' buildings that were built in accordance with local custom from locally derived raw materials to suit local needs. This differs from 'polite' architecture which are designed by professional architects. Barns are vernacular buildings.

We are primarily looking at field barns and what might be described outfarms. An outfarm is one or more 'barns' with an associated yard situated away from the main farmstead (see definition below).

BARN: A building for the storage and processing of grain crops and for housing straw, farm equipment and occasionally livestock and their fodder. Use more specific type where known

AISLED BARN: A barn in which a central space is separated from side aisles by posts and braces.

BANK BARN: A multi-purpose, two-storey barn, built on a hillside with entrances at both levels to a first floor threshing barn and ground floor animal housing.

COMBINATION BARN: A threshing barn which also houses farm animals and sometimes used to store grain, house carts and other functions.

DUTCH BARN: An iron framed, open fronted building for the shelter of hay or corn. They typically date from the late 19th to the mid-20th centuries.

FIELD BARN: An isolated barn, cow house or shelter shed with a hayloft. Typically found in areas where farmsteads and fields were sited at a long distance from each other. A field barn functions in a cyclical nature with its surrounding landscape, most importantly with the hay meadow. The hay would be cut and dried in the meadows, then stored in the field barn to be used to feed the cattle over winter, and the muck collected from the cows was then used to fertilize the meadow

HAY BARN: An open-fronted building for the dry and well ventilated storage of hay.

STADDLE BARN: A threshing barn, usually timber framed which is raised on staddle stones.

THRESHING BARN: A barn usually containing a single, central threshing floor and bays for storing the threshed corn.

OTHER AGRICULTURAL BUILDINGS: These terms and definitions may be useful in describing the use of some barns, especially where that use has changed, or where the terms and definitions for barns doesn't quite do justice to what you are observing and recording.

BASTLE (non-defensive): A stone building with external access to the domestic accommodation via a permanent stair. The ground floor is normally used as a byre in rural contexts, but in an urban setting it may be intended for one of a number of other non-domestic uses.

CART SHED: A building used for housing and protecting from the weather carts, waggons and farm implements, often open-fronted.

CATTLE HOUSING: A structure providing secure housing for cattle. Use more specific type where known.

COW HOUSE: A building in which cattle are housed, normally tethered in stalls.

CATTLE YARD: A yard for cattle that has access to working buildings, usually cow houses, shelter sheds and barns.

CHAFF HOUSE: An area within a building (usually the barn or stable) for storing husks from the grain crop (chaff) for animal feed after it has been threshed and winnowed in the barn.

DAIRY: A detached building, or more often a room within the farmhouse used for the cool storage of milk and making it into butter and/or cheese.

DOVECOTE: A building or part of a building used to house doves and pigeons, usually placed at a height above the ground, with openings and provision inside for roosting and breeding.

FARMSTEAD: The homestead of a farm consisting of a farmhouse and working farm buildings, with yards, other working areas and usually a garden to the house. A farmstead is described according to its layout. If it is necessary, the type of farmstead can be assessed afterwards.

GRANARY: A building, or first-floor room in a building, for the dry and secure storage of grain after it has been threshed and winnowed.

HEN HOUSE: A structure providing secure housing for Hens.

HOGG HOUSE: A building for the winter housing of yearling sheep, which can resemble a field barn or shelter shed.

OUTFARM: A complex of buildings set within the fields away from the main farmstead, usually including a barn for corn and/or hay and cattle housing set around a yard.

OX HOUSE: A building, or part of a building, for housing draught oxen.

PIGSTY: An enclosure for pigs that includes a covered pen and yard.

POULTIGGERY: A building combining a pigsty at ground level with a poultry house in a loft over.

POULTRY HOUSING: Structures providing secure housing for poultry. Use more specific type where known.

PIG HOUSING: A structure providing secure housing for pigs. Use more specific type where known, such as PIGSTY and POULTIGERRY

ROOT AND FODDER STORE: Room, usually part of another building and located close to the cattle yard, for storing and preparing roots and other animal feed.

SHEEP HOUSE: housing for sheep, in the form of a shelter shed with low eaves (very difficult to identify, but usually detached from the main farmyard and facing a detached series of yards).

SHEILING: Summer pasture for cattle or sheep with associated temporary huts for domestic or agricultural use.

STABLE: A building, or part of a building, for housing horses or working oxen, storing and maintaining their tackle and sometimes housing farm workers.

STABLING: A structure providing secure housing for horses.

TOLL HOUSE: A house by a toll gate or toll bridge where tolls are collected.

16. APPENDIX 4: EVIDENCE TYPE

ARCHITECTURAL ELEMENT: An element such as a window, door or wall decoration, usually associated with a larger monument but which may be found in isolation. For example a stained glass window or panelling saved from a demolished building.

ARTEFACT SCATTER: A distribution of artefacts indicating the presence, or former presence, of a monument.

BOTANICAL FEATURE: A monument composed of plants or trees which are still extant. Especially relevant for park and garden features. For example, tree avenue, orchard, rose garden and lawn.

BURIAL: The deliberate deposit of a body in the ground, usually located in a special area set aside for the purpose of burial, such as a graveyard or cemetery.

CROPMARK: A monument visible as a mark in standing crops or parch marks, but where no subsurface deposits have been proven e.g. by excavation or other ground disturbance.

DEMOLISHED BUILDING: A monument previously consisting of a built structure, but which has been demolished, such that only a ground plan and foundations or similar are thought to remain.

DEMOLISHED STRUCTURE: A monument consisting of a built structure, but which has been demolished so that only a ground plan and foundations, or similar, are thought to remain.

DESIGNED LANDSCAPE: A landscape which has been specifically designed or modified. Often indicated by proven below ground stratigraphy, revealed by deliberate investigation including geophysical survey, or other surface monuments or structures.

DOCUMENTARY EVIDENCE: A monument known from primary documentary sources e.g. books, maps, legal records, where no physical evidence exists.

EARTHWORK: A monument existing as an upstanding earthwork, ditch or artificial watercourse, or as a low stone built feature not covered by the other categories.

ENHANCED NATURAL FEATURE: Natural feature or area deliberately enhanced to construct a monument, e.g. rock carving, cave, rock shelter.

EXCAVATED FEATURE: Feature visible following archaeological excavation

EXTANT BUILDING: Monument with roof or walls intact or substantially intact, significant survival of original features, even if building no longer in use for original function.

EXTANT STRUCTURE: Man-made roofless edifice or construction which is intact or substantially intact, with significant survival of original features, even if no longer serving original intended function.

FIND: Monument whose existence is indicated by the discovery of isolated artefacts or an artefact scatter. E.g. a scatter of roofing tiles indicating the presence of a building. Use narrow terms where circumstances of discovery are known.

LEVELLED EARTHWORK: Monument visible as remains of former earthworks.

MOVED BUILDING: A building which has been moved from its original site either through active human intervention or natural processes such as erosion.

MOVED STRUCTURE: A man-made construction or object (such as a gravestone) which has been moved from its original site either through active human intervention or natural processes such as erosion.

RUINED BUILDING: Monument visible as substantial above ground remains, retaining evidence of architecture and materials, with walls partially or completely intact but with roof and interior walls substantially or completely destroyed.

RUINED STRUCTURE: Man-made, roofless edifice or construction visible as substantial above-ground remains retaining evidence of architecture and materials, but which has been substantially destroyed.

STRUCTURE: Man-made building, edifice or construction of assembled material parts.

SUBTERRANEAN FEATURE: Monument visible as a below ground man-made structure. Use for tunnels, mine working, cellars, shelters.

SUBMERGED MONUMENT: Monument visible on the sea, lake or river bed, either totally submerged at all times, or exposed at low tide, low water conditions etc.

UNCERTAIN EVIDENCE: Current recorded information does not give the evidence for a monument, or the information is regarded as unreliable.

WRECKAGE: The fragmentary or substantial remains of a vehicle or aircraft.

17. APPENDIX 5: CHRONOLOGY/DATE

17.1.1. Archaeological Periods:

PALAEOLITHIC: 1,000 000 TO 10,000 (BC)
 LOWER PALAEOLITHIC: 1,000 000 TO 150,000
 MIDDLE PALAEOLITHIC: 150,000 TO 40,000
 UPPER PALAEOLITHIC: 40,000 TO 10,000
 MESOLITHIC: 10,000 TO 4,000
 EARLY MESOLITHIC: 10,000 TO 7,000
 LATE MESOLITHIC: 7,000 TO 4,000
 EARLY PREHISTORIC: 1,000 000 TO 4,000
 NEOLITHIC: 4,000 TO 2,200
 EARLY NEOLITHIC: 4,000 TO 3,300
 MIDDLE NEOLITHIC: 3,300 TO 2,900

LATE NEOLITHIC: 2,900 TO 2,200
 BRONZE AGE: 2,600 TO 700
 EARLY BRONZE AGE: 2,600 TO 1,600
 MIDDLE BRONZE AGE: 1,600 TO 1,200
 LATE BRONZE AGE: 2,600 TO 700
 IRON AGE: 800 (BC) TO 43 (AD)
 EARLY IRON AGE: 800 TO 300
 MIDDLE IRON AGE: 300 TO 100
 LATE IRON AGE: 100 TO 43
 LATER PREHISTORIC: 4,000 TO 43
 PREHISTORIC: 1,000 000 (BC) TO 43 (AD)

17.1.2. Cultural Periods:

ROMAN 43 TO 410 (AD)
 EARLY MEDIEVAL 410 TO 1066
 MEDIEVAL 1066 TO 1540
 POST MEDIEVAL 1540 TO 1901
 TUDOR 1485 TO 1603
 ELIZABETHAN 1558 TO 1603
 STUART 1603 TO 1714
 JACOBEAN 1603 TO 1625
 HANOVERIAN 1714 TO 1837
 GEORGIAN 1714 TO 1830
 VICTORIAN 1837 TO 1901

20TH CENTURY 1901 TO 2000
 EARLY 20TH CENTURY 1901 TO 1932
 EDWARDIAN 1902 TO 1910
 FIRST WORLD WAR 1914 TO 1918
 MID-20TH CENTURY 1933 TO 1966
 SECOND WORLD WAR 1939 TO 1945
 COLD WAR 1946 TO 1991
 LATE 20TH CENTURY 1967 TO 2000
 21ST CENTURY 2001 TO 2100
 UNCERTAIN

18. APPENDIX 6: ASSESSING RISK

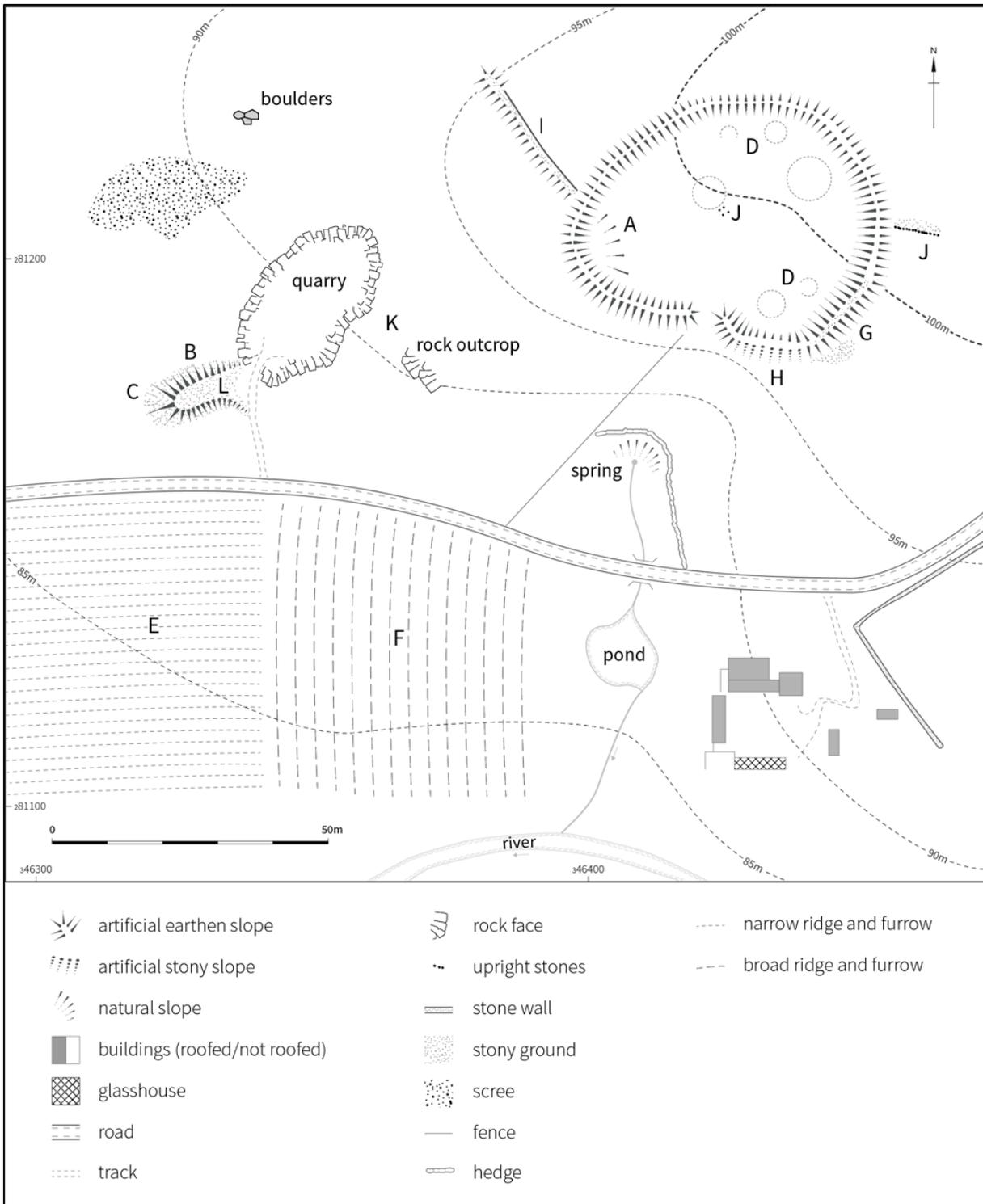
Monuments are considered to be at Low Risk unless a higher risk is identified below		NO
YES	Assessment of Risk to significance	
	<i>Built structures</i>	
Go to 2	1. Does a building or built structure form an important component of the monument's significance?	Go to 7
Go to 4	2. Is the building/structure in reasonable repair?	Go to 3
At Risk	3. Is an important part of the building/structure at risk of collapse?	Go to 4
At Risk	4. Has the building/structure suffered from recent vehicle damage, vandalism, dumping, burning etc affecting its significance?	Go to 5
Vulnerable	5. Does the building/structure exhibit signs of moderate decay or loss?	Go to 6
Vulnerable	6. Do trees, scrub or other vegetation pose a threat to the building/structure?	Go to 7
	<i>Water components</i>	
Go to 8	7. Does water or wetland form an important component of the monument's significance?	Go to 10
At Risk	8. Has there been a major permanent reduction or change in its water levels recently?	Go to 9
Vulnerable	9. Is seasonal or occasional drying out affecting the monument's significance?	Go to 10
	<i>Arable</i>	
Go to 11	10. Is the monument under arable/arable rotation or affected by arable clipping?	Go to 13
At Risk	11. Does the monument survive as an earthwork or strong soilmark?	Go to 12
Vulnerable	12. Are there other factors such as type of crop(s), ploughing/tillage regime, soil type and depth etc which are increasing risk?	Go to 13
	<i>Erosion and burrowing</i>	
Go to 14	13. Does the monument suffer from burrowing and/or erosion by animals, people, vehicles or natural phenomena?	Go to 15
Vulnerable	14. Is this burrowing or erosion moderate or extensive and/or affecting a significant component of the monument?	Go to 15
	<i>Vegetation</i>	
Go to 16	15. Is an important part of the monument covered by or within an area of woodland, scrub or bracken?	Go to 19
At Risk	16. Is bracken and/or scrub badly affecting the significance of the monument?	Go to 17
At Risk	17. Is it in a woodland regime which is badly affecting the significance of the monument eg short rotation coppice, unmanaged woodland	Go to 18
Vulnerable	18. Is the woodland, scrub or bracken moderately affecting the significance of the monument?	Go to 19
	<i>Human and other factors</i>	
At Risk	19. Does the monument have a recent history of anti-social behaviour - dumping, vandalism, metal-detecting, damage etc?	Go to 20
Vulnerable	20. Is the monument vulnerable for any other reason? e.g. history of owner/occupier issues; unauthorised works including contractors, utility companies, highway authorities; coastal erosion	Go to 21
Vulnerable	21. Is the setting of the monument vulnerable for any reason, and does this add to the risk level?	Low/Not at Risk

19. APPENDIX 7: SKETCHING/DRAWING CONVENTIONS

Below is visual guide to archaeological sketching/drawing conventions at large scale. This is taken from Historic England 2017, *Understanding the Archaeology of Landscapes*. 2nd edition.

Swindon. Historic England, p42. A link to the full document is here:

<https://historicengland.org.uk/images-books/publications/understanding-archaeology-of-landscapes/>



20. APPENDIX 8: BUILDING/BARN TERMINOLOGY

20.1.1. General building terminology:

AISLE: The side compartment of a building, usually a church, hall or barn, separated from the main body of the building by an arcade; or a passage allowing access to rows of seats in an auditorium or church.

AISLE PLATE: A horizontal member along the length of an aisle wall to receive the ends of rafters.

AISLE TRUSS: A roof truss supported by arcade posts in an aisled building.

ALCOVE: A recess within a wall or room.

ANCHOR BEAM: A beam the end of which is fixed beyond the upright it passes through.

ANCONE (CONSTRUCTION): A projection left on a stone block to allow it to be hoisted into position.

ANCONE (STRUCTURAL): An ornamental bracket on either side of a doorway supporting a cornice.

ANNEX: A structure, or building, forming a supplementary and subsidiary part of a main complex.

APPLIED BEAM: A beam that has been applied to a wall face.

ARCH: A curved construction, spanning an opening, formed from wedge-shaped blocks supported by mutual pressure; they can also be formed from moulded concrete and cast metal.

ARCHWAY: An opening in a structure which is arched

ASHLAR: Finely dressed stone, usually square, precisely cut on the faces adjacent to those of other stones and so is capable of very thin joints between blocks. The visible face of the stone may be quarry-faced or feature a variety of treatments: tooled, smoothly polished or rendered with another material for decorative effect.

ATTIC: An area partly or fully within the roof space of a building.

BATTEN: small timber fixed to a wall to support items such as cladding. Also a strip of timber fixed across two or more parallel boards to join them together or conceal their join.

BATTENED DOOR: A door with a planked outer face and spaced horizontal members such as battens or ledges on the inner face.

BRACE: An inclined timber used to support and provide rigidity to roofs, partitions etc.

COPING: A protective covering applied to the top of a wall, chimney, gable etc., usually curved, sloping or ridged to prevent rainwater settling.

CORBELL: A cantilevered block projecting from the face of a wall and supporting a structure such as a parapet, beam or arch.

CRUCK: A pair of timbers, or blades, usually curved, rising from a place at or near ground level to a point at or near the apex of a roof, forming an approximately triangular frame on which the subsidiary structure rests.

DOOR LINTEL: A lintel over a door

DOOR POST: A vertical upright on either side of a door.

DOORCASE: The wood, stone or brick framework, lining a doorway, from which the door is hung.

DOORWAY: The space in which a door is placed, allowing passage through.

DORMER WINDOW: A projecting vertical window in the sloping roof of a house.

DOVECOTE: A shelter for doves or pigeons, often containing nesting boxes, either free-standing or built into other structures (barns, towers etc.).

DRIPSTONE/DRIP MOULD: A moulding that projects from a wall above an exterior opening and is shaped to channel rainwater away from it.

EAVE: The edge of a roof that hangs over the wall.

EAVES BOARD: A board on the lower edge of a sloping roof which protects the top of the external wall.

EXTERNAL STAIRCASE: A flight of stairs, situated on a building's exterior, extending to an upper storey.

FAÇADE: The external face or elevation of a building, especially the principal front.

FINIAL: The shaped projection on the top of a newel post or at the apex of a gable.

FIREPLACE: The opening at the base of a chimney stack.

FOUNDATION: The lowest part, or base, of a structure, sometimes built into the ground, on which the weight of the whole rests.

FOUNDATION STONE: A stone, usually inscribed, laid during a ceremony to commemorate the founding of a new building.

GABLE: The part of the wall that supports a pitched roof at the end of the roof.

GABLE ENTRY PLAN: A plan of a building where the entrance is in the gable wall.

GIRDING BEAM: A beam that is part of a frame in a wall.

GRATING: A framework of crossed or parallel wooden or metal bars placed over an opening to prevent access but allow the passage of air, light, water etc.

GULLY: A usually shallow cut linear feature often used for drainage.

GUTTER: A trough or watercourse constructed to collect rainwater from a roof and channel it towards a drain or pipe.

HEARTH: The area directly in front of a fireplace or the floor of a fireplace itself.

JAMB: The vertical lining of a doorway, window or other opening.

KNEELERS: Horizontal projecting stones at the base of each side of a gable to support inclined coping stones.

LATH: The smallest piece of timber (2-5cms) across used in building, employed on rafters to support the roof covering or in a partition as a base for plaster or external render and wall covering.

LINTEL: A horizontal member spanning an opening and providing support to the wall above the opening.

MASONS MARK: A device, monogram or symbol incised in stonework by a mason as a means of identifying his work. Particularly common in Romanesque and Gothic buildings.

MEZZANINE: A storey of lesser height than those above and below it.

MULLION: A vertical member dividing a window into two or more lights.

NEST HOLE: Niche intended for pigeons or other birds to nest in, allowing the squabs and eggs to be harvested. Found inside specially built dovecotes and in the walls of other buildings.

OUTSHOT: An extension to a building, though sometimes contemporary with it, housed under a lean-to roof.

PLANKED DOOR: A door made up of vertical planks on the outer face and horizontal planks on the inner face.

QUOIN: A stone or brick used on a corner to reinforce it and also as decoration.

RAFTER: An inclined member used to support laths under a roof covering. Normally one of a pair.

RAINWATER PIPE: An exterior, vertical pipe that carries rainwater from a roof's guttering, usually to a drain.

SHELF: A flat, horizontal piece of timber or masonry projecting from or recessed into a wall to hold objects.

SHINGLE: A thin wooden slab or tile used in quantity as a roof or wall covering.

SHUTTER: A hinged, sliding or rolling door placed over a window's exterior or interior.

STAIRCASE: A flight of steps leading from one level to another.

STEPS: A series of flat-topped structures, usually wooden or stone, on which a person places their feet when ascending or descending, facilitating movement from one level to another.

STONE WORK: A structure, part of a structure or area consisting of plain masonry.

STOREROOM: A room set aside for the storage of goods or valuables. Use more specific term where known.

STOREY: One of a building's horizontal divisions, being the space between two floors, or a floor and the roof structure.

TIEBEAM: A major horizontal timber spanning a roof space to connect a pair of principal rafters and prevent them spreading.

THRESHOLD: A wooden, metal or stone strip attached to the floor between the door posts in a doorway covering the joint between two floor surfaces.

TREAD: The horizontal surface of a step or stair.

TRUSS: A framework of beams or other elements that creates a rigid structure to support a roof.

VENT: A gap which allows air to circulate.

VENTILATION SLIT/SLOT: A slit or slot constructed to allow the circulation of fresh air, into a building etc.

WINDOW: An opening in a wall, roof, door, etc. to allow light to enter. Usually used to include all component parts.

WINDOW LINTEL: A lintel over a window.

20.1.2. Specific Barn features:

HAYLOFT: A loft for the storage of hay, sometimes called a 'mew' or 'mow'

TAKING-IN DOOR, PITCH HOLE, PITCHING HOLE, PICKIN' HOLE, FORKING HOLE: Window-like openings high on an elevation to enable hay to be pitched through. They also provide light and ventilation.

COW HOUSE: Sometimes called shippon or byre - used to house the cattle.

SKELBUSE: The wooden or sometimes stone-built division between the mew and the byre.

BOOSES, BOOST: The stalls or stall area the cows are tied in. They usually house 2 cows, with just a post to stop them bumping into one another.

BOSKIN, BOSGIN: Partition between booses, made from timber, slabs of stone or concrete.

ROTCH-STAKE, RATCH-STAKE: An upright piece of timber, iron or steel fixed on the side of the boskin, with a ring which was able to run up and down known in Yorkshire as a framble.

MUCK CHANNEL or GROOP/GROUP: The stone-lined channel behind where the cows stand allowing the muck to be more easily shovelled to the muck hole

MUCKHOLE: A small opening that the muck is shovelled through out of the barn to the muck heap outside. The muck would then collect in a heap to be spread on the meadow as fertilizer. A muck heap outside a barn over winter is a good indication that the barn is being used to house cattle during this season.

BAUX, BAULKS: The storage loft above the cowhouse/byre/shippon sometimes used to store hay or tools and otherwise called a HAYLOFT.

FOTHERGANG, FODDERBING, BING, FODDERBIN, FODDERUM, FODDERGANG: The passage-way used by farmers to feed the cows, situated between the mew and the byre.