OUTBUILDING TO REAR OF NO. 68, BRIDGE ROAD, SUTTON BRIDGE, SPALDING, LINCOLNSHIRE

SPECIFICATION FOR A SCHEME OF ARCHAEOLOGICAL BUILDING RECORDING

NGR:	TF 47961 21271
ELDC Planning Ref.:	H18-0729-23
PCAS job no.	2834
Site code:	BRSB 23
Archive acc. no.:	LCNCC: 2023.172

Prepared for

G R Merchant Ltd

by

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Archaeological Works Specification

Application:	H18-0729-23
Site:	OUTBUILDING TO REAR OF NO. 68, BRIDGE ROAD, SUTTON BRIDGE, SPALDING, LINCOLNSHIRE PE12 9UA
Company:	G R Merchant Ltd.
NGR:	TF 47961 21271 (Centre)
Date:	October 2023
Type:	Standing Building Recording (Level 2/3)
Archive Repository:	The Collection, Lincoln: Acc No 2023.172; Deposition date: Apr 2024; Site code: BRSB 23
PCAS Contract Ref:	PCAS 23/2834

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1 Introduction

Planning permission and Listed Building Consent is sought for *Conversion of Coach House to Annexe in association with Host Dwelling rear of 68, Bridge Road* from South Holland District Council (submitted August 2023) at 68 Bridge Road, Sutton Bridge, Spalding PE12 9UA (planning application H18-0729-23); The Lincolnshire County Council Historic Places Team who advise South Holland District Council (SHDC) has recommended that a level 2/3 Historic Building record be carried out prior to determination to inform the decision process in order to avoid a pre-commencement condition.

The settlement of Sutton Bridge is in the South Holland district of Lincolnshire, the southeasternmost civil parish in Lincolnshire. It is situated approximately 23km to the east of Spalding and 15km west of Kings Lynn. The village lies on the west bank of the River Nene at the point where the A17 crosses the river. The proposed development site is located near the centre of the settlement, at the rear of a terrace of Listed early 19th century properties which front onto the north side of Bridge Road at the central National Grid Reference of TF 47961 21271 (figs. 1 & 2).

The building was originally a coach house, forming the western part of a row of similar buildings fronting on to Wharf Street but associated with a terrace of Listed properties (nos. 64,66 and 68) on Bridge Street (HER ref MLI94588). The terrace is listed as a group and the Listing description reads '*SUTTON BRIDGE BRIDGE ROAD TF 42 SE (north side) 5/79 Nos. 64, 66 and 68 (formerly listed as 30.6.66 No.44, 46 and 48) G.V. II. Terrace of 3 houses. Early C19. Red brick. Slate roof. 2 ridge stacks. Slate coped gables. Paired bracketed eaves. Double depth plan. Two and a half storeys, 9 bays. Doorway with panelled door, glazing bar fanlight, panelled reveal and pilastered doorcase with dosserets supporting an open pediment, to the left are 4 glazing bar sashes, a doorway with similar door and doorcase, 2 similar sashes and on the far left a doorway with similar door and doorcase. Above is a single blind window opening, to the left are 4 glazing bar sashes, a single similar blind opening, 2 similar glazing bar sashes and on the far left a single similar blind opening. The windows and openings on the top floor follow the same pattern but are smaller. All sashes and blind openings with cambered arched flush wedge lintels. Listing NGR: TF4795121229.'*

The former coach house which is the subject of this application is of two storeys, constructed of brick with a hipped roof of corrugated metal sheets. It is currently in use as a domestic garage/workshop and store. The buildings appear on the first edition OS maps of the later 19th century, and the early 19th-century date indicated in the Listing description would suggest they are part of the earliest phase of development within Sutton Bridge which, prior to the realignment of the River Nene channel and construction of the first bridge in 1830, was little more than a scatter of farms and cottages (HER ref MLI20489).

New uses for domestic ancillary buildings frequently alter their original fabric and character and it is considered beneficial to create a record of the structure before alteration or demolition. A programme of building recording in advance of any redevelopment has therefore been recommended, on the advice of the LCC Historic Places Team.

2 Purpose

Such buildings as this, whose original purpose have now largely disappeared, represent an often-overlooked element of Lincolnshire townscapes and social history as well as contributing a sense of place and character. As the development will destroy aspects of the original fabric of the building important to the understanding of its use and development, a scheme of building recording has been recommended, to ensure that such information is not lost.

The aims of the building recording are to provide a full historic building record prior to the development to allow the future understanding and interpretation of the building within the context for which it was originally constructed, as well as any later uses; to prepare an illustrated written report on the historic building recording, and to produce an ordered project archive for deposition with 'The Collection', Lincoln, for long-term curation.

This will consist of a primary fabric record of the former coach house and its setting to preserve its historic fabric and/or integrity prior to any loss and to establish, so far as is reasonably practicable, the phases of development of the building and any associated functions. Historical research will also be undertaken from readily accessible cartographic and documentary sources to define and evaluate its historical and architectural significance.

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This specification has been produced to detail the building recording works. It has been prepared in response to the requirements of the National Planning Policy Framework, 2019 (Dept for Communities and Local Government, 2019) as adopted in the relevant local plan policies and in response to a consultation carried out by the client with the LCC Historic Places Team. The works will be carried out in accordance with current best practice and the appropriate national and regional standards and guidelines, including:

- National Planning Policy Framework (NPPF), 2021 revision;
- Chartered Institute of Field Archaeologists (CIFA) Code of Conduct, 2019 revision;
- Management of Research Projects in the Historic Environment (MoRPHE ver. 1.2, 2015)
- Understanding Historic Buildings: A guide to good practice (English Heritage, 2006);
- Lincolnshire Archaeological Handbook, Lincolnshire County Council (revised 2019).

The results of the historic building survey will be placed on the Lincolnshire Historic Environment Record, a publicly accessible resource, and will form a long-term record of the building's history.

3 Constraints

The site falls within the curtilage of a Grade II Listed Building.

4 Scope of works

The building survey will be undertaken to Level 2/3 as outlined in Historic England, 2016 (see above). In summary, such a survey is an analytical record, comprising an introductory description followed by an account of the building's origin, development and use, including the evidence on which the analysis has been based, and including drawn and photographic records as required.

The information is chiefly obtained from direct examination of the buildings under record, supplemented by readily accessible documentary sources.

On completion, an ordered project archive will be prepared and deposited with The Collection, Lincoln, for long-term curation.

5 Implementation

Site recording will take approximately one working day.

The works will be undertaken in accordance with the following method statement:

6 Method Statement

Aims and objectives
The aims of this scheme of works are:

- to preserve, by record, the fabric and setting of the existing buildings prior to redevelopment;
- to establish the constructional and chronological development of the building, including the evidence on which the analysis has been based.

This will be attained through the following objectives:

- to produce a photographic record of the existing building fabric supplemented by written description and illustrative drawings;
- to undertake supporting historical research;
- to report on the results of the building recording in a fully illustrated report;
- to produce a documentary archive.

Building Survey Fieldwork
Site recording will be undertaken to Level 2/3 as outlined in Recording Historic Buildings: A Descriptive Specification (RHCM(E), 1986) and Understanding Historic Buildings: A Guide to Good Recording Practice (Historic England, 2016).

Photography will be undertaken in 10.2 mp digital SLR format, which will comprise the primary fabric record. It will include general shots of the site and detailed photography of room arrangement, main elevations and constructional details such as window openings. Fixtures and fittings, such as doors and window fenestration, will also be subject to detailed photography. Photography will be undertaken both internally and externally.

Drawings will include scale plans and elevations annotated with relevant details such as changes in build, coursing and additions if present, and may utilise accurate measured plans and elevations drawn by any architectural agents (re-checked for accuracy) rather than re-measuring. Plans with directional arrows to indicate where photographs have been taken will also be included. Measured sketches will also be made of any details that cannot be adequately recorded or explained by photography and/or written description.

The written element will comprise both quantitative and qualitative data to cover physical descriptions and dimensions of the basic building fabric, layout and condition, together with a general account of the setting of the building and its contribution to the local scene.

Recording will be undertaken on pro-forma record sheets, including:

- PCAS Brickwork Recording Form
- PCAS Room-Based Recording Form
- PCAS Building Survey Drawing Schedule
- PCAS Timber Recording Sheet
- PCAS Building Survey Photographic Schedule

On-site photographic and written/drawn recording will be undertaken over a period of two working days.

Historical Research
Supporting research will also be undertaken to add a historical context, where possible, to the results of the fieldwork and to inform analysis of the development of the site.

This will primarily be based on historic cartographic sources and archival photographs where identified, supplemented with synthetic published accounts of buildings of the period.

The primary data repository used for this research will be the Lincolnshire Archives, but searches will also be undertaken of various online sources including the National Monuments Record, English Heritage and the Frith collection.

Reporting
A report presenting the photographic recording and supporting text will be prepared on the completion of site works and will consist of:

- a title page detailing site address, site code and accession number, NGR, author/originating body, client's name and address;
- full contents listing;
- a non-technical summary of the findings;
- a historical account of the building and its chronological development;
- a description of the methodologies employed;
- a detailed textual description of the building;
- illustrations including plans showing the main development phases of the buildings and elevation drawings
- a consideration of the importance of the buildings present on the site in local, regional and national terms, with reference to the East Midlands Archaeological Research Framework (Knight *et al.*, 2012)
- the location of the report on the ADS OASIS database.

Copies of the report will be sent to the client for approval and then to the Archaeological Advisor to the local planning authority and the Historic Environment Record (HER). An OASIS online record will be initiated at http://ads.ahds.ac.uk/project/oasis. When the project is completed all parts of the OASIS online form will be completed and submitted to the Lincolnshire Historic Environment Record.

Archive
The project archive will be prepared according to the recommendations in *Guidelines for the Preparation of Excavation Archives for long term storage* (UKIC 1990), *Standards in the Museum Care of Archaeological Collections* (Museums and Galleries Commission 1992).

The archive will be deposited at The Collection, Lincoln: Deposition Date: Apr 2024. Following deposition, the archive will be available for public consultation under the LCNCC archive accession number LCNCC 2023.172.

7 Timetable and Personnel

The duration of site works will be in the region of one person-day. Supporting research will be undertaken over a period of a further person-day. Reporting and deposition of the archive is routinely in the region of six weeks.

Simon Savage BA (Hons.) will have overall direction of the project and will be the first point of contact.

The LCC Historic Places Team will be informed with at least 10 working days' notice of the intention to commence fieldwork.

8 Insurance

PCAS Archaeology Ltd. holds the following insurance levels:

Public Liability	£5m
Professional Indemnity	£1m
Employers Liability	£10m

9 Health and Safety

It is the policy of PCAS Archaeology Ltd. ['the Employer'] to conform fully to the requirements of the Health & Safety at Work etc. Act (1974).

It is accepted that it is the duty of the Employer to ensure, so far as is reasonably practical, the health and safety of all his employees at work.

The employer also has a duty to ensure that his employees are aware of their responsibility for their own health and safety, and for the health and safety of others, including the general public, who might be affected by their work.

Where employees are temporarily engaged at other workplaces, they are to respect relevant local regulations, both statutory and as imposed by other employers within the Health and Safety at Work etc. Act (1974).

In furtherance of the duty of care imposed by the Health & Safety at Work etc. Act (1974), the Employer shall make available to his employees whatever reasonable facilities are required by particular circumstances, e.g. appropriate protective clothing, safety equipment, rest breaks for specialised tasks, etc.

Attention is paid to the requirements of more recent legislation and guidance including the provision and use of *Work Equipment Regulations*, the *Management of Health and Safety at Work Regulations* and the *Construction (Design and Management) Regulations*.

A risk assessment will be undertaken, a safety officer appointed and all aspects of health and safety nominated during work.

10 Public Dissemination

The deposition of a copy of the report with the Lincolnshire Historic Environment Record and with the Archaeological Advisor to the local planning authority shall be deemed to put all information into the public domain.

11 Copyright

PCAS Archaeology Ltd. shall retain full copyright of any commissioned reports, tender documents or other project documents, under the *Copyright, Designs and Patents Act 1988* with all rights reserved, excepting that it hereby provides exclusive licence to the client for use of such documents by the client in all matters directly relating to the project as described in the project design.

Copies of the report deposited with public bodies such as the County Record Office and the Historic Environment Record will be given on condition that any archaeologist may request a full copy of the report and that no charge will be made for this above the cost of copying; and on condition that PCAS Archaeology Ltd. is fully credited as the originating body in any subsequent publication or grey literature report.

12 Bibliography

G R Merchant Ltd, 2023, Planning, Design & Access Statement including Heritage Impact Statement. Unpublished planning document produced by G R Merchant Ltd, consulted online 18-10-2023 at https://planning.sholland.gov.uk/OcellaWeb/viewDocument?file=dv_pl_files%5CH18-0729-23%5CPlanning+%26+Hertiage+Statement.pdf&module=pl

Ordnance Survey, 2015, *Spalding & Holbeach: 1:25,000 Explorer Series Sheet 249*. The Ordnance Survey, Southampton.

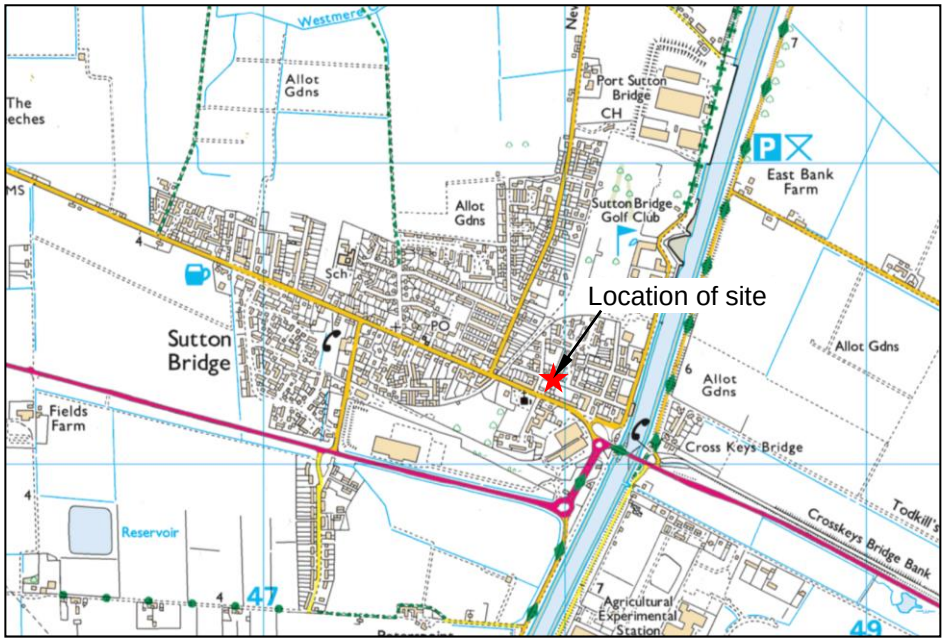


Figure 1: Location plan of the site (marked in red) at scale 1:25,000. OS mapping © Crown copyright. All rights reserved. PCAS licence no. 100049278.



Figure 2: As-existing location plan of the site at scale 1:1250. The current application area is outlined in red. Plan supplied by developer.