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NORTH LINCOLNSHIRE DIRECTORATE OF ENVIRONMENT & PUBLIC PROTECTION		
DEVELOPMENT CONTROL SECTION		
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6 September 2004

Dear Mr Welton,

Archaeological Recording & Watching Brief
St Hybald's Church, Manton, North Lincolnshire
Planning Reference Number: 2003/0292 & 2003/0293

PP / LBC

In accordance with instructions from my clients, Mr and Mrs Fox, I have prepared a written scheme of investigation for the above job. I hope that this document will meet with your approval. Please do not hesitate to contact me if you require further detail or clarification.

Copies of the enclosed document have also been supplied to the Sites and Monuments Record Office, to Ian Goldthorpe and to my clients.

Yours sincerely,



Caroline Atkins

Project Design for Archaeological Recording and Watching Brief
associated with the development of
St Hybald's Church, Manton, North Lincolnshire
Planning Reference Number: 2003/0292 & 2003/0293

Prepared by Caroline Atkins
for
Mr and Mrs Fox of Richtoy Motorsport Ltd, 2 King Street, Winterton, North Lincolnshire, DN15 9RN

1 Background

1.1 SITE LOCATION AND DESCRIPTION

St Hybald's Church lies at the present eastern limit of the village of Manton, at National Grid Reference SE 9340 0269, 1km west of the B1398, 4km north of Kirton in Lindsey and 9km south-east of the centre of Scunthorpe. The church stands on a man-made terrace, cut into the hillside overlooking the village, and access to the church is currently pedestrian only, via footpaths from the south, west and north.

1.2 ARCHAEOLOGICAL BACKGROUND

The current structure of St Hybald's Church was completed in 1873, to a design produced by Hooker & Brenchley of Kent. This church replaced an earlier one, designed in 1804 by William Fowler of Winterton. The early nineteenth century church, which apparently consisted of a chancel, nave and south porch, replaced a small medieval church, thought to date from the fourteenth century. A still earlier, pre-Conquest, foundation on the same site is not out of the question, given the dedication to St Hybald and the records of finds from the Anglo-Saxon period which suggest settlement and/or other activity in the area of the village.

Within the churchyard, most of the marked burials appear to date to the period after the construction of the early nineteenth century church. The most recent of these marked burials all lie within the south-western corner of the churchyard and consequently this area has been excluded from the area of development and will remain accessible to parishioners and to anyone else who might wish to visit the graves. Burials made during the life of the fourteenth century church, and possibly earlier, are also likely to be present but potentially less deeply set than those of the more recent periods, unless one or both of the nineteenth century construction periods included the importation of material to raise the level of the ground within the churchyard.

In 1997, the Council for the Care of Churches prepared a report comprising a general description of the church, and its building materials, furnishings and fittings.

Find-spots of a wide range of material, including prehistoric worked flints and Iron Age, Romano-British and Anglo-Saxon pottery, recorded in and around the village and from the limestone escarpment above the church, indicate that the area has attracted either sustained or episodic settlement over a considerable period of time. Romano-British occupation sites have been identified to the east of the church along the crest of the escarpment.

Earthworks in the fields to the south and east of the church suggest that, probably during the medieval period, the village was far larger than it is now. These earthworks have been plotted, by the RCHME mapping programme.

1.3 REASONS FOR THE PROPOSED WORK

Full planning permission (ref: 2003/0292) and Listed Building Consent (ref: 2003/0293) have been granted for the change of use of St Hybald's Church from church to dwelling, subject to a number of conditions designed to protect the historic fabric of the church and its immediate environment.

Permitted works associated with the creation of a vehicular access route, the installation of a drainage system and other services, and the provision of domestic accommodation within the church have the potential to disturb archaeological and architectural features relating to both the present church and to previous occupants of the man-made terrace. Consequently, both planning permission and Listed Building Consent have been granted subject to a condition requiring the implementation of a programme of historic building and archaeological recording and archaeological supervision of all groundworks.

The developers, Mr & Mrs Fox, have undertaken to implement a programme of archaeological work, in accordance with the requirements of the North Lincolnshire Sites and Monuments Record Officer and following the methodology proposed in this project design.

If the proposed archaeological programme and methodology are accepted, the construction groundworks will commence on 27 September 2004, with the preparations for the access road and photographic recording of the church. A detailed timetable has not yet been prepared for the remainder of the conversion work but all groundworks will be completed within 12 months and it is likely that the full programme of work will be completed within two years.

2 Archaeological Aims and Objectives

2.1 It is the aim of the project to record, investigate and interpret the exposed architectural and archaeological evidence for previous use of the site, and to make available that evidence, which would otherwise be destroyed or masked by the proposed works, for future use in local research projects.

2.2 The objectives of the project are as follows:-

2.2.1 To record the exterior and interior elevations and roof of the church, by photographic means.

2.2.2 To record all surviving features, fixtures and fittings, in their pre-works contexts, by drawn, written and photographic means.

2.2.3 To investigate and record all architectural and archaeological features within the void below the existing church floor.

2.2.4 To identify and record all archaeological features and artifacts exposed during construction work within the church, churchyard and adjoining field.

2.2.5 To recover any human remains encountered during groundworks and deal with them in accordance with a Home Office Burial Licence.

2.2.6 To produce a written report describing the recorded architectural and archaeological features within the context of the archaeological and historical background of the site.

3 Methodology

3.1 BUILDING SURVEY - THE PHOTOGRAPHIC RECORD

The photographic survey of the church will be undertaken by a professional photographer and will include general and detailed views of all external and internal elevations and the roof, plus details of all external and internal features, fixtures and fittings.

- 3.1.1 Single lens reflex, 35mm format, cameras will be used for both the black and white print and colour transparency records.
- 3.1.2 Photographic scales will be included in all photographs of architectural, and/or archaeological, detail and in most general views of the elevations.
- 3.1.3 Photographic prints will have a minimum size of 6" x 4" and each record print will bear HB pencil details of the name and address of the building, the national grid reference (NGR), the date of the recording and the name of the photographer. Colour transparencies will bear abbreviated details of building name, NGR, date of record and the photographers initials.
- 3.1.4 All elements of the photographic record will be listed in a catalogue, which will include an individual reference number for each photograph with details of location and direction of shot, date of recording and a brief description of the subject matter.
- 3.1.5 A copy of the plan of the church will be marked up to show the subject matter of each record photograph, as identified by its reference number.

3.2 BUILDING SURVEY - THE DRAWN AND WRITTEN RECORDS

The drawn and written records of the church will include the accurate location and detailing of all features, fixtures and fittings at, below and above floor level.

- 3.2.1 All features, fixtures and fittings will be drawn at a scale of 1:50, onto a plan of the church derived from Steven Ibbotson's survey of the church as existing. Where appropriate, details will be drawn in plan at a larger scale to augment the photographic record.
- 3.2.2 Drawing conventions will follow those given in the RCHME's *Recording Historic Buildings: a descriptive specification*.
- 3.2.3 Detailed observations will be recorded in writing on the record drawings and, where appropriate, on pro forma record sheets.
- 3.2.4 Whenever appropriate, drawn, written and photographic records will reference the 1997 report by the Council for the Care of Churches.

3.3 GROUNDWORKS AND ALTERATIONS - ARCHAEOLOGICAL WATCHING BRIEF

All groundworks and alterations to the building, associated with the change of use from church to dwelling, will be undertaken under archaeological supervision, after notifying the SMR Office of the start date. The SMR Office will be notified of the results at each stage of the watching brief.

Archaeological supervision of the groundworks and alterations will follow the methodology described below.

- 3.3.1 All earthworks and other surface features, such as grave stones, which lie in the path of or adjacent to the proposed access road and service trenches, will be recorded ahead of their disturbance by groundworks, at an appropriate scale. Unless the degree of complexity requires a larger scale the earthworks will be plotted at a scale of 1:1000 and churchyard features at 1:100.
- 3.3.2 All archaeological features encountered will be recorded on a copy of the architect's plan, at a scale of 1:50, with levels relative to Ordnance Datum, and recorded in writing on pro forma record sheets. Any significant features will also be recorded at a scale of 1:20 or 1:10, as appropriate, and in sectional drawings.
- 3.3.3 A photographic record, on 35mm film, will be made of archaeological features, where appropriate, and general views of the site will be taken to provide context.
- 3.3.4 In the event that any sealed deposits of environmental or industrial significance are encountered, samples will be taken for analysis.
- 3.3.5 All finds made during the groundworks will be collected, located and assessed for later analysis. Where appropriate, bulk finds, such as building materials and animal bones, will be noted and all but a representative sample will be discarded.
- 3.3.6 All new service trenches and the new access road have been located in areas devoid of marked burials. However, unmarked, pre-nineteenth century graves may be encountered, particularly if extra material was not imported to raise the ground level inside the churchyard during periods of church rebuilding and cemetery reordering.

An officer of the Coroner's department in the Home Office has been notified of the proposed works and an appropriate licence is currently being applied for. Any articulated human remains which are encountered during the groundworks will be recorded and thereafter dealt with in accordance with the terms of the Home Office Burial Licence.

- 3.3.7 All relevant Health and Safety Legislation will be complied with throughout the period of the watching brief.
- 3.3.8 The supervising archaeologist will be covered by current Public and Employers' Liability Insurance.
- 3.3.9 The Sites & Monuments Officer will be consulted if, at any stage, continued monitoring is considered to be unnecessary and/or if any alterations to the development timetable are likely to affect the watching brief programme.

3.4 ANALYSIS & REPORT

- 3.4.1 All saved finds will be recorded and, where possible identified, by appropriately skilled archaeologists. The finds will also be sorted and excess material (eg. building materials, iron nails, animal bone, shell and bulk china) will be discarded, to leave a minimum representative sample (again where appropriate) for inclusion in the site archive.
- 3.4.2 Within six weeks of the completion of the programme of archaeological recording and supervision a written description and analysis of the methods and results of the programme will be produced, incorporating specialist artefact and environmental reports where necessary and/or available. The report will include full drawn and numerical identification of the site location, an illustrated written description of the methods and results of the recording project and a selection of record photographs.
- 3.4.3 Copies of the report will be supplied to the Local Planning Authority's Listed Building and Development Control sections, the North Lincolnshire Sites and Monuments Record Office and to the developers, Mr and Mrs Fox. A complete set of labelled photographs, with catalogue and location plan, will be supplied in a separate folder.

- 3.4.4 Whatever the outcome of the archaeological watching brief, a short note will be prepared for inclusion in the local journal, 'Lincolnshire History and Archaeology'.
- 3.4.5 It has been agreed by Caroline Atkins (Archaeologist), Roy Featherstone (Photographer) and Mr and Mrs Fox (Developers), these being the parties involved in the production and commissioning of the archaeological report and archive relating to St Hybald's Church, that each of them individually and in addition the North Lincolnshire Sites and Monuments Record Office(NLSMR) has licence to reproduce any or all material contained in said report and archive for reference purposes on the understanding that this licence does not cover commercial use of the material by the NLSMR or any third party. In all cases the archaeologist, the photographer and the commissioning body retains the right to be identified as the originator of the work.

3.5 ARCHIVE DEPOSITION

- 3.5.1 A paper archive, ordered to MAP2 standards, will be prepared and lodged with the North Lincolnshire Museums Service.
- 3.5.2 Two complete sets of the photographic record will be lodged, one set each with the North Lincolnshire Museums Service and the North Lincolnshire Sites and Monuments Record.
- 3.5.2 The finds judged suitable for inclusion in the site archive will be appropriately packaged, in accordance with the guidelines laid down by the North Lincolnshire Museum Service.
- 3.5.3 A copy of the archive index, including the location of archive materials, will be supplied to the Sites and Monuments Record.
- 3.5.4 The developers have agreed that the paper and general artifact archive should be deposited with the North Lincolnshire Museums Service, although they wish to retain the right to decide upon the final destination/location of individual finds, after consideration of their significance.

Covenants associated with the transfer of the registered title to the property include instructions to retain certain features, including the font and pulpit, and to permit access on reasonable notice to anyone wishing to visit the former church or churchyard. Mr and Mrs Fox are keen to live up to the spirit as well as the letter of the law and consequently they wish to keep on site any artifacts which relate to the present or previous churches.

6 September 2004

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