
From: William Kelly <William.Kelly@leics.gov.uk>
Sent: 16 May 2024 13:50
To: Lesley Keal
Subject: 24/00393/DISCON | Application to discharge condition 12 (WSI) attached to planning permission 21/00789/FUL | Atherstone Hunt Kennels Kennel Lane Witherley Atherstone
Attachments: 00 Atherstone BR WSI Level 2 May 1 24 Tracked Changes.docx

Hi Lesley,

24/00393/DISCON | Application to discharge condition 12 (WSI) attached to planning permission 21/00789/FUL | Atherstone Hunt Kennels Kennel Lane Witherley Atherstone

We would recommend that the archaeological Written Scheme of Investigation (WSI) submitted to the LPA on 22/04/2024 is not satisfactory. I can confirm that we have seen a satisfactory copy of the WSI following recommended changes, which I have attached to this email, for reference.

The attached document proposes a satisfactory programme of archaeological work which, upon completion, will meet the requirements for the investigation of the development site.

We have advised the applicant's archaeological consultant that the applicant should submit the revised WSI to the LPA, for formal approval. Following the conclusion of the necessary archaeological programme (fieldwork, report preparation and archiving), we will advise the planning authority accordingly, and recommend discharge of the outstanding planning condition (12).

Please do feel free to get in touch if you have any queries in the meantime.

Best wishes,

William

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Written Scheme of Investigation Building Recording Atherstone Hunt Stables, Witherley Report Ref 2022/1655 Date 16/1/2024

1. Summary

Planning Reference	Hinckley & Bosworth 21/00789/FUL
Location	Atherstone Hunt Stables, Kennel Lane, Witherley, Leicestershire CV9 3LJ
Grid Reference	SP 3280 9726
Development	Conversion, extension and alteration of former kennels and stables to form 8 no. Dwelling houses, erection of replacement dwellinghouse, conversion of outbuildings to home offices, erection of garaging and formation of new vehicular access and parking for adjacent cottages
Building Owner	Swift Homes and Developments Ltd
Type of Work	Building Recording – Photographic Survey as defined in section 5.5 of the Historic England Document 2016 Understanding Historic Buildings.
Designation Status	The buildings are not listed and are not located within a Conservation Area. The Buildings are not on the local list. The buildings therefore are not a Heritage Asset as defined by the National Planning Policy 2023 page 68 that is. “Heritage asset: A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. It includes designated heritage assets and assets identified by the local planning authority (including local listing).”
	Leicestershire County Council Archaeological Development Control suggest that it should be noted as being a 'non-designated heritage asset' i.e. not a Heritage Asset as defined by the planning Framework'.
	The Hinckley and Bosworth Council website's Local heritage list Heritage Hinckley & Bosworth Borough Council (hinckley-bosworth.gov.uk) accessed 13/1/04 states

2. Local heritage list



To protect our local heritage, we are planning to compile a local heritage list and are inviting residents of the borough to get involved.

The local heritage list will identify local heritage assets that should be protected because of their contribution to local character, but do not meet the criteria to be statutorily listed. When adopted by us, the local heritage list will form an evidence base to inform decision-making on planning applications. The significance of the asset will be taken into consideration when assessing any proposals.

[The Good Practice Guide for Local Heritage Listing \(english-heritage.org.uk\)](https://www.english-heritage.org.uk) is designed to assist local authorities, community groups and other interested stakeholders to identify and manage significant local heritage assets by using a local heritage list.

If you wish to be part of the process, require further information/clarification or would like to discuss a potential asset, please contact us: [Planning Policy contact form](#)

Nominations for the inclusion of assets in the list can be submitted by any individual:

- View the [selection criteria \(PDF\)](#)
- Complete the [nomination form \(PDF\)](#)

The selection criteria have been refined to take into account local characteristics and we welcome your views.

All nominations received will be assessed for their suitability prior to being endorsed.

Last updated: 14/11/2023 09:32

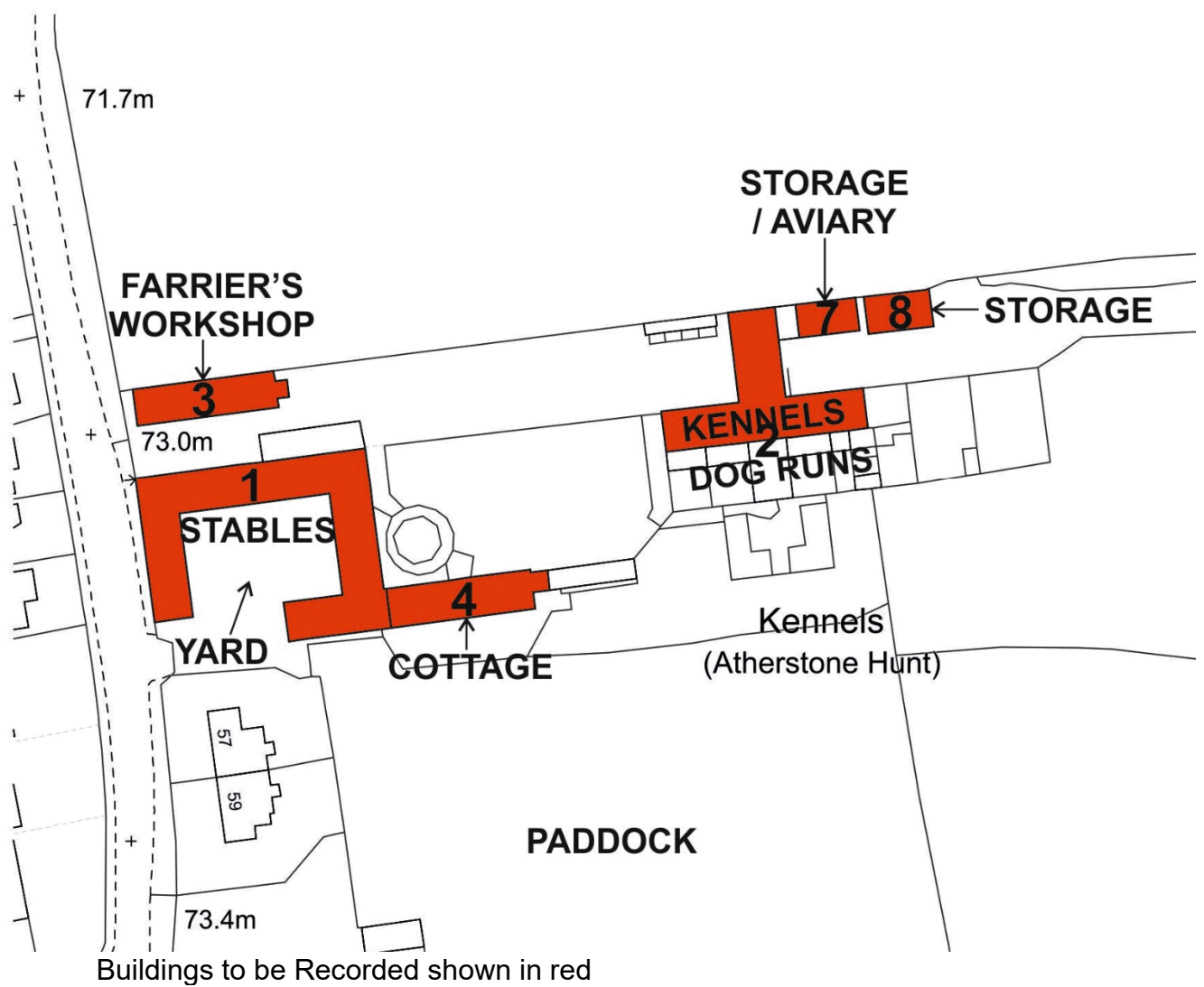
Planning Status	Post-permission
Planning Condition	12. No demolition/development shall take place/commence until a written scheme of investigation (WSI) has been submitted to and approved by the local planning authority in writing. For land that is included within the WSI, no demolition/development shall take place other than in accordance with the agreed WSI, which shall include the statement of significance and research objectives, and; - The programme and methodology of historic building survey and recording and the nomination of a competent person(s) or organisation to undertake the agreed works - The programme for post-investigation assessment and subsequent analysis, publication & dissemination and deposition of resulting material. This part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the WSI. Reason: To ensure satisfactory archaeological investigation and recording in accordance with Policy DM11 of the Site Allocations and Development Management Policies DPD (2016) and the National Planning Policy Framework (2021).
Requirement for work	1. Building recording (photographic survey) of the Atherstone Hunt Kennels and Stables in accordance with guidance produced by Historic England (Understanding Historic Buildings: A guide to good recording practice, HE 2016). The Archaeology Section will provide a formal Brief for the photographic survey at the applicant's request. The applicant shall, if planning permission is granted, obtain a suitable written Specification and costing for the historic building recording from an appropriately qualified organisation (e.g. an historic buildings specialist) acceptable to the planning authority. This should be submitted to this Archaeology Section, as archaeological advisors to your authority, for approval before the start of development.
Standard of Work Required	Photographic Survey
Standard of Work Proposed	Level 2 analytical Survey and Photographic Survey

Previous Work	A Heritage Statement has been produced.
Objectives	To record the pre-modern buildings in their current form, documenting use and adaptation since construction, prior to demolition or alteration, to Level 2 of the Historic England <i>Understanding Historic Buildings: A Guide to Good Recording Practice</i> , 2016.
Difficulties	None anticipated
Archiving	In line with the current Leicestershire Museums Service Guidelines a copy of the report will be deposited with the Archaeological Data Service. Copies of the digital archive will be made available to other

	repositories. Photographs taken for the purpose of surveying or to indicate location will not be archived. Leicestershire County Council Museums Accession No.: X.A157.2022 will be marked on all reports.
Personnel Project Manager	Dr Peter Wardle BSc MA PHD in archaeology. 39 years professional experience including 14 years in field archaeology as a supervisor/field officer/project manager. He has recorded circa 4000 buildings
On Site Personnel	Dr Peter Wardle
Date of Recording	The work is scheduled to take place during August 2022. The precise dates cannot be predicted as the work is weather dependent. Dry overcast days are preferred to give even ambient daylight.
Date of Survey	August 2022
Date of Completion of Report	December 2023 – draft of the relevant sections of the report will be submitted prior to demolition
Date of Archive Deposition	As soon as practical after completion and approval of the report

3. The Buildings

Current Function	Vacant
Original Function	Hunt stables and kennels
Future Use	Residential
Period	Late Georgian
Century	19 th
Precise Date	1836-7
Architectural Style	Georgian
Architect	Patterson and Hine
Materials	Brick, slate
Designation	Not Listed
Conservation Area	Not located within a Conservation Area





4. Timing of Survey

A single visit may be made to the building before work commences.

The preference is for the visit to be made when the building is in use provided that the building is sufficiently clear for the structure of the building to be visible. Five days written notice will be given of the commencement date. A range of dates will be given so that the survey can be undertaken in good weather.

5. Level 2 Specification

The Historic England Document “*Understanding Historic Buildings – A Guide to Good Recording Practice*” (2016) states that at this level the recording requirements are as follows:

Level 2

This is a descriptive record, made in similar circumstances to Level 1 but when more information is needed. It may be made of a building which is judged not to require a more detailed record, or it may serve to gather data for a wider project. Both the exterior and interior of the building will be seen, described and photographed. The examination of the building will produce an analysis of its development and use and the record will include the conclusions reached, but it will not discuss in detail the evidence on which this analysis is based. A plan and sometimes other drawings may be made but the drawn record will normally not be comprehensive and may be tailored to the scope of a wider project.

A Level 2 record will typically consist of:

*drawn record– sometimes item 1 or 2,
sometimes one or more of items 3-7
photography – items 1, 2 and 4
written record – items 1-3 and 6*

The buildings are large buildings without “principal rooms” with restricted access to adjoining land.

	Historic England 2017 page 19 Types of Photography	Comment
1	A general view or views of the building (in its wider setting or landscape if 2 (below) is also to be adopted).	Aerial views will be used
2	The building's external appearance. Typically a series of oblique views will show all external elevations of the building, and give an overall impression of its size and shape. Where individual elevations include complex historical information it may also be appropriate to take views at right-angles to the plane of the elevation.	Given the nature of the buildings in the main perpendicular views will be used
3	Further views may be desirable to reflect the original design intentions of the builder or architect, where these are known from documentary sources or can be inferred from the building or its setting.	
4	The overall appearance of the principal rooms and circulation areas. The approach will be similar to that outlined in 2.	These buildings consist of a large number of similar rooms with no principal rooms
5	Any external or internal detail, structural or decorative, which is relevant to the building's design, development and use, with scale where appropriate.	The principal buildings were all constructed at the same time in a similar manner
6	Any machinery or other plant, or evidence for its former existence.	The only machinery is a recent electric forge
7	Any dates or other inscriptions; any signage, makers' plates or graffiti which contribute to an understanding of the building. A transcription should be made wherever characters are difficult to interpret.	There are few instances of these they are very recent.
8	Any building contents or ephemera which have a significant bearing on the building's history (for example, a cheese press or a malt shovel), where not sufficiently treated in general photographs.	
9	Copies of maps, drawings, views and photographs, present in the building and illustrating its development or that of its site. The owner's consent may be required.	



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6. Documentary Research

Documentary Research will be confined to information already presented in the 2021 Heritage Statement:

Heath, P. 2021. *Former Atherstone Hunt Kennels Heritage Statement to Accompany Proposed Conversion to Residential Use*. Melbourne: Philip Heath

7. Drawn Record

The drawn record will consist of the annotation of architects' plans, supplemented by detailed drawings as necessary, using photogrammetric software and/or on-site measurements as far as is safe and practical.

If plans and elevations are not available then as far as is safe and practical:

1. Rectified Photographs or drawings of typical elevations may be produced
2. Simple floor plans will be produced.

All new drawn records will be produced digitally using digital survey equipment - Total Station and Distomat. The Drawing will be produced using CAD software following Historic England conventions.

8. Photography

8.1 Required Standard

The Photography will comply with the requirements for photography for a Level 2 survey which are items 1, 2 & 4 on page 19 of *Understanding Buildings* and the requirements for a photographic survey. That is items 1-9.

In addition other photographs are often taken such as showing the building in use with people present.

It is noted that in some cases confidentiality restricts what can be photographed, in order for example to respect client confidentiality. In addition some photographs may not be included in reports or placed in a public archive in the short term for reasons of security. To be excluded the item must be:

1. Not in the public domain
2. Will continue to be used in the long term, so for example bank vaults will be included when the bank function has ceased, but gun safes will not be included.

The methodology for photography is described below:

8.2 Scope of Internal Survey:

1. Systematic Photography of all rooms in a clockwise direction starting at North. This may include photography from the corners but normally from the centre of the wall opposite.

2. Photography of all features historic and non-historic e.g. fireplaces, light fittings, ironmongery, windows and doors.
3. Photography of constructional detail.
4. Roof structures (where accessible).

8.3 Scope of External Survey:

1. All elevations starting with the front elevation in a systematic way
2. All windows and doors
3. All chimneys etc
4. All architectural detail
5. Details of construction materials
6. Any evidence of construction sequence
7. Photographs of the Building in its setting
8. Illustrative $\frac{3}{4}$ views of the building
9. Photographs illustrating the Building's relationship to surrounding buildings and setting.

Photographs are taken perpendicular to the subject

8.4 Scales

The Historic England Guidelines do not specify that scales should be used.

A decision will be made on site if scales are to be used. This will be based upon a number of factors including:

1. Will the scale produce useful information? If there is an accurate 3 dimensional digital survey there is less of a need for scales as dimensional information is recorded by this and the photographs can if necessary be scaled.
2. If the building is in use. The use of scales presents a considerable risk of damage to furniture etc in this circumstance.
3. If it is safe to use scales and if there is no risk to property from a falling scale.
4. If photo-rectification is to be undertaken or other survey data is being collected.
5. If a photograph will be archived then a scale bar will normally be used.

8.5 People

It is noted that if the building is in use then there may be people in the photographs.

8.6 Other Photographs

Other photographs may be taken in order to assist in the cataloguing of the photographs.

8.7 Equipment

Nikon high resolution cameras will be used which exceed the Historic England specification of 5 mega pixels i.e. Nikon D850 with a resolution of 47 mega pixels.

8.8 Deleting, Editing and sorting Photographs

No photographs are deleted.

A copy of the photograph exactly as taken with no editing is retained.

A second set of photographs is made which are edited by correcting the orientation. If a photograph is to be edited a copy is made and the copy is edited not the original.

Editing is restricted to the trivial ierotating and cropping etc.

The photographs are sorted in such a way that the subject and location is recorded ie
project\building\interior\floor\room
project\building\exterior\elevation

This has the advantage that a catalogue and a location plan of where photographs were taken from is unnecessary.

A plan showing where photographs were taken will be produced for key photographs.

8.9 Backing Up of Digital Photographs

Digital photographs are downloaded as soon as possible with a backup being made to a second computer. The photographs are automatically backed up onto a remote server.

8.10 Archiving of Digital Photographs

Photographs taken for the purpose of surveying or to indicate location will not be archived.

9. Other Recording

While not a requirement a catalogue of brick types will normally be produced noting the date and location of bricks around the building.

10. The Written Account and Report

Understanding Buildings states that a level 2 report will contain the following elements:

1–3, 6

The report will include items 1–3, 6

10.1 Further Work

The Requirement 16 states:

16 An assessment of the potential for further investigative or documentary work, and of the potential survival of below-ground evidence for the history of the building and its site.

This is omitted - the view is taken that the work on the building is complete when what is required by a planning condition is completed. If required an Archaeological Desk Based Assessment will be produced.

10.2 Other Records of The Building

The Requirement 19 States:

19 Copies of other records of the building, including specialist reports (again with any necessary permissions), or a note of their existence and location.

These are not included in the report but are referenced if they are published. If they are unpublished copies will be made available separately.

10.3 Dissemination

Copies of the report will be circulated to:

- The Client
- The Planning Archaeologist
- The HER
- The institution where the archive will be deposited
- To other interested parties upon request

Digital copies of the report will be supplied in pdf/A-1a format (or Higher) pdf format.

As a minimum the Contractor is required to provide a summary of findings to the 'Transactions of the Leicestershire Archaeological and Historical Society'

11. Archive

In line with the current Leicestershire Museums Service Guidelines, the archive will be deposited with the Archaeological Data Service. A copy of the report will be deposited with the Archaeological Data Service in any event.

The deposited archive will consist of a selection of photographs to illustrate the form, nature and development of the building. It will be accompanied by a catalogue of the photographs and a plan showing where the photographs were taken from. It is noted that often archives only wish to receive photographs of buildings that will be demolished.

Photographs taken for the purpose of surveying or to indicate location will not be archived. In addition some photographs may not be included in reports or placed in a public archive in the short term for reasons of security. To be excluded the item must be:

- Not in the public domain
- Will continue to be used in the long term, so for example bank vaults will be included when the bank function has ceased, but gun safes will never be included.

Photographs taken for the purpose of surveying or to indicate location will not be archived. In addition:

1. An Accession Number must be drawn prior to the commencement of archaeological work.
2. The archive must be prepared in line with *The Transfer of Archaeological Archives to Leicestershire County Council Museum Collections*
3. The final report(s) will be deposited with the Leicestershire and Rutland HER no later than six months after completion of the project
4. The archive will be presented to the Archives Curator within 6 months of completion of the fieldwork

12. Health and Safety

The scope of the work will be restricted to that which can be achieved easily and safely. The following are common hazards:

1. Structural instability
2. Unsound floors
3. Unsound roofs
4. The presence of vermin i.e. rats and pigeons
5. The presence of discarded hypodermic syringes
6. The presence of hazardous materials
7. Confined spaces
8. Presence of High Voltage Electricity Supplies.

If such a hazard is identified then this method statement will be amended and re-submitted for approval.

All work will be carried out in accordance with the Health and Safety at Work Act 1974 and the Management of Health and Safety Regulations 1992, and all other relevant Health and Safety legislation, regulations and codes of practice in force at the time.

Correct Personal Protective Equipment will be used at all times.

Safe working practices will supersede archaeological considerations at all times.

A risk assessment will be carried out before work starts on site.

Relevant Insurances will be held.

It is noted that most of the buildings are derelict. Apart from the stable block large amounts of debris are present inside and out which prevents the use of a tripod and makes access and movement difficult.

Rooves are in a state of dilapidation many with areas of tiles missing.

On the first floor the floor joists and floorboards are in a very poor condition and in many places floorboards are absent.

The above factors limit what can be done.

13. Appendix Understanding Buildings Specification

A Level 2 record will typically consist of:

drawings sometimes item 1 or 2, sometimes one or more of items 3-7

photography 1, 2, 4

written account 1–3, 6

That is:

2 Plans (to scale or fully dimensioned) of all main floors as existing. Small buildings of well-known types, or buildings with a repetitive structure (eg, many industrial buildings) may be planned on one floor only, but a note or a sketch plan should be made to show the arrangement of other floors. Plans should show the form and location of any structural features of historic significance (eg, blocked doors and windows; former fireplace openings; masonry joints; changes in internal levels).

3 Measured drawings recording the form or location of other significant structural detail, such as timber or metal framing.

4 Measured cross-sections, long-sections or elevational sections illustrating the vertical relationships within a building (floor and ceiling heights or the form of roof trusses, for example).

5 Measured drawings showing the form of any architectural decoration (the moulding profiles of door surrounds, beams, mullions and cornices, for example) or small-scale functional detail not more readily captured by photography. A measured detail drawing is particularly valuable when the feature in question is an aid to dating.

6 Measured elevations, where these are necessary to an understanding of the building's design, development or function and not more readily obtained by photography.

7 A site plan, typically at 1:500 or 1:1250, relating the building to other structures and to related topographical and landscape features.

8 A plan or plans identifying the location and direction of accompanying photographs.

9 Copies of earlier drawings throwing light on the building's history.

10 Three-dimensional projections when these are of value in understanding the building. If these are to be considered as components of the record they must always be supported by measured plans, sections and elevational details.

11 Reconstruction drawings and phased drawings, when these are of value. Since these are by their nature interpretative, the evidence on which any reconstruction or phasing is based must always be given. Successive phases of a building's development may be shown by graded tone (dark to light, with the darker being the earlier), by colour, by sequential diagrams or by annotation. Whenever phased drawings are included in a record, they must be accompanied by the unmarked drawings on which they are based.

12 Diagrams interpreting the movement of materials (process flow) or people (circulation), or the segregation of people or activities (eg permeability diagrams), where these are warranted by the complexity of the subject. As with items 10 and 11, the evidence supporting the interpretations must be provided.

Photography

- 1 A general view or views of the building (in its wider setting or landscape, if the views noted in 2 below are also adopted).
- 2 The building's external appearance. Typically a series of oblique views will show all external elevations of the building, and give an overall impression of its size and shape. Where an individual elevation embodies complex historical information, views at right angles to the plane of the elevation may also be appropriate.
- 2 .Further views may be desirable to indicate the original design intentions of the builder or architect, where these are known from documentary sources or can be inferred from the building or its setting. In the case of building elevations which have been conceived as formal compositions, views at right angles to the plane of the elevation may again be appropriate.
- 4 The overall appearance of the principal rooms and circulation areas. The approach will be similar to that outlined in 2 above.
- 5 Any external or internal detail, structural or decorative, which is relevant to the building's design, development or use and which does not show adequately on general photographs. When photographing details it can be helpful to include a clearly marked and suitably sized scale next to the subject and parallel to one edge of the photograph.
- 6 Any machinery or other plant, or evidence for its former existence.
- 7 Any dates or other inscriptions, any signage, makers' plates or graffiti which contribute to an understanding of the building or its fixtures or machinery, if not adequately captured by transcription. A contemporaneous transcription should be made wherever characters are difficult to interpret.
- 8 Any building contents or ephemera which have a significant bearing on the building's history (for example, a cheese press or a malt shovel), where not sufficiently treated in general photographs.
9. Copies of maps, drawings, views and photographs, present in the building and illustrating its development or that of its site. The owner's consent may be required.

Written Account

- 1 The building's precise location, as a National Grid reference and in address form.
- 2 A note of any statutory designation (listing, scheduling or conservation) Non-statutory designations (historic parks and gardens registers, local lists etc) may be added.
- 3 The date of the record, the name(s) of the recorder(s) and, if an archive has been created, its location.
- 6 An expansion of 4, if appropriate, summarising the building's form, function, date and sequence of development. The names of architects, builders, patrons and owners should be given if known. The purpose of such an expansion is to describe the building when no fuller record is necessary, to serve as an introduction to the more detailed body of the record that may follow, and to satisfy those users who may need no more than a summary of the report's findings.
- 7 An introduction, setting out the circumstances in which the record was made, its objectives, methods, scope and limitations, and any constraints which limited the achievement of objectives. Where appropriate the brief for the work or the project design should be stated or appended.
- 8 Acknowledgements to all those who made significant contributions – practical, intellectual or financial – to the record or its analysis, or who gave permission for copyright items to be reproduced.
- 9 A discussion of published sources relating to the building and its setting, an account of its history as given in published sources, an analysis of historic map evidence (map regression) and a critical evaluation of previous records of the building, where they exist.
- 10 An expansion of 9, if appropriate

- 11 An account of the building's overall form (structure, materials, layout) and its successive phases of development, together with the evidence supporting this analysis.
- 12 An account of the past and present uses of the building and its parts, with the evidence for these interpretations. An analysis of any circulation pattern or decorative, iconographic or liturgical scheme. An account of any fixtures,
- 13 Any evidence for the former existence of demolished structures or removed plant associated with the building.

The Following May Be Included

5 A table of contents and a list of illustrations or figures.
14 A summary of the findings of any specialist reports (dendrochronology or paint analysis, for example).
15 A discussion of the building's past and present relationship to its setting: for example its relationship to local settlement patterns, to a field system, to a park, garden, moat, graveyard or other artificial landscape; its part in any larger architectural or functional group of buildings; its visual importance as a landmark.
16 An assessment of the potential for further investigative or documentary work, and of the potential survival of below-ground evidence for the history of the building and its site.
18 Copies of historic maps, drawings, views or photographs illustrating the development of the building or its site (the permission of owners or copyright holders may be required).
19 Copies of other records of the building, including specialist reports (again with any necessary permissions), or a note of their existence and location.
20 Any further information from documentary sources, published or unpublished, bearing on any of these matters, or bearing on the circumstances of its building, designer, craftsmen, ownership, use and occupancy, with a note on the sources of the information.
23 A glossary of architectural or other terms likely to be unfamiliar to readers. If few in number, terms may be explained more economically within the text or in foot or endnotes.