Portsmouth Harbour Hinterland Project

Research Toolkit
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Introduction

**Background**

The Royal Navy established Portsea Island as its main harbour and base in the 16th century. Subsequently, the surrounding rural hinterland was developed with an extensive supporting infrastructure, protected by significant sea and land defences. Much of this survives today, either as standing structures, historic places or buried archaeological remains, but the significance of these ‘heritage assets’ as parts of the infrastructure of the docks is not always fully recognised. This Historic England funded project aims to raise awareness and understanding of the historic influence of the Royal Navy on Portsmouth’s hinterland. This will assist local decision-making, planning, development and management of the historic environment.

The project has drawn together and reviewed archaeological records, historic documents, photographs, maps and drawings, as well as previous studies of the survey area. The data was analysed to identify relevant heritage assets not currently recorded by the Historic Environment Records (HERs) or National Record of the Historic Environment (NRHE). The assets have been recorded in a database that is linked to an electronic mapping ‘Geographical Information System’ (GIS). From this data, maps of the distribution of types of heritage asset by theme and historical period have been produced. These have been used to create a narrative of the development of the Portsmouth hinterland, which can be attributed to the presence of the Royal Navy base and dockyard. This has been divided according to themes relating to different activities as well as chronological phases of development. The project has been kindly supported by the expertise of Dr Ann Coats, Chair of the Naval Dockyards Society and Dr Duncan Redford, Head of Research at the National Museum of the Royal Navy.

**Aims**

This research toolkit has been prepared for local community groups and heritage professionals to:

- undertake further research to develop the thematic narrative presented in the main project report;
- identify heritage features (buildings, landscape features, and monuments etc), record key elements and assess their significance.
- highlight heritage issues that may arise in early stages of proposed development and change.
- enable users to expand and develop understanding of the broad themes presented in the narrative and the heritage assets associated with them.

The toolkit contains several elements. These comprise:

- research guidelines. The toolkit is primarily desk-based and this forms the main element. There are also guidelines and tips for site inspection;
- a pro-forma research sheet for known or potential assets identified by the desk-based research and where possible inspection. The form is intended to ensure consistency and to facilitate incorporation into the project database;
- examples produced by volunteers using the toolkit.

The toolkit provides guidelines that are intended to facilitate:

- continued research on specific sites, areas, structures, themes introduced in the narrative of the main report, with an overall view to better understanding the historic environment;
- the identification of heritage features within the hinterland associated with the dockyard;
- the assessment of their significance in relation to particular sites, areas, structures or themes;
- identification of any issues for consideration to be raised at an early stage of the development process.

Portsmouth Historic Hinterland
### Introduction

This assessment framework will:

- enable local community groups and individuals to identify heritage features, assess their significance and undertake further research
- enable an initial assessment for each of these stages, which can then be deepened later as required

It can be used for all types of heritage asset, whether they are ‘designated’ or not. This is because, whilst designated heritage assets raise the significance of historic buildings and sites, they only comprise a proportion of the features that owe their historic character and development to the naval dockyard, and that contribute to the special character and distinctiveness of the Portsmouth hinterland. Many of these features await discovery and fresh interpretation.

Sympathetic change and development can maintain and increase the value of these heritage assets as distinctive elements of the landscape. Crucially, significant features may only be revealed through assessment to inform development proposals, including buildings, archaeological remains and areas, which may merit more detailed investigation or even designation.

We have developed a Heritage Asset Recording Sheet so that the historic character and significance of a building or site can be recorded, illustrated and assessed, and then sent to the local Historic Environment Record. The stages set out below will help you conduct this assessment, begin the assessment of a wider area, or consider key issues if you are applying for heritage consent or planning permission.

<table>
<thead>
<tr>
<th>Table 1: Summary of assessment framework stages</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Stage</strong></td>
</tr>
<tr>
<td>1: Identifying the asset</td>
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<td></td>
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<tr>
<td></td>
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<tr>
<td>2: Researching the asset</td>
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<td></td>
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<tr>
<td></td>
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<tr>
<td>3: Assessing significance</td>
</tr>
</tbody>
</table>

### Stage 1: Identifying the Asset

**Identification**

A heritage asset can be a building/structure, an archaeological earthwork or below-ground remains, or an area containing some or all of these things.

You may wish to come back to this assessment as you learn more about the asset. For example, you may discover that the land around an historic building has potential to contain archaeological remains of buried structures of interest in addition to the features that can be observed above ground.

**Establishing the relationship with the dockyard**

Once the asset has been identified, you will need to consider what its historic function was. This will allow you to further examine how the asset was influenced by the presence of the dockyard. In some cases the historic function of an asset will be evident, such as the purpose built military features in the hinterland; in others its historic function in relation to the dockyard will be more ambiguous and will require further examination. In some cases assets will have gone through periods of uses unrelated to the dockyard.

**Establishing the thematic group(s) the asset contributes to**

The main project report introduces a number of key themes that heritage assets in the Portsmouth hinterland illustrate and provide evidence for. The text for these themes are based on existing knowledge and provide a starting point for further research, identifying features associated with the and exploring the
connections between the different themes associated with the naval dockyard.

The checklist below will help you to categorise the function of the asset within the specific themes of the project.

The functions of some sites and structures will be identified in the descriptions for listed buildings and other designated heritage assets, Historic Environment Record entries, or in documentary sources such as primary archival documents, published books, and historic maps.

Once identified, you can then group heritage assets into their relevant thematic group, as identified below.

Stage 2: Researching the asset

<table>
<thead>
<tr>
<th>Thematic Group</th>
<th>Asset Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ship building, fitting out, and ordnance</td>
<td>Boatyards, timber yards, foundries, ropewalks, hemp fields</td>
</tr>
<tr>
<td>Food Production and Processing</td>
<td>Farmsteads, barns, granaries, malt houses, ice houses, canning works, market gardens, mills, slaughter houses, breweries</td>
</tr>
<tr>
<td>Transportation and Communications</td>
<td>Roads, railway lines, packet ships</td>
</tr>
<tr>
<td>Accommodation</td>
<td>Houses- terraces for the workers, villas or private residences for naval officers. Barracks for army and naval personnel.</td>
</tr>
<tr>
<td>Materials Provision</td>
<td>Quarry pits, brick kilns, stone masons</td>
</tr>
<tr>
<td>Military Function</td>
<td>Fortifications and military installations</td>
</tr>
<tr>
<td>Sea Defence, Land Reclamation, and Water Management</td>
<td>Revetments, groynes, drainage channels</td>
</tr>
<tr>
<td>Administration and Finance</td>
<td>Evidence of a dockyard/naval influence on civic administration and finance in the hinterland.</td>
</tr>
<tr>
<td>Retail and Marketing</td>
<td>Specialist shops and markets.</td>
</tr>
<tr>
<td>Health and Welfare</td>
<td>New hospitals, new welfare facilities, specialist medical and social institutions</td>
</tr>
<tr>
<td>Education</td>
<td>Specialist schools and academies</td>
</tr>
<tr>
<td>Religion and Burial</td>
<td>Naval influence on local churches, memorials and burial grounds.</td>
</tr>
<tr>
<td>Recreation</td>
<td>Pubs, social clubs (especially ex-service clubs or worker’s clubs), brothels</td>
</tr>
<tr>
<td>Crime and Punishment</td>
<td>Prisoner of War camps, specialist naval prisons, parole towns</td>
</tr>
<tr>
<td>Clothing</td>
<td>Provision of specialist clothing for dockyard workers, sailors and military personnel</td>
</tr>
<tr>
<td>Immigration/Ethnicity</td>
<td>This is ambiguous, is there any evidence for diverse populations?</td>
</tr>
<tr>
<td>Gender</td>
<td>This is ambiguous, is there any evidence for the roles of women?</td>
</tr>
</tbody>
</table>

Using the toolkit

You can now find out more about the historic context of the asset and its relationship to the dockyard, using the relevant part of the pro-forma recording sheet appended to the Toolkit.

Documentary research, using the sources listed under each theme and in Table 4, will be an invaluable help in deepening understanding of an asset’s history and relationship to the dockyard and how it was influenced.

Comparison of historic and current maps (such as those listed in Table 3) will help to identify how the asset and its wider setting has changed over time, and also whether any key phases in its development appear to be related to key developments in the dockyard.

General guidance on using maps to identify changes to an asset and its wider setting is outlined in ‘mapping and library resources’.

Site survey

Visual site survey from publicly accessible areas will then help you to identify what has survived from different phases of the asset’s development and its wider setting.

It is recommended that you take photographs of the site, along with written notes to record what you have learnt. Guidance on conducting a site survey is presented in the appendix.

The National Planning Policy Framework (2012) defines a heritage asset as “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.”
Quick start to research

Useful sources for heritage designations and sites of local significance and interest are:

- Historic maps at your local archive.
- A very useful source, which enables you to view historic maps and modern aerial photographs side-by-side, is hosted by the National Library for Scotland at [http://maps.nls.uk/os/6inchengland-and-wales/](http://maps.nls.uk/os/6inchengland-and-wales/). Other sources are [www.old-maps.co.uk](http://www.old-maps.co.uk) and [http://project.oldmapsonline.org/about](http://project.oldmapsonline.org/about)
- Modern OS maps can also be viewed at [www.ornancesurvey.co.uk](http://www.ornancesurvey.co.uk), and online mapping by Google and Bing
- Useful Information about local heritage, including archaeology, can be found at [www.heritagegateway.org.uk](http://www.heritagegateway.org.uk) or by contacting your local Historic Environment Record:
  - [Hampshire Archaeology and Building Record](http://www.hampshirearchaeology.org.uk)
  - [Portsmouth City HER](http://www.oldportsmouth.org.uk)
  - [Chichester District](http://www.chichester.gov.uk)

Stage 3: Assessing significance

Once an asset has been identified and a link to the influence of the naval dockyard on the hinterland established through research, assess the heritage significance of the asset in itself and the significance of the asset to the overall story of the dockyard hinterland development. These may differ; for example a locally listed building may be of ‘medium significance’ according to the criteria below, but may have considerably more significance in terms of its association with the dockyard, for example it might have been built to provision a particularly important material to the dockyard under contract; a connection which is currently not realised by either the local authority or the local community.

Asset significance

‘Significance’ lies in the value of a heritage asset to this and future generations because of its heritage interest, which may be archaeological, architectural, artistic or historic. Archaeological interest includes an interest in carrying out an expert investigation at some point in the future into the evidence a heritage asset may hold of past human activity, and may apply to standing buildings or structures as well as buried remains. Known and potential heritage assets within the site and its vicinity have been identified from national and local designations, HER data and expert opinion.

Table 3 will allow you to assess the contribution that a building or asset makes to the history of Portsmouth’s naval dockyard, and its place in national and international history. This should help you to examine how the asset’s proven relationship with the dockyard, and its contribution to the area around it, contribute to its significance. The level of importance given to its significance varies on numerous factors but, as a rule of thumb, will depend on how well the physical fabric that reveals the significance is preserved when compared to other examples. For example, a feature would be considered of high importance if it is the only surviving example of its type.

Assessing dockyard hinterland significance

You can now assess the area around the asset and how it contributes to the story of the dockyard and the hinterland around it, using the questions posed in Table 4.

Published guidelines on assessing setting will help you identify the issues for managing change within the settings of heritage assets ([historicengland.org.uk/images-books/publications/gpa3-setting-of-heritage-assets/](http://historicengland.org.uk/images-books/publications/gpa3-setting-of-heritage-assets/)).

The setting of a heritage asset is defined as ‘the surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral’ (HE 2015, 2). It also includes useful definitions for curtilage, character and context, which are different to setting:

- Curtilage is a legal term describing an area around a building (ownership, functional association and layout, both past and present). The setting of a historic asset will include, but generally be more extensive than, its curtilage.
- Historic character of a heritage asset and its wider setting results from how it has changed up to the present. This is the sum of all attributes which may include: its associations with people, its visual aspects; the features, materials, and spaces associated with its history, including its original configuration and subsequent losses and changes.
- Context is used to describe any relationship between an asset and other heritage assets, which may be visual or functional. These relationships can extend well beyond what might be considered an asset’s setting, and can include the relationship of one heritage asset to another of the same period or function, or with the same designer or architect.

The Oxford City Character Assessment Toolkit ([oxford.gov.uk/PageRender/decP/CharacterAppraisalToolkit](http://oxford.gov.uk/PageRender/decP/CharacterAppraisalToolkit)) provides a good introduction to assessing the character of areas within an urban context and recording the features that give a particular area its sense of place. There is a rapid appraisal form and a more detailed review form, noting and scoring the values of elements such as buildings, space, vegetation/landscape, light/dark, noise/scent, and with an overall ‘spirit of place’ score. Whilst the present project is focussed on establishing connections between heritage assets and the key narrative themes, this guidance nevertheless provides tips on what to look out for on considering context and setting of a heritage asset, which can be useful when assessing significance in the present project’s research proforma.
<table>
<thead>
<tr>
<th>Significance</th>
<th>Explanation</th>
<th>Guidance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Heritage Interest</strong></td>
<td>The asset must have a ‘heritage interest as described in the National planning Policy Framework. The four types of heritage interest are: Historic, Archaeological, Artistic, or Architectural. The interests will be the elements of the asset that can be conserved. These may be physical, i.e. the structural elements of a building of architectural interest, but may also be intangible and depend on knowledge of the asset – such as the connections a place provides to past people or events.</td>
<td>Survey and research will help to reveal the heritage interest of an asset. Try preparing a simple description of the asset to start picking out its defining features and the reason you think it is ‘heritage’. Next consider how the interest of the asset provides a connection with the dockyard or its hinterland? Use the themes in Table 2 to consider whether the asset provides a particular connection with or illustration of an aspect of the dockyard’s history. This might be through its use (past or present), form, location, appearance or other aspect. With buildings it is useful to consider whether any aspect of the architecture is particularly related to the uses of the dockyard or its hinterland. Could further study of the asset including any archaeological remains or earthworks that may be present reveal more relating to the themes in table 2? – This is archaeological interest.</td>
</tr>
<tr>
<td><strong>Value - Age</strong></td>
<td>Is the asset particularly old or does it relate to a particular period of importance for the dockyard, such as the periods of 19th and 20th century wars when the dockyard was expanded or fortified? Periods that may relate to different areas of interest include Pre-1815: The early period of the dockyard’s development, up to and including the Napoleonic wars. Surviving assets are extremely rare. 1815-1914: The period of the naval arms race between the ‘Great Powers’ leading up to the First World War. This includes many technical innovations, the development of the Britain’s naval empire and the increasing fortification of the dockyard through construction of the Palmerston ‘follies’ 1914–1945: Including the two World Wars, and the development of aerial and submarine warfare and defence. 1945 &lt; Including the period of the Cold War and demilitarisation.</td>
<td>Consider what remains to be seen dating from any or each of these periods and whether surviving features of this period relating to the dockyard are common or not. Generally the older it is the more important its age is to its significance as fewer examples of its type will survive (i.e. it is rare). However, even some recent features may have been ‘one-offs’ and so provide an important representation of the dockyard’s history in this period (e.g. the Goport ‘diving tower’). How well does the asset help to illustrate the changes that were taking place in and around the dockyard, as well as its relationship with the hinterland at this point?</td>
</tr>
<tr>
<td><strong>Value - Integrity</strong></td>
<td>Is the asset particularly complete or unaltered as an example of its type, or does it include a number of elements of different date that reveal adaptations over time which help to reveal the story of the dockyard and its hinterland?</td>
<td>While many relatively recently created heritage assets may be well preserved or unaltered, it is likely that older ones will have seen a degree of change over time. In older heritage assets a high degree of integrity will be an important element of their significance. However, it shouldn’t be forgotten that a heritage asset may have significance for the way it documents changing use over time. Consider carefully whether any alterations you can detect represent changing uses relating to the history of the dockyard or its hinterland.</td>
</tr>
<tr>
<td><strong>Value - Group</strong></td>
<td>Many heritage assets form part of a wider landscape that may contain several heritage assets either of a similar type or representing complementary elements that contribute to an appreciation of the wider significance of the area. An example would be a group of contemporary dockside structures and machinery. Parts of group may be of contemporary date and form mutually supportive elements of a landscape or could be successive replacements of a feature illustrating the development of technology to respond to a single issue over time.</td>
<td>Does the asset form part of a group of assets that would be incomplete without it? Consider whether the asset has any particular relationship with other nearby assets. Whilst rarity can be important, a grouping of assets can reveal a lot about the history of a area and make an even greater contribution to its character.</td>
</tr>
<tr>
<td><strong>Value - Community Associations</strong></td>
<td>Many people have lived and worked in the Portsmouth dockyard area and their involvement with the dockyard has often drawn them into a community of interest. The different armed forces and their internal divisions such as the Royal Marines and Fleet Air Arm have created communities within wider communities, who have their own places of historic interest, such as barracks, chapels and memorials. The civilian populations of the towns surrounding and supplying the dockyards also have their own sense of identity, often interrelated with connections with the dockyard and its hinterland infrastructure.</td>
<td>Does the asset have any particular association with a community? Are these associated with the dockyard or it’s hinterland or representing a particular aspect of its story? Do the community still use the asset or does it help them remember their origins or contribute to their identity?</td>
</tr>
</tbody>
</table>
**Considering issues for change**

If you are an owner, developer or an agent or architect working for either, the understanding gained from Stages 1, 2 and 3 will help you develop an application that complies with national plan policy, and also local plan policies. It will also help identify where professional advice and support, and perhaps more detailed research and survey, would be helpful.

The objectives for sustainable development are set out in both national and local planning policy. The National Planning Policy Framework (NPPF) places good design, the enhancement of local distinctiveness and conservation of the historic environment at the heart of sustainable development and good planning. Adopted and emerging local development plans embody the understanding, conservation and enjoyment of the historic environment.

The National Planning Policy Framework (NPPF) stresses the importance of:

- Conserving heritage assets in a manner appropriate to their significance and putting them to viable uses consistent with their conservation.
- Retaining and enhancing local character and distinctiveness, bearing in mind that the great majority of historic buildings do not fulfil the criteria for listing, and are not identified as heritage assets.

The more significant the heritage asset the greater the weight that should be given to its conservation and the amount of detail provided in an application. Making contact with local authorities is an important step, once the site and the need for any professional help has been assessed. They have specific processes to follow for designated heritage assets and areas, and may require a more detailed level of recording of buildings and archaeological features which is proportionate to the known or potential significance of the asset in its setting.

Recording may be required:

- In support of a planning application and to inform the development of a scheme, once an initial assessment and discussion with the planning authority has identified potential for change within a farmstead.
- Once permission has been secured, to make a record before and during the implementation of the scheme. The local planning authority may attach recording conditions to a planning or listed building consent to ensure that a record of a farmstead or building is made that will be publicly available or for archaeological recording associated with ground works on the site.

The level of recording should be proportionate to the known or potential significance of the building and site. The most basic Historic England Level 1 survey level provides a site plan cross-refered to text and photographs. Level 2 is a more detailed descriptive record and assessment of significance, which is often required for sites with designated heritage assets. It will usually take between 1–3 days, depending on the scale and complexity of the site. Levels 3 and 4 are appropriate for the most significant buildings, Level 4 being the most detailed with a greater range of drawings. It involves more detailed historical research using estate, title and historic Ordinance Survey maps and usually documentary sources. For further guidance see Understanding historic buildings: policy and guidance for local authorities (2006: https://content.historicengland.org.uk/images-books/publications/understanding-historic-buildings-policy-and-guidance/understanding-historic.pdf/).

Provision is also made for archaeological remains (buried heritage assets) within the planning system: "Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation." (NPPF, paragraph 128).

**General research guidelines**

**Introduction**

This section provides a starting point for more detailed research, and outlines the secondary and primary sources that will help you better understand heritage assets associated with the narrative themes of the project. Section 4 of the project report provides an analysis of what we know with distribution maps and a gazetteer, and how these fit into the themes we have identified: this shows that there are few known assets associated with any one of the key themes.

Table 4 lists the narrative themes along with two or three suggested research priorities for each theme. It also includes a pointer to data sources for further research, which are outlined in more detail in Table 5.

**Desk-based research**

The research toolkit is primarily aimed at desk-based research, ideally followed up by site survey in the from publicly accessible areas. The toolkit proforma ensures that any written notes, map extracts, photographs, etc. are entered in a consistent format ready for entry onto the project database, which uses the same fields as the form. Depending on the management of the project data following completion of the project, the proforma may be made available as an online digital form that inputs directly into the project database.

The project database is a useful starting point for further research into a particular asset. It uses the HER and NHRE unique ID numbers and provides a brief summary. Section 2 of the project report describes the nature of these publicly accessible records; an appointment can be made to visit the relevant HER in order to inspect the full records for a particular asset, or the information can be requested by email. The NHRE data can also be requested digitally or individual records viewed on the Pastscape website (pastscape.org.uk). The National Heritage List (historicengland.org.uk/listing/the-list/) has information on designated assets, such as listed buildings and scheduled monuments. These databases typically reference their sources and this can be followed up with further research.

In terms of known heritage assets the main aim of the project is to attempt to determine whether these are associated with one or more of the project themes and establish this link with confidence, so that the significance of the asset in relation to the development of the Portsmouth hinterland is realised for future resource management - one of the key aims of the project.

The HERs and NHRE are only a record of data from past archaeological investigations, surveys, chance finds, or other research carried out. Much remains to be discovered. Use of the sources outlined below will help you to identify previously unrecorded assets associated with the hinterland’s development and in similar fashion to establish their significance.

There are two levels at which you can do research:

**Secondary research** uses published sources which are easily to hand. These must always be fully referenced so that the reader can
view the supporting material if required. They typically comprise published histories, books, journals and articles, written for a specific purpose and where connections with the project themes have or have not been made.

**Primary research** is ‘original’ research comprising a factual first-hand account written by the researcher involved in the study. This might entail for example scrutinising postal and trade directories, census returns, trade contracts, photographs, historic maps in order to identify potential heritage assets, draw out connections and associations which were not previously known or realised in the HERs. It takes more time, but it can lead to entirely new and exciting discoveries.

**Documentary and library resources**

Primary documentary records, such as Postal trade directories, generally available online for the 18th century onwards, can provide an understanding of economic make up of an area, for example the types of businesses there are; further research may then establish whether these are directly linked to the presence of the dockyard. Census returns can provide a picture of the social make up of an area in terms of profession and also whether there are potential links to the dockyard. Early contracts between the Royal Navy, dockyard and external contractors with the hinterland area can reveal how food and materials were supplied. When viewing primary records always record the name, date, archive reference number, along with brief description, even when the material was viewed but found not to be relevant, or where material exists but was not viewed (e.g. where it is missing or too fragile to view).

Secondary documentary sources, such as published histories and journals provide the author’s synthesis of original records with a reasoned conclusion. Secondary sources typically have an additional layer of interpretation and should be viewed critically. Any research which draws upon a published source should always reference the author, year or publication and page number in the main text with a full bibliographic reference noted and compiled in a bibliography. In this way all text is referenced and can be followed up in the future if necessary.

**Mapping and historic map sources**

Maps can be very useful in providing the location of heritage assets which may or may not be extant above ground. The historic Ordnance Survey maps (from the 1860s onwards) and the parish Tithe (church tax) maps from around 1840 were scrutinised as part of compiling the project database, but a review of other maps, e.g. estate maps (private land surveys which can be very early) and enclosure maps (enclosure of open fields, typically late 18th or 19th century) may well prove fruitful in identifying other assets. Historic maps are increasing available online: original maps are typically held within the county record office or local studies centre, British Library or National Archives but some may be elsewhere, for example at the Royal Maritime Museum.

Check whether proof of identify is required for a reader’s ticket for accessing maps. It is not usually permitted to take photocopies of unique historic maps which may be damaged in the process. If you are taking digital photos of a map there may be a small charge. A good tip is to check the images while you are there to ensure that they are in focus, and also to capture the area of interest but also a buffer around it to ensure that none is missing. The second best option is tracing using good quality permatrace although this is time consuming.

Always record the name, date and reference number of the maps examined, and if printing out images write the map reference and date on the back in pencil. Record maps viewed but not relevant, and maps in the collection but not seen (sometimes they are too fragile to take out of the archive). A tip is to take a printout of current mapping (e.g. 1:10,000 Streetview) and/or the Ordnance Survey 1st edition map of the area of interest and a large area around it in order to help locate the area covered by the historic map; it can be difficult to locate an area if it has changed considerably, and having a broad covering of roads and rivers and built up areas in a broader area can help with this.

**Aerial photographs**

Aerial photographs dating from the 1940s are normally used by archaeologists to identify cropmarks, parchmarks and earthworks from the air. Cropmarks and parchmarks are the result of differential crop or grass growth (respectively), due to moisture variations resulting from the presence of subsurface features of possible archaeological interest. For example, pits and ditches retain moisture and can lead to greater crop/grass growth, whereas buried stone walls and earthworks can lead to stunted crop/grass growth.

Air photos are either ‘vertical’ or ‘oblique’ (‘specialist’). The former are taken during general survey at high altitude in lines across the county with the camera pointing...
directly down. The latter are taken by special aerial reconnaissance typically either to record a specific building or group of buildings or a cropmark or earthwork of archaeological interest.

The main collection is at the Historic England Archive in Swindon (historicengland.org.uk/images-books/aerial-photos/). Vertical photographs need to be requested via a ‘coversearch’ or your area of interest. Oblique photographs are on open shelves and arranged by grid reference (e.g. TQ2456SE). The other main collection is the Cambridge University Collection of Aerial Photography (geog.cam.ac.uk/cucap/about/). The relevant HER may also have selected air photos. The county or local authority will have recent vertical runs over the county.

DN Riley’s Aerial Archaeology in Britain published by Shire Archaeology provides a good short introduction to identifying archaeological features from the air. As with other research material, always keep a reference of the photograph (library number, sortie, frame, year). Laser copies can be obtained for a small fee. A tip is also to make a photocopy of the image, annotate with a north arrow, circle the feature of interest, and in the margin off the image sketch the cropmark based on the original image. This will make it much easier to identify later on from the laser copy. If possible take printouts of current mapping (e.g. 1:10,000 Streetview) and sketch plot the cropmark on that. Generally, photographs of a smaller scale than 1:10,000 are not useful for identifying cropmarks. Oblique/specialist photographs, if they cover the area of interest, often provide the best images.

**Oral history**

For more modern periods, you may wish to undertake an oral history project to document the experiences of people in the hinterland area. This can be a fantastic opportunity to identify the more intangible social influences of the dockyard.

Undertaking an oral history project comprises of three stages. Stage 1, is outlining the aims, objectives, and researching the project. The better prepared you are, the more useful the survey results will be. Stage 2 will be undertaking the interviews, it is suggested that digital recording equipment and/or video camera are used to document them. Always seek permission from the interviewee beforehand. The final stage of an oral history project will be to archive and deposit the information with the relative archives. For further information on oral history projects, please see The Oral History Society: ohs.org.uk/advice/ getting-started.

**Site Inspection**

The research toolkit is primarily desk-based. However reconnaissance inspections, viewing assets identified from initial research from publicly accessible land, recording any features of historic interest through photography and notes, is a valuable enhancement. In particular the heritage significance of above ground assets may only be apparent following the site visit, which will provide information on whether the feature is still extant, its condition, current use, likely vulnerability/threat (natural or otherwise) and also the relevance and significance of its immediate context and setting. Section 5.2 provides guidance on assessing significance of an asset and also its context in terms of association with the dockyard hinterland.

The appendix includes a copy of the MOLA site visit guidance sheet, which is used for carrying out desk-based assessments and includes some general tips. Also included is a generic site visit risk assessment sheet. Site visits are normally safe and the risks low and the researcher may feel it unnecessary. It nevertheless encourages the researcher to think about the health and safety aspects and considering potential risks. Risks that can be more than ‘low’ might be entering a disused building, confined space, or foreshore work. It is the sole responsibility of the researcher to ensure that there is permission for access to such areas and that they are safe.

**Key Narrative themes and research priorities**

The main project report introduces the key narrative themes. It sets out the current state of knowledge in terms of the publicly accessible databases – the HERs and the NHRE - and provides a good starting point for further more in-depth research to try to establish further connections between known and possible heritage assets, both buried and above ground, and the development of the hinterland associated with the naval dockyard.

The narrative themes are as follows (those in bold are of particular interest to HE):

1. Ship building, fitting out and armaments
2. Food production and processing
3. Retail and marketing
4. Clothing

5. Health and welfare
6. Education
7. Religion/burial
8. Recreation
9. Transport and communications
10. Accommodation
11. Materials provision
12. Military function
13. Administration and finance
14. Gender
15. Sea defence, land reclamation, and water management
16. Immigration and ethnic diversity
17. Crime and punishment
18. Other
<table>
<thead>
<tr>
<th>Theme</th>
<th>Research priorities</th>
<th>Key data sources</th>
</tr>
</thead>
</table>
| 1 Ship building, fitting out, armaments  | 1a: How did the local ship yards source their materials?  
1b: What happened to the local ship yards’ populations? – did they relocate, retrain?  
1c: Can a link between the Emsworth ship building industry and the dockyard be proved?                                                                 | Census records; Archival records; Local history sources; Published books; Historic maps               |
| 2 Food production and processing         | 2a: Develop a greater understanding of the impact the contractor state had on farming in the hinterland.  
2b: Which farms in particular were supplying contractors?  
2c: We know that flour was milled locally. What else was sourced locally?                                                                                   | Archival records; historic maps; published histories                                                 |
| 3 Transport and communications          | 3a: What impact did the restrictions on Portsmouth Harbour have on other ports along the coast?  
3b: What control did the Admiralty Board exercise over the existing infrastructure in the hinterland?                                                                 | Published books; Archival records; Historic mapping                                                 |
| 4 Accommodation                          | 4a: Develop a greater understanding of where dockyard workers and naval officers lived e.g. specific streets and houses.  
4b: Did the dockyard play any role in the development of new towns such as Waterlooville?                                                                  | Census records; Trade directories                                                                 |
| 5 Materials provision                    | 5a: Can saw pits be identified in the hinterland?  
5b: Can we identify which timber merchants and woodlands were supplying the dockyard.  
5c: Other than Funtley Iron Works, where else in the hinterland area was iron provisioned – Treadgold’s?                                                                 | Archival records; Historic mapping                                                                 |
| 6 Military function                      | 6a: Develop a greater understanding of the relationship between the development of the dockyard and the military presence in the hinterland  
6b: Can we see an intermingling between civilian and military populations, such as marriages and births?  
6c: Do examples of the Garrison Houses still exist?                                                                                                         | Historic mapping; Census records; Published books; Published books; Published books; Local histories |
| 7 Sea defence, reclamation, water management | Aside from the development in the harbour the influence of the dockyard on this theme is not well understood from the main project sources. Can examination of primary documentary sources or more in depth research further our understanding of the dockyard’s influence on water management in the hinterland? | Historic mapping; Published books; Published books; Published books; Published books; Published books |
| 8 Administration and finance             | The influence of the dockyard on this theme is not well understood from the main project sources. Can examination of primary documentary sources or more in depth research further our understanding of the dockyard’s influence on the local economy? | Archival records                                                                                   |
| 9 Retail and marketing                   | 9a: did the military presence attracted by the dockyard lessen coastal and international trade?                                                                                                                     | Trade directories; Published books                                                                 |
| 10 Health and welfare                    | 10a: Can a reason for the rise of psychiatric care in the late 19th/early 20th century be identified?                                                                                                             | Published books; local histories                                                                   |
| 11 Education                             | 11a: is it possible to establish where the children of dockyard workers were being educated before the invention of state schools?  
11b: What was the nature of apprenticeship in the yard, and does this have bearing on schools in the area?                                                                 | Census records; Archival records; Published books; Published books; Local histories                  |
| 12 Religion and burial                   | The influence of the dockyard on this theme has highlighted some developments using the main project sources. The examination of primary sources may further our understanding of how the dockyard’s influence on religious practice and burial. | Census records; Parish records; Published books; Local histories                                     |
| 13 Recreation                            | 13a: Did the naval and dockyard worker’s social clubs develop into a recreational activity for the wider public?  
13b: Did the docks influence on Portsmouth’s recreational activities around the harbour spread further into the town and its hinterland?  
13c: Was there a rural tourist economy for dockyard workers and their families?                                                                             | Published histories; archival records                                                                 |
| 14 Crime and punishment                   | 14a: Is it possible to identify the known receiving houses within the hinterland area?  
14b: Is there evidence of a parole town in the hinterland area?  
14c: Did Portsmouth suffer more from smuggling than other ports? Were its docks a primary reason for its use by smugglers?                                                                                     | Historic maps; Census records; Published records; Published histories                              |
| 15 Clothing                               | 15a: Were clothes produced locally or elsewhere?                                                                                                                                                                      | Published histories                                                                                 |
| 16 Immigration/Ethnic diversity          | The influence of the dockyard on this theme is not well understood from the main project sources. Can examination of primary documentary sources or more in depth research further our understanding of the dockyard’s influence on the social makeup of the hinterland? | Census records; Parish records; Published histories                                                 |
| 17 Gender Portmouth Historic Hinterland   | The influence of the dockyard on this theme is not well understood from the main project sources. Can examination of primary documentary sources or more in depth research further our understanding of the dockyard’s influence on the social makeup of the hinterland? | Published histories; Trade directories.                                                               |
Delivering Portsmouth historic building condition survey. It might be possible to bolt the research form onto the back of this survey, so that anyone going out to complete a condition survey in the Portsmouth hinterland area can consider links to the dockyard, or to the research questions outlined in Table 4.

The Toolkit could be sent to local archaeologicales societies and history/interest groups to try and engage them in the project. With this course of action it would be worth holding a workshop session in the area to familiarise the groups with the Toolkit and the proforma recording sheet.

CITIZAN, the coastal and intertidal zone archaeological network is a community archaeology project hosted by MOLA with an office at Fort Cumberland with partners the Nautical Archaeology Society. CITIZAN will endeavour to promote the use of the proforma recording sheet during their training sessions which occur in the survey area, where appropriate.

Managing the data

Whilst it is outside the scope of the project to establish, co-ordinate or manage community involvement in the use of the research toolkit and the proforma sheets so produced, this section provides some suggestions on how this might be achieved whilst being mindful of avoiding any significant financial outlay.

The proforma sheets are designed to be readily incorporated into the project database, either as an entirely new entry (i.e. for a previously unrecorded heritage asset) or by enhancing an existing entry by incorporating the results of research into the record. The most efficient approach, and the one that is likely to have a successful outcome in terms of participation and also regarding the accuracy of the data, would be to minimise the stages of data handling. At worst this could be:

- researcher writes research notes by hand (i.e. in the field)
- researcher types up hand-written notes into Word document using proforma research sheet and emails this to the database administrator
- database administrator enters the proforma information into the database

There is plenty of scope for error in transcribing from one stage to the other. It also time consuming for the researcher and database administrator.

A more efficient method would be to have one stage, which is inputting the data from the research directly into the project database. Where multiple researchers are involved, the only feasible way of achieving this is for the database to be accessible via a web interface with the proforma sheet an on online form, the information from which is incorporated directly into the database. The database has been designed to allow for this: it is in Microsoft Access 2010 format which allows web-based access. The data would therefore be stored in a central location that is publicly accessible. Database entries should ideally be checked and approved by a web administrator/moderator, perhaps either a volunteer member of a local archaeological and historical society, the HER, Portsmouth or Hampshire authority, Historic England or such. The advantage of this method is that the results are updated right away and are readily disseminated. Assets in the database can be presented on an asset map that can be interrogated by clicking on the asset. The web form can be via a link to an existing website (local archaeological and historical society, Historic England, the Citizan project, MOLA or such) or a project specific website can be created fairly easily using free website software such as Wordpress.

Tablets or smart phones with mobile data can access the online form so that data can be added whilst in the library, record office, or even in the field on a site visit.

A website/page and online database, similar to “War Memorials Online” (warmemorialsonline.org.uk) may be an alternative option, where surveyors can upload observations made on the pro-forma toolkit sheets.

Another idea is to use a crowd-sourced or funded application, such as micropasts.org. Run in conjunction with University College London, Micropasts “supports (a) modular applications for massive online data collection about archaeology, history and heritage, as well as (b) a micro-funding model for supporting new (not-for-profit) research projects where collaboration between academic institutions and volunteers is a key feature.” Further to this “the software used to build the platform is entirely free and open source, and the data [created] is also required to be open-licensed and publicly available.”

Other methods of managing the data might be via SharePoint which is a Microsoft Office web application platform that combines various functions intranet, extranet, content management, document management, web content management etc. SharePoint can be used to provide web-facing access to external users. Depending on permission levels, the web interface can be used amongst other things to manage site structure and content, view usage analytics, and manage data.

Promoting and managing community generated research

Along with advertising the project through standard media channels, eg HE, CBA, CiFA, ADS, MOLA and local society websites, Facebook, Twitter and any associated newsletters, one way of drawing in interest would be to link the research with other related projects.

HE recently produced volunteer guidance for
## Asset name
Camp Down Semaphore Station (Farlington Redoubt)

### National Grid Reference:
468900 / 106400

### Status:
- Is the asset nationally designated? Yes [ ] No [x] National Heritage List no.

### Historic Environment Record (HER) no.:
38756
- Not currently on HER [ ]

### National Record for the Historic Environment (NRHE) no.:
Not currently on NHRE [x]

### Asset type (circle relevant)
- Building/Structure, extant [ ]
- Building/Structure, non-extant [ ]
- visible earthwork [ ]
- cropmark/parchmark [ ]
- archaeological remains [ ]
- archaeological remains no longer surviving [ ]

### Surveyor’s description:
What is the asset? What was it used for? How old is it? Who made/built/designed it? What is it made of? What shape/size/plan form is it? Are there any distinguishing features of its outside/inside/surface or buried parts? How does it interact with its surroundings? What can you tell about its history? Condition

Site quarried away. No visible archaeological remains, possible cropmarks at site location. Assessment is based on documentary and cartographic evidence. The new Semaphore Stations were of far more substantial construction than the Shutter Stations they replaced. There were four different designs to suit the different geographical locations. The one at Portsdown was an ordinary looking country bungalow of five rooms each about 13 feet by 11 feet. The roof was slated and the walls were rendered brick. The Semaphore room was 8 feet by 7 feet 9 inches and sat on top of the building which was unique to this station. The telescopes were located in tubes set in holes cut through the walls.

### Historic/Archaeological Dockyard Interest Themes (or Score relative importance 1-5 e.g. 1 = low contribution to significance)

| Ship building, fitting out | 1 | 1 | 1 | 1 |
| Hospitals, Health, Welfare | 1 | 1 | 1 | 1 |
| Accommodation | 1 | 1 |
| Immigration and ethnic diversity | 1 |

### What features of the asset reveal these associations?
The asset’s associations are revealed directly through the function and form of structure that formally existed.

### Age: Key Periods Represented (circle relevant periods)
- Pre-1688 [ ]
- 1689-1760 [ ]
- 1761-1814 [ ]
- 1815-1889 [ ]
- 1890-1918 [ ]
- 1919-1959 [ ]
- 1960< [ ]

### Group Value:
What assets/features are associate with it and how?
Farlington Redoubt. Outpost of Fort Purbrook. Built on the site circa 1870 as part of the Portsmouth Defence Line. Now quarried away.

### Integrity:
How well preserved is it? Does it include evidence of several important periods of use and adaptation?
Not preserved, site quarried away. Had the structure remained extant, its significance on the landscape would be elevated to very high, as it would be a unique feature to the hinterland area.

### Community Value:
What communities have a particular association with it and how?
n/a

### Documentary references:
Are there documentary and cartographic sources that provide further information on this asset?
Built in 1821-22 when the semaphore replaced the shutter-telegraph system, and linked the Compton telegraph station to that at Portsmouth either directly, or if industrial smoke obscured the Portsmouth-Camp Down sighting line, indirectly via a semaphore station at Lumps Fort. general reference, (The Old Telegraph 1976, 57-58, G Wilson) online ref: http://www.portsdown-tunnels.org.uk/ancient_sites/telegraph_p2.html

### Name of recorder:
A N Person

### Date:
24/02/2016

### Organisation:
A N Organisation

### Email/phone:
###资产名称
Dock Mill

###国家电网参考号
465000 / 98900

###状态
是资产国家指定的吗？
Yes [ ] No [X] 国家遗产名录号。

###历史环境记录（HER）编号
33321

###历史环境记录（NRHE）编号
Not currently on NHRE

###资产类型（选择相关）
Building/Structure, extant | Building/Structure, non-extant | visible earthwork | cropmark/parchmark | archaeological remains | archaeological remains no longer surviving

###摄影或资产的历史地图
（Ordnance Survey 1st edition）

####遗迹描述
（是什么资产？它曾经用于什么？有多老？谁建造或设计的？它是由什么制成的？它的形状/大小/平面图是什么？它有区别于其周围环境的任何特征吗？它与周围环境的互动？它的历史可以告诉我们什么？

The former site of Dock Mill. Comprises two phases of tower mill, neither of which are extant. Mill built during the Napoleonic Wars in response to provide affordable flour for the working class. Later known as the Old Dock Mill, also as the Shipwright’s Mill. The mill was constructed in 1796-7 in Pesthouse fields, Portsea (196-SU-640 013) and was in working order by 1799. It was a tower mill with a domed cap, originally with humanoid statue as finial, chain drive and common sails with outrigger([http://www.hampshiremills.org/History-%20Dock%20Mill%20Portsmouth.htm](http://www.hampshiremills.org/History-%20Dock%20Mill%20Portsmouth.htm)). The New Dock Mill built in Southsea in 1816, demolished in 1922, was a seven storey brick tower, 100ft high, 40ft diameter at the base, tarred, with a domed cap, patent sails and fantail and a gallery around the second floor.

####历史/考古学办公区兴趣主题
（或根据重要性评分1-5，例如1 = 低贡献）

<table>
<thead>
<tr>
<th>Ship building, fitting out</th>
<th>Armaments</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hospitals, Health, Welfare</td>
<td>Education</td>
<td>1</td>
</tr>
<tr>
<td>Accommodation</td>
<td>Materials provision</td>
<td>1</td>
</tr>
<tr>
<td>Immigration and ethnic diversity</td>
<td>Crime and punishment</td>
<td>1</td>
</tr>
</tbody>
</table>

####什么特征的资产揭示这些联系?
Although the mill does not survive, photographic records tell us what the asset looked like. In the absence of river power, wind mills used to make flour, a staple for food production.

####年龄：关键时期代表（选择相关时期）

<table>
<thead>
<tr>
<th>Pre-1688</th>
<th>1689-1760</th>
<th>1761-1814</th>
<th>1815-1889</th>
<th>1890-1918</th>
<th>1919-1959</th>
<th>1960&lt;</th>
</tr>
</thead>
</table>

####群体价值：哪些资产/特征与之相关，以及如何？
Dock Mills Cottages, 9 Napier Road (Grade II listed). List entry number: 1103842

####完整性：它有多好地保存？它包含有重要时期使用和适应的证据吗？
Mill does not survive. Records show different periods of use from 1796. In 1922 the Mill was put up for auction and not sold. It was demolished the following year. Traces of the mill were observed during a watching brief in the area, site code: 2007/206. (Southampton City Council archaeology Unit. [http://archaeologydataservice.ac.uk/archsearch/record.jsf?titleId=1938874](http://archaeologydataservice.ac.uk/archsearch/record.jsf?titleId=1938874))

####社区价值：有哪些社区与之有联系，以及如何？
The asset was very important due to its founding organisation – the ‘United Society’, which was a co-operative consisting of Dockyard employees and their families (est. May 10th 1796). The money for purchasing the land and erecting the mill was raised by subscription. The Army Board of Ordnance participated in the costs of building the New Dock Mill. The significance therefore lies in the social impact the dockyard had on the city of Portsmouth, and stands unique in the hinterland area.
**Documentary references:** Are there documentary and cartographic sources that provide further information on this asset?

- The Hants Chronicle on 4th June 1796, ‘Sun Fire Insurance Policy 696876 dated 31 Dec 1799’
- The Hampshire Courier 24th of November 1815
- The Hampshire Courier 13th of March 1816
- The Hampshire Chronicle of 16th December 1816
- The Hampshire Chronicle in November 1817

http://www.hampshiremills.org/History-%20%20Dock%20%20Mill%20Portsmouth.htm

Map of 1842 gives the building as No 902a

Registered copy will of John Heathcote of Dock Mill, 1878, Winchester Probate District registers.

<table>
<thead>
<tr>
<th>Name of recorder:</th>
<th>A N Person</th>
<th>24/02/2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organisation:</td>
<td>A N Organisation</td>
<td>Email/phone:</td>
</tr>
<tr>
<td>Contact Details:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Portsmouth Harbour Hinterland Project
#### Heritage Asset Recording Sheet

<table>
<thead>
<tr>
<th><strong>Asset name</strong></th>
<th>Haslar Royal Naval Hospital, Burial Ground ‘The Paddock’</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>National Grid Reference:</strong></td>
<td>460982/98612</td>
</tr>
<tr>
<td><strong>Status:</strong> Is the asset nationally designated?</td>
<td>Yes ☒</td>
</tr>
<tr>
<td><strong>Historic Environment Record (HER) no.:</strong></td>
<td>Not currently on HER</td>
</tr>
<tr>
<td><strong>National Record for the Historic Environment (NRHE) no.:</strong></td>
<td>1435130</td>
</tr>
<tr>
<td><strong>Asset type</strong> (circle relevant)</td>
<td>Building/Structure, extant</td>
</tr>
</tbody>
</table>

**Photograph of asset or historic map extract if no longer extant**

![Image](NMRN Library)

**Surveyor’s description:**

Area of greenspace enclosed by a wall to the rear of the Haslar Hospital site. This area is known to contain unmarked burials. The space covers circa. 7 acres. The burial ground is in overall good condition and the site is reserved as park land by the current owners and is therefore under no immediate threat from development. The Site is bounded by The Solent on the SE side and Haslar road to the North. Known 18th/19th century burial ground used by Haslar Naval hospital in the years 1753-1826. There are no known markers of graves in this area however there are known burials that were uncovered by Oxford Archaeology (2005) and Cranfield Forensic Institute (2007,2008, 2009, 2010, 2013). The probable number of burials is likely to exceed 20,000.

### Historic/Archaeological Dockyard Interest Themes

(or Score relative importance 1-5 e.g. 1 = low contribution to significance)

<table>
<thead>
<tr>
<th>Ship building, fitting out</th>
<th>1</th>
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<th>1</th>
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<th>1</th>
<th>Shopping and markets</th>
<th>1</th>
<th>Clothing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hospitals, Health, Welfare</td>
<td>5</td>
<td>Education</td>
<td>1</td>
<td>Religion/burial</td>
<td>5</td>
<td>Recreation and Socialising</td>
<td>1</td>
<td>Transport and communications</td>
</tr>
<tr>
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<td>1</td>
<td>Materials provision</td>
<td>1</td>
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<td>3</td>
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<td>1</td>
<td>Gender</td>
</tr>
<tr>
<td>Immigration and ethnic diversity</td>
<td>1</td>
<td>Crime and punishment</td>
<td>1</td>
<td>Other (state)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**What features of the asset reveal these associations?**

The burial ground is associated with the Royal Naval Hospital at Haslar, and was used to inter military personnel.

### Age: Key Periods Represented (circle relevant periods)

<table>
<thead>
<tr>
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</table>

**Group Value:** What assets/features are associate with it and how?

Haslar Royal Naval Hospital; Clayhall Cemetery; Fort Blockhouse

**Integrity:** How well preserved is it? Does it include evidence of several important periods of use and adaptation?

Very well preserved. The site is currently not in use and will be redeveloped into residential accommodation in the coming years

**Community Value:** What communities have a particular association with it and how?

n/a

**Documentary references:** Are there documentary and cartographic sources that provide further information on this asset?

- The National Archives Kew
- The National Maritime Museum
- The National Museum of The Royal Navy Library
- Portsmouth Records Office
- Site Report by Oxford Archaeology, 2005
- Numerous Cranfield reports and publications
- Archive of archaeological records currently held by Cranfield, later to be deposited with local museum

**Name of recorder:** A N Person  
**Date:** 24.02.2016

**Organisation:** A N Organisation  
**Email/phone:**

**Contact details:**
Asset name: The Trafalgar Public House (Trafalgar Square)
National Grid Reference: 460607 / 100419

Status: Is the asset nationally designated? [ ] Yes [ ] No
National Heritage List no.

Historic Environment Record (HER) no.: 63264
Not currently on HER [ ]

National Record for the Historic Environment (NRHE) no.: Not currently on NHRE [ ]

Asset type (circle relevant)
Building/Structure, extant | Building/Structure, non-extant | visible earthwork | cropmark/parchmark | archaeological remains | archaeological remains no longer surviving

Photograph of asset or historic map extract if no longer extant (Ordnance Survey 1st edition)

Surveyor’s description: (What is the asset? What was it used for? How old is it? Who made/built/designed it? What is it made of? What shape/size/plan form is it? Are there any distinguishing features of its outside/inside/surface or buried parts? How does it interact with its surroundings? What can you tell about its history? Condition)

Public House sited at junction of Forton Road and the Crossways in Gosport west of Portsmouth Historical Dockyard. 2 storeyed brick structure building. The site lies on a main road in to Gosport, North of the railway line and within a developed residential area. The pub is close to the Forton Barracks which housed the Royal Marine Light Infantry. So whilst a link to naval activity and Portsmouth Harbour can be identified it is unlikely the public house had any impact on development in the local environs. Areas outside the harbour and Gosport would have been served by local public houses.

Historic/Archaeological Dockyard Interest Themes (or Score relative importance 1-5 e.g. 1 = low contribution to significance)

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</tr>
<tr>
<td>Accommodation</td>
<td>1</td>
<td>Materials provision</td>
<td>1</td>
<td>Military function</td>
<td>1</td>
<td>Administration and finance</td>
<td>1</td>
<td>Gender</td>
<td>1</td>
</tr>
<tr>
<td>Immigration and ethnic diversity</td>
<td>1</td>
<td>Crime and punishment</td>
<td>1</td>
<td>Other (state).................................</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

What features of the asset reveal these associations?
Associations are evident through the pub’s function. Drinking a principal recreational and social activity. The Influence of the dockyard however, is much less significant on public houses in Gosport.

Age: Key Periods Represented (circle relevant periods)

<table>
<thead>
<tr>
<th>Pre-1688</th>
<th>1689-1760</th>
<th>1761-1814</th>
<th>1815-1889</th>
<th>1890-1918</th>
<th>1919-1959</th>
<th>1960&lt;</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ]</td>
<td></td>
<td></td>
<td></td>
<td>[ ]</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Group Value: What assets/features are associate with it and how?
No associated assets/features

Integrity: How well preserved is it? Does it include evidence of several important periods of use and adaptation?
Structurally extant, currently still in use as a public house. Whilst the 18th century date listed on the HER cannot be substantiated the 2nd edition OS map shows a public house at the site reflecting continual use and adaptation over time.

Community Value: What communities have a particular association with it and how?
Likely to have a small community association as the pub is outside the centre of Gosport, serving the living/working population in the near vicinity (Leesland, Gosport)

Documentary references: Are there documentary and cartographic sources that provide further information on this asset?
Public house shown on OS 2nd edition 6 inch map. Cannot find documentary references relating to the pub.

Name of recorder: A N Person
24/02/2016

Organisation: A N Organisation

Contact details:
### Heritage Asset Recording Sheet

#### Asset name (if known)
Funtley Ironworks

#### National Grid Reference:
454980 / 108200

#### Status: Is the asset nationally designated?
Yes [ ] No [ ]

#### Historic Environment Record (HER) no.:
22675

#### National Record for the Historic Environment (NRHE) no.:
Not currently on NHRE [ ]

#### Asset type (circle relevant)
- Building/Structure, extant
- Building/Structure, non-extant
- Visible earthwork
- Cropmark/parchmark
- Archaeological remains
- Archaeological remains no longer surviving

#### Photograph of asset or historic map extract if no longer extant
Iron mill wall and mill race (e.g. Ordnance Survey 1st edition)

#### Surveyor’s description:
The site of an iron works constructed in 1775. The works were bought by Henry Cort who perfected his iron puddling process here. He was the inventor of the rolling mill and the puddling furnace which were of importance for the production of iron during the Napoleonic Wars. Around 1880 the works burnt down and the site was abandoned. There is a plaque on one of the surviving walls. A mill race and pond bay are still visible. The most extensive remains of the iron mill are those of the millpond and watercourses. The dam for the millpond carries a small lane which had been ‘paved’ with slag from the iron works (this is now topped with tarmac). Immediately to the south of the lane is a wheel pit for the iron mill.

#### History of site:
Possibly built in early 17th century, established by the 3rd Earl of Southampton. He leased it to the Gringo’s in 1640. Owned by John Gringo at some point in the 17th century – produced large quantities of nails for ship building and dockyard use. Owned by William Atwood, Cort’s wife’s uncle. Taken over by Cort in 1775.

In 1783 and 1784 he took out patents for his new processes, which represented major technological advances in the production of wrought iron, using coal and water power. The processes which he patented were for “rolling” in 1783 and for “fining” or “puddling” in 1784. Bankrupted in 1789 after the death of his partner’s father Adam Jellicoe, who had financed his patents by borrowing money from the Navy, thus the debts were transferred to Cort who had to surrender his patents to the Crown. He died a broken man in 1800 in relative poverty. The iron works at Funtley and Gosport along with its stock was passed to Samuel Jellicoe, son of Adam, and he remained there until his death 30 years later. Jellicoe owned Fontley Iron Mill until it was sold in 1815 to John Bartholomew, who had worked for Henry Cort as a “finer”. Shown on 1859 OS 6” map.

#### Historic/Archaeological Dockyard Interest Themes

| (or Score relative importance 1-5 e.g. 1 = low contribution to significance) |
| Ship building, fitting out | 5 | Armanent | 3 | Food production and processing | 1 | Shopping and markets | 1 | Clothing | 1 |
| Hospitals, Health, Welfare | 1 | Education | 1 | Religion/burial | 1 | Recreation and Socialising | 1 | Transport and communications | 1 |
| Accommodation | 1 | Materials provision | 1 | Military function | 1 | Administration and finance | 1 | Gender | 1 |
| Immigration and ethnic diversity | 1 | Crime and punishment | 1 | Other (state) | 1 | Other (state) | 1 | Other (state) | 1 |

#### What features of the asset reveal these associations?
Iron mill wall and mill race are the only traces left. Iron slag can still be seen on the site.

#### Age: Key Periods Represented (circle relevant periods)

| Group Value: What assets/features are associate with it and how? | How common is it as a feature of this type and date? |
| Date: 1775 to 1880. Though there had been an ironworks at this site for almost 200 year prior to Cort inheriting it from his wife’s uncle. The site has two associated buildings nearby, both listed; Ironmaster’s House (grade II), where Henry Cort lived and Funtley House (grade II) home of Samuel Jellicoe, partner of Cort. |

#### Integrity: How well preserved is it? Does it include evidence of several important periods of use and adaptation?
The buildings of the ironworks are no longer extant,
<table>
<thead>
<tr>
<th><strong>Community Value:</strong> What communities have a particular association with it and how?</th>
<th>n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Documentary references:</strong> Are there documentary and cartographic sources that provide further information on this asset?</td>
<td>Yes, appears on various OS maps (Ordnance Survey 1st edition, 1859)</td>
</tr>
</tbody>
</table>

Are there documentary and cartographic sources that provide further information on this asset?

There is a website devoted to Henry Cort
http://geneagraphie.com/Henry%20Cort/index(1).htm


Detailed biography of Cort - [http://www.gracesguide.co.uk/Henry_Cort_by_Samuel_Smiles](http://www.gracesguide.co.uk/Henry_Cort_by_Samuel_Smiles)


The River Hamble: A History By David Chun

<table>
<thead>
<tr>
<th>Name of recorder: <strong>A N Person</strong></th>
<th>Date: 24.02.2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organisation:</strong> <strong>A N</strong> <strong>Organisation</strong></td>
<td>Email/phone:</td>
</tr>
<tr>
<td><strong>Contact details:</strong></td>
<td></td>
</tr>
<tr>
<td>Data source</td>
<td>Location / website</td>
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<tr>
<td>-----------------------------------</td>
<td>------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Published books</td>
<td>British National Copyright Library, London Refer to theme bibliography in Section 3.2</td>
</tr>
<tr>
<td>Archival records</td>
<td>Royal National Maritime Museum, Portsmouth Royal National Maritime Museum, Greenwich Contains Navy Board’s contracts</td>
</tr>
<tr>
<td>Internet data sources</td>
<td>See table 3.</td>
</tr>
<tr>
<td>Postal records</td>
<td>National Archives, Kew</td>
</tr>
<tr>
<td>Census returns</td>
<td>National Archives, Kew</td>
</tr>
<tr>
<td>Trade Directories</td>
<td>University of Leicester, special collections: <a href="http://specialcollections.le.ac.uk/">http://specialcollections.le.ac.uk/</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Portsmouth History Centre, Museum Road, Portsmouth <a href="mailto:portsmouthhistorycentre@portsmouthcc.gov.uk">portsmouthhistorycentre@portsmouthcc.gov.uk</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Royal Armouries Museum, Fort Nelson, Portsdown Hill Road, Fareham <a href="http://www.royalarmouries.org/visit-us/fort-nelson">http://www.royalarmouries.org/visit-us/fort-nelson</a></td>
</tr>
<tr>
<td>Local History</td>
<td>The Spring Arts and Heritage Centre, 56 East Street, Havant, Hampshire <a href="http://www.thespring.co.uk/">http://www.thespring.co.uk/</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Emsworth Museum/Emsworth Maritime &amp; Historical Trust (EM&amp;HT) <a href="http://emasworthmuseum.org.uk/">http://emasworthmuseum.org.uk/</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Gosport Local and Naval Studies Centre <a href="http://www3.hants.gov.uk/library/gosport-localandnaval.htm">http://www3.hants.gov.uk/library/gosport-localandnaval.htm</a></td>
</tr>
<tr>
<td>Local History (Historical Studies)</td>
<td>Jewish Historical Society of England Transactions/Jewish Historical Studies. <a href="http://www.jhse.org/content/jhse-papers">http://www.jhse.org/content/jhse-papers</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Gosport Discovery Centre, High Street, Gosport <a href="http://www3.hants.gov.uk/gdc.htm">http://www3.hants.gov.uk/gdc.htm</a></td>
</tr>
<tr>
<td>Local History (Historical Sources)</td>
<td>Gosport Society <a href="http://www.gosportsociety.co.uk/">http://www.gosportsociety.co.uk/</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Kent Street Baptist Church Birth Register 1730–1837 <a href="http://homepage.ntlworld.com/rcaville/Kent%202013%20Intro.htm">http://homepage.ntlworld.com/rcaville/Kent%202013%20Intro.htm</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Memorials and Monuments in Portsmouth. <a href="http://www.memorials.inportsmouth.co.uk/churches/royal_garrison/">http://www.memorials.inportsmouth.co.uk/churches/royal_garrison/</a></td>
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<tr>
<td>Local History</td>
<td>Portsmouth Jewry. <a href="http://www.jackwhite.net/portsmouth-synagogue/aubrey_contents.htm">http://www.jackwhite.net/portsmouth-synagogue/aubrey_contents.htm</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Portsdown Tunnels. <a href="http://www.portsdown-tunnels.org.uk/The">http://www.portsdown-tunnels.org.uk/The</a></td>
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<tr>
<td>Local History</td>
<td>Portsmouth Museums and Records Service. <a href="http://www.portsmouthmuseums.co.uk/">http://www.portsmouthmuseums.co.uk/</a></td>
</tr>
<tr>
<td>Local History</td>
<td>Friends of Highland Road Cemetery <a href="http://www.friendsofhighlandroadcemetery.org.uk/">http://www.friendsofhighlandroadcemetery.org.uk/</a></td>
</tr>
<tr>
<td>Local History</td>
<td>St Agatha’s Church. <a href="http://www.stagathaschurch.co.uk/gallery/walk-around-church/">http://www.stagathaschurch.co.uk/gallery/walk-around-church/</a></td>
</tr>
<tr>
<td>Portsmouth newspapers (various)</td>
<td>Development of the dockyard in relationship to the city and its hinterland</td>
</tr>
<tr>
<td>Naval Miscellany Vol VII</td>
<td>Timber supply issue 1803-1830. See also paper by P K Crimmin</td>
</tr>
<tr>
<td>Type</td>
<td>Provider</td>
</tr>
<tr>
<td>------</td>
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</tr>
<tr>
<td>Archaeology data</td>
<td>EH/HIC/ALGGO</td>
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<tr>
<td></td>
<td>Historic England</td>
</tr>
<tr>
<td></td>
<td>University of York</td>
</tr>
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<td></td>
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<td></td>
<td>Natural England</td>
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<td></td>
<td>Oxford City Council</td>
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<td></td>
<td>Natural England</td>
</tr>
<tr>
<td>Library and archive catalogues</td>
<td>Parliamentary Archives</td>
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<td></td>
<td>National Archives</td>
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<td></td>
<td>British History online</td>
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<td></td>
<td>TSO/HMSO</td>
</tr>
<tr>
<td></td>
<td>University of Leicester</td>
</tr>
<tr>
<td></td>
<td>Universities of Hertfordshire and Sheffield</td>
</tr>
<tr>
<td></td>
<td>Wellcome Collection</td>
</tr>
<tr>
<td>Subject specific sources</td>
<td>County Building Stone Atlas</td>
</tr>
<tr>
<td>--------------------------</td>
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</tr>
<tr>
<td>Dylan Moore</td>
<td>Cement Plants and Kilns in Britain and Ireland</td>
</tr>
<tr>
<td>Historic England</td>
<td>Archaeological Monographs</td>
</tr>
</tbody>
</table>
This section provides a published sources list by theme, which has been put together by project expert, Dr Ann Coats.

1. Ship building, fitting out and armaments


2. Food production and processing


3. Retail and marketing


4. Clothing

5. Health and welfare


Hopkins, J. C. (1872). *Active Service or Miss Sarah Robinson’s work among our sailors.*


Rawlinson, Robert (Superintending Inspector). (1850). *Report to the General Board of Health on the Sewage, Drainage and Water Supply of Portsmouth*. HMSO


Robinson, S. with Guthrie, J. (1876). *Christianity and Teetotalism. A Voice from the Army (A Collection of Letters from Soldiers and Others).*


6. Education


7. Religion/burial


Wright, H. P., Archdeacon (1873). The Domus Dei or Royal Garrison Church. Portsmouth.


8. Recreation


9. Transport and communications


10. Accommodation


City of Portsmouth (n.d.). Portsmouth through the Centuries. Portsmouth: Portsmouth City Records Office.


Southern Region, RIBA (n.d.). Modern architecture in Portsmouth: an introduction to buildings in the area from 1933 to the present day, including a city centre walk 6m out of city car trail. Southern Region, Royal Institute of British Architects/Portsmouth Department of Architecture & Civic Design/Portsmouth Polytechnic School of Architecture.


11. Materials provision


**12. Military function**


13. Administration and finance


14. Gender: women’s roles


16. Immigration/Ethnic diversity


17. Crime and punishment


18. Other


General


Hampshire Field Club c 1900 Decayed Hampshire Manufactures.
## Asset Recording Sheet

### Portsmouth Harbour Hinterland Project

#### Heritage Asset Recording Sheet

<table>
<thead>
<tr>
<th>Asset name</th>
<th>National Grid Reference:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status: Is the asset nationally designated?</td>
<td>Yes [ ] No [ ] National Heritage List no.</td>
</tr>
<tr>
<td>Historic Environment Record (HER) no.:</td>
<td>Not currently on HER</td>
</tr>
<tr>
<td>National Record for the Historic Environment (NRHE) no.:</td>
<td>Not currently on NHRE</td>
</tr>
</tbody>
</table>

### Asset type (circle relevant)

- Building/Structure, extant
- Building/Structure, non-extant
- Visible earthwork
- Cropmark/parchmark
- Archaeological remains
- Archaeological remains no longer surviving

### Surveyor’s description:

(What is the asset? What was it used for? How old is it? Who made/built/designed it? What is it made of? What shape/size/plan form is it? Are there any distinguishing features of its outside/inside/surface or buried parts? How does it interact with its surroundings? What can you tell about its history? Condition)

### Historic/Archaeological Dockyard Interest Themes (or Score relative importance 1-5 e.g. 1 = low contribution to significance)

- Ship building, fitting out
- Armaments
- Food production and processing
- Shopping and markets
- Clothing
- Hospitals, Health, Welfare
- Education
- Religion/burial
- Recreation and Socialising
- Transport and communications
- Accommodation
- Materials provision
- Military function
- Administration and finance
- Gender
- Immigration and ethnic diversity
- Crime and punishment
- Other (state)............................................

### What features of the asset reveal these associations?

<table>
<thead>
<tr>
<th>Age: Key Periods Represented (circle relevant periods)</th>
<th>How common is it as a feature of this type and date?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-1688</td>
<td>1689-1760</td>
</tr>
<tr>
<td>1890-1918</td>
<td>1919-1959</td>
</tr>
</tbody>
</table>

### Group Value:

What assets/features are associate with it and how?

### Integrity:

How well preserved is it? Does it include evidence of several important periods of use and adaptation?

### Community Value:

What communities have a particular association with it and how?

### Documentary references:

Are there documentary and cartographic sources that provide further information on this asset?

### Name of recorder: | Date: |
| Organisation: | Email/phone: |
| Contact details: |
Site visit guidance sheet

Risk assessment

It is the sole responsibility of the researcher to ensure that there is permission for access the area for site visit and that the area and any buildings in it are safe. Ideally complete a site visit risk assessment form. Inform someone when and where you are going and ensure they have your mobile phone number and that you have their number. Phone the person before and after the visit. Only view from publicly accessible areas and respect privacy when taking photographs. If the area looks unsafe or dangerous for any reason do not enter.

You will need to take

- **Digital camera.** Battery charged; memory card empty; autoset to take high quality images.
- **Clipboard with copies of Ordnance Survey maps** (not smaller than 1:10,000) for annotation. Preferably covered with permatrace (stapled or clipped) for use with a 6H pencil in case of inclement weather.
- **Research notes** and toolkit survey proforma.
- **Mobile phone** and ID. Take client phone number in case of access difficulty etc.
- **Hand-held GPS** and compass for rural sites to locate new features (noting error margin) and for transects.

The aim of the site visit

Determine the topography and nature of the site and note existing land use

Provide further information on known archaeological remains within the site, in particular survival / condition of upstanding monuments / built heritage such as identified on historic mapping and aerial photographs etc.

Identify new / previously unrecorded archaeological / built heritage resources within the site

Note past ground disturbance or landscaping within the site which may have compromised archaeological survival or buried/preserved remains.

Assess whether the historic or visual setting of listed buildings, scheduled monuments or other relevant designations would be impacted by the proposed development (if required by brief).

Instructions

On your photo map, note who carried out site visit and date, along with light and weather conditions.

The accuracy of the survey should be clearly stated. Note areas not accessed, giving reasons, and other limitations such as crops or obscuring vegetation growth or limited access.

Stick to public rights of way or areas where access has been approved. Do not trespass. If anyone asks, you are undertaking an archaeological study. Do not mention proposals.

Takes lots of photos, at least two of each site, and also general shots.

Annotate Ordnance Survey maps arrows/photo no. showing direction of photo along with useful notes/key in margins so as not to clutter map. Use hachures to illustrate the direction of slope of earthwork features.

For each known/new site provide: 1) a description 2) an interpretation. Include type, dimensions (m), orientation, survival, condition, associated features. Qualify interpretation with possible/probable/known.

Archiving. Take a photograph of your annotated photo map.

Tips

Where possible, check where trackways / railways cross watercourses as there may structures of historic and / or landscape interest such as fords, culverts, bridges or sluices.

Deep rutting from vehicles on unmetalled trackways can sometimes expose archaeology, such as soft ditch fills (although this may be geological) and structural remains (not to be confused with rubble metalling).

Ideally, pasture / heath / downland / woodland should be walked in 20–30m transects. A compass bearing can be used to maintain the transect.

If the site is under arable cultivation, it is worthwhile to overlook the field from all field edges as even slight undulations in the topography and differential crop growth may indicate buried archaeological features.

Stinging nettles live on phosphate and may be found in places previously inhabited.

Discovery of previously unknown barrows are not uncommon, in particular on the false crest (this looks like the valley/hill summit but is actually the summit’s lower slope). Always note false crests.

A site visit is a RCHME ‘Level 1’ survey (RCHME 1999 Recording Archaeological Field Monuments – a descriptive specification).
Guidance by landscape type

Urban environment:

Note nature and likely date of existing buildings and current land use.
Note the size and shape of land plot (narrow frontage/long thin plot indicates medieval burgage plot).
Note and sketch on the photo map the location and extent of ground raising and truncation from landscaping, terracing and detail changes in ground level across site. Compare the site level vs. pavement level. This is important for determining archaeological survival potential.
Where possible note and sketch the location of existing foundations (e.g. slab, pad) and basements (extent/depth) which may have compromised archaeological survival.

Field Systems: Although the evolution of field systems is best traced through cartographic and air photograph evidence, old field systems can often be seen on the ground, particularly in a germinating arable crop. Note any ridge and furrow earthworks (corrugated surface resulting from medieval ploughing) and extent, survival and condition. Note field boundaries and form, ie double hedge and ditch, bank and slight ditch (include dimensions) as these may help date the boundary. Substantial ditches and banks may be ancient, eg parish boundary. Make a careful note of the extent of mature hedgerows as these may be protected if they follow a boundary shown on the Tithe or earlier maps, and which will needed to be included in your assessment. Old plashing (living wattle fence) may indicate historic stock proofing. Note past and current impacts such as ploughing, quarrying, landscaping and other disturbance which may have affected archaeological survival.

Woodland: Sinuous and zig-zag edges are typical of ancient woods and may reflect successive small intakes of farmland from forest. Straight edges are characteristic of the post-1700 planned landscape resulting from enclosure. Much archaeology may be preserved within woodland. External medieval woodland boundary banks will normally have a large bank and external ditch, possibly with old pollarded trees on bank top or ditch side slope (even though they may now be inside wider woodland). Internal woodland boundaries may be present, indicating manorial divisions or old field systems, along with old quarries, ponds, saw pits and sunken lanes. Provide loose interpretation if unsure. Coppicing is indicative of intensely managed woodland for charcoal etc. resulting in a tree stump or low stool possibly hundreds of years old. Pollarding is indicative of former woodland pasture (possibly within a deer park); similar to coppicing but with shoots above reach of livestock, resulting in ‘lumpy’ trees. Vegetation species may indicate primary/secondary woodland (e.g. Oxlip - rarely found in secondary woodland).

Water Features: Water features are spring-fed or use gravity and may be managed by channels, dams and sluices. They can be difficult to interpret. Watermeadows (irrigated pasture next to a river) will have a main drain controlled by sluices and a network smaller drains that look like widely spaced ridge and furrow; fishponds are typically triangular or rectangular and are sometimes embanked or formed by a dam across a narrow valley; duck decoy ponds will have curving ditches leading off to lure wildfowl; medieval moats are typically 3-6m wide dry or water-filled ditches that partly or wholly enclose a single or double island; leats may feed a watermill, ponds may be part of a designed landscape or a water-filled former quarry.

Built heritage

Photographs
1. Take in as much of the heritage asset as possible. Include at least one side and one end.
2. Only take photos of building detail if it is self-explanatory. Include obvious dating features and inscriptions
3. Include the heritage asset within site in views
4. Lots of general views, but try to include part of the site in each view, to provide context
5. Take photos of designed views (e.g. through gated entrances) and views on early illustrations
Take photos towards site from nearby listed buildings, conservation area, registered park

Notes:
1. Note basic physical details (no need for architectural terms): number of storeys, basement, load-bearing bricks, frame, materials, roof type (pitched, hipped, flat), chimneys (if none, why not), likely age, likely function.
2. Look out for anything suspicious – is the building of heritage interest? The older the building the more changes likely. In particular note buildings that are not typical, have unknown function, are unusual, that do not fit typical building type.
3. Flag up remnants of original buildings (e.g. main building may be modern, lodge and boundary walls may be old)
4. Check external walls (particularly with the gable ends) for evidence of former adjoining structures.
Where possible determine if the building(s) has an added façade
## Site visit risk assessment

It is good practice to inform someone where and when you are going and ensure that they have your mobile number and that you have their phone number. Ideally that person should approve the site visit risk assessment. Phone the person at the start and end of the visit.

Name: .......................................................... Project/site visit location: .................................................. Date of visit: ..........................

Completed by:.................................................. Approved by: .................................................. (contact person name and phone number)

<table>
<thead>
<tr>
<th>Possible hazards</th>
<th>Anticipated level of risk</th>
<th>Control Measure for risk reduction / elimination</th>
<th>Remaining risk</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Assault / aggression</td>
<td>Insignif  Low Medium High</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Entrapment/unable to call/ use mobile for help</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 Animal attack</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 Slips and Trips on level</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 Fall from height</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 Injury when climbing over gate/fence</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 Contact with contaminants (incl. asbestos)</td>
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<td>8 Dangerous traffic / crossings</td>
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Do not enter property without permission of owner/client. For rural sites stick to public rights of way – do not trespass
If threatened by anyone remove self immediately from property.
Do not enter buildings unless you have permission and it is safe to do so. Take a torch with charged batteries.
Ensure you have suitable clothing to match weather conditions (waterproof, warm winter clothing, hat/sleeves for hot summer) Take high factor sun cream where necessary
Ensure you have suitable footwear (sturdy, waterproof)
Be aware of dangers of deep mud, contamination, asbestos
Do not enter property where there are aggressive/unsecured dogs/other animals. If bitten wash wound as soon as possible, report to nearest A&E. Ensure you have a tetanus jab if bitten by an animal or have a major cut
Do not enter any area that has no means of safe access/egress.
On public property/highways etc be aware of vehicles/traffic.
On farm land etc be aware of machinery.