

**Thirlstane Castle: Residential Wing Alterations**

**Planning Application Ref. 14/01235/FUL**

**Written Scheme of Investigation**

**1. BACKGROUND**

This Written Scheme of Investigation (WSI) is provided by CFA Archaeology on behalf of RM Architecture Ltd. Planning permission has been granted for the alteration of a late 19<sup>th</sup> century orangerie and garage to form a new dining room and utility/boot room at the Category A Listed Thirlstane Castle, near Lauder, Scottish Borders. A new staircase is also to be installed within the hall of the south wing on which the orangerie and garage are attached. The orangery comprises a single-storey, 5-bay, segmental-arched conservatory with an advanced 2-stage bell-tower at its centre that has been built on a raised balustraded court.

Dr Christopher Bowles, Archaeology Officer at Scottish Borders Council, has requested that an *Enhanced* level of recording be carried prior to the conversion work.

**2. OBJECTIVES**

The objectives of the programmes of archaeological works are:

1. To carry out a rapid desk-based assessment and place the buildings that will be altered in their historical context;
2. To carry out an Enhanced historic building survey, to include a photographic and written record of the buildings prior to their alteration;
3. To produce a Historic Building Survey report outlining the results of the work.

**3. METHOD STATEMENT**

**3.1 General**

CFA follows the Chartered Institute for Archaeologists' Code of Conduct, Standards and Guidelines as appropriate.

**3.2 Desk-based Assessment**

A desk-based assessment will be conducted prior to fieldwork, in order to collate relevant information on the historic development of the buildings to be altered. Sources to be consulted will include:

- *National Monuments Record of Scotland*. All relevant records will be checked and bibliographic sources followed up.

- *Early map coverage for the area.* An examination of all the Ordnance Survey 6" map editions will be made, together with any other readily available cartographic information.
- *Historical Documentary Search.* Readily available documentary sources relating to the construction of the orangery and garage will be examined and any pertinent information will be added to the report.
- The owner of the Thirlstane Castle will be contacted to determine whether their estate holds any historical photographs or other documents that can be readily incorporated into the final survey report.

### 3.3 Historic Building Survey

The survey requirements for the building are listed in Table 1 and are based on the ALGAO 2013.

Specific area or feature	Drawings	Photographic Survey
Exterior elevations and gables (Orangery/garage)	Architects' elevations	Detailed
Interior elevations (Orangery/garage)	N/a	Detailed
Ground plan	Architects' plan	Detailed
South Wing Hall	Architect's plan	Detailed

Table 1 – List of specific requirements for Thirlstane Castle.

### 3.4 Metric Survey

The architectural drawings produced by the architect are very detailed and most suitable for inclusion into the final report. If any features not shown on the architects' drawings (blocking work, earlier roof lines etc) will be added as appropriate using an industry-standard, reflectorless Total Station. The infra-red beam from this instrument enables points to be recorded in 3D to an accuracy of 1mm.

The data will be downloaded using Penmap software and imported to AutoCad. The resulting images will then be processed to produce wire-frame elevations to correct the digital photographic overlays.

As part of this stage, pro-forma building survey recording forms will be completed to record fabric detail, repair work, finishes and fixtures and fittings. The forms will contain contextualised information with which to construct the final phased elevation drawings.

### 3.5 Photographic Survey

CFA uses a Nikon D300 to take digital photographs of structures and specific architectural features. A detailed photographic record will be made of all external elevations of the buildings. A full list of all the photographs taken will be appended in the final report. The report will also include a series of photographs that best display the exterior and interior of the buildings prior to their alteration.

## 4. REPORTING

The Products of the project will comprise:

- Summary report(s) for *Discovery and Excavation in Scotland*.
- OASIS Scotland entry.
- Illustrated report(s) detailing the results of the fieldwork, identifying any requirements for further post-excavation studies and final publication of the results. The report will be in a form acceptable to Scottish Borders Council Archaeologist and will be distributed according to their requirements.

The project archive, comprising all CFA record sheets, plans and reports, will be deposited with the National Monuments Record of Scotland within six months of completion of fieldwork.

## 5. MONITORING

Close contact will be maintained with the client and Scottish Borders Council Archaeologist for the purposes of managing the project. Important or unexpected discoveries will be communicated to the client and Scottish Borders Council Archaeologist, with whom a monitoring visit will be arranged. Contact numbers for the site will be forwarded in advance of the work starting.

## 6. RESOURCES AND PROGRAMMING

### 6.1 Project Personnel

**Project Manager** will be Dr Michael Cressey BA MSc PhD FSA Scot MCIfA. Dr Cressey will direct fieldwork and desk-based survey and oversee the production of the report. Over the past six years Dr Cressey has conducted numerous pre-conversion surveys on farm steadings within the Scottish Borders and further afield. Other large-scale recording projects include Cakemuir Castle, Midlothian, Abbotsford House, near Melrose and more recently the Assembly Rooms, George Street, Edinburgh and Riddles Court, Lawnmarket, Edinburgh.

**Architectural Surveyor** will be Mr Stuart Mitchell, BA ACIfA. Stuart has carried out several architectural building recording projects for CFA including Old Belses Farm, near Ancrum, Scottish Borders, Fulford Steading, East Lothian, and Dalgig Farm, North Ayrshire and various structures along the Water of Leith, Edinburgh. Stuart has also surveyed several buildings along the route of the new Borders Railway including the former Stow, Heriot and Eskbank railway stations. Stuart recently surveyed Old Whitehall House, near Chirnside, Scottish Borders prior to its demolition.

**Graphics Illustrator** for the project will be Greame Carruthers MA, who will produce all the illustrations for the project. Greame has assisted Dr Cressey on numerous standing building recording projects and is familiar with providing illustrative work commensurate with all levels of building survey.

**7. Health and Safety**

All CFA staff have been inducted into CFA's Health and Safety Policy. All work for the project will be subject to Risk Assessment.