

Jersey Heritage Trust

La Tour Carrée Conservation Statement



November 2006

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1 Introduction

The Jersey Heritage Trust prepared this conservation statement for La Tour C arr e June-November 2006, in consultation with the Conservation Advisory Group. The primary purpose of the statement is to draw together readily available existing information, to set down a chronology for the site, an overview of the key surviving elements, a statement of significance, the identification of major conservation issues and a set of outline policies. It also identifies key gaps in our knowledge of the site and the issues affecting it. The conservation statement is subject to further review and refinement.

2 Brief history of the site

See sources and references on page 17 for further detailed reading on Jersey's coastal defences. See also Jersey Heritage Trust conservation statements for Archirondel Tower, Seymour Tower, Lewis's Tower, La Crête Fort, Fort Leicester and L'Etacquerel Fort.

The building has been variously named as La Tour Carrée, Square Fort, Square Tower, Guardhouse at North Battery and Guardhouse at New North Battery.

2.1 Eighteenth century

- St Ouen's Bay was a vulnerable landing place for any attempted invasion as had been demonstrated by Admiral Blake during the English Civil War in 1651.
- Minutes of the States Assembly, 20 August 1739 record that the Boulevard de Sud, Boulevard du Middle Bay and Boulevard de Nord in St Ouen's Bay had been completed (Jersey Archive ref: C/A3/2)
- Two maps of Jersey published in 1757 – one by Jacques Bellin and the other by Chevalier Jean de Beaurain - and a map published in 1779 (after the circa 1740 survey by Captain Lempriere published in 1755) - show a four gun Redoubt on the site of La Tour Carrée. Also shown is the water mill, which was the rallying point for Militia troops at the sounding of the Alarm. The Redoubt is given great prominence by the mapmakers - no other Batteries are shown in the Bay (see appendices A.i, A.ii & A.iii).
- The 18th century was a period of political tension between Britain and France and the two nations clashed as their ambitions grew. Because of its position, Jersey was more or less on a continuous war footing. War in the American Colonies from 1775 overstretched British armed forces and made Britain vulnerable to invasion at home.
- Royal Jersey Militia notes on the state and fortifications of the bays and landing places in Jersey dated June 1778 has an entry for St Ouen's Bay that states "Guard House now building to be a Tower" – this could be a reference to the construction of La Tour Carrée and provide an explanation as to why the building has the appearance of a military blockhouse rather than a fort or tower (Jersey Archive ref: L/F/97/M2/30).
- There was an attempted invasion of the Island in 1779. A party of Frenchmen led by the Prince of Nassau arrived in St Ouen's Bay but was prevented from landing. The attack highlighted the need for more fortifications in the area.

- A map of Jersey engraved by William Faden, Geographer to the King, in 1781 shows the batteries, redoubts and entrenchments raised along the coast in defence of the Island. A redoubt and two other buildings are shown on the site in question – one of which may well be La Tour Cârrée (see appendix A.iv).
- An Army Engineer's report on the condition of the various gun platforms around the Island, discussed at a meeting of the Defence of the Island Committee on 28 October 1787, states that the North Battery has a stone platform for 3 x 24-pounders, and is capable of repair (Société Jersiaise Library ref: M20/17).
- Minutes of the Defence Committee: 1 February 1788 repairs to powder barrels at the Tour Carree in St Ouen's Bay (Jersey Archive ref: C/B/B1/1)
- The Duke of Richmond Map of Jersey (surveyed from 1787, published 1795) shows a battery and L-shaped guardhouse to the rear (see appendix A.v).
- A report on the different batteries in the Island dated 28 August 1797 records that the North Battery in St Ouen's Bay has a parapet of masonry and sod embrasures; 3 x 24-pounders under the charge of the Island Militia. The report notes that the batteries are in general en barbette and are not enclosed in the rear, but "those at the bottom of the bays" are under the protection of musketry fire from stone towers (Société Jersiaise Library ref: M20/10)
- An Army Engineer's report on the condition of the various gun platforms around the Island, 12 May 1798, states that the North Battery needs further repair (Société Jersiaise Library ref: M20/17).
- Minutes of the Defence Committee: 4 July 1798 Account of Mr Geo. Skelton for supervising exercise of the cannon – 126 days work at the Guard House of Tour Cuarree, St Ouen's Bay, £151.4 (Jersey Archive ref: C/B/B1/1)

2.2 Nineteenth century

- J Mills Map, 1800 shows the ranges and fields of fire of all coastal forts and batteries, shows the scope of artillery cover provided by the gun batteries at the towers and also of those batteries in the bay. New North Battery is shown in this location with a building to its rear. North Battery is shown to the south of Carteret's Pond between Tower C & D [*names were likely to relate more to the units responsible rather than fixed works, and it is quite possible that adjustments were made to unit boundaries which resulted in different names – M Lees*] (Public Records Office ref: WO 78/1757)

- A statement of the different magazines in the Island taken from a letter written from Jersey to General Morse, 19 July 1810 notes there is a magazine at the North Battery in St Ouen's Bay – it was not known whether the magazine was erected by estimate or contract (Société Jersiaise Library ref: M20/8).
- The North West Regiment Orderly Book, 1812 to July 1817 reports that the North Battery has 3 x 24-pounders in 1814 (Société Jersiaise Library ref: M20/9).
- A map of Jersey engraved by Samuel John Neele from a survey carried out to illustrate William Plee's Account of Jersey, published in 1817 shows the North Battery supported by a square building to the rear (see appendix A.vi).
- A letter from Lt Colonel Lewis to Lt Colonel Fanshawe, 2 July 1831 re coast defences states, "You are aware that the original Batteries of the States which existed in St Ouen's Bay were scattered along it in six different points and consisted of open batteries, most of them 'en barbette' on the level of the sands." The letter goes on to explain Lewis's intentions in respect of re-establishing the defences including placing a battery about 300 yards north of Tower D to be enclosed by a scarp all round of 12 feet high and "protected by a square building or tower existing at the site" (Public Record Office ref: WO 44/76)
- A report by Lt Col Lewis on coast defences W&N, 18 October 1831, "The second Battery is proposed on the site of the New North Battery, about 300 yards north of Tower D and protected by a building which at present exists as a Guard House & Magazine to the Battery, to which will be added a storey and converted into a blockhouse. This battery to consist of 7 Guns, four on traversing platforms, at a probable cost of £1253.19/6d." (Public Records Office ref: WO 44/76)
- A letter from Lt Col Oldfield to the Lt Gov re Coast defences Corbiere to Rozel, 9 March 1837 describes, "North battery Magazine & Guard room with small Artillery store – between Tower D and Kempt Tower. The battery is in good order and adapted for three Guns on traversing platforms, the magazine storeroom and Guard House, the former for 20 barrels of powder, the latter for 12 men, are under the same roof. The building is substantial and loopholed, with stockading it would form a respectable post, the walls and the arch of the Magazine requires only a little pointing, the roof requires a thorough repair, and two of the doors should be repaired. It is recommended that the necessary repairs should be performed the expense of which may be calculated at £28.2/1¾. The original cost of these buildings was probably not less than £300. The buildings if repaired might be let if a desirable tenant could be found" (Public Records Office ref: WO 44/76)
- Plans and Sections of the North Battery and Guardhouse by Lt Col Oldfield, 11 March 1837 show a half-moon Battery for 3 guns with an L-

shaped guardhouse and magazine store to the rear (see appendix A.vii)

- Colonel English's Memorandum Book, 9 November 1840, "About 300 yards North of Tower D and 420 yards South of Kempt Tower there are still the remains of a Three Gun Barbette Battery, the property of the States, known as the 'New North Battery'; the loopholed Guard House and its Magazine are reparable. It is proposed to add a storey to this building and convert it into a strong Block House to protect the rear of a Battery constructed of masonry, which shall have a scarpe and loopholed wall to enclose it of 14 feet above high water mark at Spring tides. On reference to the survey (1795) it will be observed that D Tower and the proposed Battery occupy the bight of St Ouen's Bay, having in their rear Carteret Lake or Pond, an extensive and impassable piece of water providing a constant rivulet to the sea between, and under the fire of these two works. By damming up this stream (which can be done with facility) an inundation of some extent can be formed, and made available in time of War to strengthen the defences" (Public Records Office ref: WO 55/1550/2)
- The Hugh Godfray Map of Jersey, 1849 shows a stylised plan of a building referred to as Square Tower (see appendix A.viii).

2.3 Twentieth century

- A photograph of the 'Square Tower' (undated but the surrounding landscape suggests early twentieth century) shows an unpainted building with a small granite enclosure to the front (see appendix A.ix)
- The Ordnance Survey Map of Jersey, 1935 shows the Square Fort (disused) and a sea wall (sea walls were erected in this area to reduce land erosion in the late nineteenth / early twentieth century). The line of the sea wall appears to cut through the site of the North Battery (see appendix A.x)
- The building is painted with black and white markings and used as a navigational aid.
- Photographs of an excavation in 1978 show that partial remains of the North Battery lay buried beneath the shingle and promenade (see appendix A.xi)
- The Ordnance Survey Map of Jersey, 1981 shows La Tour Carrée (named incorrectly as Lewis Tower) (see appendix A.xii)
- Photographs, 1989-2006 (see appendix A.xiii)
- October 2006 – La Tour Carrée is owned by the Public of the Island of Jersey under the administration of Jersey Property Holdings.

3 Overview of the key surviving elements

See appendix A.xiii.

La Tour Cârrée is built on the coast of St Ouen's Bay in front of St Ouen's Pond. It is a fortified guardhouse and magazine (in the style of a blockhouse) built circa 1778.

The guardhouse is single-storey, L-plan comprising a square guardroom on the seaward side with an adjoining rectangular magazine store to the rear. It has battered outer walls of squared and rubble granite with dressed granite openings and quoins. There is a mono-pitch roof behind a masonry parapet.

The seaward (west) elevation of the guardroom is painted black and white as a navigational aid. There is a pair of square gun embrasures placed either side of an internal fireplace. A brick wall - on which sits a small brick chimneystack with stout pot - rises above and behind the parapet.

The south elevation has a row of five square gun embrasures.

The north side of the building is L-shaped. There is a brick arched doorway into the guardroom with a pair of square gun embrasures to one side. A square headed doorway into the magazine store sits at a right angle to this on the projecting section of the magazine stores.

The landward (east) elevation has no openings (being the rear wall of the magazine store).

The interior is divided into a guardroom and magazine.

The doorway into the guardroom is of dressed granite with a brick arch and large timber lintel (reinforced with a thinner concrete lintel of apparently later date). There is a granite threshold and the doors are modern. The interior of the guardroom is now a single space open to the roof but physical evidence – such as beam pockets – shows that there was originally a ceiling. The walls are of squared and rubble granite with a course of brickwork just above ceiling height. There are gun embrasures on the west, south and north walls – all of dressed granite. The floor is concrete.

On the west wall is a granite fireplace with a pair of projecting moulded corbels, single span lintel and granite hood (although some stones have been displaced). There is a small niche by the right hand corbel.

The east wall separates the guardroom from the magazine (there is no internal access between the two although a rough hole has been punched through the wall in recent years).

Above the ceiling line the walls slope down to the east to take a mono-pitch roof. The roof is now modern timber boarding with some earlier timber joists

supported off thin steel beams. The roof slope continues over the top of the magazine.

The doorway into the magazine store is of dressed granite with a pair of granite lintels. There is a niche within the reveal. The interior of the magazine store is arranged into two cells – both have squared and rubble granite walls with a brick vault. The outer cell has a roughly flagged granite floor and the inner cell a sand floor.

The doorway accesses an outer entrance cell beyond which is an internal doorway of dressed granite, through which access is gained to an enclosed inner cell. There are several niches set into the walls – some being baffled ventilation slots.

The key elements of the site are:

- The 1778 fortified guardhouse and magazine known as La Tour Carrée
- The partial remains of the eighteenth century North Battery

4 Statement of significance

4.1 Archaeological significance

The site is within St Ouen's Bay – many parts of which preserve a prehistoric landscape beneath the sands. Evidence has also been recorded of a submerged Neolithic forest and coastal peat deposits on the foreshore.

Partial remains of the North Battery exist beneath the shingle and promenade.

4.2 Historical significance

La Tour Carrée has particular historical significance as the earliest surviving fortification on the west coast of the Island. Eighteenth century maps indicate that the site had great significance as a fortified position – in part because of its relationship with the direct approach to St Ouen's Manor.

“The location of this work in the centre of St Ouen's Bay, on the north side of the water course which flows out of the Carteret Pond places it in a position to observe any sea borne approach and to block any movement between the north and south parts of the Bay. In addition the ease with which this watercourse may be blocked and thus the area flooded and made impassable gives this site an added tactical importance” (Société Jersiaise History Section: Forts & Towers Group)

La Tour Carrée was built as part of the programme of increased fortification of the Island's coast in response to the threat of French invasion in the later eighteenth and early nineteenth century.

La Tour Carrée can be viewed as Jersey's only example of a military blockhouse (a small, isolated fort in the form of a single building, placed to block access to vital points).

4.3 Architectural significance

La Tour Carrée substantially retains its completeness and architectural integrity as a late eighteenth century fortified guardhouse or blockhouse with the building close to its original form and physical context. It is strategically sited and can still largely be read in terms of its strategic defence value as originally conceived – although its partnership with the shore-side battery is no longer evident.

4.4 Ecological significance

Wildlife assessment (GR 564522) 2006

The tower is situated in a valuable coastal strip that supports good quality dune and maritime vegetation, a variety of rare plants and a high diversity of invertebrate species. Many of the islands' most important plants and invertebrates occur here. The strip is part of an area that is under consideration for designation as a SSI and is within the "St. Ouen's Bay and Les Mielles" proposed Ramsar site.

In 1973 Dr D.S. Ranwell of the Institute of Terrestrial Ecology surveyed the dunes of St Ouen's Bay on behalf of the Island Development Committee and confirmed their value. The Societe Jersiaise published two of his papers (*Annual Bulletin* 21: 381-391 and 505-516) in which he described these dunes as "among the ten largest single dune systems in the British Isles and remarkably rich in species".

Dr A.C. Warne's invertebrate surveys in 2002 confirmed that the strip also has a remarkably rich and diverse fauna including significant numbers of rare species. His report drew attention to the need to protect the strip as a whole – rather than just parts of it – and warned against mounting pressures that threaten the plant and animal communities.

The colourful species-rich grassland habitat extends right up to the base of the tower. The flora includes rock samphire (*Crithmum maritimum*), sea beet (*Beta vulgaris* ssp *maritima*), tree mallow (*Lavatera arborea*), thrift (*Armeria* sp), buck's-horn plantain (*Plantago coronopus*) sea mayweed (*Tripleurospermum maritimum*) and others. Both Jersey thrift (*A. arenaria*) and a hybrid (*A. maritima* x *A. arenaria*) are known to occur in the vicinity of the tower and could be threatened by increased traffic or building works. One of Jersey's rarest plants, the hybrid sea lavender *Limonium auriculae-ursifolium*, is also said to be well established in the zone behind the sea wall; and a number of other local species have been reported. A variety of plants grow on the wall-tops but these have not been surveyed.

Unfortunately the vegetation adjoining the south and west sides of the tower has recently been severely damaged by the positioning of a temporary works cabin and the storage of materials. And the width of the access track from the road to the tower has already increased substantially in recent years causing loss and damage to plant life.

Development and/or increased use of the tower will inevitably increase the pressures on this part of the coastal strip leading to loss of species and further fragmentation of the habitat. The danger of further diminishing the quality of this important and vulnerable coastal strip needs to be taken into account when considering future use of this tower.

Bat Survey Report, 2006

This is a square tower, built in 1778, with a relatively modern shallow, single pitch roof. There are two internal compartments, the guardroom and magazine (with two small chambers). The floor surfaces and those of stored items in the two compartments (e.g. window fittings, timber planks and rubber pipes in the guard room, and large block plastic sheet in the rear magazine chamber) were searched for bat droppings. None found. There are nine musket loopholes in the walls of the guardroom and although these are all blocked with wire mesh, there are potential access gaps around the edges of some of the wire that would allow bat entry. From the guardroom there is also flight access into the magazine chambers. Internal conditions would probably be reasonably favourable for roosting (stable, cool and humid), despite the exposed location on the western seafront, and there are a few suitable crevices.

There is no evidence of bat use and roosting is considered unlikely. The tower is in an exposed and isolated location, a considerable distance from any scrub or tree cover that would offer flight paths for bats and also a relatively long way from good foraging habitats.

4.5 Other significance

The most prominent post-military use of La Tour Carrée has been as a navigation marker. The building has also been used for storage purposes – including explosives.

5 Identification of major conservation issues

The following is an assessment of the way in which the significance of La Tour Carrée could be vulnerable.

- Care must be taken to ensure that the significance of La Tour Carrée is not eroded through neglect. The guardhouse is in an exposed coastal location and ill-maintained structures will be subject to water ingress and salt laden deposits leading to damp conditions and damage from insect and fungal infestations as well as intrusive plant growth.

- Without proper maintenance and repair of the guardhouse, there will be physical damage to the fabric and thereby to the significance of the guardhouse.
- A potential problem is a lack of continuing and long-term interest in the guardhouse and the subsequent reduction in resources to properly maintain it in years to come – especially if appropriate and successful new uses cannot be found for the site.
- Care must be taken to ensure that the significance of La Tour Carrée is not eroded through inappropriate repairs and alterations. The use of inappropriate materials or methods of alteration and repair will be damaging to the character of the guardhouse and will contribute to further decline in the integrity of the historic fabric and structure. Good quality works are required that do not damage the integrity or durability of the historic fabric.
- A condition survey is needed to identify the range of problems throughout the guardhouse e.g. whether there is water ingress through walls, roofs and windows, loose masonry or cementitious pointing.
- The significance of the site is potentially vulnerable to legislative and regulatory requirements that may be applied if a new use is found for it e.g. compliance with building byelaws or provision for people with special needs.
- There is a potential conflict between different types of significance at the guardhouse, for example the requirements for repairing the structure against the need to protect habitats.

6 Statutory and policy framework

6.1 International Conventions

Since 1987, the States of Jersey has been a signatory to the *Convention for the Protection of the Architectural Heritage of Europe 1985* (Granada Convention). The Convention places broad obligations on member states to introduce legislative, policy and other measures to protect the architectural heritage. The States is also a signatory to the *European Convention on the Protection of the Archaeological Heritage, 1992*, (Valetta Convention) which imposes similar obligations in respect of the archaeological heritage.

There is also a series of multi-lateral environmental agreements for which ratification has been extended to Jersey:

- The *Convention on Biological Diversity* is concerned with the conservation of species and habitats.
- The *Convention on the Conservation of Migratory Species of Wild Animals* (Bonn Convention) aims to conserve terrestrial, marine and avian migratory species throughout their range.

- Jersey is an important migratory refuge to at least 50 species of ducks, waders, terns, gulls and geese listed in the *African-Eurasian Waterbird Agreement*.
- The *Agreement on the Conservation of Populations of European Bats* covers the conservation and management of bats.
- The *Convention on the Conservation of European Wildlife and Natural Habitats* (Bern Convention) aims to conserve wild flora and fauna and their natural habitats.

6.2 Planning and Building (Jersey) Law 2002

- **Planning Permission** - will be required for change of use and for any works classed as development.
- **Sites of Special Interest** - under Articles 51 and 52, the Minister for Planning and Environment may designate as Sites of Special Interest, buildings and places of public importance by reason of special zoological, botanical, archaeological, architectural, artistic, cultural, geological, historical, scientific or traditional interest. Designation provides legal protection under Articles 54 and 55 against demolition and damaging alteration and control over other intrusive actions such as metal detecting, the defacing of the site and the removal of plants and animals. This equates to the type of protection that is afforded to Scheduled Ancient Monuments in England.

La Tour Cârrée is in the process of being designated as a Site of Special Interest (see appendix B). In the meantime, the Trust has agreed to treat the site as if it were already a designated Site of Special Interest. SSI Permission is therefore required before there is any physical intervention in the guardhouse and magazine's site and structure.

6.3 The Jersey Island Plan, 2002

The Jersey Island Plan, approved by the States in July 2002, contains policies specifically intended to offer protection for Sites of Special Interest and for archaeological resources. Policies G11 and G12 are of particular relevance. Policy G11 states, among other things, that there will be a presumption against development that would have an adverse impact on the special character of a Site of Special Interest, whilst Policy G12 makes provisions relating to the preservation, safeguarding and recording of archaeological remains, as appropriate. Policy G13 makes a presumption in favour of the preservation of the architectural and historic character and integrity of registered buildings and places. Policy TR3 presumes in favour of proposals for the development of new, or extensions to existing, tourism and cultural attractions, providing certain criteria are satisfied.

The Plan notes that La Tour Cârrée lies within the Green Zone (C5) This is defined as 'areas of countryside identified as having an intact character and comprising an important range of environmental features needing a high level

of protection', such as the St Ouen's Bay coastal plain (JIP 2002 5.39). As such the area merits a high level of protection with a general presumption against all forms of new development for whatever purpose.

La Tour Cârrée also comes within the area of the St Ouen's Bay Planning Framework. Policy C7 of the JIP states that 'the planning policies set out in the St Ouen's Bay Planning Framework are adopted by the Planning and Environment Committee for the purposes of development control and integrated management within the area'.

6.4 Supplementary planning guidance

The Interim Policies for the Conservation of Historic Buildings were adopted by the Planning & Environment Committee in 1998 and will continue to provide clarification on matters relating to the built heritage until new Supplementary Planning Guidance replaces it. Interim Policy HB12 is of particular relevance and states: 'There is a presumption in favour of the preservation of the fabric, internal structure, plan form, historic interiors and fittings, as well as the contribution to the townscape or countryside, of registered buildings that are designated as Sites of Special Interest; therefore permission will not normally be granted for the internal alteration ... of a designated SSI, or works to the exterior, if they would adversely affect its special interest or character'.

6.5 Building Bye-Laws

Some work at the guardhouse will have to comply with Building Bye-laws as required by the law.

6.6 Conservation of Wildlife (Jersey) Law, 2000

Work to and use of the guardhouse must be compatible with the provisions of the Wildlife Law. This Law makes provision for the protection of specified wild animals, birds and plants and their habitats, including wall lizards, and empowers the Environment Department to grant licences in respect of activities that would otherwise be prohibited.

6.7 Health and Safety at Work (Jersey) Law, 1989

Methods of repair work and the safety of staff and visitors will be subject to Health and Safety Legislation. It is a matter for property owners and those managing sites to ensure that relevant health and safety requirements are satisfied, under the provisions of the Health and Safety at Work (Jersey) Law, 1989.

6.8 Other relevant guidance

The States of Jersey and the Jersey Heritage Trust are obliged to work within Jersey law, approved local planning policy and published advice. Any works

proposed for La Tour Carrée will have to comply with statutory and policy regulations outlined above.

Best current practice from other jurisdictions also provides valuable guidance. Other documents of particular value are mentioned below:

The Venice and Burra Charters. In formulating a policy for alterations it is useful to have an understanding of the internationally accepted standards for conservation. The Venice and Burra Charters are most useful and their acceptance and use in the UK makes their guidance appropriate in Jersey.

British Standard Guide to the Principles of the Conservation of Historic Buildings BS7913:1998. This is a valuable standard in that it sets out general conservation principles relating to historic buildings as well as providing definitions of terminology (see appendix C).

7 Conservation policies

La Tour Carrée's original military role is now defunct. Potential new educational and recreational uses makes some change inevitable but any changes must always be subject to the constraint that the significance of the guardhouse must not be materially damaged.

7.1 Policy for recording and mitigation strategies

When any work is proposed to maintain, repair or alter La Tour Carrée, the Jersey Heritage Trust will:

- carry out a full and detailed record in drawings and photographs sufficient to show the nature of the area affected with an assessment of the impact on the historic fabric
- draw up a brief in advance of any physical investigation or excavation in accordance with the Trust's archaeological protocol (see appendix D)
- obtain Planning permission, Building Bye-law permission and SSI permission to undertake the works
- carry out the work in accordance with the brief and any conditions attached to the above permissions
- make a full record of the work in progress and deposit the detailed written, drawn and photographic records at the Jersey Archive, followed by appropriate publication

7.2 Policy for maintenance and repair

The priority for the Jersey Heritage Trust is to maintain the physical fabric of the guardhouse to ensure its future survival by using traditional materials and construction methods appropriate to the site. Consideration should also be

given to correcting past 'mistakes' that are damaging to the significance of the building.

In order to achieve this, the Trust will:

- carry out a quinquennial condition survey of the guardhouse
- draw up an annual programme of works together with a phased maintenance schedule
- use contractors and specialists with appropriate experience of building conservation work to achieve the best possible craftsmanship and selection of materials
- carry out repairs under competent supervision and regular inspection including an archaeological watching brief if required

7.3 Policy for protecting the natural environment

When any work is proposed to maintain, repair or alter La Tour Carrée, the Jersey Heritage Trust will:

- ensure that work to and use of the guardhouse is compatible with the provisions of the Wildlife Law
- carry out a full and detailed record in drawings and photographs sufficient to show the nature of the area affected with an assessment of the impact on the ecology
- draw up a brief in advance of any physical investigation or excavation in accordance with an ecological mitigation strategy to be agreed with the Environment Department
- obtain SSI permission and appropriate licences to undertake the works
- carry out the work in accordance with the brief and any conditions attached to the above permissions
- make a full record of the work in progress and deposit the detailed written, drawn and photographic records at the Jersey Archive, followed by appropriate publication

7.4 Policy for reconstruction and alteration

- consideration will be given to appropriate new uses for the guardhouse to ensure that it continues to play a role in Jersey society whilst maintaining its character and significance
- reconstruction work may be justified where it is desirable for the maintenance of the structure and where it completes a damaged element; the work must be carried out harmoniously with the original whilst being, upon close inspection, distinguishable from it
- reconstruction work can only be carried out where there is evidence of the historic form of the structure through a detailed study of the building

and its archaeology - reconstruction work should stop where conjecture begins

- consideration will be given to improving visitor interpretation and facilities at La Tour Carrée only if this does not involve the loss of historic fabric or damage to the character and significance of the site; any new work should be easily identifiable and of the highest quality
- all reconstruction work and alterations must adhere to the principle of 'reversibility'
- consideration will be given to improving access (physical and intellectual) to the site for all people, including those with special needs
- consideration will be given to security provision at the guardhouse to ensure that the significance of the site is not damaged through vandalism or other intrusive activities

7.5 Policy for service provision

The Jersey Heritage Trust will ensure that:

- the survival of historic fabric and below ground archaeology will take precedence over the installation of services;
- any services are to be installed with minimum intervention with historic fabric and in routes where they are accessible for future maintenance / renewal work;
- cables and pipes are surface mounted except where they can be laid within modern floor structures or in other accessible voids or ducts.

7.6 Policy for interpretation

Consideration should be given to the dissemination of knowledge about the guardhouse, such as the production of a multi-lingual guidebook, resource material for educational visits and a programme of events that complement the guardhouse and contribute to the understanding of its history.

8 Summary of proposed additional research and analysis

A condition survey to identify the range of problems throughout the guardhouse and magazine.	To be undertaken by the Jersey Heritage Trust
Implement a quinquennial condition survey of the guardhouse and magazine.	To be undertaken by the Jersey Heritage Trust
Draw up an annual programme of works together with a phased maintenance schedule.	To be prepared by the Jersey Heritage Trust

A measured survey and recording of the guardhouse and magazine.	To be undertaken by the Jersey Heritage Trust
An agreed ecological mitigation strategy.	To be prepared by the Jersey Heritage Trust with advice from the Environment Department
Designation as a Site of Special Interest.	To be undertaken Planning & Environment Department with the support of JHT

9 Implementation and review

- The Jersey Heritage Trust has undertaken to produce a conservation statement for La Tour Cârrée according to current best practice (as set out in the English Heritage guidance 'Informed Conservation' 2001).
- In order to consult with other interested parties with relevant knowledge, the Jersey Heritage Trust has set up a Conservation Advisory Group to comment on and contribute knowledge to the structure and content of the conservation statement, and thereafter to monitor proposals for change, to ensure upstream consultation with relevant bodies on change, and to advise the JHT on matters relating to the conservation of La Tour Cârrée.
- The Conservation Advisory Group comprises representatives from the National Trust, the Société Jersiaise, the Channel Islands Occupation Society, the Planning and Environment Department's Historic Buildings Officer, an officer from the Environment Department and the project team from the Jersey Heritage Trust.
- The Jersey Heritage Trust Board of Trustees will formally adopt the conservation statement for La Tour Cârrée.
- The conservation statement will be regularly reviewed and refined every 3 years.

10 Sources and references

Brown A & Lane B (2004) *Jersey's Historic Coastal Fortifications, 1700-1850: A Conservation Statement and Strategic Review*, The University of Bristol for the Environment & Public Services Committee

Société Jersiaise History Section: Forts & Towers Group – research of primary historical sources

Stevens C, Arthur J & Stevens J (1986) *Jersey Place Names*

Jersey Heritage Trust (Jersey Archive):

- An extract from Minutes of the States Assembly, 20 August 1739 (ref: C/A3/2)
- Royal Jersey Militia notes on the state and fortifications of the bays and landing places in Jersey, June 1778 (ref: L/F/97/M2/30)
- Map of Jersey showing sands, rocks, soundings, oyster beds, fiefs, churches, major roads, valleys, moulins, manors, and defences published in 1757 by Jacques Nicolas Bellin after the survey of 1755 by Captain Clement Lempriere (ref: L/F/120/A/52)
- Map of Jersey showing major roads, reefs, manors and churches by Chevalier Jean de Beaurain (1696-1772) Engineer and Royal Geographer in 1757 (ref: L/F/120/A/49)
- Map of Jersey published by R Sayer and J Bennett in 1779 from the survey by Captain Clement Lempriere (ref: L/F/120/A/66)
- Map with a sketch of the batteries, redoubts and entrenchments raised along the coast for the defence of the Island – engraved by William Faden, Geographer to the King 1781 (ref: L/F/120/A/72)
- Duke of Richmond map of Jersey (surveyed from 1787, published 1795) (ref: D/AL/A2)
- Minutes of the Defence Committee, 1 February 1788 (ref: C/B/B1/1)
- Minutes of the Defence Committee, 4 July 1798 (ref: C/B/B1/1)
- Map of Jersey engraved by Samuel John Neele from a survey carried out to illustrate William Plee's Account of Jersey, published in 1817 (ref: L/F/120/A/100)
- Map of Jersey by Hugh Godfray published in two sheets in 1849, after a survey by Elias Le Gros, engraved by James Welland (ref: L/F/120/A/107)

- The Ordnance Survey Map of Jersey, 1935 (ref: D/Z/L/8/7)
- Ordnance Survey Map of Jersey, 1981 (ref: L/F/70/A/169)

Jersey Heritage Trust (other sources):

- Protocol for Archaeological Work, 2005
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- Thompson J (2006) Wildlife assessment of La Tour Cârrée

Société Jersiaise Library:

- An Army Engineer's report on the condition of the various gun platforms around the Island, discussed at a meeting of the Defence of the Island Committee on 28 October 1787 (ref: M20/17)
- A report on the different batteries in the Island dated 28 August 1797 (ref: M20/10)
- An Army Engineer's report on the condition of the various gun platforms around the Island, 12 May 1798 (ref: M20/17)
- A statement of the different magazines in the Island taken from a letter written from Jersey to General Morse, 19 July 1810 (ref: M20/8)
- The North West Regiment Orderly Book, 1812 to July 1817 (ref: M20/9)
- Plans and Sections of the North Battery and Guardhouse by Lt Col Oldfield, 11 March 1837 (ref: M20)

Société Jersiaise Photographic Collection:

- A photograph of the 'Square Tower' (undated) (ref: SJPA/005748)
- Photographs of an excavation in 1978 show that partial remains of the North Battery (ref: SJPA/007914, 15 & 18)

Public Records Office: (transcribed by Major M Lees 2005-6 unless otherwise stated)

- J Mills Map, 1800 (ref: WO 78/1757)
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- Report by Lt Col Lewis on coast defences W&N, 18 October 1831 (ref: WO 44/76)
- Letter from Lt Col Oldfield to the Lt Gov re Coast defences Corbiere to Rozel, 9 March 1837 (ref: WO 44/76)
- Colonel English's Memorandum Book, 9 November 1840 (ref: WO 55/1550/2)

States of Jersey Planning and Environment Department:

- Historic Buildings Register (ref: OU0159)
- Site of Special Interest draft designation

Statutory and policy framework references:

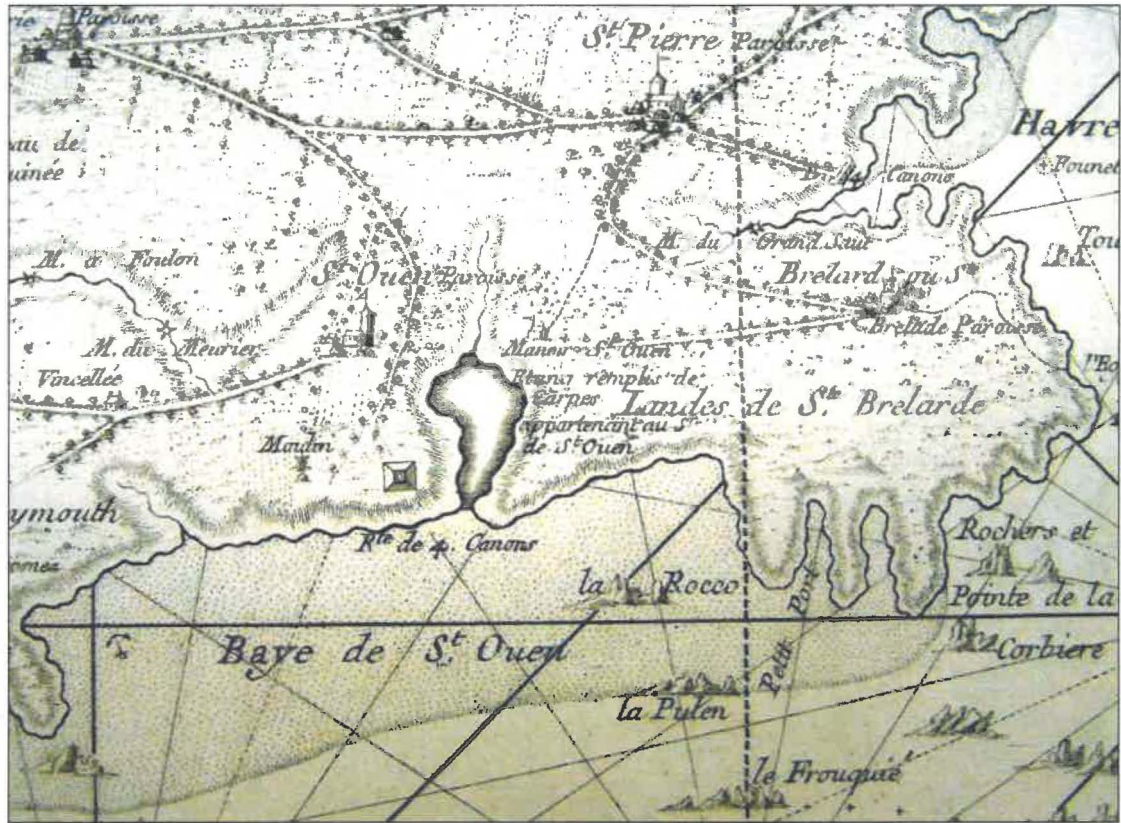
- Convention for the Protection of the Architectural Heritage of Europe (Granada, 3.X.1985)
- European Convention on the Protection of the Archaeological Heritage (Revised) (Valletta, 16.I.1992)
- International Charter for the Conservation and Restoration of Monuments and Sites (The Venice Charter) – 1964
- The Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (The Burra Charter)
- Convention on Biological Diversity
- Convention on the Conservation of Migratory Species of Wild Animals (Bonn Convention)
- African-Eurasian Waterbird Agreement
- Agreement on the Conservation of Populations of European Bats
- Convention on the Conservation of European Wildlife and Natural Habitats (Bern Convention)
- Planning and Building (Jersey) Law 2002
- The Building Bye Laws (Jersey), 2004
- The Conservation of Wildlife (Jersey) Law, 2000
- The Health and Safety at Work (Jersey) Law, 1989

- The Jersey Island Plan, 2002
- The St Ouen's Bay Planning Framework, 1999
- The Interim Policies for the Conservation of Historic Buildings, 1998 (States of Jersey Planning and Building Services Department)
- British Standard Guide to the Principles of the Conservation of Historic Buildings (BS 7913:1998)

Appendix A
Maps and images

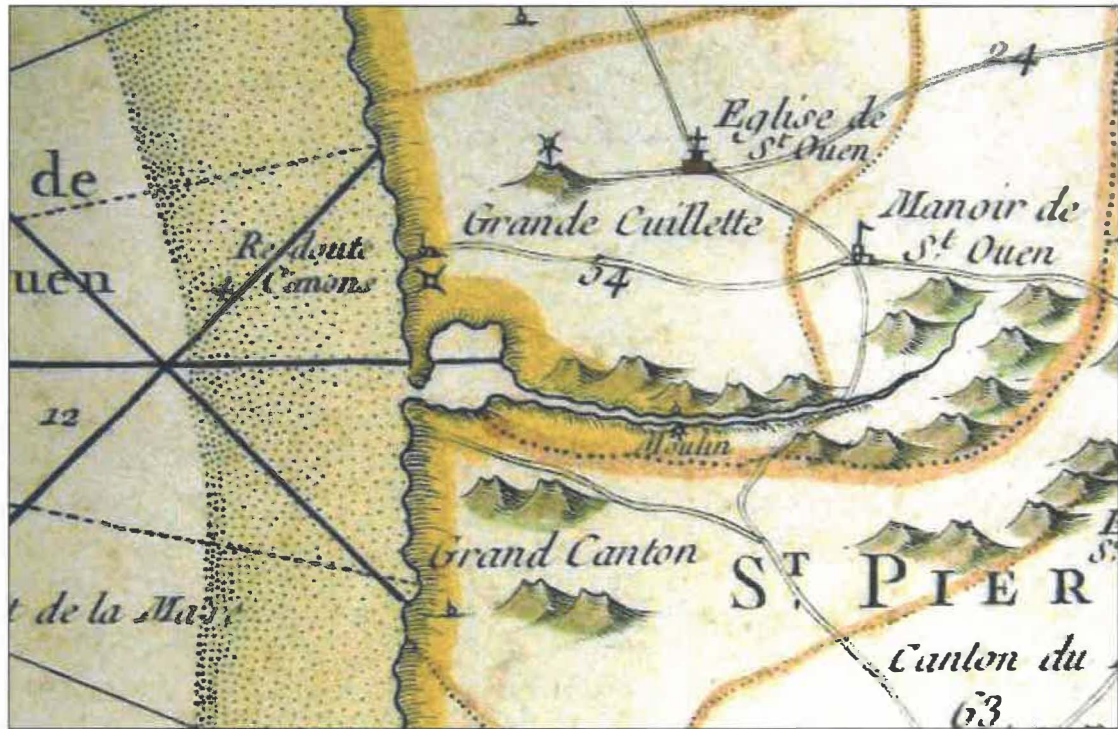
A.i

Map of Jersey showing major roads, reefs, manors and churches by Chevalier Jean de Beaurain (1696-1772) Engineer and Royal Geographer in 1757
(Jersey Archive ref: L/F/120/A/49)



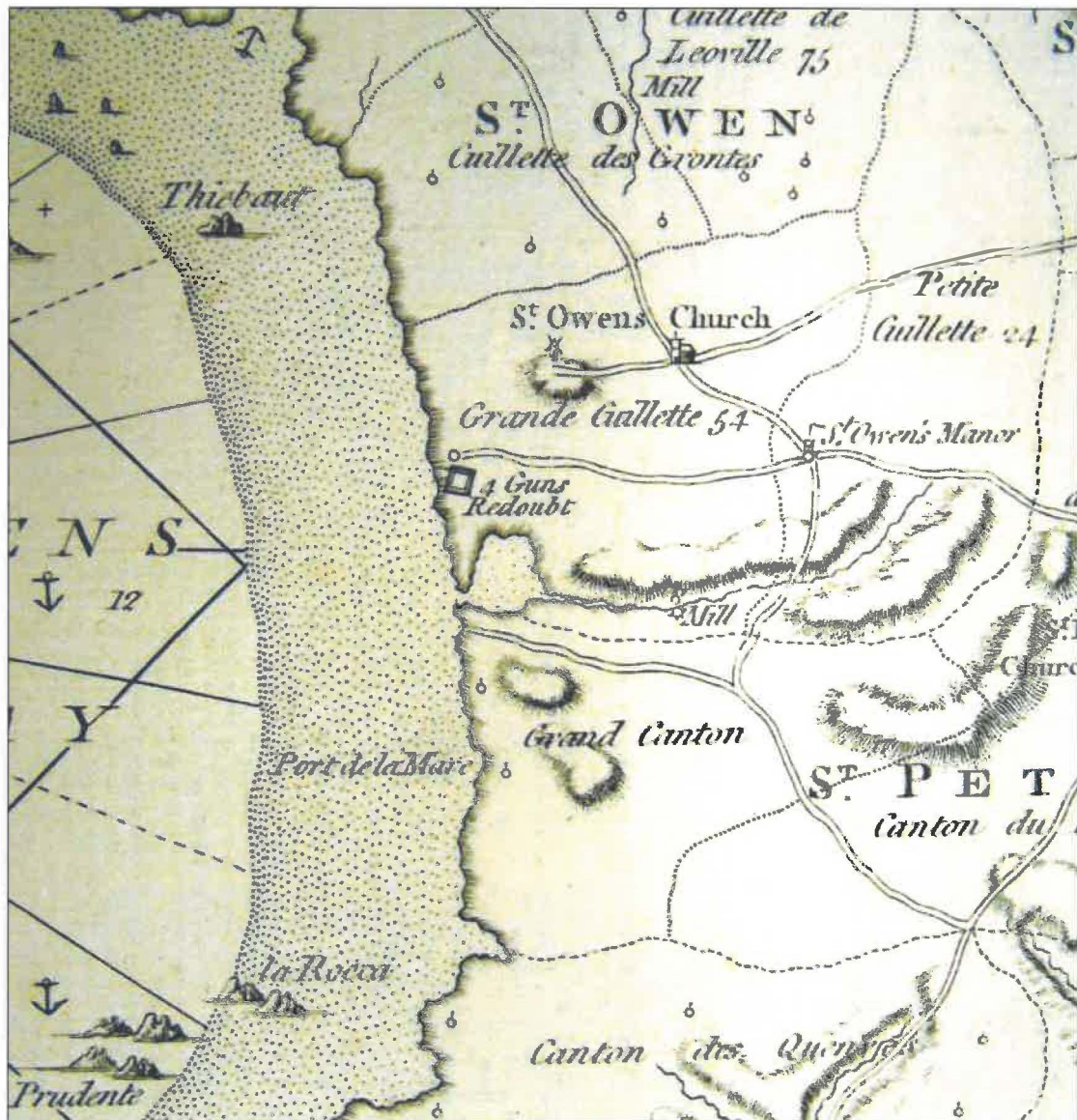
A.ii

Map of Jersey published in 1757 by Jacques Nicolas Bellin after the survey of 1755 by Captain Clement Lempriere (Jersey Archive ref: L/F/120/A/52)



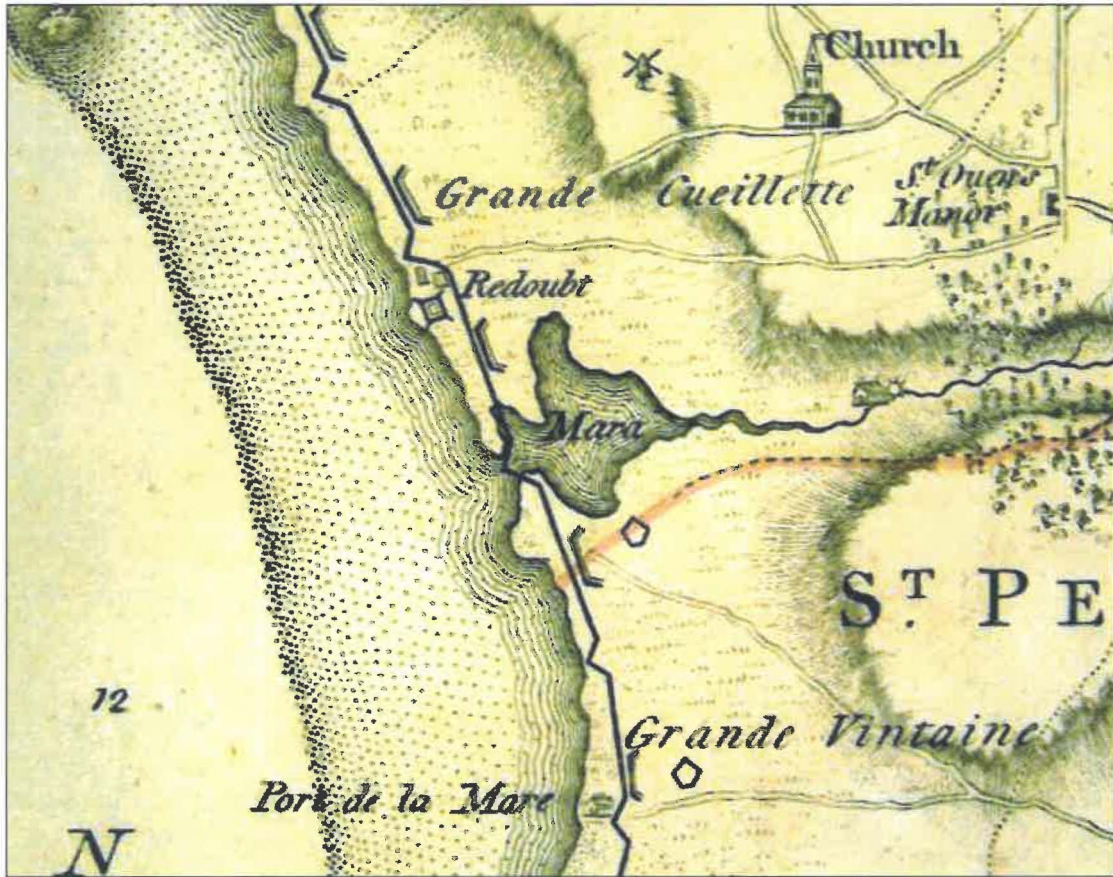
A.iii

Map of Jersey showing main roads, churches and reefs (published in 1779 from the survey by Captain Clement Lempriere) by R Sayer and J Bennett (Jersey Archive ref: L/F/120/A/66)



A.iv

Map with a sketch of the batteries, redoubts and entrenchments raised along the coast for the defence of the Island - engraved by William Faden, Geographer to the King 1781 (Jersey Archive ref: L/F/120/A/72)



A.v

Duke of Richmond map of Jersey (surveyed from 1787 , published in 1795)
(Jersey Archive ref: D/AL/A2)



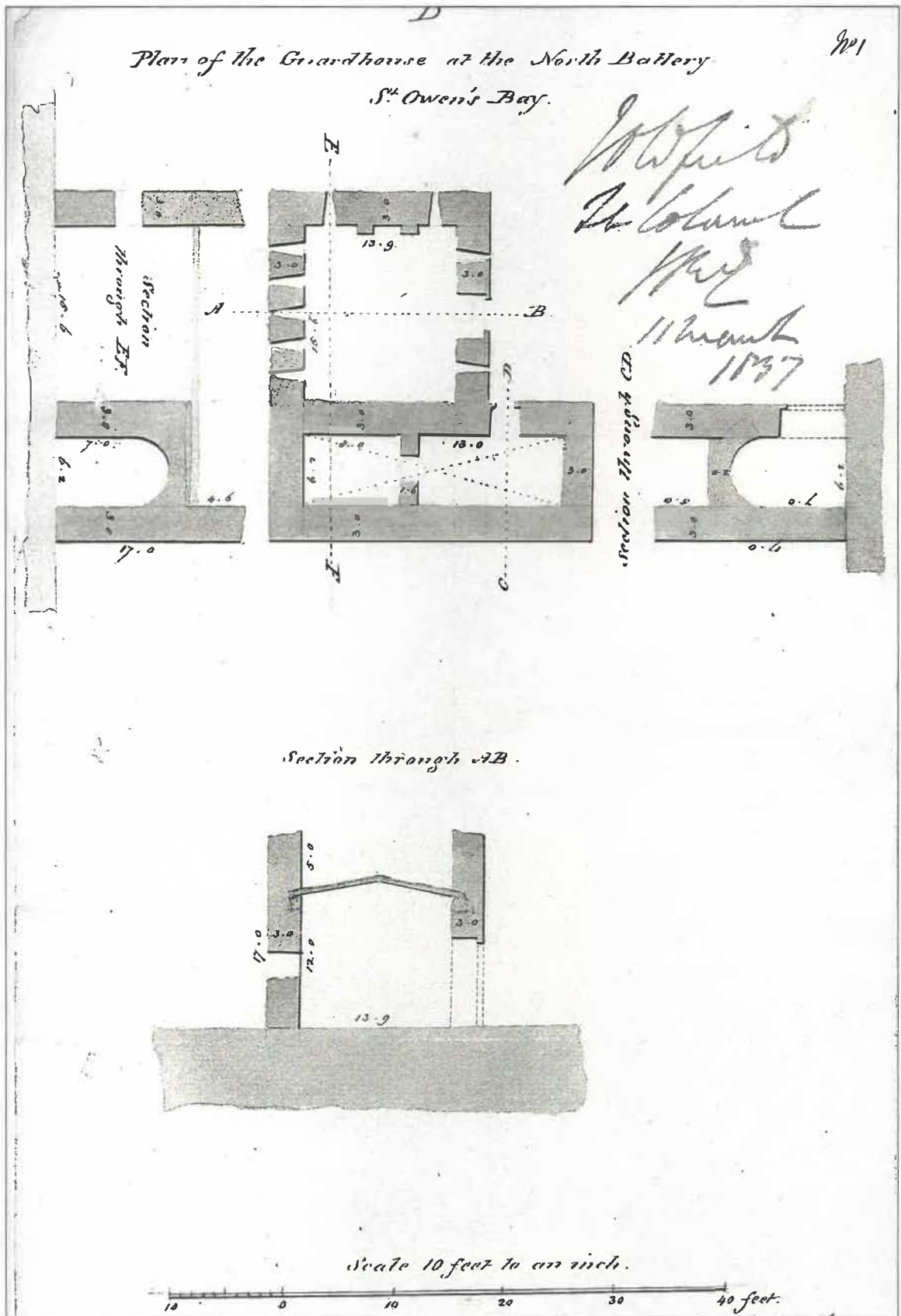
A.vi

Map of Jersey showing defences around the coast, water mills, vintaines, bays, major roads and reefs. Engraved by Samuel John Neele from a survey carried out to illustrate William Plee's Account of Jersey, published in 1817 (Jersey Archive ref: L/F/120/A/100)



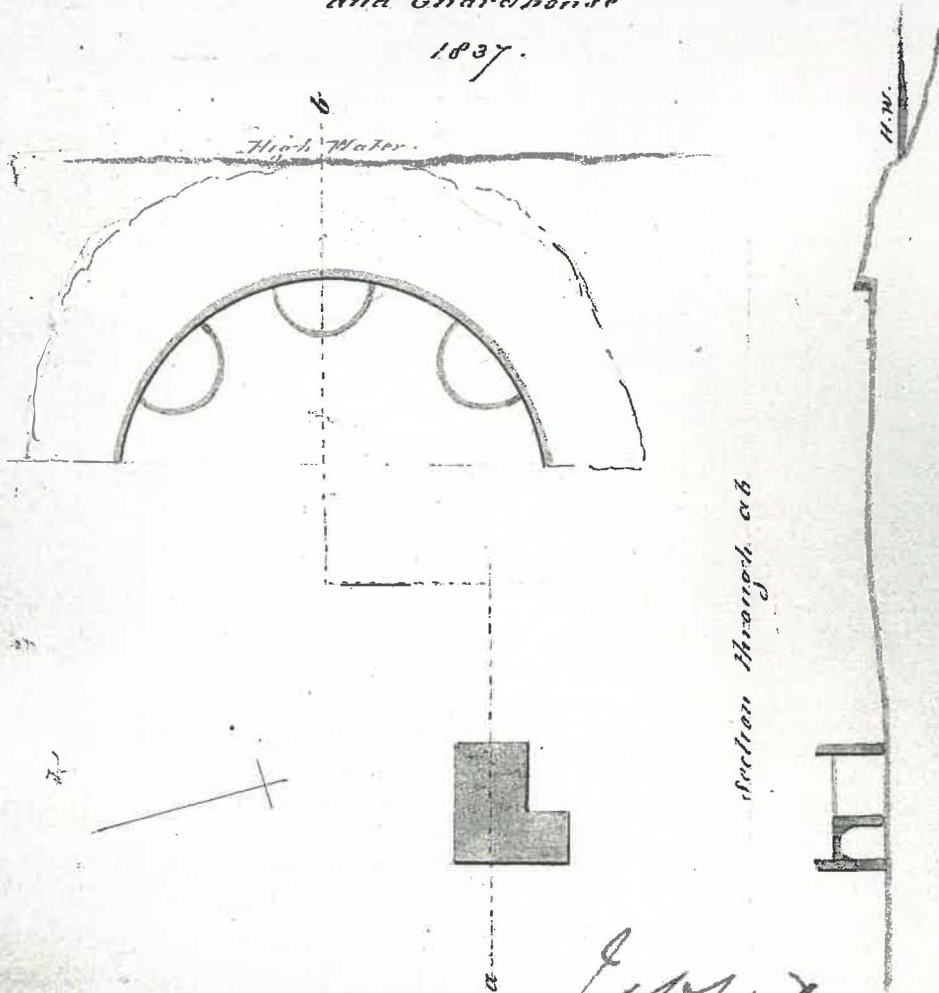
A.vii

Plan of the Guardhouse at the North Battery &
Plan and Section of the North Battery and Guardhouse, 1837
(Société Jersiaise Library ref: M20)



*St. Owen's Bay
Plan and Section of the North Battery
and Guardhouse*

1837.



*J. J. Smith
Lt Colonel
Cork Regt
11 March 1837*

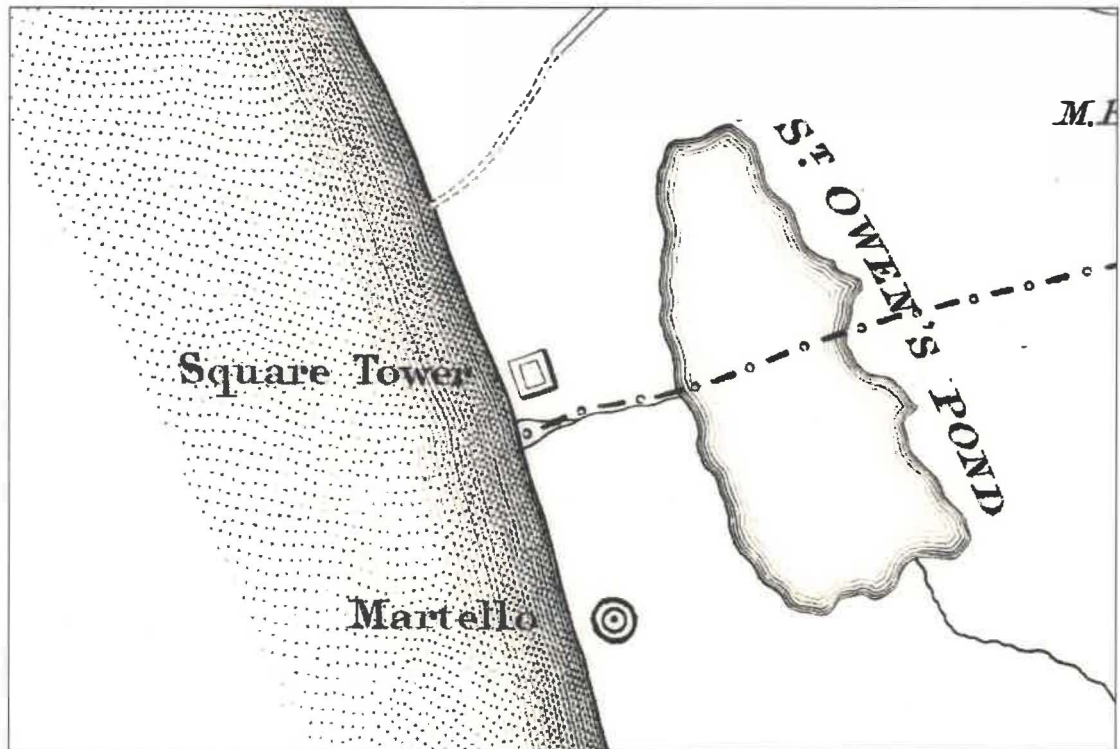
40 0 40 80 120 160 ft

Scale 40 ft to an inch.

*Geo. Aldrich
J. J. Smith*

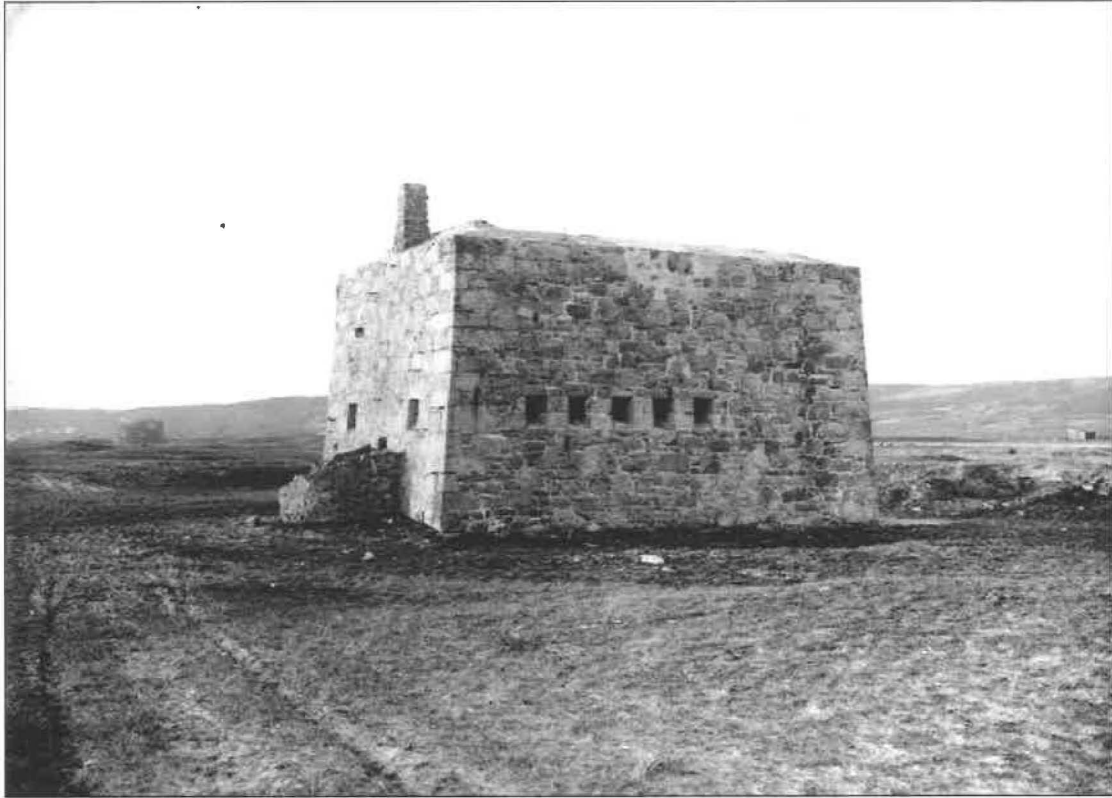
A.viii

Map of Jersey by Hugh Godfray published in 1849, after a survey
by Elias Le Gros, engraved by James Welland
(Jersey Archive ref: L/F/120/A/107)



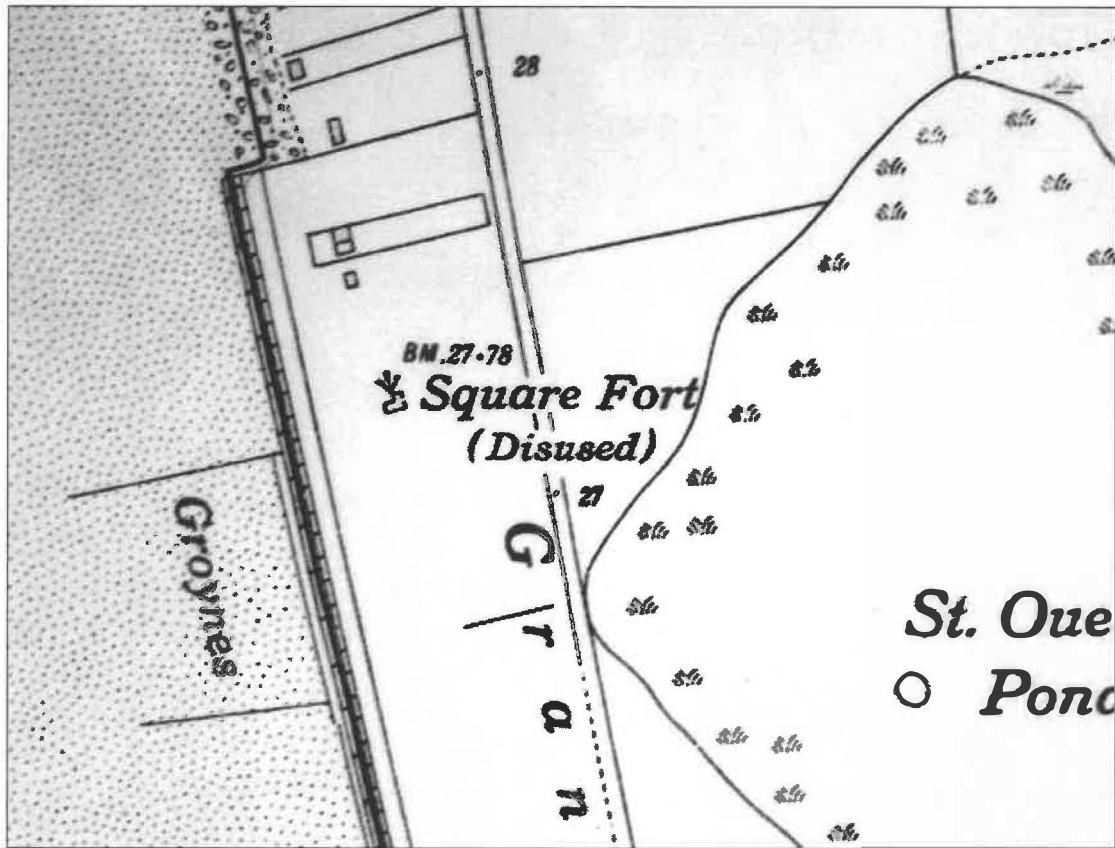
A.ix

Square Tower (undated)
(Société Jersiaise Photographic Collection ref: SJPA/005748)



A.x

Ordnance Survey Map of Jersey, 1935
(Jersey Archive ref: D/Z/L/8/7)



A.xi



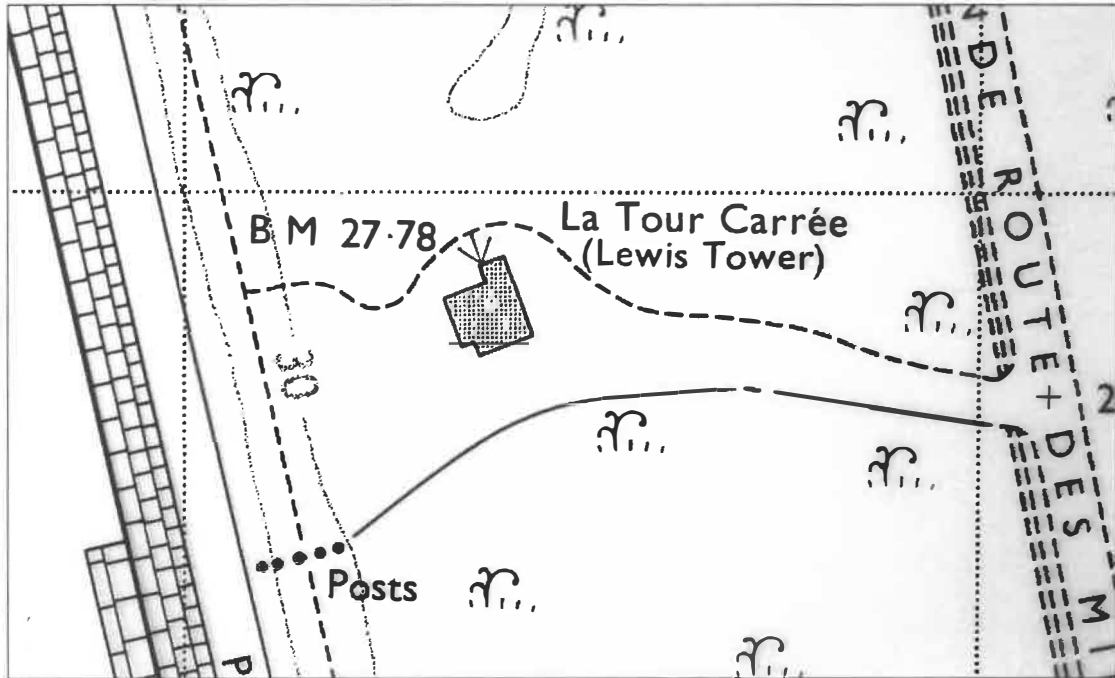
**North Battery excavation showing trench with three gun pintles by R Mayne, 1978
(Société Jersiaise Photographic Collection ref: SJPA/007915)**



**Close up of gun pintle by Richard Mayne, 1978
(Société Jersiaise Photographic Collection ref: SJPA/007918)**

A.xii

Ordnance Survey Map of Jersey, 1981
(Jersey Archive ref: L/F/70/A/169)



A.xiii

Photographs, 1989-2006
(Historic Buildings Register ref: OU0159)

~~Lewis Tower~~
La Tour Carrée
La Grande Route des Molles
St Men

1

100 Ref:
11711



neg 35

La Tour Carré
La Grande Route des Mielles
St Ouen

1



La Tour Carrée
La Grande Route des Muelles
St Ouen

1



La Tour Carrée 1
La Grande Route des Mielles
St Omer



La Tour Carrée
La Grande Route des Muelles
St Ouen

1



La Tour Carré
La Grande Route des mielles
St Ouen

1





②

1/7



④

1/4

La Tour Carrée
2006



south west elevation



detail of roof and chimney

La Tour Carrée
2006



detail of gun embrasure on west wall



detail of gun embrasures on south wall

La Tour Carrée
2006



north-west elevation



north elevation showing batter of walls

La Tour Carrée
2006



door into magazine (left) and door into guardroom (right)



detail of gun embrasures defending doorways

La Tour Carrée
2006



south-east elevation



site of North Battery

La Tour Carrée - Guardroom
2006



doorway to guardroom

La Tour Carrée - Guardroom
2006



west wall showing corbelled fireplace and gun embrasure



detail of corbelled fireplace

La Tour Carrée - Guardroom
2006



south and west walls showing gun embrasures



north wall showing gun embrasures overlooking doorways

La Tour Carrée - Guardroom
2006



south and north walls showing beam sockets

La Tour Carrée - Guardroom
2006



east wall separating the guardroom from the magazine

La Tour Carrée - Guardroom
2006



north-east and south-east corners

La Tour Carrée - Magazine Store
2006



detail of entrance doorway

La Tour Carrée - Magazine Store
2006



outer cell looking towards entrance door

La Tour Carrée - Magazine Store
2006



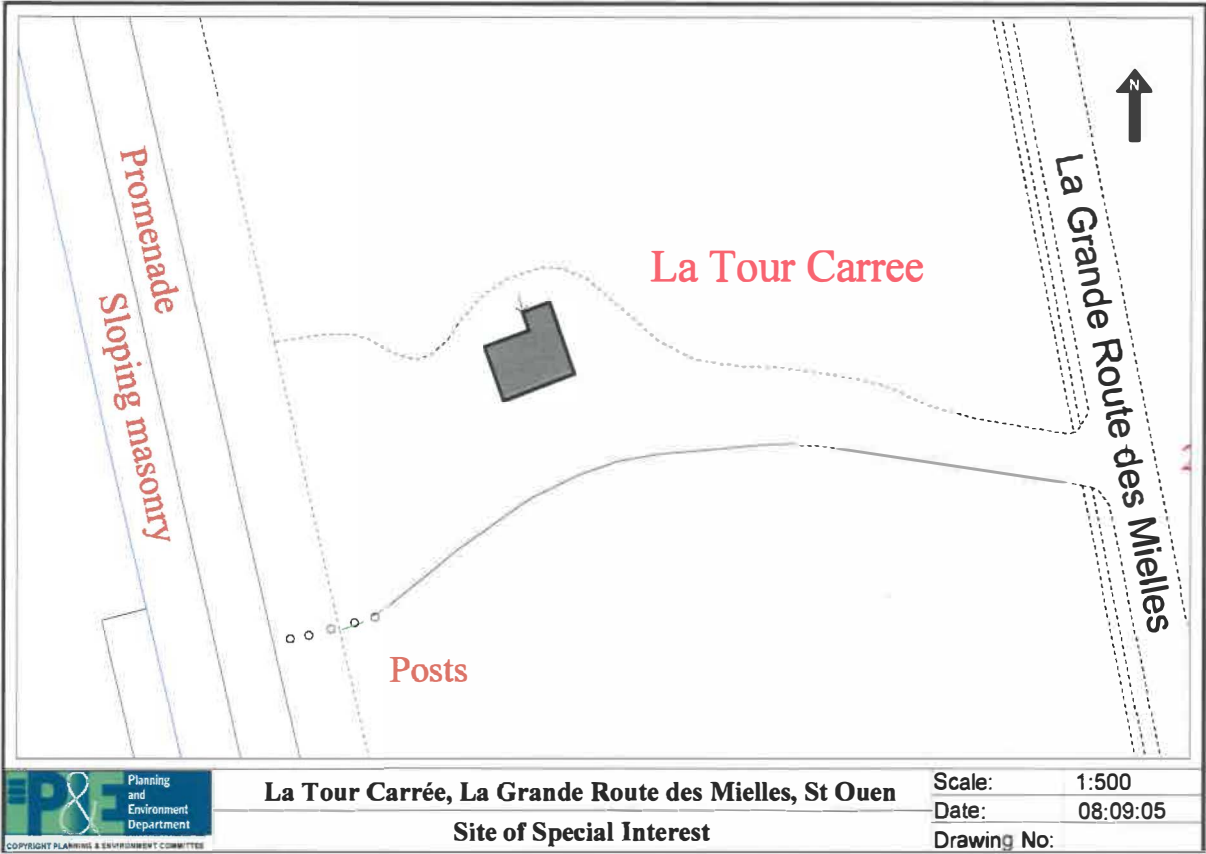
outer cell showing brick vault and door to inner cell

La Tour Carrée - Magazine Store
2006



enclosed inner cell showing brick vault with detail of niches
and baffled ventilation slots

Appendix B
Site of Special Interest draft designation



PLANNING AND BUILDING (JERSEY) LAW 2002

ANNEX to NOTICE OF INTENTION

La Tour Carrée

In amplification of the requirement of;

- Article 51 Paragraph 3(a) to show in relation to each site included on the List which one or more of the special interests set out in paragraph (2) attaches to the site;
- Article 51 Paragraph 3(b) to describe the site with sufficient particularity to enable it to be easily identified and;
- Article 51 Paragraph 3(d) to specify any activity, referred to in Article 55 Paragraph (1), which may be undertaken on the site without the Minister's permission;

the following description supports the Minister for Planning and Environment's view that the site known as **La Tour Carrée**, which building is situated at **La Grande Route des Mielles** in the **Parish of St Ouen** is of special **archaeological, architectural and historical** interest, where there are no activities, specified by Article 55 Paragraph (1), which may be undertaken without the Minister's permission.

Abbreviated Description: Fortified guardhouse (in the style of a blockhouse) built circa 1778.

Expanded Description: La Tour Carrée is built on the coast of St Ouen's Bay in front of St Ouen's Pond. It is a fortified guardhouse (in the style of a blockhouse) built circa 1778.

It was built as part of the programme of increased fortification of the Island's coast in response to the threat of French invasion in the later eighteenth and early nineteenth century.

The guardhouse is single-storey, L-plan comprising a square guardroom on the seaward side with an adjoining rectangular magazine store to the rear. It has battered outer walls of squared and rubble granite with dressed granite openings and quoins. There is a mono-pitch roof behind a masonry parapet.

The seaward (west) elevation of the guardroom is painted black and white as a navigational aid. There is a pair of square gun embrasures placed either side of an internal fireplace. A brick wall - on which sits a small brick chimneystack with stout pot - rises above and behind the parapet.

The south elevation has a row of five square gun embrasures.

The north side of the building is L-shaped. There is a brick arched doorway into the guardroom with a pair of square gun embrasures to one side. A square headed doorway into the magazine store sits at a

right angle to this on the projecting section of the magazine stores.

The landward (east) elevation has no openings (being the rear wall of the magazine store).

The interior is divided into a guardroom and magazine.

The doorway into the guardroom is of dressed granite with a brick arch and large timber lintel (reinforced with a thinner concrete lintel of apparently later date). There is a granite threshold and the doors are modern. The interior of the guardroom is now a single space open to the roof but physical evidence – such as beam pockets – shows that there was originally a ceiling. The walls are of squared and rubble granite with a course of brickwork just above ceiling height. There are gun embrasures on the west, south and north walls – all of dressed granite. The floor is concrete.

On the west wall is a granite fireplace with a pair of projecting moulded corbels, single span lintel and granite hood (although some stones have been displaced). There is a small niche by the right hand corbel.

The east wall separates the guardroom from the magazine (there is no internal access between the two although a rough hole has been punched through the wall in recent years).

Above the ceiling line the walls slope down to the east to take a mono-pitch roof. The roof is now modern timber boarding with some earlier timber joists supported off thin steel beams. The roof slope continues over the top of the magazine.

The doorway into the magazine store is of dressed granite with a pair of granite lintels. There is a niche within the reveal. The interior of the magazine store is arranged into two cells – both have squared and rubble granite walls with a brick vault and earth/sand floors.

The doorway accesses an outer entrance cell beyond which is an internal doorway of dressed granite, through which access is gained to an enclosed inner cell. There are several niches set into the walls – some being baffled ventilation slots.

The building has been variously known as La Tour Carrée, Square Fort, Square Tower and Guardhouse at North Battery.

The site is within St Ouen's Bay – many parts of which preserve a prehistoric landscape beneath the sands. Evidence has also been recorded of a submerged Neolithic forest and coastal peat deposits on the foreshore. Partial remains of the North Battery exist beneath the shingle and promenade.

**Additional
References:**

- Jersey Heritage Trust (2006) *La Tour Carrée Conservation Statement*
- Brown A & Lane B (2004) *Jersey's Historic Coastal Fortifications, 1700-1850* Environment & Public Services Committee

Owner:

**The Public of the Island of Jersey
c/o Minister for Treasury and Resources
Property Holdings
23 Hill Street
St Helier
JE2 4UA**

26 July 2006

Appendix C

Glossary of building conservation terminology

Extract from section 4 of BS 7913:1998 *Guide to the principles of the conservation of historic buildings* (BSI, 1998):

NOTE. *The terms defined are those which can be regarded as having precise or technical meanings in the context of building conservation. No definitions are offered for such general terms as refurbishment, rehabilitation or renovation.*

alteration

Work the object of which is to change or improve the function of a building or artefact or to modify its appearance.

archaeology

Scientific study and interpretation of the past, based on the uncovering, retrieval, recording and interpretation of information from physical evidence.

NOTE 1. *Archaeological evidence in buildings is as likely to be visible or concealed in the superstructure as below the ground.*

NOTE 2. *Archaeological investigation can be destructive.*

conservation

Action to secure the survival or preservation of buildings, cultural artefacts, natural resources, energy or any other thing of acknowledged value for the future.

NOTE. *Where buildings or artefacts are involved, such actions should avoid significant loss of authenticity or essential qualities.*

conservation area

Area of special architectural or historic interest, the character or appearance of which is desirable to preserve or enhance.

conversion

Alteration, the object of which is a change of use of a building or artefact, from one use or type to another.

design

Abstract concept of a building or artefact. It can exist in the mind or on paper and if realised, it can be represented in the building or artefact itself.

NOTE. *The design of a building can be original and unaltered, or it can be a composite made up of a series of successive designs.*

fabric

Physical material of which a building or artefact is made.

NOTE. *Its state at any particular time will be a product of the original design and of everything to which it has been subject in the course of its history, including deliberate alterations based on well considered secondary or subsequent designs, careless changes, the effects over time of weather and use, damage and decay.*

intervention

Any action which has a physical effect on the fabric of a building or artefact.

maintenance

Routine work necessary to keep the fabric of a building, the moving parts of machinery, grounds, gardens or any other artefact, in good order.

preservation

State of survival of a building or artefact, whether by historical accident or through a combination of protection and active conservation.

protection

Provision of legal restraints or controls on the destruction or damaging of buildings or artefacts, natural features, systems, sites, areas or other things of acknowledged value, with a view to their survival or preservation for the future.

NOTE. Any intervention or work likely to affect the essential qualities of a building or its character, land or anything which is legally protected would normally require a consent to be obtained through a procedure established by the relevant legislation.

rebuilding

Remaking, on the basis of a recorded or reconstructed design, a building or part of a building or artefact which has been irretrievably damaged or destroyed.

reconstruction

Re-establishment of what occurred or what existed in the past, on the basis of documentary or physical evidence.

NOTE. The strength of this evidence determines how accurate or hypothetical the reconstruction is.

repair

Work beyond the scope of regular maintenance to remedy defects, significant decay or damage caused deliberately or by accident, neglect, normal weathering or wear and tear, the object of which is to return the building or artefact to good order, without alteration or restoration.

NOTE. Most repair work should be anticipated and planned, but occasionally it can be required in response to a specific event, such as a storm or accident.

replication

Making an exact copy or copies of a building or artefact.

restoration

Alteration of a building, part of a building or artefact which has decayed, been lost or damaged or is thought to have been inappropriately repaired or altered in the past, the objective of which is to make it conform again to its design or appearance at a previous date.

NOTE. The accuracy of any restoration depends on the extent to which the original design or appearance at a previous date is known, or can be established by research.

reversibility

Concept of work to a building, part of a building or artefact being carried out in such a way that it can be reversed at some future time, without any significant damage having been done.

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1. INTRODUCTION

- 1.1** In the absence of statutory guidance the Jersey Heritage Trust has developed its own protocol for archaeological work.
- 1.2** The purpose of this document is to set out the methods to be employed and the standards to be achieved when undertaking works of an archaeological nature at JHT sites.
- 1.3** The protocol mirrors standard practice in England and encompasses the draft *Supplementary Planning Guidance – The Historic Environment*.

2. STATUTORY, POLICY AND ADVISORY FRAMEWORK

2.1 Planning and Building (Jersey) Law 2002 Sites of Special Interest

Under Articles 51 and 52, the Minister for Planning and Environment may designate as Sites of Special Interest, buildings and places of public importance by reason of special zoological, botanical, archaeological, architectural, artistic, cultural, geological, historical, scientific or traditional interest.

Designation provides legal protection under Articles 54 and 55 against certain operations and activities on sites of special interest including the use or operation of a device designed or adapted to detect or locate metal or minerals in the ground, and any activity which might injure or deface the site or a part of the site. SSI Permission is required from the Minister of Planning and Environment for any of the stated operations and activities.

The sites and monuments in the care of the JHT are either designated as Sites of Special Interest (SSI) or registered as proposed Sites of Special Interest (pSSI). Whichever the case all sites will be treated as designated.

2.2 Jersey Island Plan (2002) - Policies relevant to Archaeology

- G11 Sites of Special Interest
- G12 Archaeological Resources
- G13 Buildings and Places of Architectural and Historic Interest

2.3 Draft Supplementary Planning Guidance – The Historic Environment

The SPG provides support to the policy framework set out in the Jersey Island Plan 2002 and is intended to ensure that the historic environment, including the archaeological and built heritage, is a material consideration in planning decisions, that those decisions are

informed and reasonable, and that the impact of development on the historic environment is sustainable.

2.4 International Conventions – Jersey has ratified the Convention for the Protection of the Architectural Heritage of Europe (Granada 1985) and the European Convention on the Protection of the Archaeological Heritage (Revised) (Valletta 1992).

The conventions place obligations on member states to introduce legislative, policy and other measures to protect the archaeological and architectural heritage.

2.5 Other Guidance – It is the intention of the JHT to take into account best current practice from other jurisdictions especially English Heritage, Institute of Field Archaeologists, Council for British Archaeology etc. (see bibliography).

2.6 Conservation Plans – Work must be considered in the light of policies set out in Conservation Plans which provide site-specific guidance.

3. DESK-BASED ASSESSMENT (DBA)

3.1 A programme of assessment of the known or potential archaeological resource. It consists of a collation of existing written, graphic, photographic and electronic information in order to identify the likely character, extent, quality and worth of the known or potential archaeological resource. This will inform the requirement for, and scope of, any non-intrusive or intrusive surveys.

3.2 On a large complex site like Mont Orgueil Castle a phased programme of evaluation is adopted, with each stage informing the next.

3.3 The DBA should be submitted to the Planning department who will decide whether further information is needed in order to make an informed decision regarding the archaeological resource.

3.4 All work should be carried out with reference to the IFA *Standard and Guidance for Archaeological Desk-Based Assessment*.

3.5 Consultation

The JHT aims to ensure involvement and support from those other organisations which have an interest in the project.

3.6 SSI permissions are automatically referred to the Archaeology Section of the SJ for comment.

3.7 Also consideration is given at this stage to seeking any additional academic guidance needed.

4. MITIGATION PLAN

- 4.1** This is required to demonstrate that primary consideration has been given to mitigating loss by the appropriate design of foundations and other interventions prior to determination.
- 4.2** Where archaeological remains are present but preservation *in situ* is not appropriate, we must make appropriate provision for the implementation of a programme of archaeological investigation in accordance with the specification produced by the Planning Committee.

5. PROJECT DESIGN

- 5.1** Required to submit a project design to the planning department. This comprises a comprehensive document describing the background to the project, listing aims and objectives, describing the methodologies and resources to be employed and the form of reporting and archiving (EH 1991). The project design will also include appropriate risk assessment(s).
- 5.2** Project designs are to be produced for each stage of evaluation/mitigation works in response to a brief/specification produced by the planning department.

6. METHODS STATEMENT

- 6.1** The proposed data collection methods should be described, making clear why those advocated are the most appropriate and will best ensure that the data collected can fulfil the projects aims.

7. ARCHAEOLOGICAL EXCAVATION

- 7.1** Excavation will examine and record the archaeological resource within a specified area (usually areas that contain significant archaeological deposits, but do not warrant preservation *in situ*) using appropriate methods and practices. These must satisfy the stated aims of the project (Project Design) and detailed in the brief/specification produced by the planning department.
It will result in one or more published accounts and an ordered, accessible archive.
- 7.2** A unique site code is issued by the JHT.
- 7.3** All work should be carried out with reference to the IFA *Standard and Guidance for Archaeological Excavation* (1995, revised 2001).

8. ARCHAEOLOGICAL WATCHING BRIEF

- 8.1** In some cases where pre-determination evaluation has shown that archaeological remains are expected to be sparse, poorly preserved and are not significant enough to require preservation *in situ* or by detailed investigation and record, the Planning department may still require archaeological monitoring to be undertaken. The scale and scope of archaeological monitoring can vary according to circumstances and are subject to a brief provided by the department.
- 8.2** In certain circumstances remains found during a watching brief may require detailed investigation, analysis, publication and archiving.
- 8.3** On completion of the watching brief a programme of post-excavation will be undertaken, culminating in the publication of the results of the investigations and deposition of the site archive.
- 8.4** All work should be carried out with reference to the *IFA Standard and Guidance for Archaeological Watching Brief* (1994, revised 2001).

9. BUILDING INVESTIGATION AND RECORDING

- 9.1** Preservation by record will be required by condition (planning) where features of interest are likely to be exposed during the works or where damage is unavoidable, or in the case of the removal or covering up of features. The mitigation will be a full written and graphic record of the investigation.
- 9.2** The work will be undertaken by properly experienced archaeologist/building investigators and conducted according to a brief agreed with the Planning department.
- 9.3** The product of the investigation and recording of the building will be an illustrated report and published account of any discoveries
- 9.4** All work should be carried out with reference to the *IFA Standard and Guidance for the archaeological investigation and recording of standing buildings or structures*.

10. POST-EXCAVATION

- 10.1** On completion of the fieldwork a programme of post-excavation will be undertaken, culminating in the publication of the results of the investigations and deposition of the site archive.

10.2 A post excavation assessment should be carried out after completion of the fieldwork and site archive to access the potential for further analysis and publication.

10.3 Proposals for work to be carried out will be expressed as an updated project design

11. COLLECTION, DOCUMENTATION, CONSERVATION AND RESEARCH OF ARCHAEOLOGICAL MATERIAL.

11.1 All finds and samples should be treated in a proper manner and to standards agreed by the JHT.

11.2 JHT must make available a copy of its Acquisition Policy and Collection Management Plan. This will include recommendations on the content and presentation of the archive, the selection and retention of material, standards for documentation, packaging and conservation requirements, storage grants to be charged and arrangements for transfer of ownership and copyright issues.

11.3 The Curator of Archaeology to be responsible for all archaeological finds.

11.4 At the end of each investigation artefacts and samples to be taken off site by the Curator of archaeology – usually to La Hougue Bie.

11.5 The Curator of Archaeology to arrange for appropriate cleaning, marking and storage, with the assistance of the Société Jersiaise Archaeology Section.

11.6 The Project Archaeologist/Curator of Archaeology to inform the JHT Conservator of any conservation requirements.

11.7 All work should be carried out with reference to the IFA *Standard and Guidance for the collection, documentation, conservation and research of archaeological material*. Best practice is also represented in the UKIC Conservation Guidelines No 2 and English Heritage Centre for Archaeology Guidelines.

12. PUBLICATION AND DISSEMINATION

12.1 Technical reports detailing the results of the various stages of evaluation will be required for approval by the Planning department. A programme of appropriate analysis and publication will form part of that requirement.

This is likely to take the form of an Assessment report and updated project design. A summary of the result will be required for inclusion in the Heritage Environment Database.

- 12.2** The JHT will seek to ensure the prompt dissemination of all work. The project archaeologist is responsible for the analysis and publication of the data. While exercising this responsibility they shall enjoy consequent rights of primacy. However failure to prepare or publish the results within 10 years of completion of fieldwork shall be construed as a waiver of such rights.
- 12.3** There is a presumption in favour of publication locally (*Ann. Bull. Soc. Jersiaise*).
- 12.4** Consideration will also be given to more wider publications, through the JHT website and exhibitions.

13. ARCHIVE DEPOSITION

- 13.1** JHT must make provision for the archival storage of artefacts retrieved during archaeological investigation together with associated written and drawn archives.
- 13.2** A copy of all reports should be deposited with the Planning department for the Heritage Environment Database, SJ Library and the SJAS library.
- 13.3** The archive must be treated and packed in accordance with requirements of the JHT Curator of Archaeology, Conservator and Archivist.

14. STAFF AND VOLUNTEERS

- 14.1** All staff including volunteers must be suitably qualified and experienced for their project role.
- 14.2** All staff and volunteers must be fully briefed and aware of the work required under the specification and must understand the aims and methodologies of the project.
- 14.3** The site director should preferably be a corporate member of the IFA or equivalent.
- 14.4** The JHT Site Resource Officer will maintain a digital photographic archive of all works in progress.

15. HEALTH AND SAFETY

- 15.1** All work is to be carried out in accordance with the latest Health and Safety legislation and good practice.

16. REFERENCES

- The Island Planning (Jersey) Law, 1964, as amended
- Island Plan Policies G11, G12, G13
- Supplementary Planning Guidance – The Historic Environment (draft)
- Granada Convention 1985
- Valetta Convention 1992
- Institute of Field Archaeologists 1994 *Standards and Guidance, By-Laws*
- Institute of Field Archaeologists 1986 *Code of Conduct*
- Institute of Field Archaeologists *Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology*
- Institute of Field Archaeologists 1992 *Guidelines for Finds Work*
- English Heritage *Management of Archaeological Projects 1991*
- Museums and Gallery Commission 1992 *Standards in the Museum Care of Archaeological Collections.*
- Society of Museum Archaeologists 1992 *Guidelines on the Selection Retention and Display of Archaeological Collections.*
- Society of Museum Archaeologists 1995 *Towards an Accessible Archaeological Archive*
- Museum Documentation Association and Society Museum Archaeologists 2000 *Standards in Action : Working with Archaeology*
- United Kingdom Institute for Conservation 1990 *Guidelines for the Preparation of Excavation Archives for long-term storage.*
- Association of County Archaeological Officers 1993 *Model Briefs and Specifications for Archaeological Assessments and Field Evaluations*
- Association of Local Government Archaeological Officers 1997 *Analysis and Recording for the Conservation and Control of Works to Historic Buildings*
- Clark, K 1999 *Conservation Plans in Action*
- Clark K 2001 *Informed Conservation*
- ICOMOS 1990 *Guide to Recording Historic Buildings*
- Museum of London 1990 *Archaeological Site Manual*
- Dixon, P & Kennedy, J 2002 *Mont Orgueil Castle Conservation Plan*
- Jersey Heritage Trust *Mont Orgueil Castle Development Strategy*
- Council for British Archaeology - *Various fact sheets*