

PROGRAMME OF HISTORIC BUILDING RECORDING

Level 1 – Historic England Guidance (HEAG099)

Site

Bowden Hall - The Stables and Coach House
Bowden Lane
Chapel-en-le-Frith
Derbyshire
SK23 0QP

Applications:

HPK/2025/0074 - Full Planning Permission

HPK/2025/0075 - Listed Building Consent

This Programme is submitted in discharge of Condition 2 attached to the above permissions.

1. Professional Standards

The recording will be undertaken in accordance with:

- Historic England - *Understanding Historic Buildings: A Guide to Good Recording Practice* (2016), Level 1
- ClfA (2014) Standard and Guidance for the archaeological investigation and recording of standing buildings
- Local Plan Policy EQ7
- NPPF Chapter 16
- Section 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990

2. Purpose of Recording

The purpose of the recording is to create a proportionate archival record of the Stables and Coach House prior to further implementation of the approved conversion works.

The record will include those elements of historic fabric affected by the approved works and will provide:

- A basic visual record of the building
- Identification of its location, type, age and character
- A photographic archive of its external form and key features
- A basic understanding of the building's form and function, and any apparent phases of development observable through superficial inspection

The recording will be descriptive rather than analytical, consistent with Level 1 standards

3. Scope of Recording

The recording will be undertaken in accordance with Section 5.1 of Historic England guidance (Level 1).

The scope will include:

- General views of the building in its setting
- Recording of all external elevations
- Limited internal inspection where access permits
- Identification of notable architectural features

No intrusive investigation will be undertaken.

No additional measured survey drawings will be produced.

4. Methodology

4.1 Written Record

The written record will comprise:

- Full postal address
- National Grid Reference
- Confirmation of statutory designation
- Date of recording
- Name and professional credentials of recorder
- Location of archive material
- Summary description identifying:
 - Building type and historic function
 - Construction materials
 - Roof form
 - Openings and architectural character
 - Apparent development phases where readily observable

The account will be factual and based on visual inspection.

4.2 Photographic Record

The photographic survey will comprise:

- General contextual views
- Full coverage of all external elevations
- Oblique views showing form and massing
- Overall views of principal internal spaces where accessible
- Representative images of significant architectural features

Where detail photographs are taken, a graduated metric scale will be included where appropriate.

All photographs will:

- Be digitally captured using professional-grade equipment
- Be uniquely numbered
- Be recorded in a photographic register detailing:
 - Photo number
 - Location
 - Direction of view
 - Description

Photograph locations and directions of view will be marked on plans.

Photography will be undertaken using:

- Canon EOS R5 full-frame digital camera (45 megapixel resolution)
- Canon RF 24–105mm lens

Digital image files will be retained at full resolution and supplied in a format acceptable to the Historic Environment Record.

All images will be clear, adequately lit, in focus and suitable for archive purposes.

4.3 Drawn Record

In accordance with Level 1 guidance, new measured drawings are not mandatory and are not proposed.

The record will include:

- Site location plan
- Approved 1:100 plans and elevations (as submitted under the above applications) appended for reference and orientation
- Plans annotated to show photographic viewpoints and directions of view

Where necessary, simple non-measured sketches may be prepared to clarify viewpoints or features.

5. Recording Personnel

The historic building recording will be undertaken by: Paul Stanton RIBA FRSA, Director, Guy Taylor Associates

Paul Stanton is a Chartered conservation architect and Fellow of the Royal Society of Arts with over 30 years' experience in the conservation and adaptation of historic buildings. He has led and contributed to nationally significant heritage projects in collaboration with Historic England and local authority conservation teams. His experience includes work on Grade I and Grade II* listed buildings and sites of international importance. He is also an experienced architectural photographer with extensive experience in the photographic documentation of historic buildings for heritage assessment, consent applications and archival purposes. The Level 1 recording will be undertaken and signed off under his direction in accordance with Historic England guidance.

6. Reporting

The completed Level 1 Historic Building Record will comprise:

1. Cover sheet and project details
2. Site location plan
3. Written descriptive account
4. Annotated photographic plates
5. Photographic register
6. Plans showing photographic viewpoints

The document will be prepared in PDF format suitable for digital archiving.

7. Programme

Stage Action

- 1 Submission of this Programme to the Local Planning Authority
- 2 Written approval by the Local Planning Authority
- 3 Site inspection and photographic survey
- 4 Preparation of Level 1 Historic Building Record
- 5 Deposit of completed record with the relevant Historic Environment Record

No works shall commence until written approval of this Programme has been issued.

The completed Level 1 Historic Building Record will be deposited with the relevant Historic Environment Record within one month of written approval of this Programme.

Paul J Stanton RIBA FRSA
Guy Taylor Associates
12th February 2026