



WYAS
**Archaeological
Services**

Zion Chapel

Flockton

West Yorkshire



Building Recording

Report no. 3069
January 2018

Client: Prospect Archaeology



Zion Chapel, Flockton

West Yorkshire

Building Recording

Summary

An archaeological building recording was undertaken on Zion Chapel, a grade II listed nonconformist chapel. It was probably built in 1802 on the edge of the village of Flockton, West Yorkshire and is an exceptionally well-preserved example of its type though some alterations have clearly been made to the original fabric. The chapel is no longer in use and is undergoing conversion to a residence. Planned alterations, including to important features such as the box-pews and a unique double-decker pulpit, necessitated a detailed record prior to the chapel's conversion.



Report Information

Client:	Prospect Archaeology
Address:	Prospect House, Garden Lane, Sherburn-in-Elmet, Leeds
Report Type:	Building Recording
Location:	Flockton
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1 Introduction

Archaeological Services WYAS (ASWYAS) were commissioned by Nansi Rosenberg of Prospect Archaeology to carry out a building survey at the Zion Chapel, Flockton, West Yorkshire. The works were carried out in accordance with a specification, prepared by WYAAS (Appendix 1), in advance of the building's conversion to a dwelling.

Site location and topography

Zion Chapel stands isolated on the western extent of the Village of Flockton, on a south-facing side of a gently sloping valley (Figs 1 and 2). It lies within a long rectangular parcel of land, to the north of Barnsley Road (A637). The chapel itself lies at the northern end of the parcel of land and covers an area of 182m². A small graveyard lies to the south and a small track runs along the eastern edge, providing access to the chapel from the road. A farm lies to the west of the chapel, with residential land to the south-east and open farmland to the north and east.

2 Archaeological and Historical Background

The following background is based on the information found within the specification (Appendix 1).

The Zion Chapel is an early 19th-century nonconformist place of worship and is listed grade II and therefore a heritage asset (National Historic list for England No. 11353850). The chapel is an exceptionally well preserved example of its type although there have clearly been alterations to the original fabric and plan form during its life. The Historic England List entry for the building states that it was erected in 1802, a claim supported by the surviving baptism registers, which begin in that year (West Yorkshire Archive Service: Kirklees, WYK1757).

The chapel is a rectangular structure with a later vestry added to the north end of its west side (not part of the recording project). Its walls are rendered, but the current owner states they are of stone. The roof is stone-slatted. The chapel has first-floor galleries on its east and west sides and at its south end. These are undoubtedly original features, and the gallery pews may well be broadly contemporary. The ground floor has seen considerable reordering at a later date, including the construction of new box pews and the erection of an organ loft at the north end. External decoration is restrained but included pedimented gables with roundels or oculi windows/openings, stone mouldings and architraves, decorative stone surrounds to both principal doors with 'fan' or transom lights and two orders of windows, round headed to ground floor, segmental arched to the first. The western wall has no visible window openings.

Congregational beliefs can trace their origins to the later 16th century when early adherents were prosecuted by the Elizabethan state and members of the faith were amongst the settlers on the Mayflower in 1620. Congregationalists rose to prominence in the Commonwealth Government of England after the Civil Wars but were once again pilloried and excluded from

public office under Charles II. During the 18th century the dissenting religions continued to be excluded from public office but in spite of this Congregationalists were increasingly influential in education, though not the contemporary universities, and the Evangelical Revival of the late 18th century. With a growing reputation and a core belief of self-governing congregations the faith spread in the industrializing northern counties.

Whilst a 'Presbyterian' society existed in Flockton during the late 17th century, the former Zion Chapel originated to serve a later Congregational community and was built in 1802.

The chapel, which has a simple classical inspired symmetrical design, survives in good condition. Major alterations include later single storey vestry, repositioning of the double decker pulpit – to accommodate an organ and later lavatories- and insertion of a reinforcing beam and brick columns to the eastern 'aisle'. The double-decker pulpit, in particular, has been noted as being of particular importance and is unique in the region (Bielby 1978).

To a large extent these developments can be observed and 'read' in the fabric. The relocation of the pulpit, for example appears to be illustrated by the continuation of the balcony to the north and behind its current location. A gap in the coving on the rear wall/ceiling adds strength to this interpretation.

3 Aims and Objectives

The principle aim of the work was to identify and objectively record by means of photographs and annotated measured drawings any items of archaeological and architectural interest prior to the conversion of this 19th-century Congregationalist chapel to a dwelling.

The second aim of the proposed work is to analyse and interpret the chapel as an integrated system intended to perform a specialised function.

4 Methodology

Documentary research

Recorded information on the site was reviewed alongside a rapid map-regression based on available mapping and photographic evidence held by the Local History Library and West Yorkshire Archive Service.

Building recording

A detailed photographic survey of both the internal and external areas of the Zion Chapel, was undertaken in the areas to be affected by the proposed works. All plans and elevation drawings were produced at an appropriate scale, and to the standards laid down in the English Heritage guideline publication *Understanding Historic Buildings: A Guide to Good Recording Practice* (2006).

A photographic record was produced using a medium format, using black and white film, supplemented a number of detailed shots taken of specific architectural and structural elements using a DSLR. The films were processed externally and archival 5”x7” prints made. A full index of the colour and black and white photographic record was made, with the location and direction of each photograph marked on an annotated plan (see Appendix 2). An inventory of the building recording archive is provided in Appendix 3.

Further details of the methodology employed during recording and reporting are provided in Appendix 1. Prior to on-site works, ASYWAS were provided with plans of the church and presbytery that had been recently produced by Acropolis Design Ltd. These plans have been used as the basis for the drawn record (Fig. 3 and 4).

5 General Description and Analysis of Zion Chapel

The following report begins with external and internal descriptions, referenced to the photographic record. These are followed by a discussion which considers the chapel’s broad chronological development in terms of its internal fittings and liturgical arrangements. The locations and directions of the photographs are shown in Figures 9 and 10, and a full list of photographs, with brief descriptions, forms Appendix 2.

External description

The main south façade is symmetrical, with a pedimented gable and oculus in the centre of the gable (Photos 001). The five, 9-light windows illuminating the gallery are segmental-arched and have stone surrounds (Photos 007, 008). Below are three taller windows with similar surrounds but semi-circular arched heads. Between the ground-floor windows are two doorways with architrave, frieze and cornice on carved consoles (Photos 004, 005, 006). The doors are 6-panel and have 4-pane over-lights. They open into lobbies giving access to the ground-floor area of the chapel and to the gallery staircases in the south-west and south-east corners.

The east side wall has fenestration similar to that at the south end, with three segmental-arched windows above three round-headed windows (Photos 002, 010, 011, 012). The west wall has no visible openings, nor any sign of former openings beneath the render (Photo 009). The same applies to the internal face of this wall, which is plastered.

The north gable end has a pedimented gable with oculus similar that at the south end (Photos 013). This oculus is not glazed but contains a wooden shutter set in a wooden frame (Photo 016). Below the gable is a pair of large, round-headed windows similar in form to, but larger than their equivalents in the other walls, and to each side of them smaller 12-light windows in square frames illuminating the side galleries and the spaces below them.

The lower window on the west side of the north gable wall contains a replacement sash window. The entrance to the boiler house is accessed via a flight of steps in the centre of the wall. These lead into an external brick basement room with sloping concrete roof (Photos 15,

17). The basement could not be accessed. The brick pier set against the wall towards its east end (Photo 014) is part of a relatively recent major reinforcement along this side of the building, designed to reduce the roof thrust against the chapel's east wall.

Internal description: ground floor (Figs 3 and 9)

The doorways in the south wall (Photo 001) lead into two symmetrical east and west lobbies with moulded cornices (Photo 065); they contain staircases to the gallery level. The steps are stone up to the half-landing, and timber beyond that point. The wooden handrails and newel posts are original, but the balusters have been almost entirely replaced with metal ones, set at narrower intervals (Photos 019, 023, 069). The stairs are lit by the round-headed windows in the south wall (Photo 020); these seem to have been secured from intrusion by vertical metal bars, the leaded seatings for the bars still visible in the surfaces of the internal window sills (Photo 021).

The lobbies contain the returns of the cast-iron pipes which heated the ground floor (Photo 024 and Fig. 3, marked in red). Their internal doors, leading into the chapel itself, are two-leafed, with 2 panels to each of the two unequal-sized leafs. The larger leaf, towards the centre of the building, is closed automatically by a metal bar with a sprung hinge, the other end of the bar containing a wheel which rolls along a groove in a metal plate fastened to the door (Photo 025). These, and the door handles, are almost certainly original to the doors, though the hooks to hold the doors open could be replacements.

Between the lobbies is a small room, now used for storage but clearly of greater significance originally, as it has, like the present lobbies, a moulded cornice to the ceiling (Photo 066), and a panelled dado. It is entered by a doorway from the east lobby (Photo 068). The room is lit by the central round-headed window in the external wall, and has another round-headed window with obscured glass in the opposite wall, providing borrowed light to the interior of the chapel (Photo 067). It is clear that this space formerly had direct access into the chapel, because the window in the internal wall is set within an archway which has pairs of thin moulded responds with decorated capitals to each side, set against the inner and outer faces of the wall (Photos 051, 067).

The body of the chapel contains three blocks of pews – one in the centre at the south end, and two in the 'aisles' to each side. These were all clearly constructed to the same pattern and installed at the same time; all are numbered (see Fig. 3 for the numbers painted on the doors).

Those in the west aisle are reasonably complete, although obscured by building materials (Photos 030, 031, 032, 034). The doors are wider than those of the earlier gallery pews, perhaps in response to more voluminous dresses worn by mid-19th-century women. The pew doors are numbered in black paint, the brass hinges are small, rounded and pivoted, and the brass latch-plates are probably original, though the latches themselves have been replaced (Photos 028, 033). The north-facing pews are set, not at right-angles to the outer walls, but at an obtuse angle to enable their occupants to turn more easily towards the minister in the

pulpit. The front three pews are set at right-angles to the others, facing the pulpit directly (see Fig. 3).

The east aisle pews are similar to the above, though these have suffered greater disturbance from the brick pillars inserted to support the roof (Photos 045, 046, 047). The south end pews are, however, well preserved and were accessible at the time of the survey. Figure 4 shows the elevation of the side panels and doors of pews 16 and 18, with enlarged details of a hinge and a panel moulding profile. Figure 3, section D-D1 shows the upright forming the front, outside corner of pew 16, with mortices containing the tenons of the panels and recessed straps for the hinge plates. It also shows the book ledge set into the front panel of the pew with its support below.

The pews in the central block are of similar design, except longer, and with an open pew at the front (Photos 051, 052, 053, 054). Three of them also have central dividing partitions, though all have different numbers on their east and west end doors. Pew 9-19 has a floor vent presumably relating to the heating system, which is otherwise formed by pipes running around the block. Other pipes run along the outer sides of the 'aisle' blocks of pews, in the manner shown on Figure 3 (pipes in red).

The fine, double-decker pulpit in front of the central block of pews has panelled fronts and slender colonettes (Photos 039, 040). The inscription on the lower deck is 'This do in Remembrance of Me', Christ's injunction to celebrate communion. The communion rails surround a rectangular area in front of the pulpit (Photo 056). The isolated, repositioned long pew in front of the altar rails (Photo 055) appears to be much later in date. The double decker arrangement was designed to accommodate the preacher in the upper deck and a 'precentor' in the lower. The precentor performed a similar role to that of the clerk in the parish church (Bielby 1978).

The pulpit stands in front of the partitioned space beneath the organ loft, which itself is jettied out in line with the front of the pulpit (Photo 041). The earlier parts of the spaces beneath the loft employ reused wooden panelling (Photos 060, 061), as does the partition wall itself, at its E end (Photos 042, 043, 044). The extent of the panelling suggests that the internal faces of the chapel walls were panelled when it was first erected, and that this panelling was reused when the organ loft and rooms beneath were created.

The stairs to the organ loft, on the west side, seem to be an original feature of this period of reordering (Photos 061, 062); otherwise, the rooms beneath the loft as well as the partition wall dividing them from the body of the chapel, seem to have been much altered in the 20th century. These alterations include the insertion of a suite of lavatories (Photos 063, 064).

The front edges of the galleries above the ground floor pews are supported by slender cast-iron columns: three supporting the west gallery, three the east gallery and two the south end gallery (Photos 026, 027, 035, 036, 037, 054). Their elevation, profile and sections are recorded in Figure 8. They support the base beam running along the front of the galleries, and this beam has hooks fastened in its soffit, including long ones in the soffit of the south end

gallery beam (Photos 048, 049, 050). The hooks may have been used to suspend oil lamps. They were replaced by the metal conduits and light fittings which may indicate gas lighting. These, too have since been replaced by electric lighting.

Internal description: first floor (Figs 5 and 10)

The galleries are fully occupied by tiers of pews, all evidently installed as a single scheme at one time (Photos 087, 088, 089), though some banks of pews had already been displaced by the time of the survey. It seems likely that they were installed at the time when the galleries were erected: there is certainly no indication that there had been any earlier pews at this level. As the galleries were erected at the time the chapel was built, the pews are likely to date to the early years of the 19th century.

The stairs from the ground-floor lobbies and the panelling edging the stairwells seem to be part of the same scheme (Photo 070). The circulation spaces provide the minimum required access to all the banks of pews, with no lost space, as can be seen on Figure 5. Even the triangular-shaped spaces adjoining the stairwells are fully pewed (Photos 071, 072, 083), with seating around all sides of the triangular pews at the north ends of these spaces. The banks of pews are tiered, and a section through the main west side bank appears in Figure 6, A-A1. The seats are supported at intervals by shaped uprights; there are no ledges for books in front of the seating.

The character and construction of the gallery seating panelling is uniform throughout (Photos 077, 080, 081, 086, 090); a typical example is shown in elevation B-B1, in Figure 7 (see Photo 085). All the hinges and other fittings that could be observed were later replacements. Many of the pew front panels exhibited incised graffiti (e.g. Photos 079, 082), probably indicating that the galleries were, at least in later years, used to house younger members of the congregation.

The pew doors had borne numbers in oval cartouches, but these had subsequently been varnished and painted over at various times, and the few that were identified were located more by touch than by sight. In only one case was a number (33) just visible (see Fig. 5), and here the conditions were such as to make it impossible to photograph. The style of these two numbers is, however, consistent with an early 19th-century date, and the use of an oval cartouche is also consistent with that date (comparable, for example, with those containing the shop numbers in the late 18th-century Piece Hall in Halifax).

The fronts of the galleries are panelled, with deep mouldings below the panels. The panelling is more decorative and delicate than the panelling of the pews, and more in keeping with the slender columns supporting the galleries (Photos 086, 092). The circular plaque added to the south gallery face (Photo 088) was presumably the backing for a clock enabling the minister to keep time during services.

The ceiling of the gallery has a heavily moulded cornice, its profile is clearly recorded at the point where a section has been removed during the strengthening of the east side wall (Photo

078). A further missing section of cornice, in the centre of the north wall, was probably removed when the organ was installed. Only one cast-iron heating pipe is visible at gallery level: it emerges vertically from the gallery flooring in the south-east corner (Photos 074, 078).

Internal description: roof trusses

The roof space was impossible to access at the time of the survey. Fortunately, however, the owner had previously entered the roof space and taken photographs which appear in Figures 11 and 12. The trusses are tie beam, king-post trusses with numerous diagonal braces between the main members. The king posts are secured to the tie beams by metal straps, reinforcing the tenons, and are jewelled at the joint and in the centre of the post. The central jowels (formed by added pieces of wood) support the ends of horizontals which are secured at their free ends to vertical posts, the tops of which are strapped to the principal rafters. Between the horizontals and the verticals are crossed diagonal braces. Further diagonal braces extend from the feet of the outer vertical posts to the principal rafters. The purlins appear to be butted against the principal rafters. This rather unusual form of roof truss draws on both king-post and queen-post traditions to support the heavy stone-slate roof.

6 Discussion and Conclusion

The chapel was erected in 1802, as a rectangular building of classical form with galleries set on its east and west sides and against its south end. The vestry had been added to the north end of the west wall by the middle of the 19th century: it is shown on the First Edition Six Inch Ordnance Survey map (sheet 261) which was surveyed in 1849-50 (Fig. 13). It may date to the 1840s, though it could easily be a decade or two earlier.

It is reasonably clear that the chapel has undergone one major re-ordering, which may well have coincided with the erection of the vestry. The following discussion identifies, first, those elements of the current interior which probably date to 1802 or soon after, and then those which date to the re-ordering, assumed to have taken place several decades later, or which represent subsequent alterations.

The original chapel fittings

At the south end of the chapel, the main external doorways originally gave access to the outer two of three lobbies which ran the full width of the chapel, in the form of a narthex. The outer ones gave access to the gallery stairs, and to doorways which led into the central lobby. The latter contained a large archway providing access to the ground-floor area of the chapel.

The lobbies are (or were) distinguished by cornice mouldings (see Photos 042, 086) and panelled dados. The archway in the north wall of the central lobby has pairs of narrow, square-profile responds against each face of the wall, with vertical fluting on the square-sectioned, intricately moulded capitals (Figs 14 and 15). All these characteristics are

reminiscent of the moulding on the external entrances in the south wall (Fig. 16), and indicate that the archway is an original feature of the chapel.

The galleries are also original, their front edges supported by eight slender cast-iron columns with quatrefoil profiles. The banks of gallery pews may also be original; they are certainly earlier than the major re-ordering, as the galleries themselves and their banks of pews on each side extend as far as the chapel's north wall. They are designed for a chapel in which the pulpit was set against the north wall. The pews have, painted on their doors, oval cartouches containing numbers, though only one number could be identified beneath the layers of later varnish and paint.

The layout of any original ground-floor pews is unknown; nor was evidence observed for the chapel's original heating system. Lighting is a different matter. The hooks fastened into the soffits of the timbers supporting the front boards of the balconies may well have been used to suspend oil lamps (Photos 048, 049). The type of internal wall finish is also unknown, but it is likely that the walls were wood-panelled, accounting for the large area of reused panelling fixed to the partition beneath the leading edge of the organ loft at its east end (Photo 43). Other areas of reused panelling around the spaces beneath the loft probably also came from wall panelling.

Subsequent re-ordering

At ground-floor level, the changes made in the re-ordering were comprehensive. The position of the central block of extant ground-floor pews indicates that the archway was blocked up when they were installed, with the window in the centre of the blocking wall providing light to the pews in front of it. The present doorways to each side of the central block of pews were inserted through the lobby walls to create passages between the central block and the rows of pews in each 'aisle' to either side.

The layout of the ground-floor pews also indicates that they were designed to take account of a pulpit in its current position, set well forward of the north wall; indeed, the pew seats in the 'aisles' are set at an obtuse angle to the side walls to enable the occupants to look more directly towards the preacher. This, in turn, indicates that the organ loft was installed at the same time; and the position of the doorway into the vestry in relation to the organ loft partition suggests that vestry was erected at the same time as the re-ordering took place (or with it in mind).

The extant heating system seems to have been installed at the same time, perhaps replacing one or more stoves. The basement boiler room, approached via the steps outside the north wall, could not be accessed, but the layout of the cast-iron pipework was clear, and clearly related to the current layout of pews at ground-floor level (see Fig. 3: marked in red). A further feature to note is the heating grille in the floor of pews 9-19. Lighting was presumably renewed at the same time, with the now defunct metal conduits and fittings replacing the oil-lamp hooks on the soffit of the beam supporting the front of the galleries. These may have been for gas lighting.

No archival collections relevant to early development of the chapel have been identified. The minute books begin in 1876 and the financial records in 1928 (West Yorkshire Archives: Kirklees WYK1757). Some relevant comparative information has, however, been published online for a Zion chapel near Winterbourne in Gloucestershire (Zion United Church 2018).

The chapel there was built a few years before the Flockton one, and by 1834 had already required new galleries. A heating boiler was first installed in 1849, and in 1861 Congregational hymn books were introduced. A similar introduction of hymn books may be recorded in the design of the pews at Flockton: the earlier gallery pews had no book ledges in the front panels of the pews, whereas the later ones, at ground-floor level, did.

Subsequent changes included the installation of lavatories below the organ loft, and much later the installation of brick columns and (presumably) concrete beams to support the east side of the roof. The organ had been removed by the time of the survey, but its former position presumably accounted for the large gap in the original, heavily moulded cornice in the centre of the north wall.

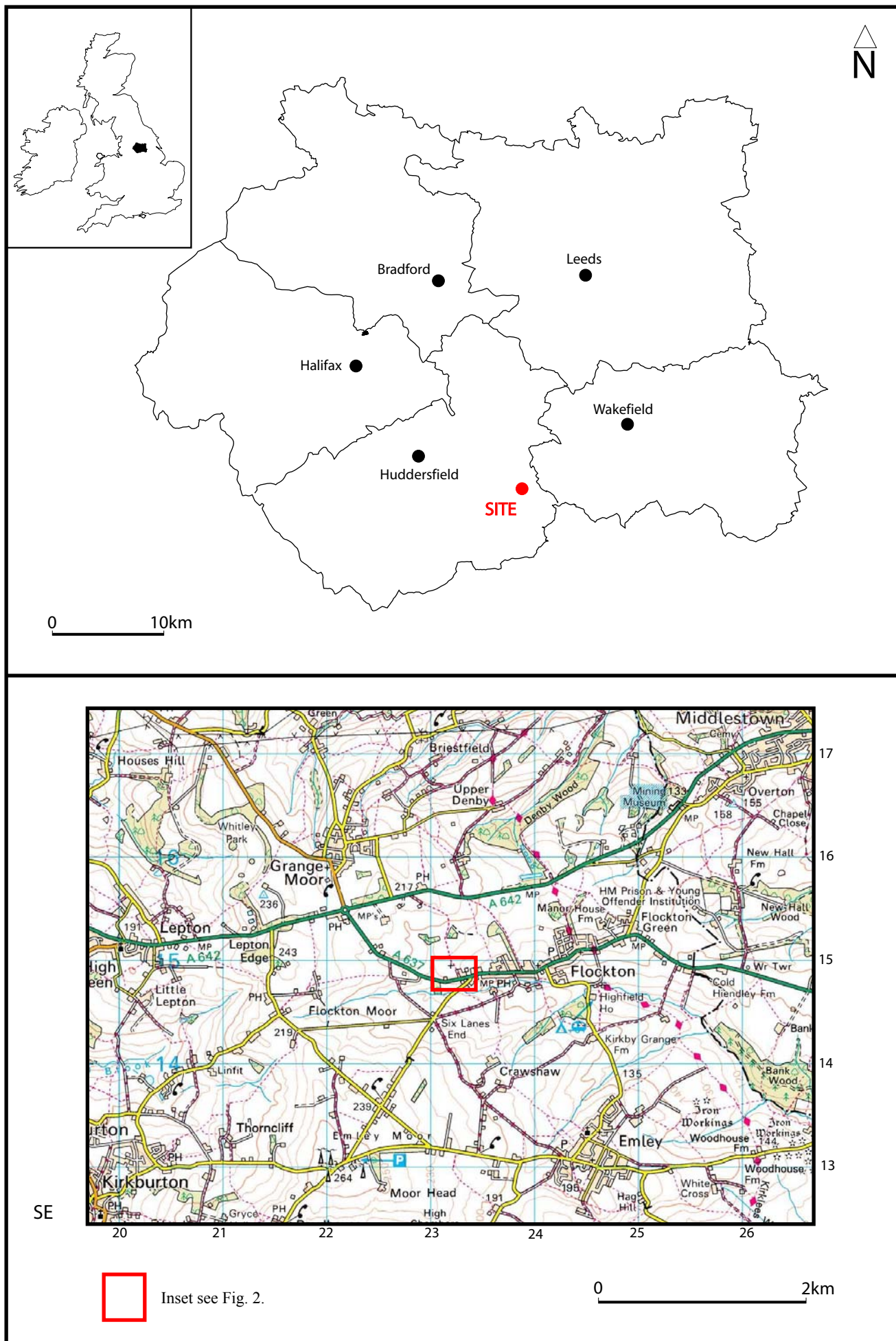


Fig. 1. Site location

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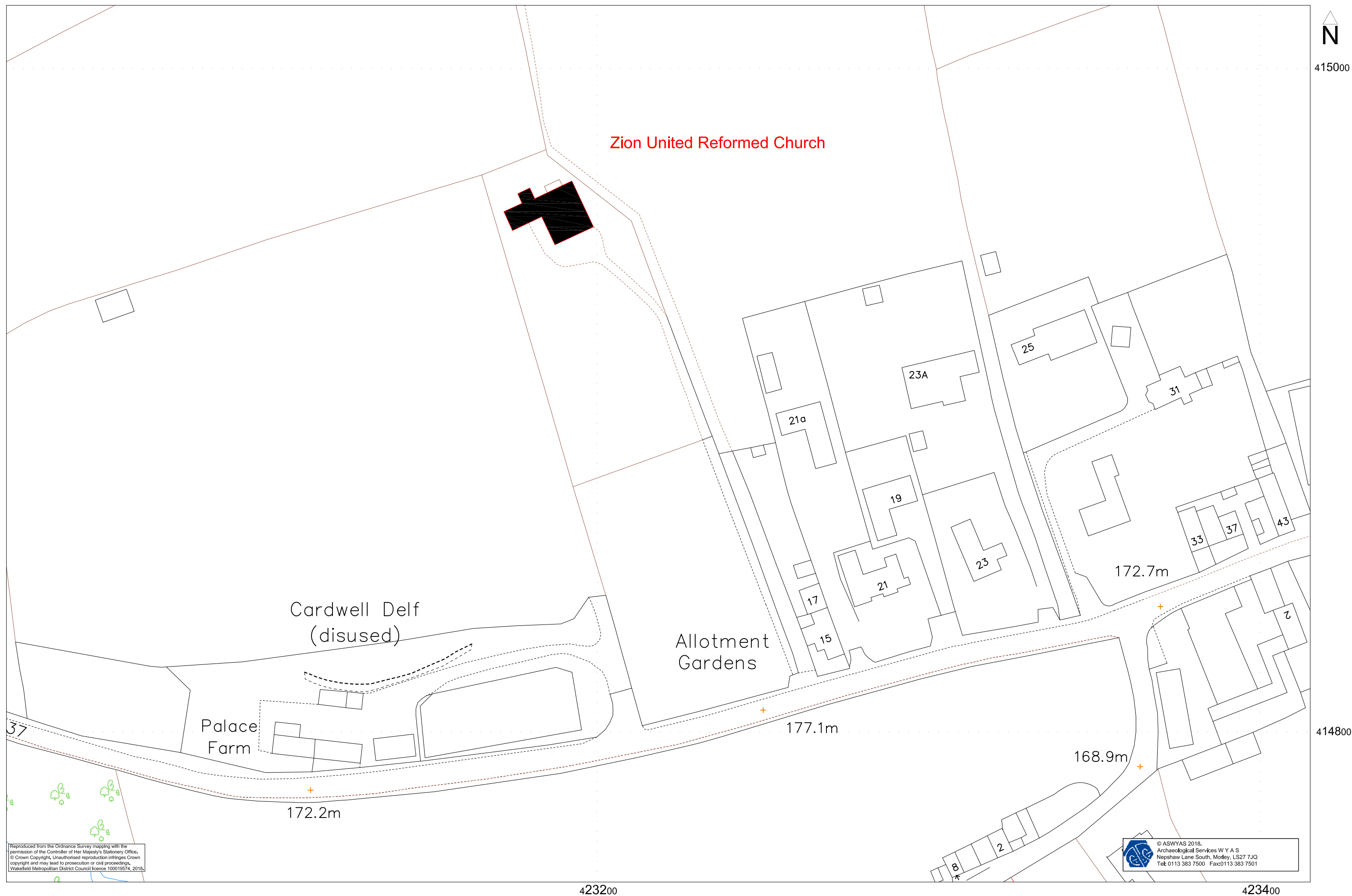


Fig. 2. Detailed site location (1:1000 @ A3)

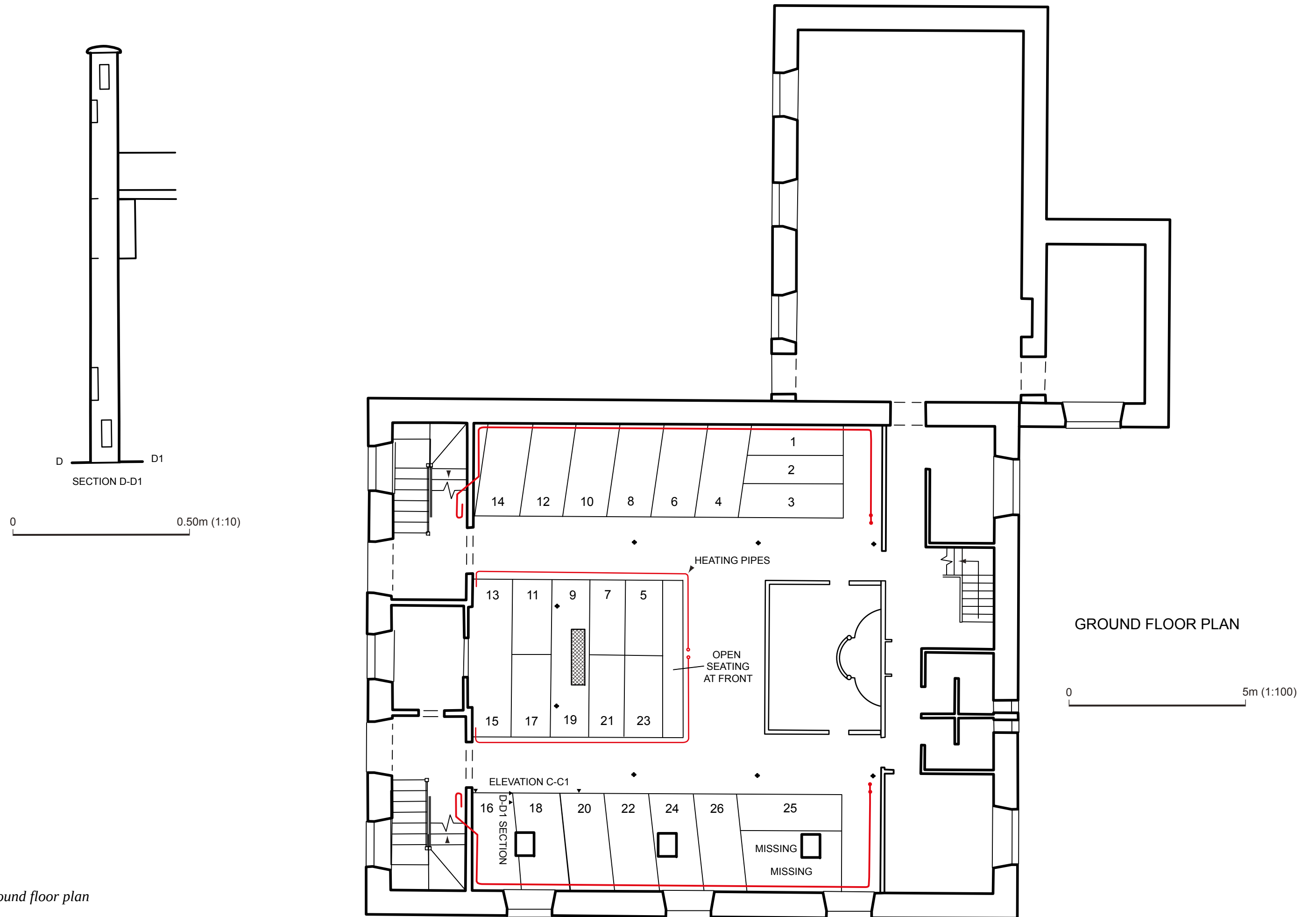
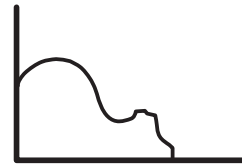


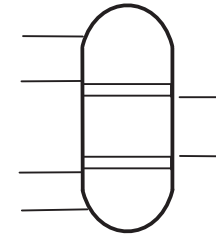
Fig. 3. Ground floor plan

SECTIONAL FORM OF
MOLDING TO PANELS
OF PEWS



0 100mm

FORM OF HINGES
TO PEW DOORS



0 50mm

ELEVATION C-C1

18

16

C

N

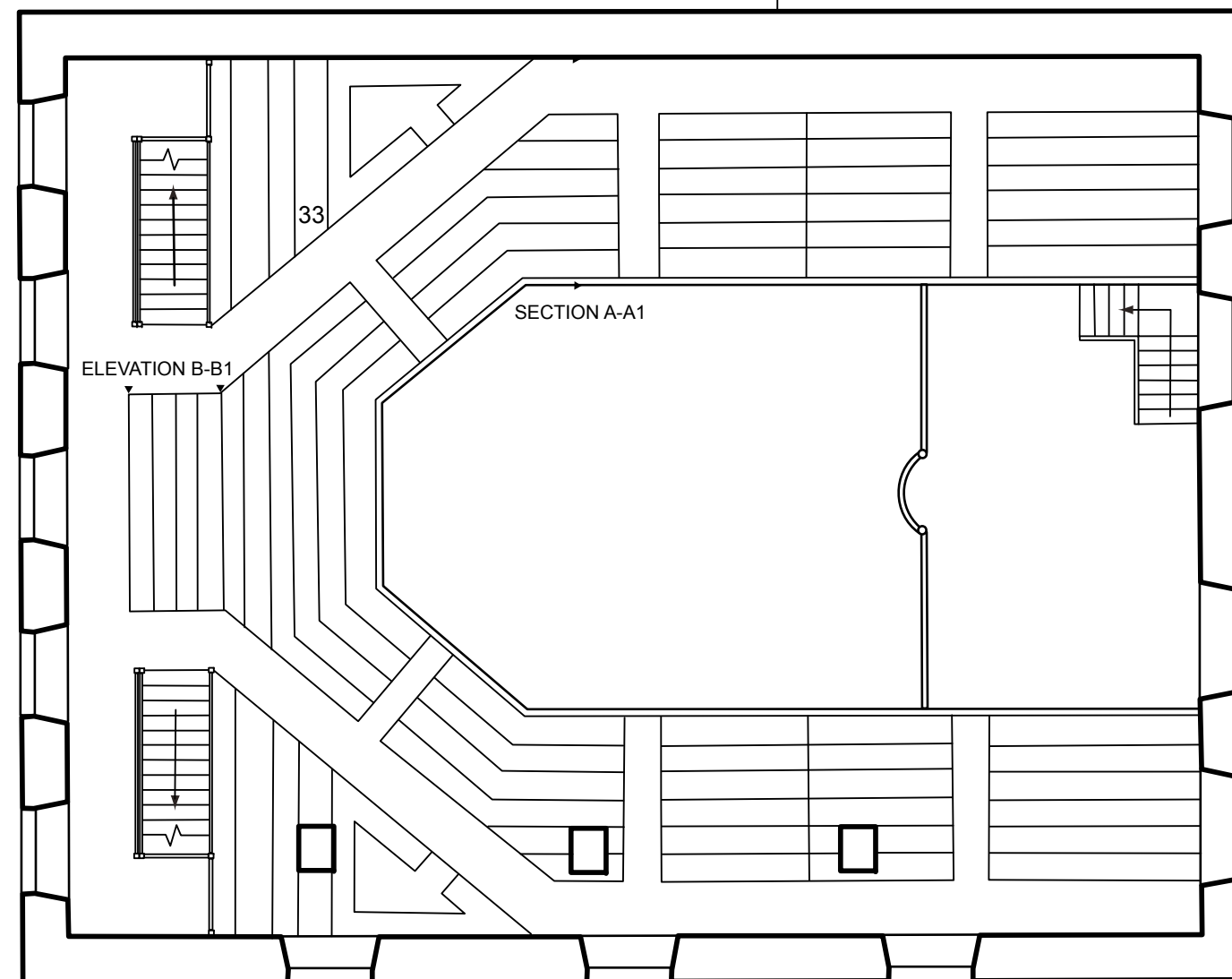
C1

S

0 0.50m (1:10)

Fig. 4. Elevation C-C1

FIRST FLOOR PLAN



0 5m (1:100)

Fig. 5. First floor plan

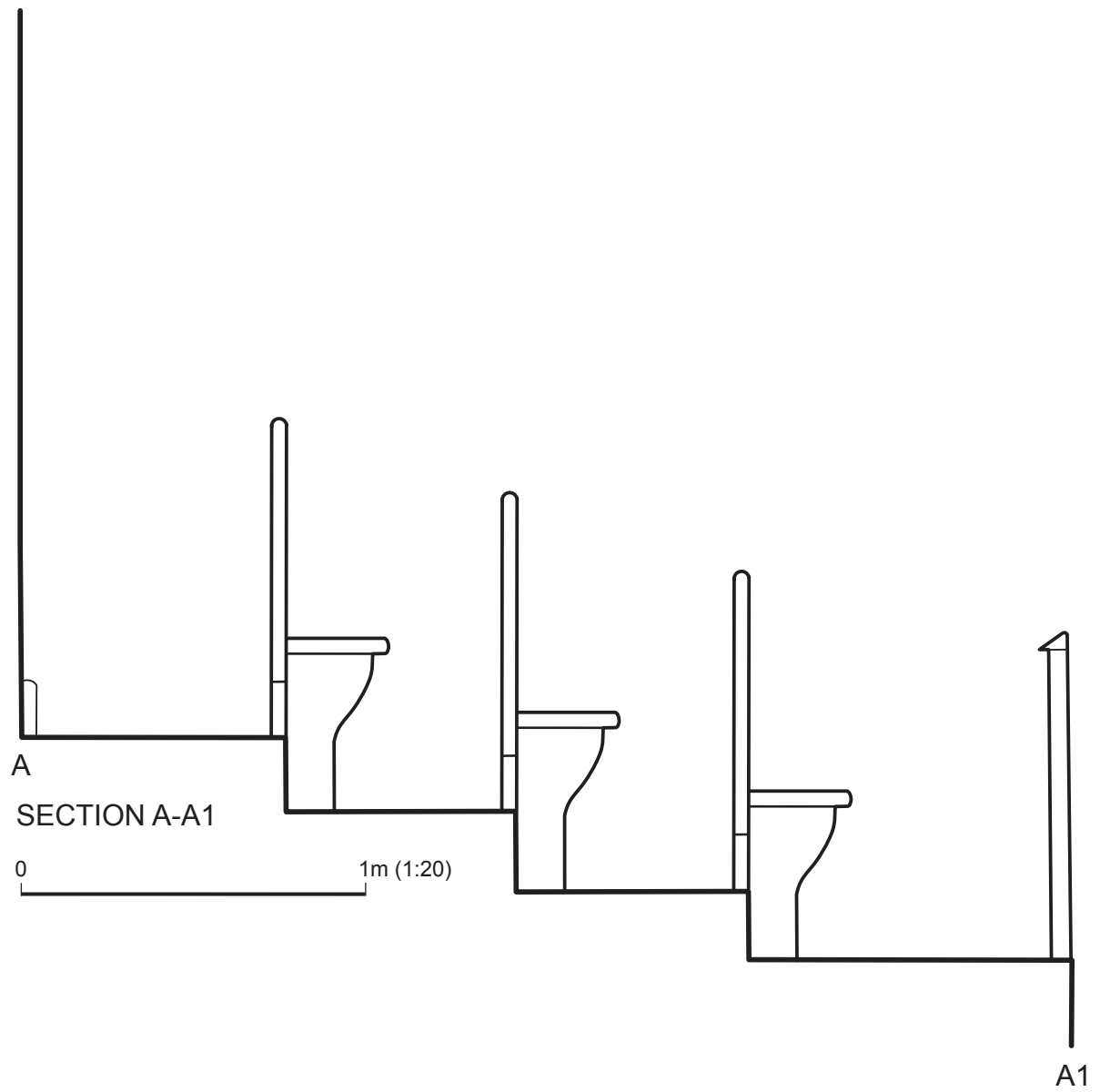


Fig. 6. Section A-A1

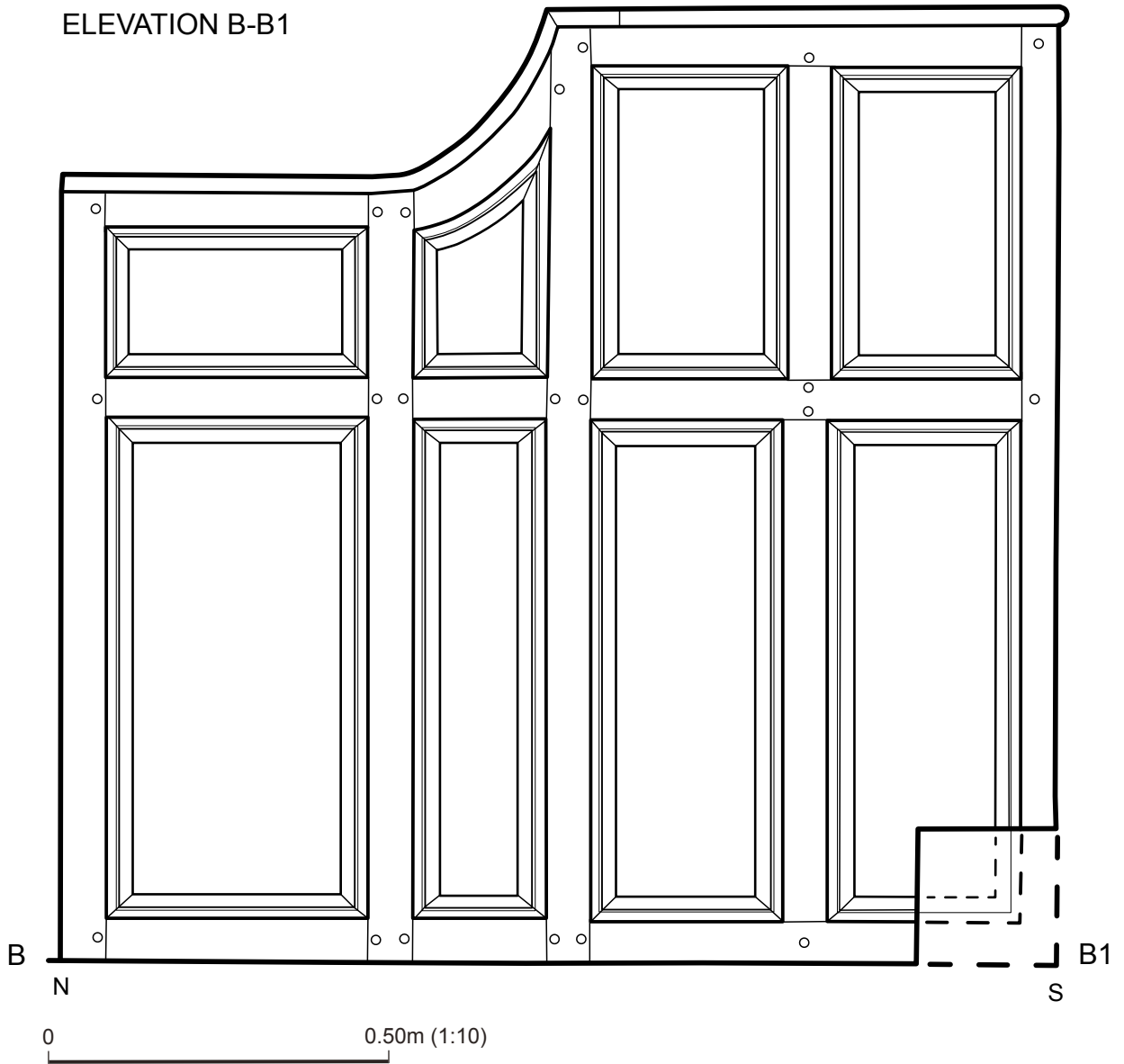


Fig. 7. Elevation B-B1

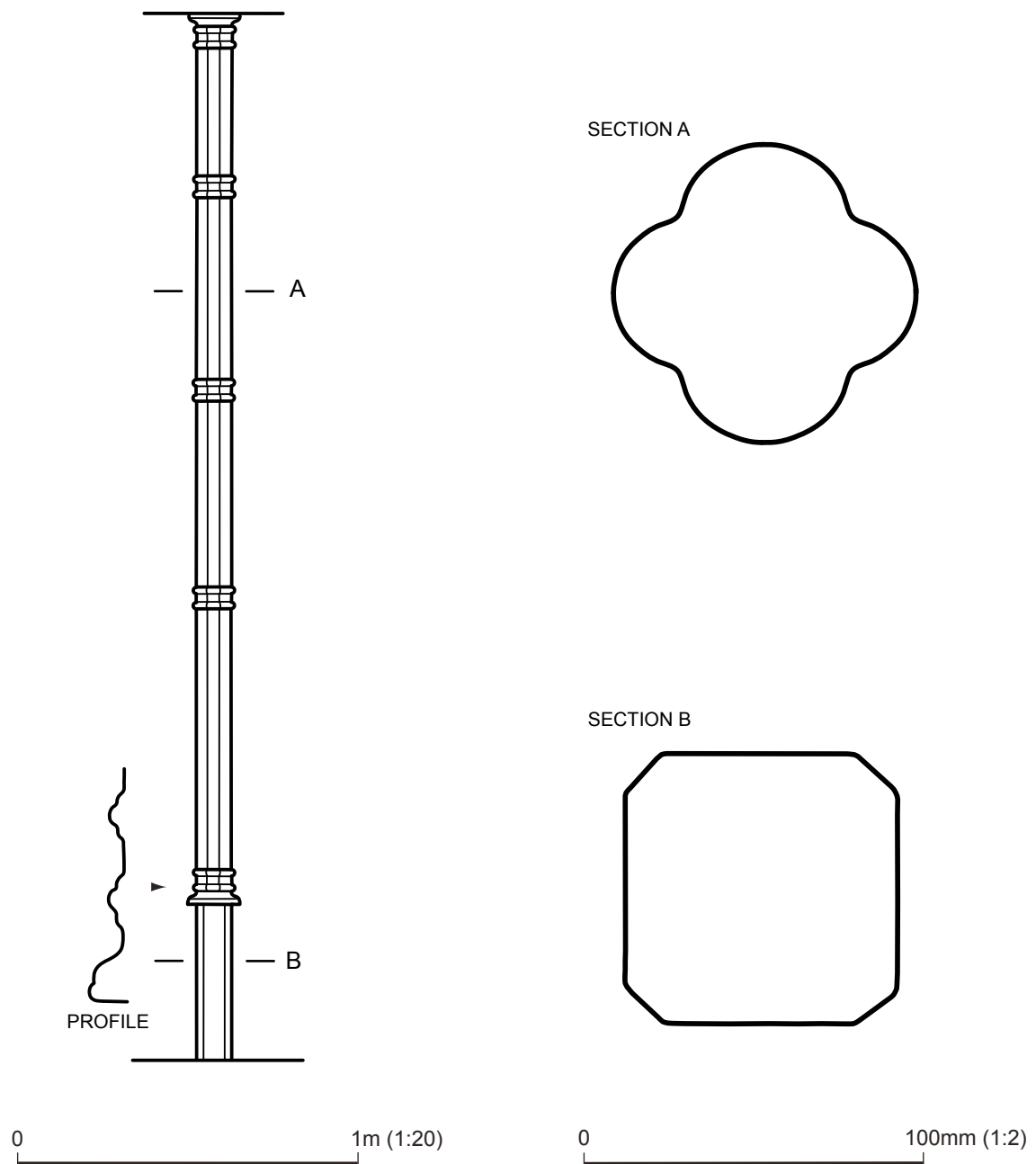


Fig. 8. Column detail

0 5m (1:100)

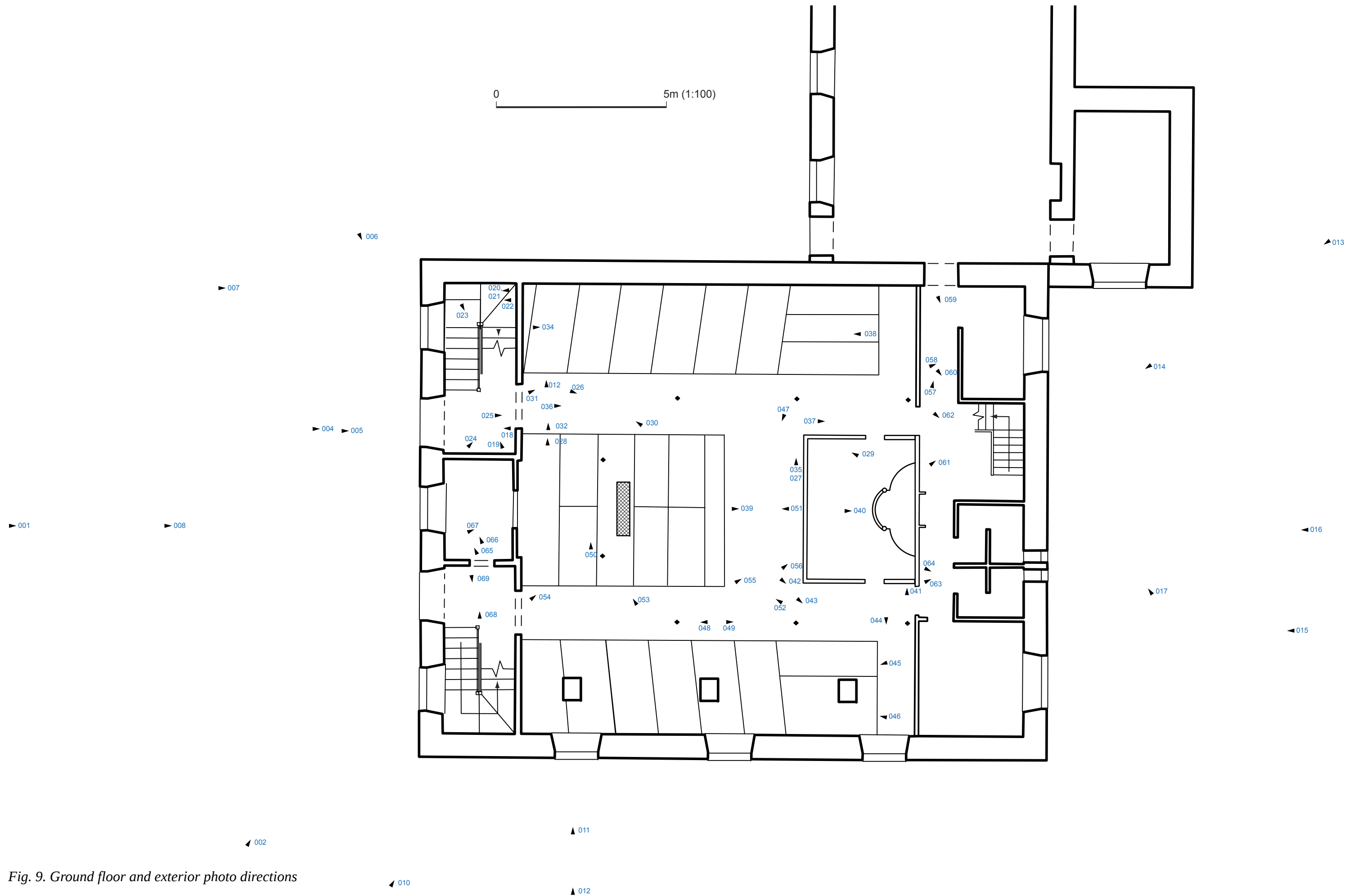


Fig. 9. Ground floor and exterior photo directions

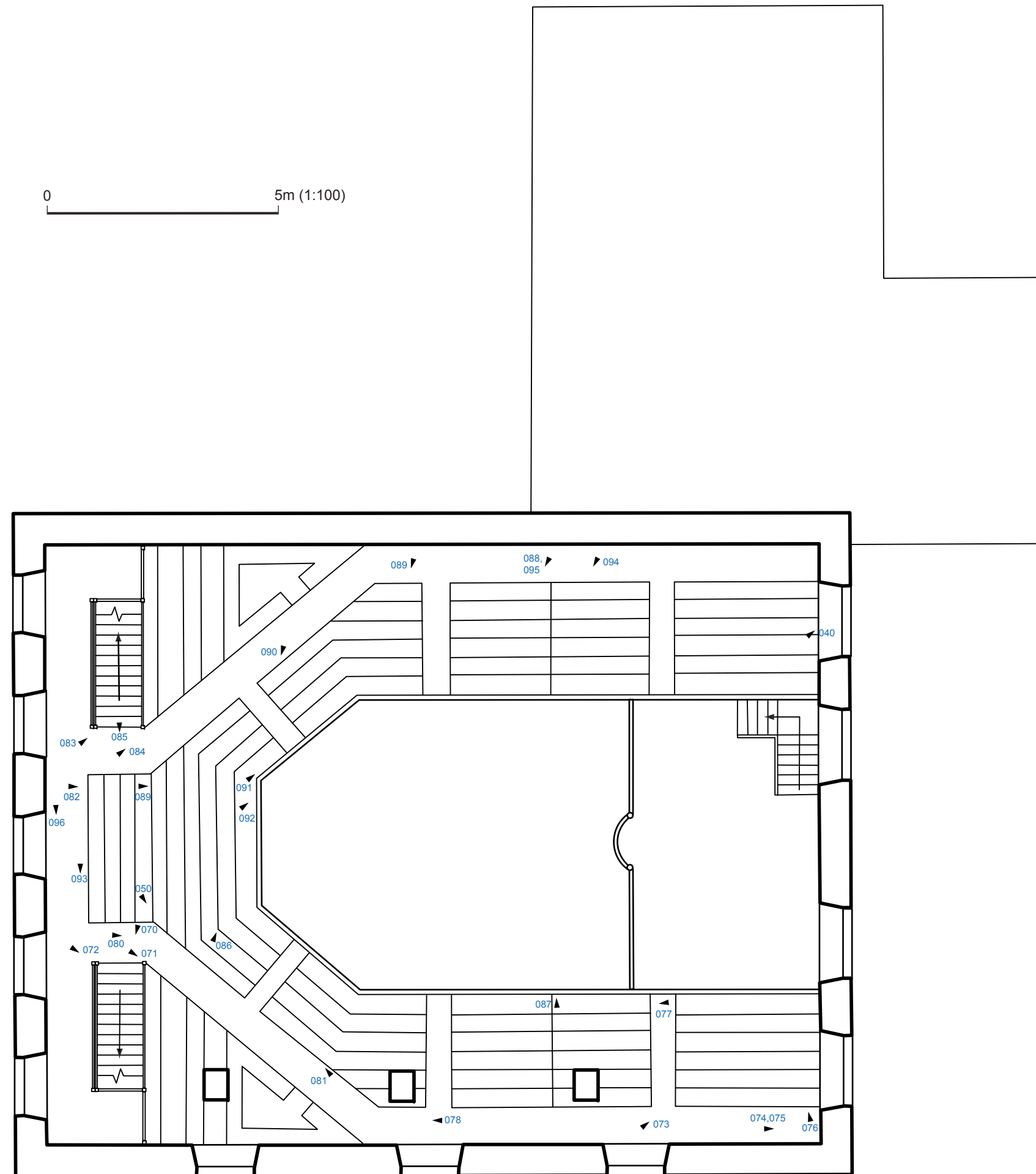


Fig. 10. First floor photo directions



Figs. 11. The interior of the roof space showing the trusses



Fig. 12. The interior of the roof space showing the trusses



Fig. 13. Ordnance Survey Six Inch map sheet 261, surveyed 1849-50



Fig. 14. The mouldings on the original arched entrance to the chapel from the lobby within the chapel



Fig. 15. The mouldings on the original arched entrance to the chapel from the lobby within the central lobby



Fig. 16. Moulding on one of the main external entrances



Photograph 1

1/01

Direction: N

General external view, S end with vestry



Photograph 2

1/02

Direction: NW

General external view, S end & W side



Photograph 3

1/05

Direction: N

General view of graveyard & chapel



Photograph 4

Direction: N

External, doorway to W lobby



Photograph 5

Direction: N

Doorway moulding, W lobby door



Photograph 6

Direction: NE

External, S end



Photograph 7

Direction: N

Gallery windows, S end



Photograph 8

Direction: N

Oculus window, S pediment



Photograph 9

Direction: NE

External, W side & versty



Photograph 10

Direction: NW

External, E side



Photograph 11

Direction: W

Ground-floor round-arched window



Photograph 12

Direction: W

Gallery segmental-arched window



Photograph 13

1/03

Direction: NW

General external view, N end



Photograph 14

Direction: N

External, N end, brick pillar



Photograph 15

1/04

Direction: SE

Basement steps, N end



Photograph 16

Direction: N

External, N end, oculus



Photograph 17

Direction: NE

External, N end basement roof



Photograph 18

Direction: S

External door with overlights



Photograph 19

Direction: SW

Staircase SW corner



Photograph 20

Direction: SE

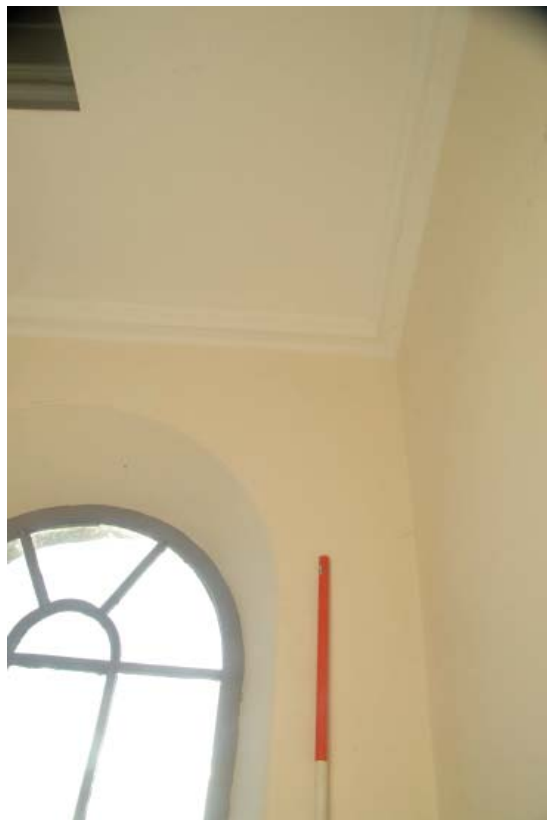
Staircase window SW corner



Photograph 21

Direction: SE

Window sill with sockets for bars



Photograph 22

Direction: S

Moulded cornice W lobby



Photograph 23

Direction: NE

Staircase in SW corner



Photograph 24

Direction: NW

W lobby inner door & heating pipes



Photograph 25

Direction: N

W Lobby door closing mechanism



Photograph 26

Direction: N

General view of chapel interior



Photograph 27

1/07

Direction: W

Cast-iron columns supporting gallery



Photograph 28

1/08

Direction: W

W side pews



Photograph 29

Direction: SW

Bank of ground-floor pews, W side



Photograph 30

Direction: SW

Pews W side



Photograph 31

Direction: W

Pews W side



Photograph 32

Direction: W

Pews 14 & 12 W side



Photograph 33

Direction: W

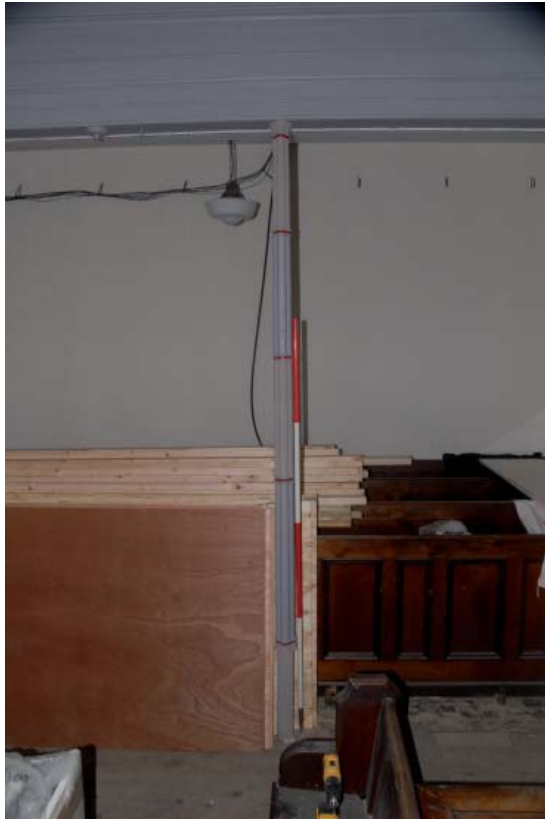
Pew 14 door



Photograph 34

Direction: N

Pews W side (imported fireplace)



Photograph 35

Direction: W

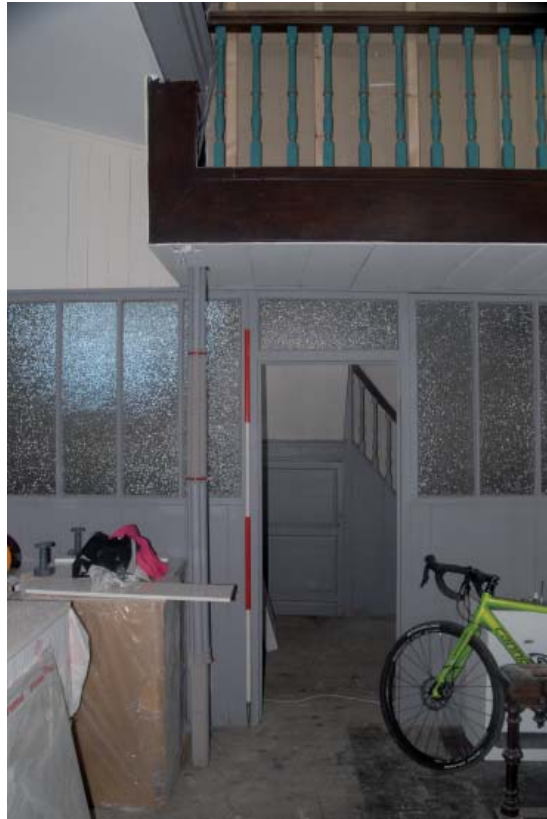
Cast-iron column supporting gallery



Photograph 36

Direction: N

General view of chapel interior



Photograph 37

Direction: N

Gallery column & later organ loft partition



Photograph 38

Direction: S

Pews W side



Photograph 39

Direction: N

Double decker pulpit



Photograph 40

Direction: N

Pulpit, lower deck with inscription



Photograph 41

Direction: W

Side of pulpit & projecting organ loft



Photograph 42

Direction: NE

Reused panelling in organ loft partition



Photograph 43

1/13

Direction: NE

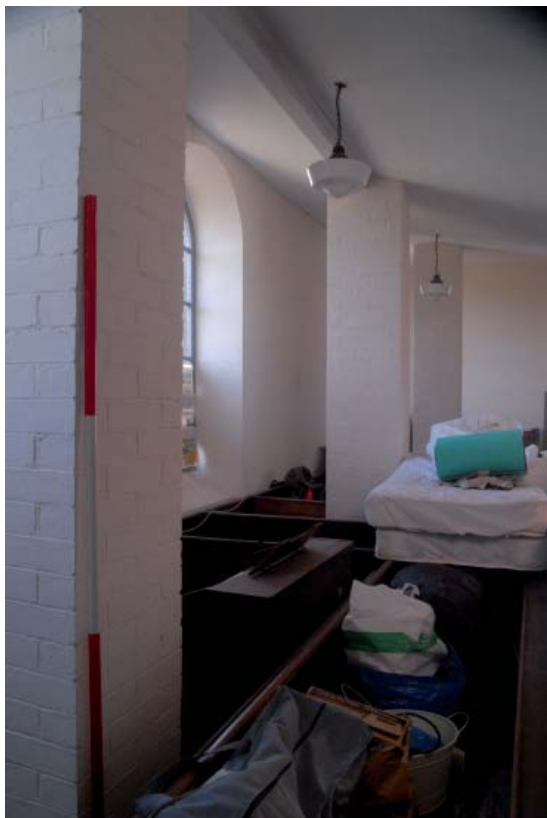
Reused panelling in organ loft partition



Photograph 44

Direction: E

Reused panelling in organ loft partition



Photograph 45

Direction: SE

Brick pillars reinforcing E side



Photograph 46

Direction: S

Brick pillars & pews E side



Photograph 47

Direction: E

E side windows and gallery



Photograph 48

Direction: S

Cast-iron column & front of gallery



Photograph 49

Direction: N

Light fitting & hook in soffit



Photograph 50

Direction: W

Modern light & hook for earlier oil lamp(?)



Photograph 51

Direction: S

Central pews & blocked archway beyond



Photograph 52

Direction: SW

Central pews with open seats at front



Photograph 53

Direction: SW

Central pews, archway & window behind



Photograph 54

Direction: NW

Central pews with partitions



Photograph 55

Direction: NW

Organ loft & partition



Photograph 56

Direction: NW

Communion rails



Photograph 57

Direction: W

Door to former vestry



Photograph 58

Direction: N

Replaced sash window in N wall



Photograph 59

Direction: NE

Rooms below organ loft



Photograph 60

Direction: NE

Reused panelling below organ loft



Photograph 61

Direction: NW

Reused panelling below organ loft



Photograph 62

Direction: NE

Stairs to organ loft



Photograph 63

Direction: NW

Lavatories below organ loft



Photograph 64

Direction: NE

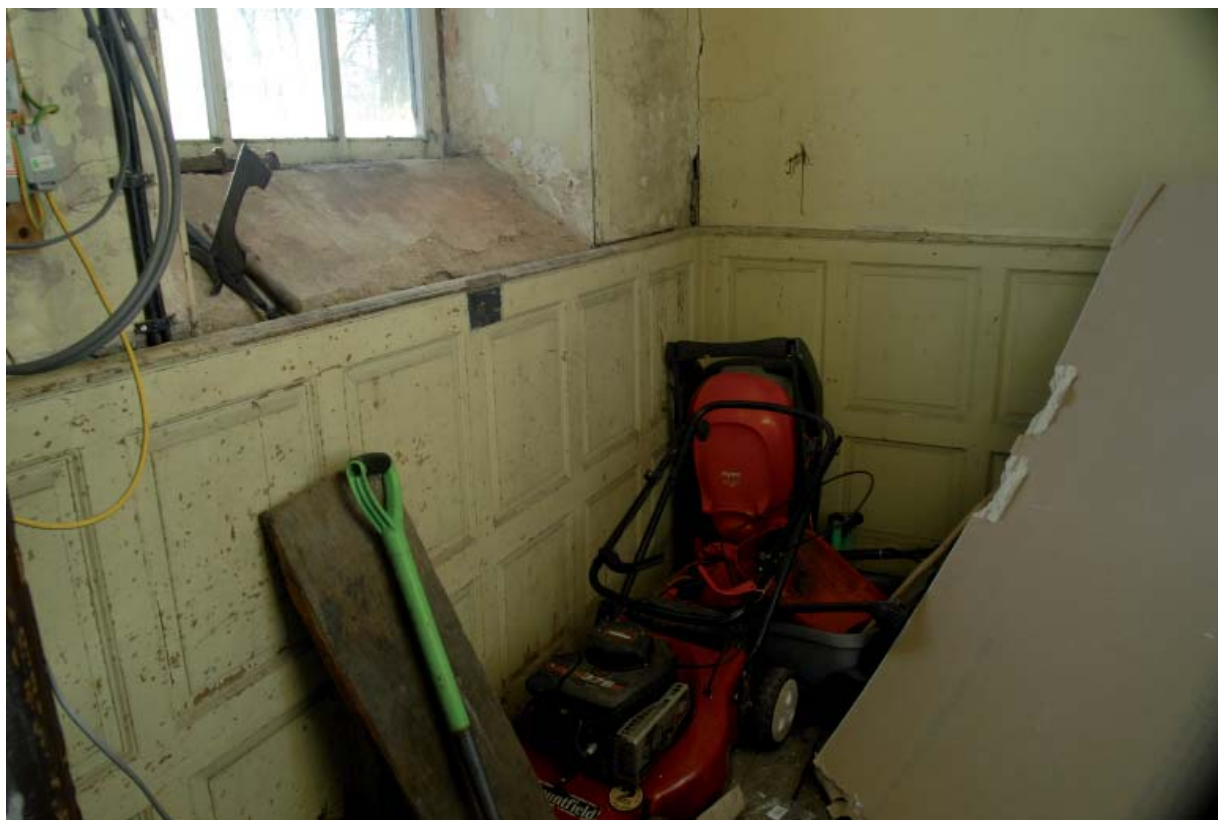
Lavatories below organ loft



Photograph 65

Direction: W

Cornice moulding, room between lobbies



Photograph 66

Direction: SW

Dado moulding, room between lobbies



Photograph 67

Direction: NW

Window inserted in former archway



Photograph 68

Direction: W

Door to room between lobbies



Photograph 69

Direction: E

Staircase in E lobby



Photograph 70

Direction: E

Gallery staircase & panelled stairwell



Photograph 71

Direction: NE

Triangular pewed space E gallery



Photograph 72

Direction: NE

General view, E gallery



Photograph 73

Direction: W

N end pews, E gallery



Photograph 74

Direction: E

Heating pipe, N end of E gallery



Photograph 75

Direction: E

Heating pipe, N end of E gallery



Photograph 76

Direction: W

Organ loft



Photograph 77

Direction: S

E side pews interrupted by brick pillars



Photograph 78

Direction: W

End of heavily moulded cornice, E side



Photograph 79

Direction: N

Graffiti on gallery pew



Photograph 80

Direction: N

General view, gallery pews



Photograph 81

Direction: SW

General view, gallery pews



Photograph 82

Direction: N

Graffiti on gallery pew



Photograph 83

Direction: NW

Triangular pewed space W gallery



Photograph 84

Direction: NW

General view, W gallery



Photograph 85

Direction: E

Gallery pew panelling (see Fig. 7)



Photograph 86

Direction: NW

General view, gallery pews



Photograph 87

1/12

Direction: W

Panelled front to gallery



Photograph 88

1/10

Direction: SE

General view of galleries



Photograph 89

1/11

Direction: SE

Tiers of pews in gallery



Photograph 90

Direction: SE

Tiered arrangement of E gallery pews



Photograph 91

Direction: NW

Tiered arrangement of W gallery pews



Photograph 92

Direction: NW

W pews running into later organ loft



Photograph 93

Direction: S

W side gallery pews



Photograph 94

Direction: SE

Central light fitting (re-ordering phase?)



Photograph 95

Direction: SE

Panelled gallery front



Photograph 96

Direction: E

Gallery flooring behind pews

Appendix 1: Specification

SPECIFICATION FOR PHOTOGRAPHIC AND DRAWN BUILDING RECORDING AT THE FORMER ZION CHAPEL, FLOCKTON, WEST YORKSHIRE

(SE23190 14960)

Specification prepared at the request of the Ms Nansi Rosenberg of Prospect Archaeology on behalf of Kirklees District Council (Planning Application 2017/65/92261/E)

- 1.1 A building record (photographic and drawn survey) is required to identify and document items of archaeological and architectural interest prior to the conversion of this 19th century Congregationalist chapel to a dwelling.
- 1.2 This specification for the necessary work has been prepared by the West Yorkshire Archaeology Advisory Service, the curators of the West Yorkshire Historic Environment Record.

NOTE: The requirements detailed in paragraphs 8.1.3 to 8.1.4 inclusive are to be met by the archaeological contractor prior to the commencement of fieldwork. The attached form is to be completed and returning to the WY Archaeology Advisory Service before commencement of recording programme.

- 2.1 The Zion Chapel is located on a gently sloping south facing valley slope on the western side of Flockton. The property is reached via a short lane on the north side of Barnsley Road.

- 2.2 The buildings which are the subject of this specification have a footprint 182m2.

3

- 3.1 The Zion Chapel is an early 19th century nonconformist place of worship and is listed grade II and therefore a heritage asset (National Historic list for England No. 11353850). The chapel is an exceptionally well preserved example of its type although there have clearly been alterations to the original fabric and plan form during its life.
- 3.2 The chapel is stuccoed and it is not known if it is built from stone or brick. External decoration is restrained but included pedimented gables with roundels or oculi windows/openings, stone mouldings and architraves, decorative stone surrounds to both principal doors with “fan” or transom lights and two orders of windows, round headed to ground floor, segmental arched to the first. The western wall has no visible window openings.
- 3.3 Significant features within the body of the chapel include box pews, galleries, organ gallery, alter rails and a two tier pulpit. These are discussed in greater detail in section 5 below.

- 4.1 The site owners, through their agents Acropolis Design Ltd (The Studio, Flockton Chapel, Flockton WF4 4DP Tel.: 01924 842747) have been granted listed building consent to change the use of and alter the former Zion Chapel (Planning Permission **2017/65/92261/E**). The WY Archaeology Advisory Service, as Kirklees District Council's archaeological advisor has recommended that the chapel is recorded both before and during this work and has prepared this specification in order to allow the owners to meet the terms of an archaeological condition which have been placed on the consent granted by the LPA.

5 Archaeological Interest

- 5.1 Congregational beliefs can trace their origins to the later 16th century when early adherents were prosecuted by the Elizabethan state and members of the faith were amongst the settlers on the Mayflower in 1620. Congregationalists rose to prominence in the Commonwealth Government of England after the Civil Wars but were once again pilloried and excluded from public office under Charles II. During the 18th century the dissenting religions continued to be excluded from public office but in spite of this Congregationalists were increasingly influential in education, though not the contemporary universities, and the Evangelical Revival of the late 18th century. With a growing reputation and a core belief of self-governing congregations the faith spread in the industrializing northern counties.
- 5.2 Whilst a "Presbyterian" society existed in Flockton during the late 17th century the former Zion Chapel originated to serve a later Congregational community and was built in 1802.
- 5.3 The chapel, which has a simple classical inspired symmetrical design, survives in good condition. Major alterations include later single storey vestry, repositioning of the double decker pulpit – to accommodate an organ and later lavatories- and insertion of a reinforcing beam and brick columns to the eastern "aisle".
- 5.4 To a large extent these developments can be observed and "read" in the fabric. The relocation of the pulpit, for example appears to be illustrated by the continuation of the balcony to the north and behind its current location. A gap in the coving on the rear wall/ceiling adds strength to this interpretation.
- 5.5 Other important details include stone and wooden stairs to the gallery; earlier light fittings (probably for gas); slender, quatrefoil section, early 19th century cast iron columns supporting the gallery, numbered box pews (on the ground floor only and indicative of "closed" or rented family pews); tiered boxes pews to the gallery, evidence that some windows had been bared for security; the use of borrowed light from the south façade through the ? cloak room to the body of the chapel; door and window fittings. Although not viewed the WYAAS are informed the chapel has a queen post truss roof structure with access from a hatch in the north facing pediment.
- 5.6 It is necessary to record and these features and where possible phase them and ideally any other changes to the chapel.

6 Impact of proposed development

- 6.1 While the chapels exterior appearance will be largely unaltered there will be significant change and loss to the present internal ordering, with, in particular, the loss of the box pews to both floors.

7 Aims of the Project

- 7.1 The first aim of the proposed work is to identify and objectively record by means of photographs and drawings any significant evidence for the original and subsequent historical form and functions of chapel, and to place this record in the public domain by depositing it with the WY Historic Environment Record (West Yorkshire Joint Service, Nepshaw Lane South, Morley, Leeds LS27 7JQ).
- 7.2 The second aim of the proposed work is to analyse and interpret the chapel as an integrated system intended to perform a specialised function. The archaeologist on site should give particular attention to reconstructing as far as possible the functional arrangements and division of the chapel. Evidence of historical plan form, layout and circulation should be considered in this process of interpretation, and how this may have changed over time.

8 General Instructions

8.1 Health and Safety

- 8.1.1 The archaeologist on site will naturally operate with due regard for Health and Safety regulations. Prior to the commencement of any work on site (and preferably prior to submission of the tender) the archaeological contractor should carry out a Risk Assessment in accordance with the Health and Safety at Work Regulations. The archaeological contractor should identify any contaminants which constitute potential Health and Safety hazards (e.g. chemical drums) and make arrangements with the client for decontamination/making safe as necessary and appropriate. The WY Archaeology Advisory Service and its officers cannot be held responsible for any accidents or injuries which may occur to outside contractors engaged to undertake this survey while attempting to conform to this specification.
- 8.1.2 Confirmation of adherence to specification Prior to the commencement of any work, the archaeological contractor must confirm in writing adherence to this specification (using the attached form), or state in writing (with reasons) any specific proposals to vary the specification. Should the contractor wish to vary the specification, then written confirmation of the agreement of the WY Archaeology Advisory Service to any variations is required prior to work commencing. Unauthorised variations are made at the sole risk of the contractor (see para. 8.3, below). Modifications presented in the form of a re-written project brief will not be considered by the West Yorkshire Archaeology Advisory Service.
- 8.1.3 Confirmation of timetable and contractor's qualifications Prior to the commencement of any work, the archaeological contractor must provide WYAAS in writing with:
- a projected timetable for the site work

- details of project staff structure and numbers
- names and CVs of key project members (the project manager, site supervisor, any proposed specialists, sub-contractors etc.)
- details of any specialist sub-contractors

8.1.4 All project staff provided by the archaeological contractor must be suitably qualified and experienced for their roles. In particular, staff involved in building recording should have proven expertise in the recording and analysis of religious buildings. The timetable should be adequate to allow the work to be undertaken to the appropriate professional standard, subject to the ultimate judgement of WYAAS.

8.2 Notification and Monitoring

8.2.1 The Local Authority and WYAAS should receive at least one week's notice in writing of the intention to start fieldwork.

8.3 Documentary Research

8.3.1 The archaeological contractor should also undertake a rapid map regression exercise based on the readily-available map and photographic evidence held by the relevant Local History Library (Kirklees Central Library, Princess Alexandra Walk, Huddersfield HD1 2SU Tel: 01484 221966 Email: kirklees@wyjs.org.uk) and the West Yorkshire Archive Service, at the same address (Tel: 01484 221966 Email: kirklees@wyjs.org.uk) and a rapid examination of the available 19th- and 20th-century Trades and Postal directories, the appropriate census returns and all other available primary and relevant secondary sources. This work is intended to inform the archaeological recording by providing background information with regard to function and phasing. Please note that this exercise is not intended to be a formal desk based assessment, and should not represent a disproportionate percentage of the time allowed for the project overall.

8.4 Use of existing plans

8.4.1 If appropriate drawings are available then these may be used for any annotation relative both to the drawn and photographic record. Additional information relevant to the historic record should be indicated on the plans, which shall be re-drawn as necessary. It is the responsibility of the archaeological contractor to check the accuracy of these drawings and to make any necessary adjustments or corrections. It is the archaeological contractors' responsibility to obtain the appropriate copyright permissions for any original material employed as a basis for further work.

8.5 Sequence of Recording

8.5.1 Initial record the structures should initially be recorded as extant, with due provision made for the removal of any debris or modern material which may obscure fabric or features requiring an archaeological record.

8.6 Confirmation of Adherence to Specification

- 8.6.1 Unauthorised variations are made at the sole risk of the building recorder. Proposed modifications presented in the form of a re-written specification or project design will not be considered. For technical queries see para. 8.1.

9 Recording Methodology

9.1 Site preparation

- 9.1.1 Prior to the commencement of work on site the building recorder should identify all removable modern material (including 20th and 21st century partitions, dry-boarding, suspended ceilings etc.) which may significantly obscure material requiring a photographic record, and should contact the developer in order to make arrangements for its removal. It is not the intention of this specification that large-scale removal of material of this type should take place with the building recorder's manpower or at that contractor's expense.

9.2 Drawn Record

- 9.2.1 Measured drawings should be made of:

- an example pew group (aisle) of ground floor pews
- A bank or tier of balcony pew showing the rake of the floor from balcony rail to rear wall/walkway
- A cast Iron column

- 9.2.2 Pew drawings should illustrate in elevation and section the means of construction and arrangement of the various components such as pew ends, dividers, supports and storage rails, panelling, mouldings and decoration. An elevation of a typical pew end should also be drawn on each floor to show the panelling employed.

- 9.2.3 The column drawing should include both an elevation and section and be drawn at a sufficient scale to clearly show the decorative bands.

- 9.2.4 Drawings should be made at an appropriate scale (not smaller than 1:20 for plans or sections). The structures should be recorded as existing, but a clear distinction should be made on the final drawings between surviving as-built features and all material introduced during the later 19th and 20th-centuries. Where significant areas of original fabric appear to be masked under modern fittings or structural material, this should be noted.

- 9.2.5 Provision for Additional Drawings: The recording requirements outlined above are based on a brief inspection of the pews. However, detailed examination and analysis of the site by the archaeological contractor may reveal features which merit detailed recording beyond what has been specifically required. In addition to what is requisite to complete the work specified above, the archaeological contractor should tender for a contingency period of one day recording on site (with one days drawing-up time off site – two days in total) in order that features

so identified may be adequately recorded. This contingency should be clearly and separately identified in any tender document.

- 9.2.6 If features requiring additional drawing are identified during the course of work on site, the WY Archaeology Advisory Service should be contacted as soon as possible, and should be provided in writing with a schedule of proposed additional work. A site visit will then be arranged by the WYAAS to examine the features in question and to assess the need to apply the contingency (this visit will usually be combined with a routine monitoring visit). Implementation of the contingency will be at the decision of the West Yorkshire Archaeology Advisory Service, which will be issued in writing, if necessary in retrospect after site discussions.
- 9.2.7 Dimensional accuracy: Dimensional accuracy should accord with the normal requirements of the Historic England's Architecture and Survey Branch (at 1:20, measurements should be accurate to at least 10mm; at 1:50, to at least 20mm; at 1:100, to at least 50mm). Major features such as changes in structural material may be indicated in outline.
- 9.2.8 Drawing method: The survey should be executed by hand. In accordance with national guidelines¹, drawings executed on site should be made either on polyester-based film (minimum thickness 150 microns) with polymer-bonded leads of an appropriate thickness and density, or on acid-free or rag paper.
- 9.2.9 If finished drawings are generated by means of CAD or a similar proven graphics package, recorders should ensure that the software employed is sufficiently advanced to provide different line-weight (point-size); this feature should then be used to articulate the depth of the drawings. CAD repeats or cloning of features should **not** be used. What is required as an end product of the survey is a well-modelled and clear drawing; ambiguous flat-line drawings should be avoided. Drawing conventions should conform to English Heritage guidelines as laid out in Historic England 2016, *Understanding Historic Buildings – a guide to good recording practice*, and the WYAAS would recommend that the CAD layering protocol detailed in the same volume (Table 2, page 36) should be adhered to.

10 Photographic Record

10.1 External photographs

- 10.1.1 An external photographic record should be made of all elevations of the chapel, from vantage points as nearly parallel to the elevation being photographed as is possible within the constraints of the site. The contractor should ensure that all visible elements of each elevation are recorded photographically; this may require photographs from a number of vantage points. A general external photographic record should also be made which includes a number of oblique general views of the chapel from all sides, showing it/them and the complex as a whole in its setting. In addition, a 35mm

¹ English Heritage 2006, *Understanding Historic Buildings – a guide to good recording practice*, 7.1.1ff

general colour-slide survey of the farm complex should also be provided (using a variety of wide-angle, medium and long-distance lenses). While it is not necessary to duplicate every black-and-white shot, the colour record should be sufficiently comprehensive to provide a good picture of the form and general appearance of the chapel. The colour slide record should also include some internal shots. (See para. 10.5 below for possible use of digital photography in place of colour transparency)

10.2 Internal photographs

10.2.1 A general internal photographic record should be made of the chapel. General views should be taken of each room or discrete internal space from a sufficient number of vantage points to adequately record the form, general appearance and manner of construction of each area photographed. In areas which are wholly modern in appearance, character and materials, a single shot to record current appearance will suffice.

10.3 Detail photographs

10.3.1 In addition, detailed record shots should be made of all features of archaeological and architectural interest identified during the process of appraisal. Typically, items of interest would include:

- All original structural elements, roof structures / trusses, columns
- Any inscriptions, dedications or date stones
- Original doors and window frames
- Evidence of original floor coverings
- Original staircases and other access arrangements
- Evidence of the original heating and ventilation arrangements, e.g. central heating, open fires etc.
- Evidence of original specialist rooms or structures, e.g. cloak room
- All original structural elements for both pews and supporting structure
- Original staircases and other access arrangements
- A photographic record of pew ends and pew numbering
- The pulpit and evidence of its relocation

But this list should not be treated as exhaustive. The building recorder on site should also identify and note:

- any significant changes in construction material – this is intended to include significant changes in stone/brick type and size
- any blocked, altered or introduced openings
- evidence for phasing, and for historical additions or alterations to the building.

10.3.2 Elements for which multiple examples exist (e.g. each type of roof truss, column or window frame) may be recorded by means of a single representative illustration. N.B. Detail photographs must be taken at medium-to-close range and be framed in such a way as to ensure that the element being photographed clearly constitutes the principal feature of the photograph.

10.4 Equipment

10.4.1 General photographs should be taken with a Large Format monorail camera (5" x 4" or 10" x 8"), or with a Medium Format camera that has perspective control, using a tripod. The contractor must have proven expertise in this type of work. Any detail photographs of structural elements should if possible be taken with a camera with perspective control. Other detail photographs may be taken with either a Medium Format or a 35mm camera. All detail photographs must contain a graduated photographic scale of appropriate dimensions (measuring tapes and surveying staffs are not considered to be acceptable scales in this context). A 2-metre ranging-rod, discretely positioned, should be included in a selection of general shots, sufficient to independently establish the scale of all elements of the structure.

10.4.2 **See below for Digital Photography and secure archiving in place of Medium Format Photography**

10.5 General use of digital photography

10.5.1 As an alternative for colour slide photography, good quality digital photography may be supplied, using cameras with a minimum resolution of 10 megapixels. Digital photography should follow the guidance given by Historic England in Digital Image Capture and File Storage: Guidelines for Best Practice, July 2015. Note that conventional black and white print photography is still required and constitutes the permanent record. Digital images will only be acceptable as an alternative to colour slide photography if each image is supplied as both a JPEG and a TIFF versions. The latter as an uncompressed 8-bits per channel TIFF version 6 file of not less than 25Mbs (See section 2.3 of the Historic England guidance). The contractor must include metadata embedded in the TIFF file. The metadata must include the following: the commonly used name for the site being photographed, the relevant centred OS grid coordinates for the site to at least six figures, the relevant township name, the date of photograph, the subject of the photograph, the direction of shot and the name of the organisation taking the photograph. **Any digital images are to be supplied to WYAAS on archive quality "gold" CDs by the archaeological contractor accompanying the hard copy of the report.**

10.6 Film stock

10.6.1 All record photographs to be black and white, using conventional (not chromogenic) silver-based film only, such as Ilford FP4 or HP5, or Delta 400 Pro that is replacing HP5 in certain film sizes (such as 220). Dye-based films such as Ilford XP2 and Kodak T40CN are unacceptable due to poor archiving qualities.

10.6.2 Also see alternative for archiving digital images below.

10.7 Printing

10.7.1 Record photographs should be printed at a minimum of 5" x 7" .In addition a small selection of photographs (the best of the exterior setting shots and

interior shots with important detail) should be printed at 10" x 8". Bracketed shots of identical viewpoints need not be reproduced, but all viewpoints must be represented within the report.

- 10.7.2 Prints may be executed digitally from scanned versions of the film negatives, and may be manipulated to improve print quality (but not in a manner which alters detail or perspective). All digital prints must be made on paper and with inks which are certified against fading or other deterioration for a period of 75 years or more when used in combination. If digital printing is employed, the contractor must supply written details of the paper/inks used in writing to the local authority with supporting documentation indicating their archival stability/durability.

10.7.3 Use of Digital Archiving in Place of Film

- 10.7.3.1 In response to the mounting costs and decreasing numbers of practitioners offering professional photographic building recording on large and medium format chemical film the WYAAS have investigated other means to secure the long term preservation of photographic images. The WYAAS are satisfied that it is now feasible to substitute digital photography for this aspect of building recording in some projects as an alternative to monochrome photography as specified above.

- 10.7.3.2 The long-term archiving and curation of image captured during building recording will be carried out by the Archaeological Data Service (ADS). The ADS charge for this service and it is the contractor's responsibility to pay for this long term curation. See:

<http://archaeologydataservice.ac.uk/advice/chargingPolicy.xhtml>

- 10.7.3.3 An estimate of the cost of archiving digital images and reports using the ADS Easy service can be obtained from the ADS website:

<http://archaeologydataservice.ac.uk/easy/costing>

- 10.7.3.4 The buildings archaeologist should be aware of the ADS' policies and requirements for metadata accompanying digital files. Comprehensive guidance can be found on the ADS website dealing with planning for the creation of a digital archive, collecting data, selection and discard policies, file structures, licencing and the transfer of material to the ADS.

10.7.4 Equipment

- 10.7.4.1 A digital SLR with a resolution of at least 10 megapixel should be employed. Cameras with an FX sensor, which is close to equivalency with 35mm film, are preferable to DX sensor equipped cameras. A variety of lenses should be used to best capture the subject and its setting
- 10.7.4.2 Care should be taken to ensure sharply focused well composed photographs are taken and when appropriate the camera should be set up and levelled on a tripod, e.g. when recording facades and larger interior spaces. The use of perspective shift lenses or pan and tilt adaptors may be

necessary in some situations to achieve an acceptable image. Alternatively lens distortion may be removed post-capture by software but this must be recorded in the photographic catalogue and details of the software used given in the report. Original pre-correction images should be included in the site archive.

- 10.7.4.3 Photographs should be taken with a low ISO setting to reduce noise in the images captured.
- 10.7.4.4 The camera should also be Exchange Image File (EXIF) compliant and accurate time, date and, where applicable, GPS information and other metadata set up prior to commencing recording work on site. Further requirements relating to metadata are described below.

10.7.5 Archiving Digital Photographs

- 10.7.5.1 Photographs and reports should be archived using the ADS Easy online service. (<http://archaeologydataservice.ac.uk/easy/home>). An estimate of the cost to archive digital images and reports using the ADS Easy service can be obtained from the ADS website

<http://archaeologydataservice.ac.uk/easy/costing>

- 10.7.5.2 The buildings archaeologist should be aware of the ADS' policies and requirements for metadata accompanying digital files. Comprehensive guidance can be found on the ADS website dealing with planning for the creation of a digital archive, collecting data, selection and discard policies, file structures and naming conventions, licencing and the transfer of material to the ADS

<http://archaeologydataservice.ac.uk/advice/guidelinesForDepositors.xhtml>

- 10.7.5.3 Meta data: in addition to the EXIF data stored in each image the contractor should create Project Level meta data. The coverage field in this document should include the historic township, site name and grid reference of the site (http://guides.archaeologydataservice.ac.uk/g2qp/CreateData_1-2).

- 10.7.5.4 A raster data meta data file, cataloguing the digital photographs, should also be prepared. A template for this spreadsheet is available to download from the ADS (a template & examples of the latter are available from the ADS at:

<http://archaeologydataservice.ac.uk/advice/FilelevelMetadata.xhtml>

- 10.7.5.5 When depositing files with the ADS the contractor should enable the automatic notification of the completion of this process and have an email sent from the ADS to the WYAAS at the following address wyher@wyjs.org.uk.

- 10.7.5.6 The WYAAS will only recommend the discharge of planning conditions upon receipt of a notification from the ADS that photographs have been archived.

10.7.5.7 Please note the WYAAS still require hard copy of the report accompanied by laser prints of the photographs on archivally stable paper and a facsimile copy of the report in PDF format and the images on a “gold” archive quality CD.

11 Documentation

11.1.1 A photographic register and photo location plan are required. The photographic register should (as a minimum) include location, direction and subject of shot must accompany the photographic record; a separate photographic register should be supplied for any colour slides and digital photographs. Position and direction of each photograph and slide should be noted on a scaled copy of the building plan (minimum acceptable scale 1:100), which should also be marked with a north pointer. Separate plans should be annotated for each floor of the building/ structure. (See also para. 5.3 above.)

11.1.2 After completion of fieldwork prior to the commencement of any other work on site, the archaeological contractor should arrange a meeting at the offices of the WY Archaeology Advisory Service to present a draft of the 1st- stage drawn record (fully labelled and at the scale specified above), a photo-location plan, and photographic contact prints adequately referenced to this plan (material supplied will be returned to the contractor). Copies of the slides or digital photographs should also be brought in for checking. N.B. if full-sized prints or digital versions of contact sheets are supplied for this purpose, they must be accompanied by a sample of the processed negatives. If appropriate, the WY Archaeology Advisory Service will then confirm to District Planning Services that fieldwork has been satisfactorily completed and that other work on site may commence (although discharge of the archaeological condition will not be recommended until a completed copy of the full report and photographic record has been received and approved by the West Yorkshire Archaeology Advisory Service). Please note that as of the 1st April 2011, the WYAAS will charge the archaeological contractor a fee for each fieldwork verification meeting.

12 Post-Recording Work and Report Preparation

12.1 Report Preparation

12.1.1 Report format and content

12.1.1.1 A written report should be produced. This should include:

- an executive summary including dates of fieldwork, name of commissioning body, planning application reference and condition number and a brief summary of the results including details of any significant findings
- an introduction outlining the reasons for the survey
- a brief architectural description of the chapel presented in a logical manner (as a walk around and through the chapel, starting with setting, then progressing to all sides of the structure in sequence, and finally to the interior from the ground floor up)

Both architectural description and historical/analytical discussion should be fully cross-referenced to the photographic record, sufficient to illustrate the major features of the site and the major points raised.

12.1.2 Report Illustrations

12.1.2.1 Illustrations should include:

- a location map at a scale sufficient to allow clear identification of the building(s)/structure in relation to other buildings in the immediate area
- a complete set of site drawings at a legible scale, on which position and direction of each photograph has been noted
- any relevant historic map editions, with the position and extent of the site clearly indicated
- Specified drawings of pews and column at the required scales
- any additional illustrations pertinent to the site
- a complete set of good-quality laser copies of all photographs. All photographs should be accompanied by detailed captions clearly locating and identifying any pertinent features.

12.1.2.2 The latter should be bound into the report, appropriately labelled (numbered, and captioned in full) and fully referenced within the report. When captioning, contractors should identify the individual photographs by means of a running sequence of numbers (e.g. Plate no. 1; Plate no. 2), and it is this numbering system which should be used in cross-referencing throughout the report and on the photographic plans. However, the relevant original film and frame number should also be included in brackets at the end of each caption.

12.2 Report deposition

12.2.1 The report should be supplied to the client and to the local planning authority and an identical copy (but also including the photographic prints and any colour slides if traditional media are employed) supplied to the West Yorkshire HER – see para. 12.3 below for details). A facsimile copy of the report in ISO10005-1 compliant PDF/A format should also be supplied on an archive quality “gold” CD. The finished report should be supplied within twelve weeks of completion of all fieldwork unless otherwise agreed with the local authority. The report will become publicly accessible once deposited with the West Yorkshire Historic Environment Record, unless confidentiality is explicitly requested, in which case it will become publicly accessible six months after deposit.

12.2.2 The West Yorkshire HER supports the Online Access to Index of Archaeological Investigations (OASIS) project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. The building recorder must therefore complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>. Contractors are advised to contact the West Yorkshire HER officer prior to completing the form. Once a report has become a public document by submission to or incorporation into

the HER, the West Yorkshire HER may place the information on a web-site. Please ensure that you and your client agree to this procedure in writing as part of the process of submitting the report to the case officer at the West Yorkshire HER.

12.2.3 With the permission of the client, the building recorder is encouraged to consider the deposition of a copy of the report for this site with the appropriate Local History Library.

12.2.4 A note or longer article should also be supplied to the Council for British Archaeology's Yorkshire Forum publication (please contact the editor or CBA's website for more information forum-editor@cba-yorkshire.org.uk).

12.3 Deposition with WYAAS (as holders of the West Yorkshire Historic Environment Record)

12.3.1 The report copy supplied to the WY Archaeology Advisory Service (see address at the base of this document) should also be accompanied by both the photographic negatives and a complete set of labelled photographic prints (mounted in KENRO display pockets or similar, and arranged in such a way that labelling is readily visible) bound in a form which will fit readily into a standard filing cabinet suspension file (not using hard-backed ring-binders). Labelling should be on the back of the print in pencil giving film and frame number only (taking care not to damage the print) and on applied printed labels stuck on the front of the relevant photographic sleeve and which should include:

- film and frame number
- date recorded and photographer's name
- name and address of building
- national grid reference
- specific subject of photograph.

Negatives should be supplied in archivally stable mounts (KENRO display pockets or similar), and each page of negatives should be clearly labelled with the following:

- national grid reference
- Site name and address
- Date of photographs (month/year)
- Name of archaeological contractor
- Film number

12.3.2 Colour slides should be mounted, and the mounts suitably marked with the "Flockton Zion Chapel" the site name at the top of the slide; grid reference at the bottom; date of photograph at the right hand side of the mount; subject of photograph at the left hand side of the mount. Subject labelling may take the form of a numbered reference to the relevant photographic register. The slides should be supplied to the WY Archaeology Advisory Service in an appropriate, archivally stable slide hanger (for storage in a filing cabinet). In all other

respects, standards for archive compilation and transfer should conform to those outlined in Archaeological Archives – a guide to best practice in creation, compilation, transfer and curation (Archaeological Archives Forum, 2007).

12.3.3 7.3.3 Copyright - Please note that by depositing this report, the contractor gives permission for the material presented within the document to be used by the WYAAS, in perpetuity, although The Contractor retains the right to be identified as the author of all project documentation and reports as specified in the Copyright, Designs and Patents Act 1988 (chapter IV, section 79). The permission will allow the WYAAS to reproduce material, including for use by third parties, with the copyright owner suitably acknowledged.

13 Technical Queries

13.1.1 Any technical queries arising from the specification detailed above, should be addressed to WYAAS without delay.

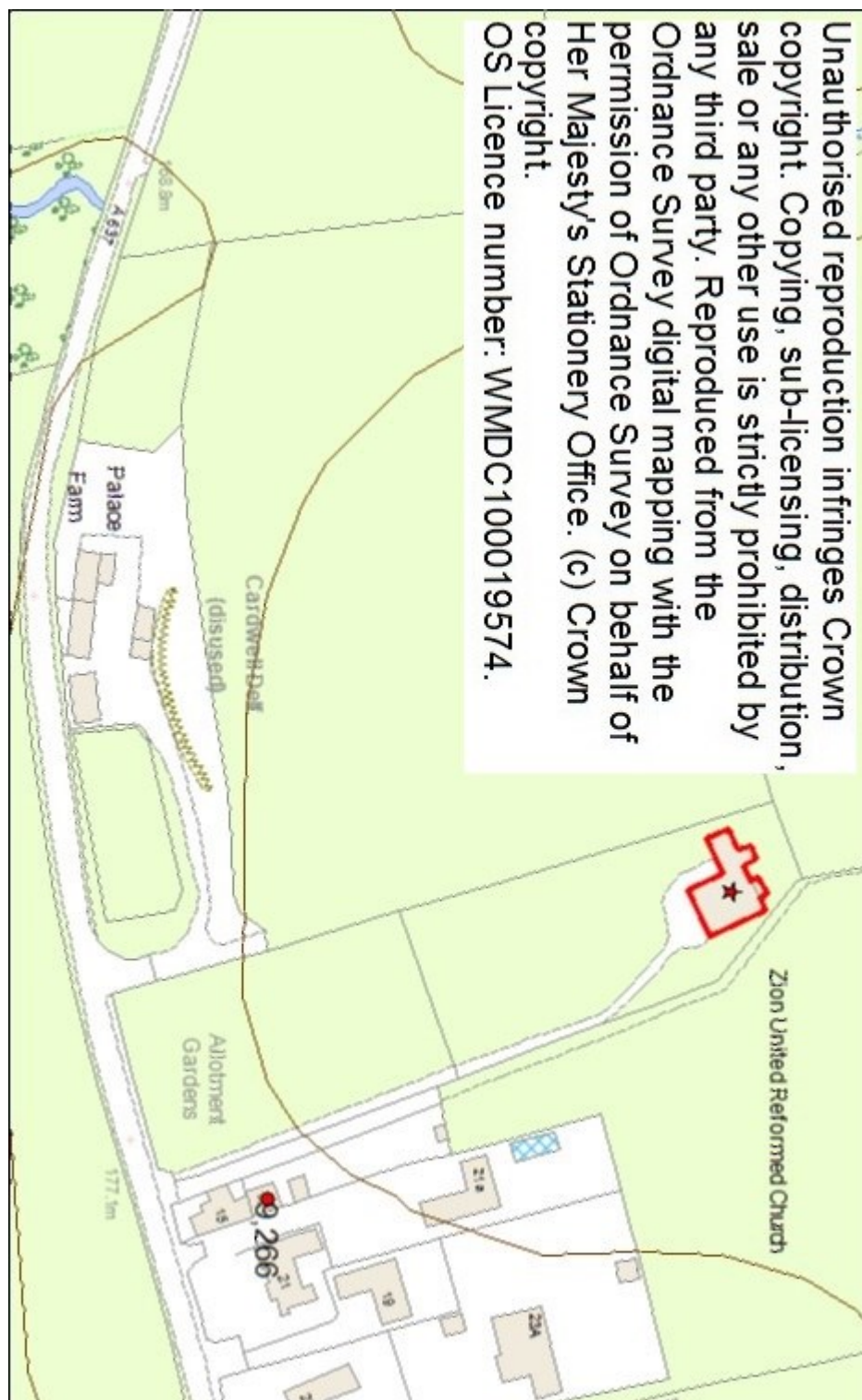
14 Valid Period of Specification

14.1.1 This specification is valid for a period of one year but may then need to be revised to take account of changing techniques and approaches.

**West Yorkshire Archaeology Advisory Service
West Yorkshire Joint Service,
Nepshaw Lane South,
Morley,
Leeds
LS27 7JQ**

November 2017

**Telephone: 0113 393 9715
E-mail: david.hunter@wyjs.org.uk**



Site Location

Appendix 2: Building recording photographic plates, directions on plans and registers

Photo Number	Location	Direction	Description
01	Exterior	N	General external view, S end with vestry
02	Exterior	NW	General external view, S end & W side
03	Exterior	N	General view of graveyard & chapel
04	Exterior	N	External, doorway to W lobby
05	Exterior	N	Doorway moulding, W lobby door
06	Exterior	NE	External, S end
07	Exterior	N	Gallery windows, S end
08	Exterior	N	Oculus window, S pediment
09	Exterior	NE	External, W side & versty
10	Exterior	NW	External, E side
11	Exterior	W	Ground-floor round-arched window
12	Exterior	W	Gallery segmental-arched window
13	Exterior	NW	General external view, N end
14	Exterior	N	External, N end, brick pillar
15	Exterior	SE	Basement steps, N end
16	Exterior	N	External, N end, oculus
17	Exterior	NE	External, N end basement roof
18	Ground Floor	S	External door with overlights
19	Ground Floor	SW	Staircase SW corner
20	Western Stairwell	SE	Staircase window SW corner
21	Western Stairwell	SE	Window sill with sockets for bars
22	Western Stairwell	S	Moulded cornice W lobby
23	Western Stairwell	NE	Staircase in SW corner
24	Ground Floor	NW	W lobby inner door & heating pipes
25	Ground Floor	N	W Lobby door closing mechanism
26	Ground Floor	N	General view of chapel interior
27	Ground Floor	W	Cast-iron columns supporting gallery
28	Ground Floor	W	W side pews
29	Ground Floor	SW	Bank of ground-floor pews, W side
30	Ground Floor	SW	Pews W side
31	Ground Floor	W	Pews W side
32	Ground Floor	W	Pews 14 & 12 W side
33	Ground Floor	W	Pew 14 door
34	Ground Floor	N	Pews W side (imported fireplace)
35	Ground Floor	W	Cast-iron column supporting gallery
36	Ground Floor	N	General view of chapel interior
37	Ground Floor	N	Gallery column & later organ loft partition
38	Ground Floor	S	Pews W side
39	Ground Floor	N	Double decker pulpit
40	Ground Floor	N	Pulpit, lower deck with inscription
41	Ground Floor	W	Side of pulpit & projecting organ loft
42	Ground Floor	NE	Reused panelling in organ loft partition

43	Ground Floor	NE	Reused panelling in organ loft partition
44	Ground Floor	E	Reused panelling in organ loft partition
45	Ground Floor	SE	Brick pillars reinforcing E side
46	Ground Floor	S	Brick pillars & pews E side
47	Ground Floor	E	E side windows and gallery
48	Ground Floor	S	Cast-iron column & front of gallery
49	Ground Floor	N	Light fitting & hook in soffit
50	Ground Floor	W	Modern light & hook for earlier oil lamp(?)
51	Ground Floor	S	Central pews & blocked archway beyond
52	Ground Floor	SW	Central pews with open seats at front
53	Ground Floor	SW	Central pews, archway & window behind
54	Ground Floor	NW	Central pews with partitions
55	Ground Floor	NW	Organ loft & partition
56	Ground Floor	NW	Communion rails
57	Ground Floor	W	Door to former vestry
58	Ground Floor	N	Replaced sash window in N wall
59	Ground Floor	NE	Rooms below organ loft
60	Ground Floor	NE	Reused panelling below organ loft
61	Ground Floor	NW	Reused panelling below organ loft
62	Ground Floor	NE	Stairs to organ loft
63	Ground Floor	NW	Lavatories below organ loft
64	Ground Floor	NE	Lavatories below organ loft
65	Ground Floor	W	Cornice moulding, room between lobbies
66	Ground Floor	SW	Dado moulding, room between lobbies
67	Ground Floor	NW	Window inserted in former archway
68	Ground Floor	W	Door to room between lobbies
69	Eastern Stairwell	E	Staircase in E lobby
70	First Floor	E	Gallery staircase & panelled stairwell
71	First Floor	NE	Triangular pewed space E gallery
72	First Floor	NE	General view, E gallery
73	First Floor	W	N end pews, E gallery
74	First Floor	E	Heating pipe, N end of E gallery
75	First Floor	E	Heating pipe, N end of E gallery
76	First Floor	W	Organ loft
77	First Floor	S	E side pews interrupted by brick pillars
78	First Floor	W	End of heavily moulded cornice, E side
79	First Floor	N	Graffiti on gallery pew
80	First Floor	N	General view, gallery pews
81	First Floor	SW	General view, gallery pews
82	First Floor	N	Graffiti on gallery pew
83	First Floor	NW	Triangular pewed space W gallery
84	First Floor	NW	General view, W gallery
85	First Floor	E	Gallery pew panelling (see Fig. 7)
86	First Floor	NW	General view, gallery pews
87	First Floor	W	Panelled front to gallery
88	First Floor	SE	General view of galleries

89	First Floor	SE	Tiers of pews in gallery
90	First Floor	SE	Tiered arrangement of E gallery pews
91	First Floor	NW	Tiered arrangement of W gallery pews
92	First Floor	NW	W pews running into later organ loft
93	First Floor	S	W side gallery pews
94	First Floor	SE	Central light fitting (re-ordering phase?)
95	First Floor	SE	Panelled gallery front
96	First Floor	E	Gallery flooring behind pews

Appendix 3: Inventory of building recording archive

Description	Quantity
Sheets of medium format black and white negative	1
Black and white prints	15
CD containing all images and report	1

Bibliography

Bielby, A. R., 1978, *Churches and Chapels of Kirklees*. Kirklees Metropolitan Council.
Libraries and Museums Service

English Heritage. 2006, *Understanding Historic Buildings: A Guide to Good Recording Practice*

Zion United Church, 2018, <http://www.zuchurch.co.uk/historyofzionchurch.htm>. Accessed January 2018