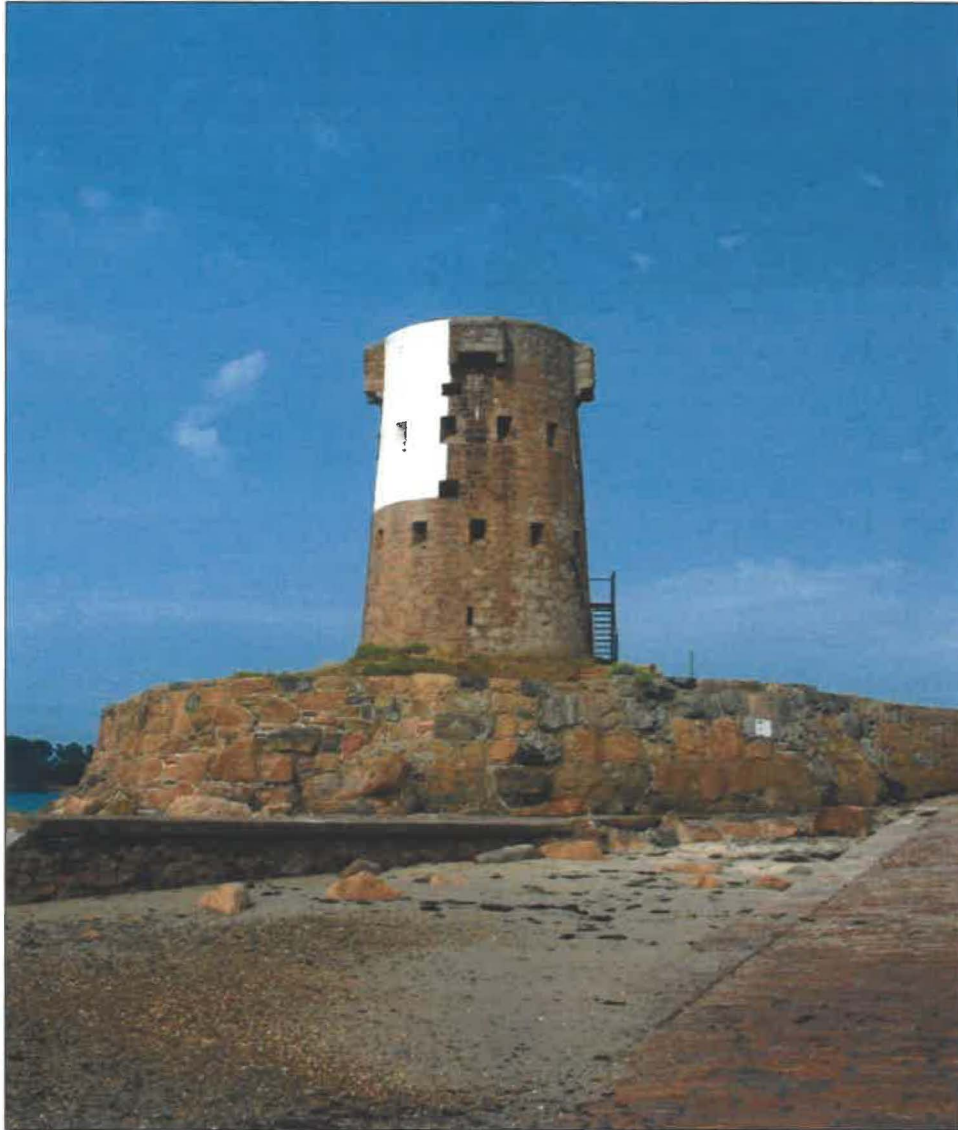


Jersey Heritage Trust

## Le Hocq Tower Conservation Statement



January 2007

## Contents

1	<b>Introduction</b>	1
2	<b>Brief history of the site</b>	2
	2.1 Pre-1780 defences	2
	2.2 Le Hocq Tower	2
	2.3 Military obsolescence and later uses	5
3	<b>Overview of the key surviving elements</b>	6
4	<b>Statement of significance</b>	8
	4.1 Archaeological significance	8
	4.2 Historical significance	8
	4.3 Architectural significance	9
	4.4 Ecological significance	9
	4.5 Other significance	10
5	<b>Identification of major conservation issues</b>	10
6	<b>Statutory and policy framework</b>	11
	6.1 International Conventions	11
	6.2 Planning and Building (Jersey) Law 2002	11
	6.3 The Convention on Wetlands	12
	6.4 The Jersey Island Plan, 2002	12
	6.5 Supplementary planning guidance	12
	6.6 Building Bye-Laws	13
	6.7 Conservation of Wildlife (Jersey) Law, 2000	13
	6.8 Health and Safety at Work (Jersey) Law, 1989	13
	6.9 Other relevant guidance	13

7	<b>Conservation policies</b>	14
7.1	Policy for recording and mitigation strategies	14
7.2	Policy for maintenance and repair	14
7.3	Policy for protecting the natural environment	15
7.4	Policy for reconstruction and alteration	15
7.5	Policy for service provision	16
7.6	Policy for interpretation	16
8	<b>Summary of proposed additional research and analysis</b>	16
9	<b>Implementation and review</b>	17
10	<b>Sources and references</b>	18
	<b>Appendices</b>	
A	Maps and images	
B	Glossary of building conservation terminology	
C	JHT protocol for archaeological work	

## **1 Introduction**

The Jersey Heritage Trust prepared this conservation statement for Le Hocq Tower in consultation with the Conservation Advisory Group July 2006 - January 2007. 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 18 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, L'Etacquerel Fort and La Tour Carrée.

### **2.1 Pre-1780 defences**

- A map of Jersey published in 1757 by Jacques Bellin after the survey of 1755 by Captain Lempriere, shows a battery at Rocqbert but nothing on the site of Le Hocq Tower (see appendix A.i)
- A map of Jersey published in 1757 by Jean de Beaurain is evidently confused as it incorrectly shows a battery of 6 cannons at Le Hocq Point with a road leading to St Clement's Church (see appendix A.ii)
- The Actes des Etats, 1769-1771, note that the old Guard House at Rocbert is in ruins and agree that a new Guard House for the Parish of St Clement should be re-located and built at Havre de Hocq (Jersey Archive ref: C/A3/2)
- Sir Henry Seymour Conway was appointed Governor of Jersey and Captain General in 1772. War in the American Colonies was overstressing British armed forces and made Britain vulnerable to invasion at home. Conway visited Jersey in May 1778 and proposed to defend the Island by building a chain of coastal defence towers. He submitted his proposal to Lord Weymouth on 20 May 1778 and obtained approval and funding from King George III on 5 July 1778.
- Royal Jersey Militia notes entitled 'Hints on state & Fortifications of the Bays and Landing Places in Jersey, June 1778' notes that Greve de St Clement "is covered all along to the southward by a range of rocks in the sea which have some openings frequented by the fisher boats and smugglers from France on which account it deserves some attention" and recommends that a tower and battery should be built here (Jersey Archive ref: L/F/97/M2/30)
- A map of Jersey 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 in 1781 after the chart by Louis Stanislas de la Rochette shows what appears to be a Guard House in the area of Le Hocq, possibly on the high ground from which observation would have been more effective, as well as a Boulevard and battery at Rocbert (see appendix A.iii)

### **2.2 Le Hocq Tower**

- The earliest known reference to Le Hocq Tower is found in the Actes des Etats, 18 June 1781 which refers to the planned construction of a

seawall nearby, "Le Connétable de la Parish de St Clement est autorisé conjointement avec les Centiniers et Inspecteurs de ladite Parish de prendre deux Jours sur les Chemins en employant Charrettes, Bétail et Gens de bras à approcher des Materiaux pour faire une Defense suffisante contre le Barage de la Mer à l'endroit où est la Tour proche le Hocq" (Jersey Archive ref: C/A3/3)

- The Duke of Richmond Map of Jersey (surveyed from 1787, published 1795) shows a round tower at Le Hocq Point (see appendix A.iv)
- The Recapitulation of Works ordered, 7 June 1797, has an entry "To erect a Redoubt on the heights of L'Hoc with 3 new Traversing platforms, ammunition boxes etc; To erect a Guard House & Store in Royalist Redoubt" (Public Records Office ref: WO 607/425)
- A report of the different Batteries in the Island of Jersey, 28 August 1797, makes no mention of La Hocq Tower or Battery (Société Jersiaise Library ref: M20/10)
- Minutes of the Defence Committee, 25 January 1798, record that work was required at Havre du Hocq where a cannon had fallen off its traversing platform and two others were in danger. This shows that there was already at that time a battery of three guns in this location (Jersey Archive ref: C/B/B1/1)
- The Prince of Bouillon Map, 1799, illustrates more clearly than others the nature of the channels approaching Havre du Hocq and Havre des Fontaines (see appendix A.v)
- 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 'Tower du Hoc' and defences at Rocberd (see appendix A.vi)
- A report by Lt Col Lewis on coastal defences, 1 October 1832, in relation to St Clement's Bay notes that in addition to a single heavy gun mounted on Icho Tower 2,200 yards off shore and the new batteries intended to be built on La Motte Island, it is proposed to strengthen the batteries of La Hocq and Rocque Platte Towers by arming Le Hocq with 4 Heavy guns and Rocque Platte with 3, enclosing the rear with palisades at a cost of £765 and £1046 respectively (Public Records Office ref: WO 44/76)
- A Plan and Section of Le Hocq Tower by Lt Col Lewis, 1 November 1832, shows the tower in place and designs for a new battery, guard house and magazine, proposed to meet the requirements of the new threat from France and of the changes in artillery and steam ship technology (see appendix A.vii)
- A letter from Lt Col Lewis to the Inspector General of Fortifications, 8 March 1833, refers to works to be undertaken but makes no mention of

the new works at Le Hocq – presumably abandoned to save expense (Public Records Office ref: WO 44/76)

- A letter from Lt Col Lewis & Lt Col Sinclair to the Secretary, Board of Ordnance, 28 October 1835, recommends that all foreign guns in Jersey be removed to Woolwich as they are not needed and differ in calibre with those in British service. The letter goes on to list the number and nature of guns and carronades required for the defence of Jersey - stating that La Hocque Tower is armed with 1 x 18-pounder. No mention is made of a Battery at Le Hocq (Public Records Office ref: WO 44/76)
- Colonel English Memorandum Book, 9 November 1840 has the following entry for Le Hocq Tower:

Present state	in good order
Situated	on a projecting point of the sands near high water mark, about 2566 yards from Roque Platte Tower
Object of tower	to prevent an enemy landing
Armament	1 x 18pdr Carronade on a wooden traversing platform and slide – carriage only on the spot
Barrack	for 1 Sergeant and 12 men
Water	unprovided
Magazine	for 20 barrels of powder
Proposed additions	to construct a strong enclosed Battery of 4 heavy guns, 2 on traversing platforms; a small tank of 160 gallons; 2 wall muskets with percussion Locks; Carronade fitted with ditto

(Public Record Office ref: WO 55/1550/2)

- A painting of Le Hocq Tower by W C Stanfield, 1840 shows construction work around the base of the tower – possibly of seawalls to prevent undermining (see appendix A.viii)
- A sketch of Le Hocq Tower entitled 'Pontac' by John Le Capelain, circa 1840s shows stone seawalls around the base of the tower (see appendix A.ix)
- A report of Ordnance, 30 September 1848, records that at Le Hocq the traversing platform (iron) is in position, the wood slide is within the tower for protection against decay, the 18 pdr Carronade on top of the tower is dismantled and the magazine for 20 barrels in good order (Public Record Office ref: WO 44/77)
- The Hugh Godfray Map of Jersey, 1849 shows Le Hocq Tower, described as 'Martello' (see appendix A.x)
- Print entitled 'Vraicking Season, Le Hocq, St Clement's, Jersey' by P J Oules circa 1850s (see appendix A.xi)

- A drawing of 'Tour Le Hocq, near Pontac' by Diana Stanmore, circa 1852-1859 shows the tower viewed from the east (see appendix A.xii)
- A handwritten book concerning the defence and fortification of the Royal Jersey Militia, written anonymously in 1857, has the following entry, "La Hocq Tower for musketry armed as the others with an 18lbs carronade on the top, has a Battery adjoining armed with two 18lbs now withdrawn". An accompanying sketch plan shows the battery to the east of the tower (Jersey Archive ref: L/F/97/M18/1 and see appendix A.xiii)
- A map of Jersey surveyed by Staff Commander J Richards RN in 1867 shows the soundings and rocks around 'Le Hocq Point – Martello Tower' (the map was subject to several later amendments and shows the line of the Jersey Eastern Railway that opened in 1873) (see appendix A.xiv)

### **2.3 Military obsolescence and later uses**

- A report on the defences of the Island in 1870 by Sir John Le Couteur concludes that the Conway towers have become largely obsolete (Jersey Archive ref: A/D2/1).
- A letter from the War Office to the General Officer Commanding in Jersey, dated 30 April 1896 states, "I am to ask that you will consider and give an opinion as to whether it might not be convenient and of advantage to offer to hand over to the States the whole of the detached properties such as old detached Martello Towers and other antiquated works of Defence, which are in no sense at present, and so far as can be foreseen will never be required by the War Department for military purposes". Enclosed with the letter is a list of properties available for disposal including Le Hocq Tower (Jersey Archive ref: D/AP/AD/7/68).
- Photograph of Le Hocq Tower by A K Lawson, 1910 (see appendix A.xv)
- Photograph of men loading vraic by Le Hocq Tower by Edwin Dale, circa 1920 (see appendix A.xvi)
- The Parish of St Clement acquired Le Hocq Tower, the battery and part of the adjacent dune land by contract dated 22 June 1935 (Public Registry ref: 426:43)
- The Ordnance Survey Map of Jersey, 1935 shows 'Martello Tower' and slipway (see appendix A.xvii)
- Photograph of Le Hocq Tower by Emile Guiton, 26 June 1939 (see appendix A.xviii)

- Photograph of Le Hocq Tower by P Ross, 1953 (see appendix A.xix)
- Part of the upper section of the tower is painted white to serve as a navigation marker.
- The Jersey Amateur Radio Society rented the tower from the parish of St Clement between 1970 and 1989. The society website recalls “After an exhausting search in 1970 we were able to rent Le Hocq Martello Tower, which was in a derelict state, for £20 per annum on a nine-year lease, from the Parish of St. Clement. Naturally there was much work needing to be done. Expert knowledge of building was required and obtained from the membership. Two floors and a roof had to be constructed in the empty shell of the Tower”.
- A painting of Le Hocq Tower by N M Faulder (undated but possibly 1970s) shows a tall aerial on top of the tower (see appendix A.xx)
- Ordnance Survey Map of Jersey, 1981 (see appendix A.xxi)
- South East Coast of Jersey is designated as a Ramsar site, November 2000
- Ordnance Survey Map of Jersey, 2003 (see appendix A.xxii)
- Plan and Section of Le Hocq Tower by F Smith, 2004 (see appendix A.xxiii)
- Photographs of Le Hocq Tower 1989-2006 (see appendix A.xxiv)
- January 2007 – Le Hocq Tower is owned by the Parish of St Clement and is under the management of the Jersey Heritage Trust.

### **3 Overview of the key surviving elements**

See appendix A.xxiv

Le Hocq Tower is built on a small rocky promontory in St Clement's Bay. The tower is slightly elevated above Le Hocq Common and appears to sit on an artificially raised mound.

The tower is round and tapered, built of regular squared and well-tooled blocks of granite (with 'modern' cement mortar pointing). Externally, there is a single narrow opening at ground level that provides ventilation to the magazine. The upper floors are punctuated with musketry loopholes partially formed in brickwork – 11 at first floor and 12 at second floor level. There are three larger granite dressed ventilation windows on each floor above the loopholes. The dressed granite doorway is raised at first floor level - originally reached by removable ladder but now by a modern galvanised staircase.

There are four machicolations at parapet level; one situated directly over the entrance door (which faces landward) and then at 90° intervals around the tower. Each machicolation projects from the face of the tower by approximately 2ft and is about 5ft wide externally, the outer wall being supported on a granite lintel spanning between cantilevered beams with moulded corbels beneath – all components being formed of granite masonry. Each machicolation is 'roofed' at parapet level with large granite lintels laid flush with the top of the parapet wall. The top of the parapet is sloped down towards the outer face of the tower.

The tower is arranged internally on four levels.

At ground floor level is a brick vaulted magazine, accessible only via a steep modern stair ladder from the floor above. The stair ladder leads from a hatchway down into a 'lobby' area from which access is gained to a magazine store. The 'lobby' has granite walls and two original timber floor beams above. Some joists and the timber trimming around the access hatchway also appear to be original. On the north side of the 'lobby' is an opening at head height, leading through to a well by the entrance door into the tower. The floor is concrete with a hatchway used as an access point for modern services.

The partition between the lobby and magazine is formed in brickwork with granite beyond. The doorway retains its original timber frame with iron bolt loop. The magazine is brick vaulted and lined with brick with a pair of baffled ventilation slots with offset ducts to the exterior of the tower.

At first floor level the modern timber entrance door opens inward into a small well area, from which an opening shows through into the magazine store below. There are three steps up into the first floor level. The walls of the room are roughly squared granite with openings dressed with granite and brick. There is a circuit of 11 musketry loopholes around the room – all sealed with Perspex. Above these are 3 larger ventilation windows – two have modern louvre fittings and the third is blocked with modern brick and bottles (there is no window on the seaward side). There is an arched fireplace with the hearth and hood repaired with inappropriate style bricks.

The section of floor above the ground floor lobby is replacement timber plank. The smaller section of floor above the magazine is concrete. The ceiling is modern with a single (apparently re-used) timber beam supported off metal wall plates. Access to the upper and lower levels is via modern timber stair ladders.

At second floor level the walls are roughly squared granite with a brick vault supporting the paved gun deck above. There is a circuit of 12 musketry loopholes around the room – all sealed with Perspex except one that is blocked with modern bottles. Above these are 3 larger ventilation windows set in channels within the brick vault. The window openings have been reduced with modern brick and smaller windows inserted.

There is a round hatch in the centre of the vault giving access to the top deck. This is formed by a substantial cast iron drum tapered to also act as a keystone for the circular vault. Access to the top deck is via a removable modern ladder.

The roof platform is supported off the brick vault below. The deck is stone paved surrounded by a masonry parapet with a continuous firing step at its base. The parapet has dressed granite coping and four projecting machicolations – all but the south machicolation has been infilled with concrete blockwork. A modern timber platform covered with bituminous roof felt has also been inserted above the original stone deck – supported off the firing step. The chimneystack has been lost and would have been built off the parapet wall – likely constructed in brick.

The Channel Islands Occupation Society believes there were WWII German communication trenches around the tower with camouflaged netting. The concrete strip in front of the door covered the ammunition store and there was below ground access to the tower. There was also a machine gun point on the west side of the tower.

Adjacent to the tower is an upstanding granite pillar roughly dressed and squarish with an iron fitting - hewn apparently out of the natural rock. This may have been a gun mounting or possibly had a nautical purpose.

The key elements of the site are:

- Round tower
- German Occupation structures around the tower

## **4 Statement of significance**

### **4.1 Archaeological significance**

Remains of an associated Battery may survive beneath the raised grass area to the east of the tower. German Occupation structures are also believed to exist underground around the tower.

### **4.2 Historical significance**

Le Hocq Tower is an exceptional example of Jersey's unique form of coastal defence tower, developed by Sir Henry Seymour Conway. It is one of twenty-three Conway towers built between 1778 and 1801.

Le Hocq Tower, in combination with other coastal fortifications, is important evidence illustrating the history of fortifications in Jersey and the development of defensive theory and design in the context of a changing military environment - including the perceived threat and opposing technology.

### **4.3 Architectural significance**

Le Hocq Tower substantially retains its completeness and architectural integrity as a late eighteenth century tower in a little-altered setting. It is strategically sited and its relationship to the landscape for defensive purposes – such as the direction and angle of fire for guns and views to vulnerable points – can still be read.

### **4.4 Ecological significance**

#### Wildlife assessment (GR 686467) 2006

Le Hocq Tower is located on the edge of the “South East Coast of Jersey, Channel Islands” Ramsar Site.

The flora around the base of the tower on the seaward side has a pleasant mix of coastal plants, with rock samphire (*Crithmum maritimum*), sea beet (*Beta vulgaris* ssp *maritima*), couch grasses (*Agropyron* spp), field bindweed (*Convolvulus arvensis*) and buck's-horn plantain (*Plantago coronopus*). The ground on the northwest side is heavily trampled by visitors and frequently mown but two of Jersey's less common plants – Curved Hard-grass and Knotted Hedge-parsley – have been seen there. There are also some leguminous plants that attract Common Blue, Clouded Yellow and other butterflies.

A brief examination of the inside of the tower on 26.7.06 found a lot of old bird guano in the void below the gun platform but no apparent evidence of use by bats. A visit by a specialist surveyor in September '06 also found no evidence of bats and concluded that the tower appeared unattractive for bat use

Whilst the principal interest of the Ramsar site relates to the inter-tidal habitats, the shoreline on which the tower is located complements those features and its management has important implications in terms of pollution and disturbance.

So far as the immediate surroundings of the tower are concerned any increase in people-pressure is likely to cause further erosion and loss of species. However a review of the mowing regime might go some way to counteracting those pressures.

#### Bat Survey Report, 2006

The tower comprises a basement and 1st and 2nd floor levels, with a raised flat decking roof. There was no evidence of bats, and the space underneath the raised roof was thick with cobwebs. Bats have been seen flying along the shoreline and over the grass lawns near the tower (H. Forshaw, pers.com), but the tower itself appears unattractive for bat use.



### Additional Société Jersiaise comments

The rocks less than a hundred meters from the Tower are internationally important for roosting water birds at high tide and many, including the Herring Gull, Common and sandwich Terns, and Eurasian Oyster Catchers breed there. Roosting birds include Eurasian Curlews in their hundreds, in winter the Grey Heron, Red-breasted Mergansers and many Little Egrets. Waders are present all winter, spring and autumn including Bar-tailed Godwits, Redshanks and Ruddy Turnstones as well as others.

#### **4.5 Other significance**

The most prominent post-military use of Le Hocq Tower has been as a navigation marker, and as a clubhouse for the Jersey Amateur Radio Society. An image of the tower is also depicted on the Jersey one pence coin.

### **5 Identification of major conservation issues**

The following is an assessment of the way in which the significance of Le Hocq Tower could be vulnerable.

- Care must be taken to ensure that the significance of Le Hocq Tower is not eroded through neglect. The tower 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 tower, there will be physical damage to the fabric and thereby to the significance of the tower.
- A potential problem is a lack of continuing and long-term interest in the tower 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 Le Hocq Tower 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 tower 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 tower 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 tower, 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.

Le Hocq Tower is currently proposed as a Site of Special Interest. 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 tower's site and structure.

### **6.3 The Convention on Wetlands**

Le Hocq Tower is located on the edge of the site designated under the Ramsar Treaty as South East Coast of Jersey Channel Islands. The Convention on Wetlands, signed in Ramsar, Iran, in 1971, is an intergovernmental treaty that provides the framework for national action and international cooperation for the conservation and wise use of wetlands and their resources.

### **6.4 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 Le Hocq Tower lies within the Shoreline Zone. Policy BE11 states, "within this zone, there will be a presumption against new buildings or extensions to existing buildings where such development will fill gaps or obstruct public views to the foreshore and sea. Particular attention will therefore be paid to the siting, massing and height of any proposed developments. There will be a presumption against the loss of open spaces that are considered important for amenity and the preservation of views. Public access to and along the shoreline will be protected and enhanced, where possible. Proposals which seek to raise the quality and standard of design of the public realm within this zone, particularly with regard to promenades, quay sides, car parks and other waterfront areas will be favourably considered."

### **6.5 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'.

## **6.6 Building Bye-Laws**

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

## **6.7 Conservation of Wildlife (Jersey) Law, 2000**

Work to and use of the tower 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. The law provides that the Minister for Planning and Environment may grant a licence authorising any person to do anything that would otherwise constitute an offence under Parts 2-4 of the Law. Licences may only be granted for certain reasons specified by the Law, and then only if the Minister is satisfied that there is no other satisfactory solution and that anything authorised by the licence will not be detrimental to the survival of the population concerned.

## **6.8 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.

## **6.9 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 Le Hocq Tower 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 B).

## **7 Conservation policies**

Le Hocq Tower'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 tower must not be materially damaged.

### **7.1 Policy for recording and mitigation strategies**

When any work is proposed to maintain, repair or alter Le Hocq Tower, 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 C)
- 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 tower 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 tower
- 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 Le Hocq Tower, the Jersey Heritage Trust will:

- ensure that work to and use of the tower is compatible with the provisions of the Wildlife Law, Ramsar site designation and other relevant Multi-lateral environmental Agreements for which ratification has been extended to Jersey.
- 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 tower 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 Le Hocq Tower 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 tower to ensure that the significance of the site is not damaged through vandalism or other intrusive activities

### **7.5 Policy for service provision**

There is already an electrical supply to the tower. 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 tower, such as the production of a multi-lingual guidebook, resource material for educational visits and a programme of events that complement the tower 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 tower.	To be undertaken by the Jersey Heritage Trust
Implement a quinquennial condition survey of the tower.	To be undertaken by the Jersey Heritage Trust
Draw up an annual programme of works together with a phased maintenance schedule.	To be undertaken by the Jersey Heritage Trust
Measured survey and recording of the tower.	To be undertaken by the Jersey Heritage Trust
Ecological mitigation strategy.	To be undertaken by the Jersey Heritage Trust - to be approved by the Environment division of

	Planning & Environment Department
Designation as a Site of Special Interest.	To be undertaken by the Planning & Environment Department with support of JHT

## 9 Implementation and review

- The Jersey Heritage Trust has undertaken to produce a conservation statement for Le Hocq Tower 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 Le Hocq Tower.
- 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 Le Hocq Tower.
- The conservation statement will be regularly reviewed and refined every 3 years.



## 10 Sources and references

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Jersey Heritage Trust (Jersey Archive):

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- Map of Jersey published in 1757 by Jean de Beaurain (ref: L/F/120/A/49)
- Royal Jersey Militia Exercise book with statistics of artillery exercises and notes on the defences of Jersey - Hints on State and Fortifications of the Bays and Landing Places in Jersey, June 1778 (ref: L/F/97/M2/30)
- Map of Jersey 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 in 1781 after the chart by Louis Stanislas de la Rochette (ref: L/F/120/A/72)
- Actes des Etats, 1769-1771 (ref: C/A3/2)
- Actes des Etats, 18 June 1781 (ref: C/A3/3)
- Duke of Richmond map of Jersey (surveyed from 1787, published 1795) (ref: D/AL/A2)
- Minutes of the Defence Committee, 25 January 1798 (ref: C/B/B1/1)
- The Prince of Bouillon Map, 1799 (reading area)

- 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)
- Handwritten book concerning the fortifications of the Royal Jersey Militia, 1857 (ref: L/F/97/M18/1)
- Map of Jersey surveyed by Staff Commander J Richards RN in 1867 (ref: L/F/120/A/114)
- Report on the defences of the Island in 1870 by Sir John Le Couteur (ref: A/D2/1)
- Letter from the War Office to the General Officer Commanding in Jersey, dated 30 April 1896 (ref: D/AP/AD/7/68)
- Contract, 22 June 1935 (Public Registry ref: 426:43)
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- Protocol for Archaeological Work, 2005
- Bemment G (2006) Bat Survey Report, Jersey Heritage Trust Sites
- Thompson J (2006) Wildlife assessment of Le Hocq Tower

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- Photograph of Le Hocq Tower by A K Lawson, 1910 (SJPA/009016)
- Photograph of men loading vraic by Le Hocq Tower by Edwin Dale, circa 1920 (SJPA/009337)
- Photograph of Le Hocq Tower by Emile Guiton, 26 June 1939 (SJPA/007991)
- Photograph of Le Hocq Tower by P Ross, 1953 (SJPA/007986)

Société Jersiaise Art Collection:

- Painting of Le Hocq Tower by W C Stanfield, 1840 (ref: SJA/00067)
- Sketch of Le Hocq Tower entitled 'Pontac' by John Le Capelain, circa 1840s (ref: SJA/03481)
- Print entitled 'Vraicking Season, Le Hocq, St Clement's, Jersey' by P J Oules circa 1850s (ref: SJA/01903)
- Drawing of 'Tour Le Hocq, near Pontac' by Diana Stanmore, circa 1852-1859 (ref: SJA/01483)
- Painting of Le Hocq Tower by N M Faulder (undated) (ref: SJA/02435)

Société Jersiaise Library:

- A report on the different Batteries in the Island of Jersey, 28 August 1797 (ref: M20/10)

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

- The Recapitulation of Works ordered, 7 June 1797 (ref: WO 607/425)
- A report by Lt Col Lewis on coastal defences, 1 October 1832 (ref: WO 44/76)
- A Plan and Section of Le Hocq Tower by Lt Col Lewis, 1 November 1832 (ref: MR 1/1369)
- A letter from Lt Col Lewis to the Inspector General of Fortifications, 8 March 1833 (ref: WO 44/76)
- Letter from Lt Col Lewis & Lt Col Sinclair to the Secretary, Board of Ordnance, 28 October 1835 (ref: WO 44/76)
- Colonel English Memorandum Book, 9 November (ref: WO 55/1550/2)
- A report of Ordnance, 30 September 1848 (ref: WO 44/77)

States of Jersey Planning and Environment Department:

- Historic Buildings Register (ref: CL0060)
- Ordnance Survey Map of Jersey, 2003

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 Convention on Wetlands (Ramsar), 1971: South East Coast of Jersey (ref: United Kingdom 3UK150)
- The Conservation of Wildlife (Jersey) Law, 2000
- The Health and Safety at Work (Jersey) Law, 1989
- The Jersey Island Plan, 2002
- 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 published in 1757 by Jacques Bellin after  
the survey of 1755 by Captain Clement Lempriere  
(Jersey Archive ref: L/F/120/A/52)





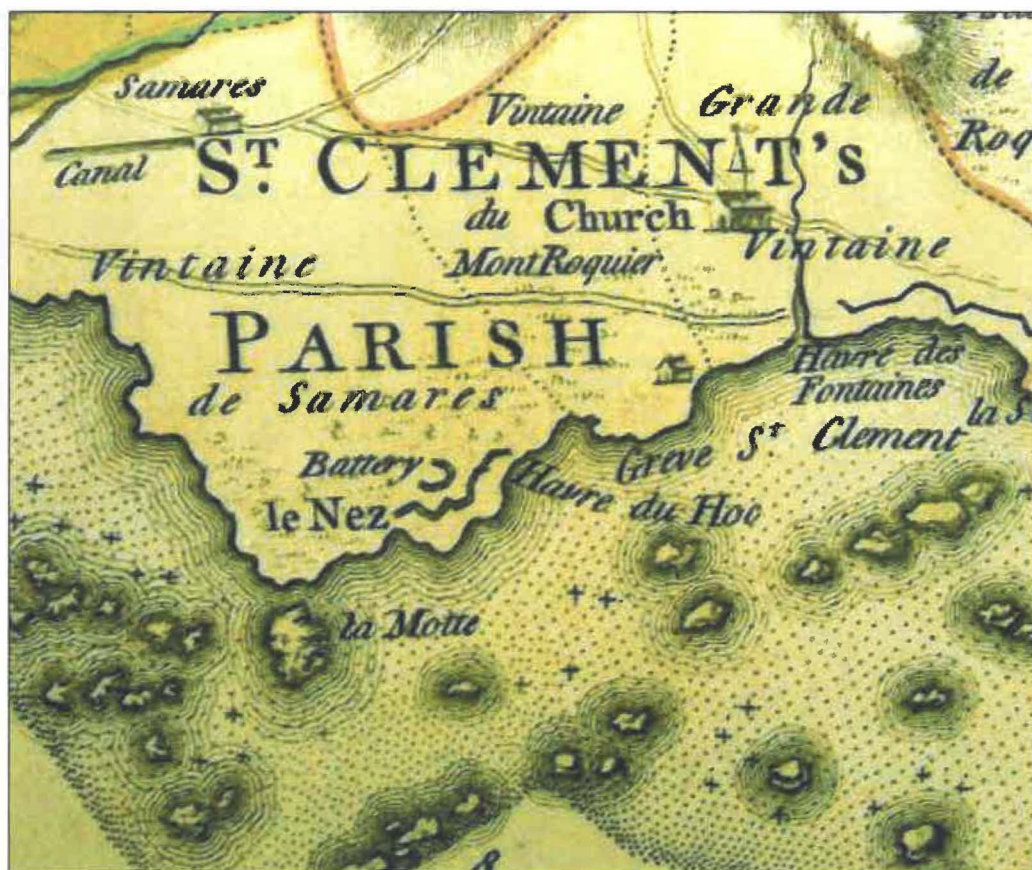
## A.ii

Map of Jersey by Chevalier Jean de Beaurain,  
Engineer and Royal Geographer in 1757  
(Jersey Archive ref: L/F/120/A/49)



A.iii

Map of Jersey engraved by William Faden in 1781  
after the chart by Louis Stanislas de la Rochette  
(Jersey Archive ref: L/F/120/A/72)





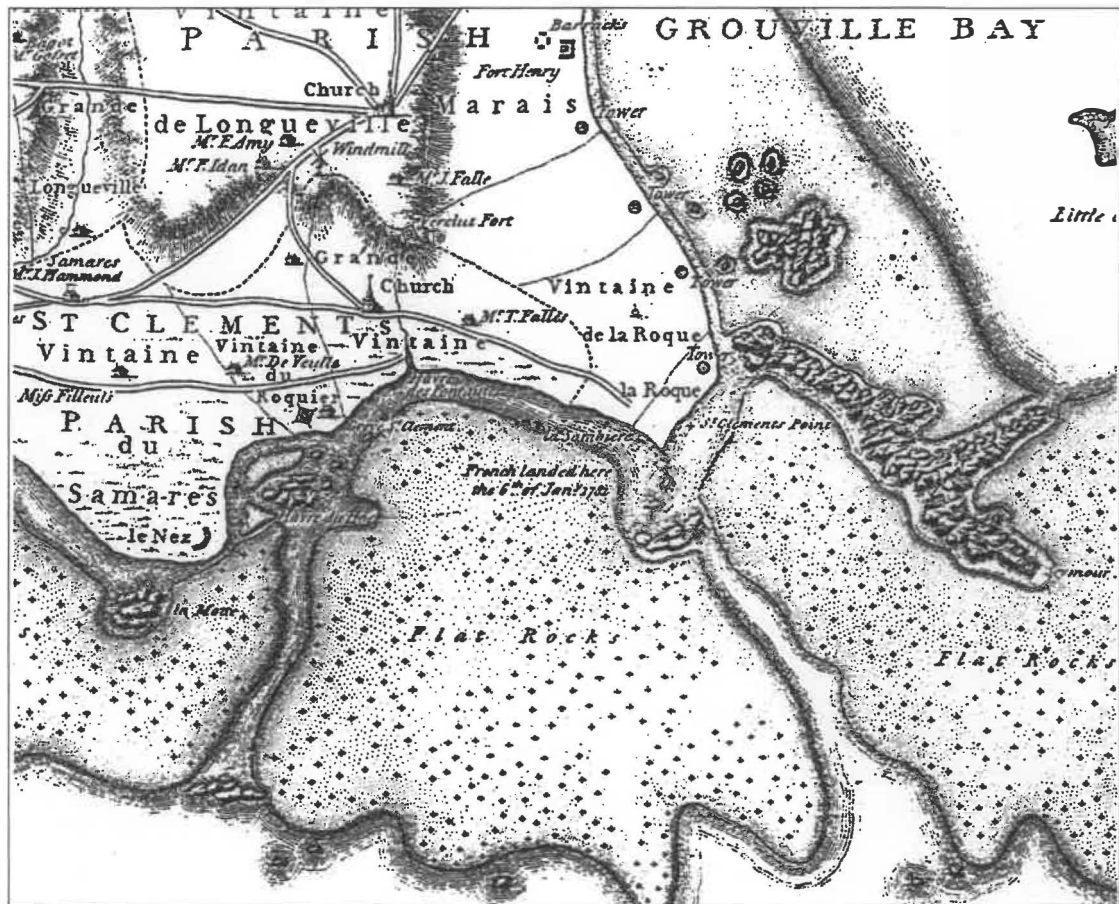
**A.iv**

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



**A.v**

Prince of Bouillon Map of Jersey, 1799  
(Jersey Archive)



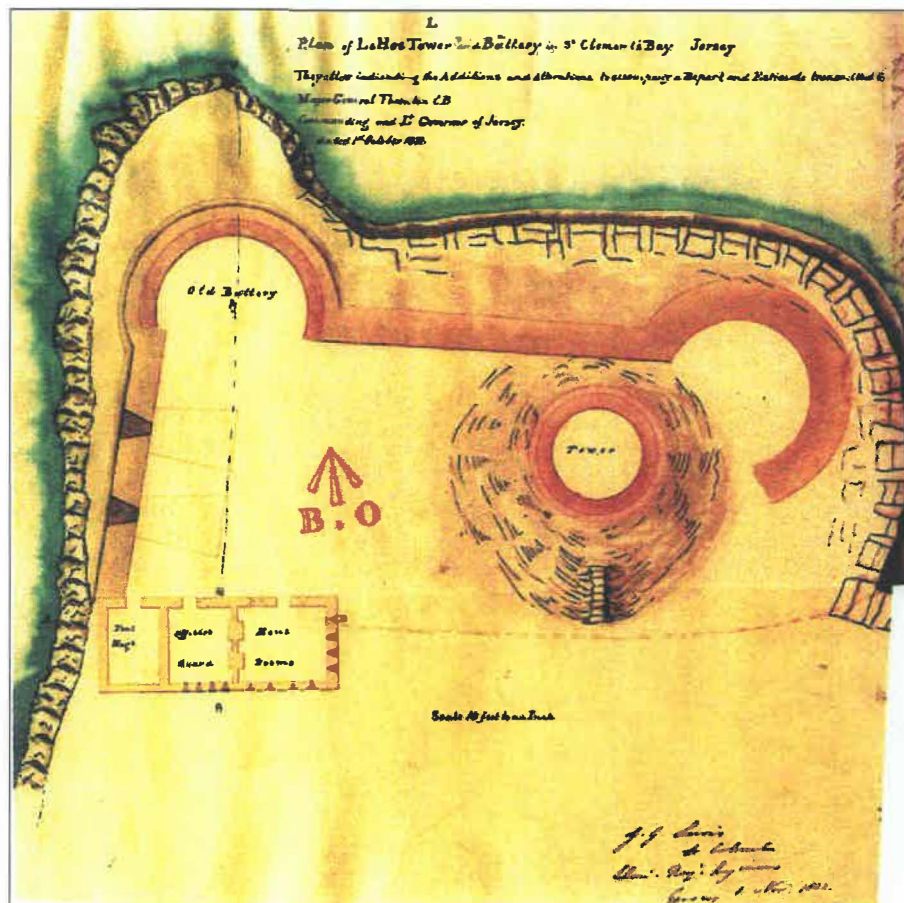
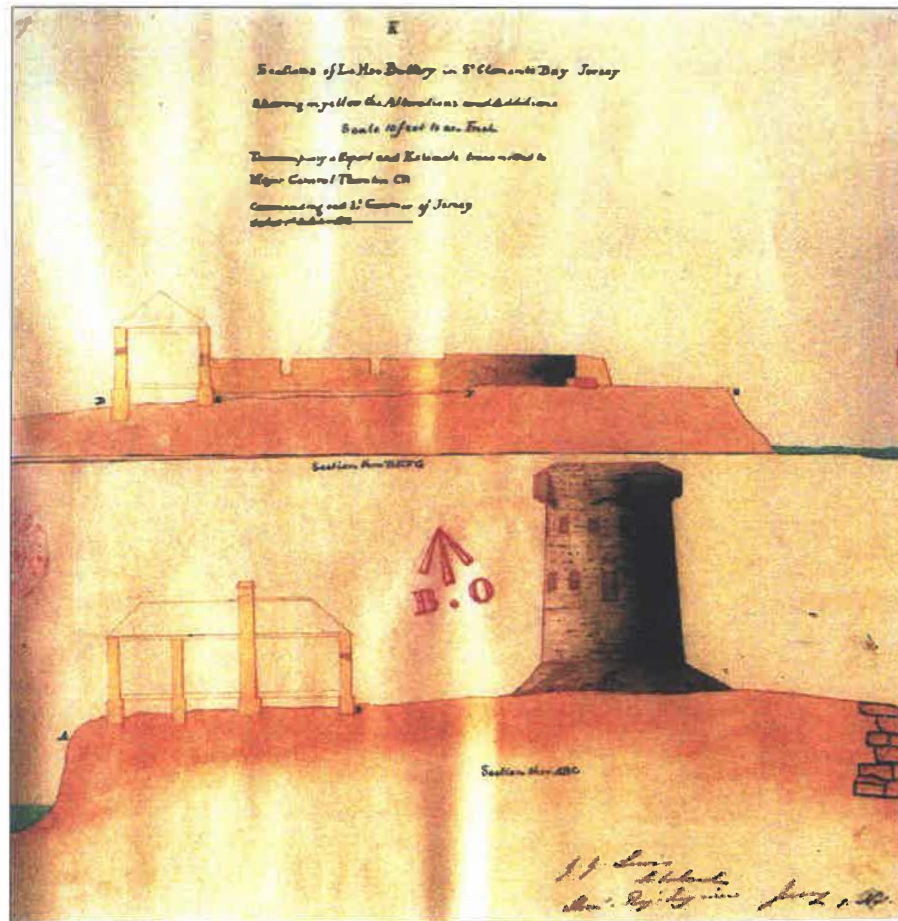
Map of Jersey showing defences around the coast, water mills, vingtaines, bays, major roads and reefs. Engraved by Samuel John Neele from a survey carried out to illustrate William Plee's Account of Jersey, published in 1817  
(Jersey Archive ref: L/F/120/A/100)





## A.vii

### Proposed Plan and Section of Le Hocq Tower, 1 November 1832 (Public Record Office ref: MR 1/1369)



**A.viii**

**Le Hocq Tower by W C Stanfield, 1840  
(Société Jersiaise Art Collection ref: SJA/00067)**





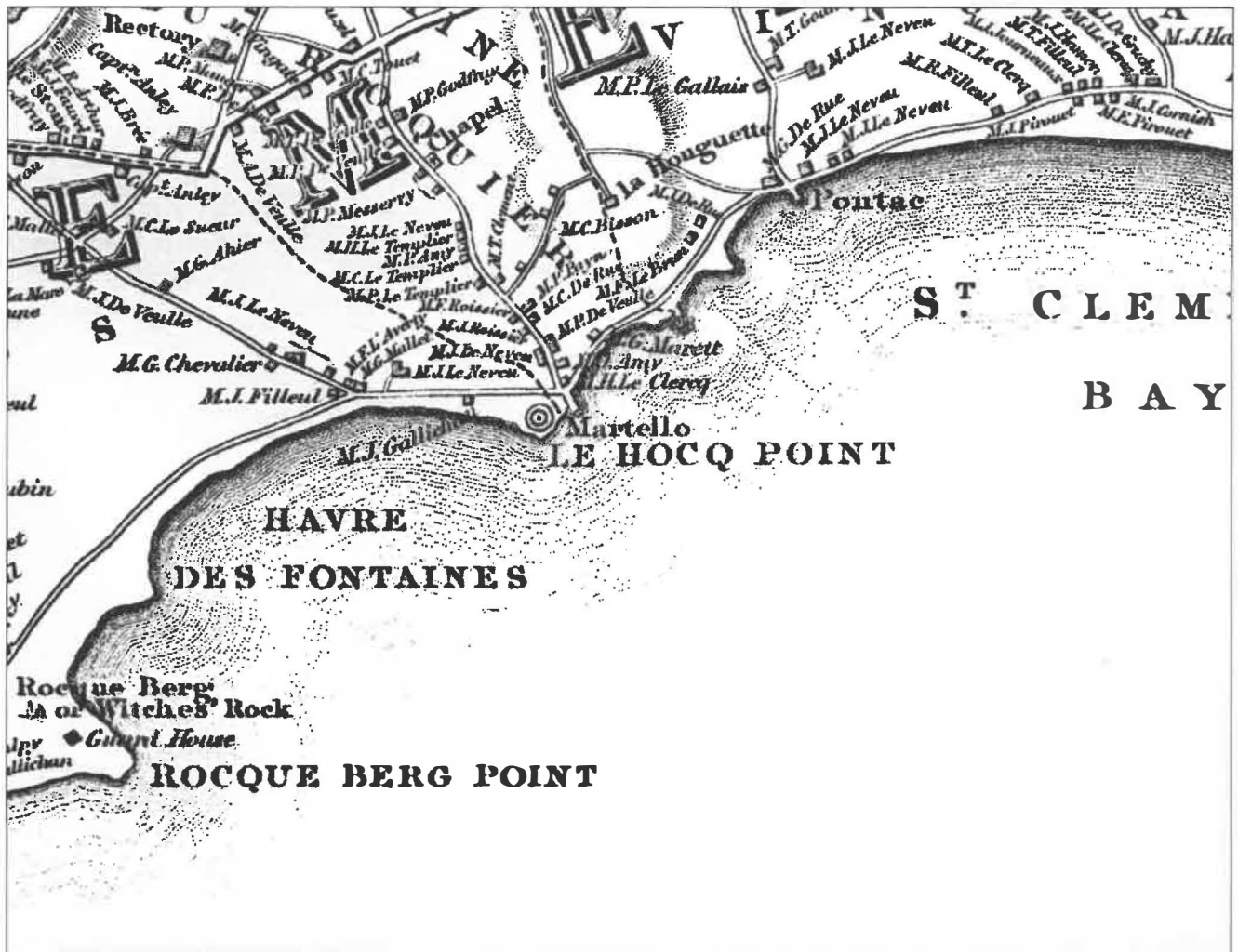
## A.ix

Pontac by John Le Capelain, circa 1840s  
(Société Jersiaise Art Collection ref: SJA/03481)



# A.x

Map of Jersey by Hugh Godfray, published in 1849, after a survey by Elias Le Gros - showing parish boundaries, vingtaine boundaries, roads, lanes and every house (Jersey Archive ref: L/F/120/A/107)



**A.xi**

Vraicing Season, Le Hocq, St Clement's, Jersey by P J Oules, circa 1850  
(Société Jersiaise Art Collection ref: SJA/01903)





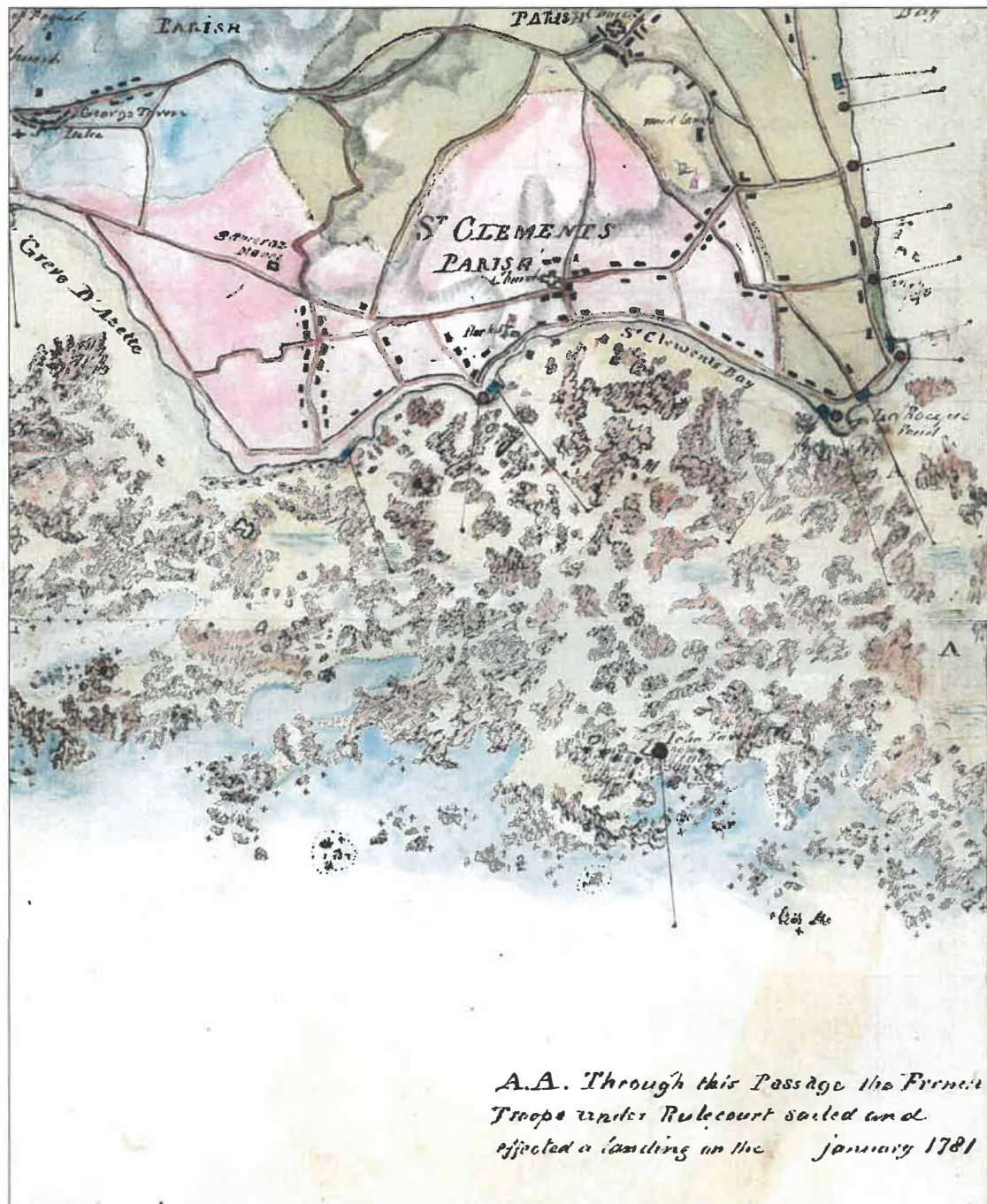
A.xii

Tour Le Hocq, near Pontac by Diana Stanmore, circa 1852-1859  
(Société Jersiaise Art Collection ref: SJA/01483)



A.xiii

Handwritten book concerning the defence and fortification of  
the Royal Jersey Militia includes drawn illustrations  
(Jersey Archive ref: L/F/97/M18/1)





A.xiv

Map of Jersey, surveyed by Staff Commander J Richards R N, 1867 including major roads, railways, churches, bays, soundings and rocks  
(Jersey Archive ref: L/F/120/A/114)



**A.xv**

**Le Hocq Tower by AK Lawson, 1910  
(Société Jersiaise Photographic Collection ref: SJPA/009016)**



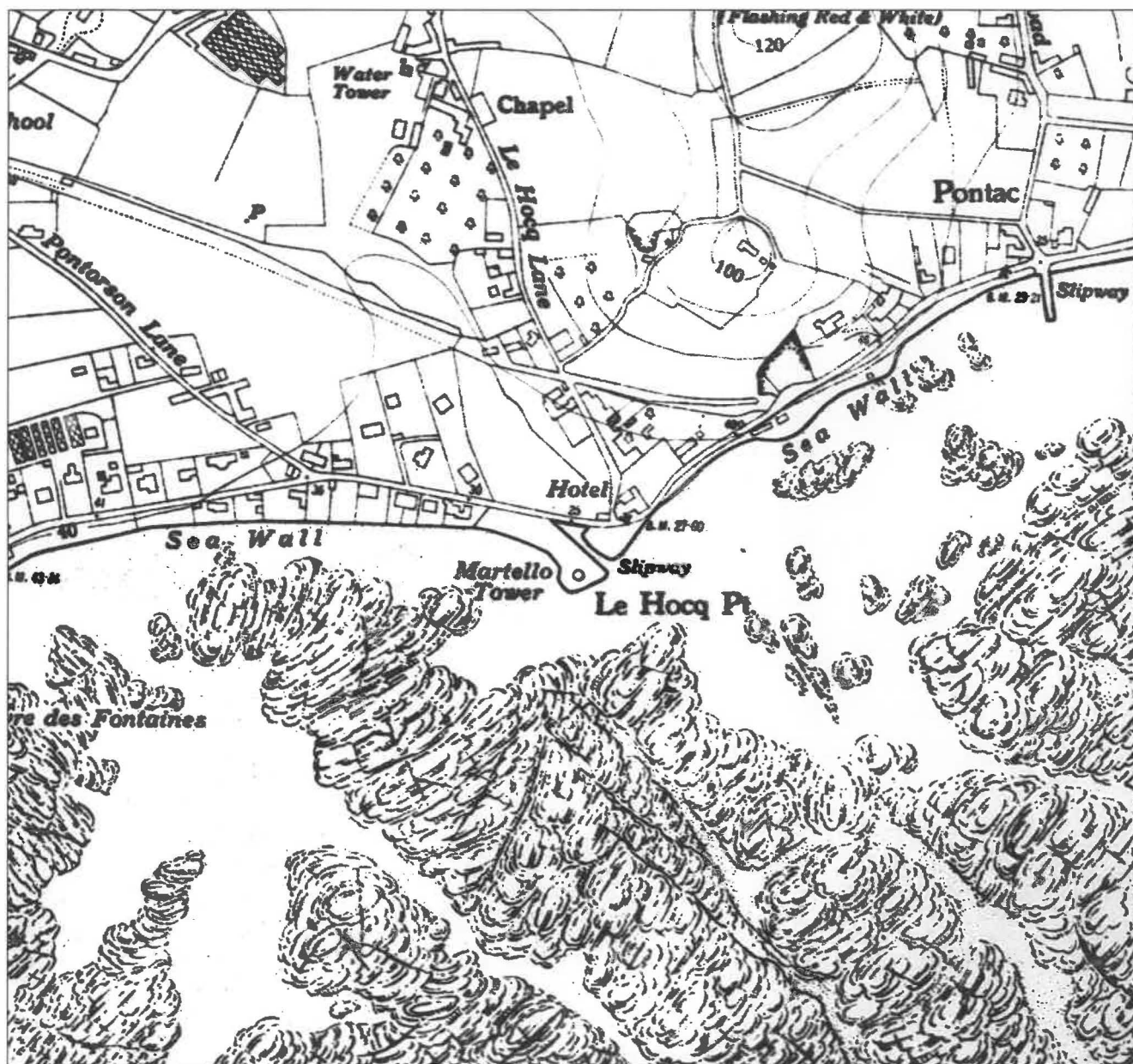
**A.xvi**

Loading vraic at Le Hocq by Edwin Dale circa 1920  
(Société Jersiaise Photographic Collection ref: SJPA/009337)





Ordnance Survey Map of Jersey, 1935  
(Jersey Archive ref: D/Z/L/8/1)



**A.xviii**

**Le Hocq Tower by Emile Guiton, 26 June 1939  
(Société Jersiaise Photographic Collection ref: SJPA/007991)**



**A.xix**

Le Hocq Tower by Phyllis Ross, 1953  
(Société Jersiaise Photographic Collection ref: SJPA/007986)





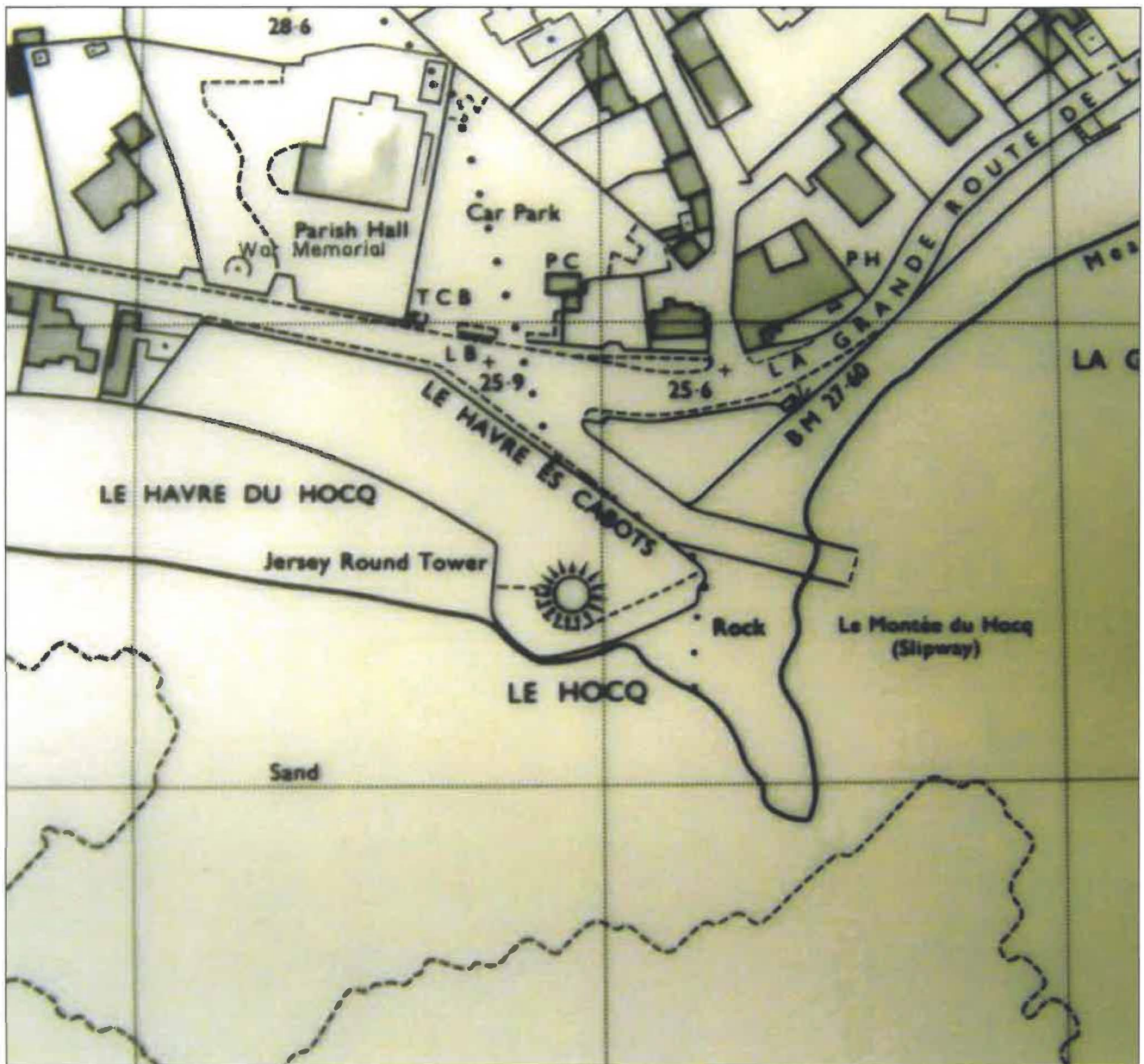
**A.xx**

Le Hocq Tower by N M Faulder, (undated but possibly 1970s)  
(Société Jersiaise Art Collection ref: SJA/02435)



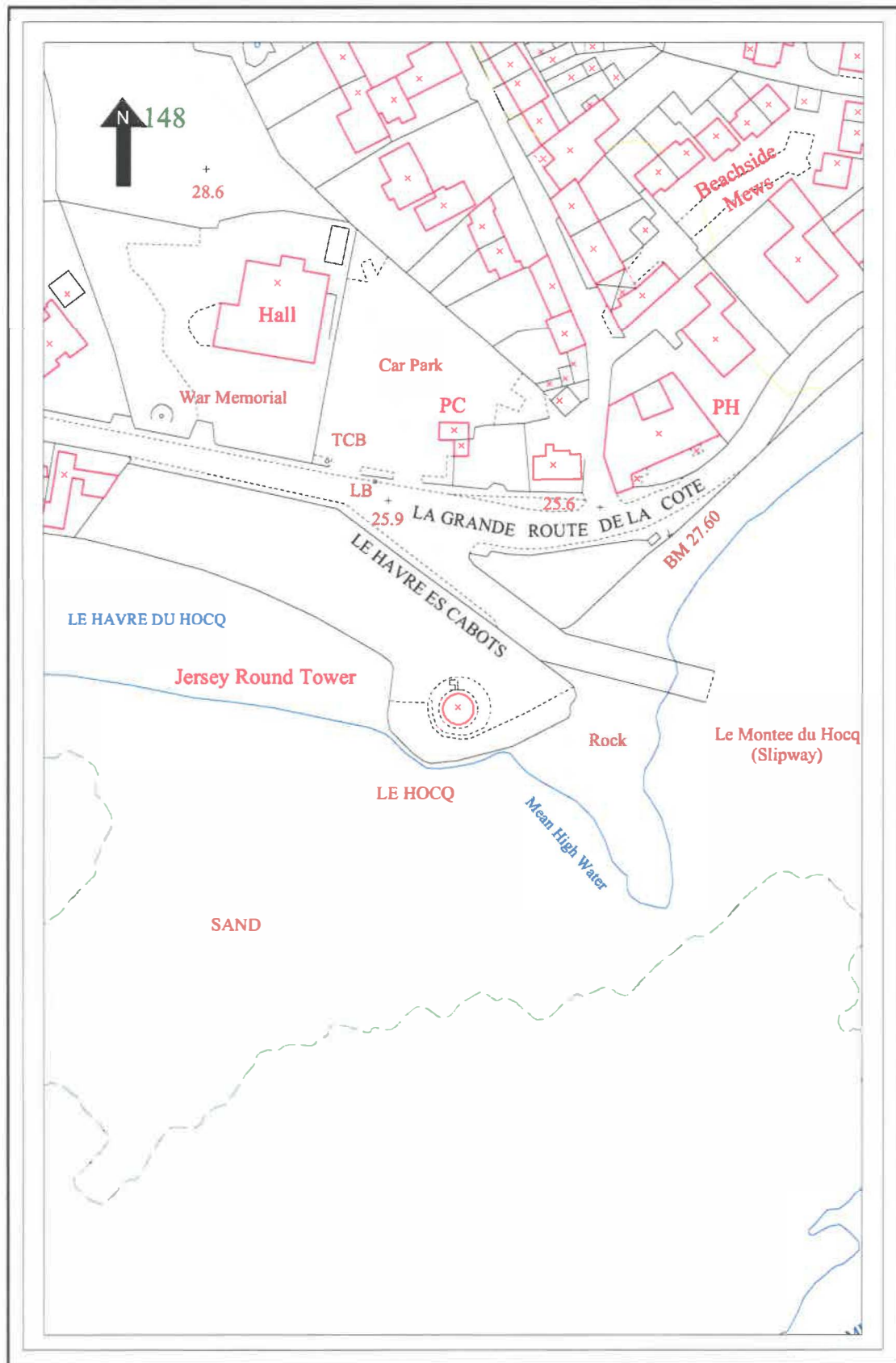
A.xxi

Ordnance Survey Map of Jersey, 1981  
(Jersey Archive ref: L/F/70/A/166)



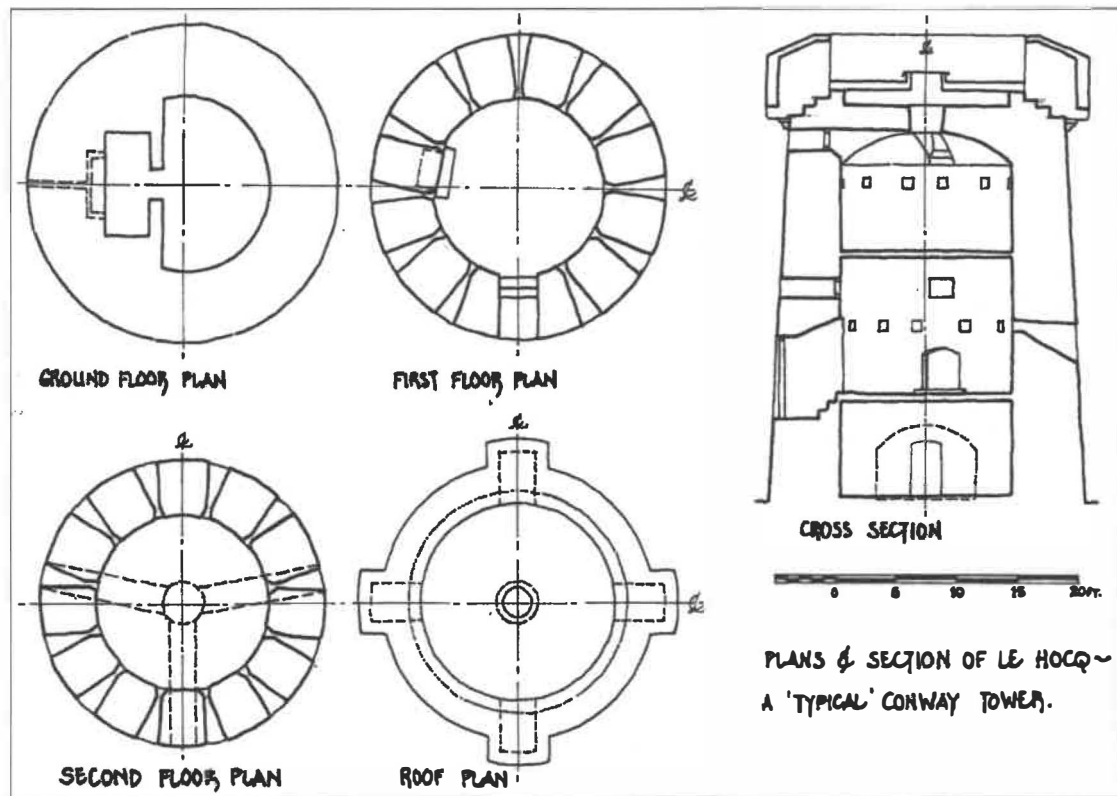
**A.xxii**

**Ordnance Survey Map of Jersey, 2003  
(Planning and Environment Department)**



### A.xxiii

Plans and Section of Le Hocq Tower  
(taken from Smith F (2004) *The Conway Towers of Jersey: A Conservation Study*)

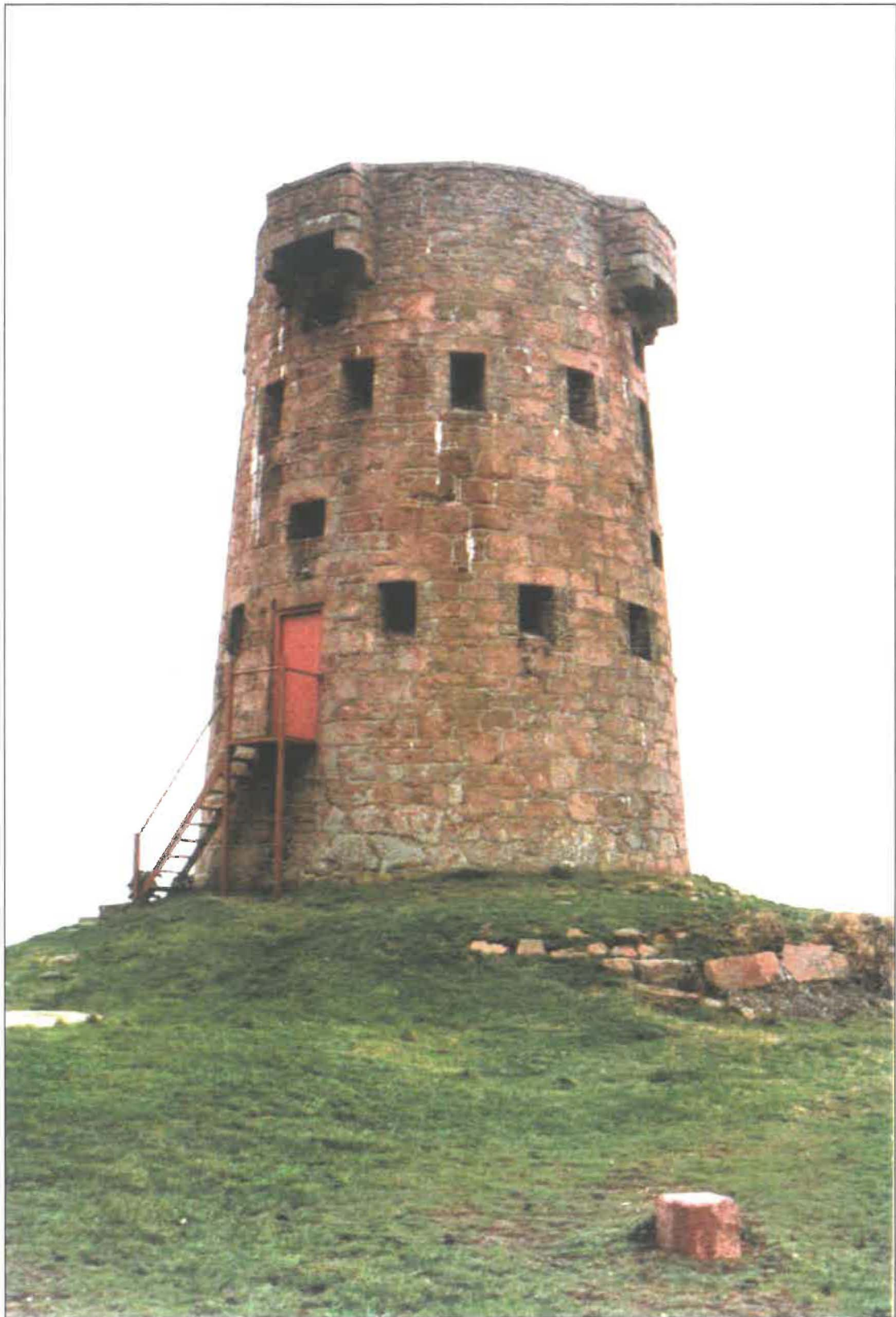


**A.xxiv**

Photographs 1989-2006  
(Historic Buildings Register ref: CL0060)



Le Hocq Tower, St Clement  
1989



Le Hocq Tower, St Clement  
1989





Le Hocq Tower, St Clement  
1989



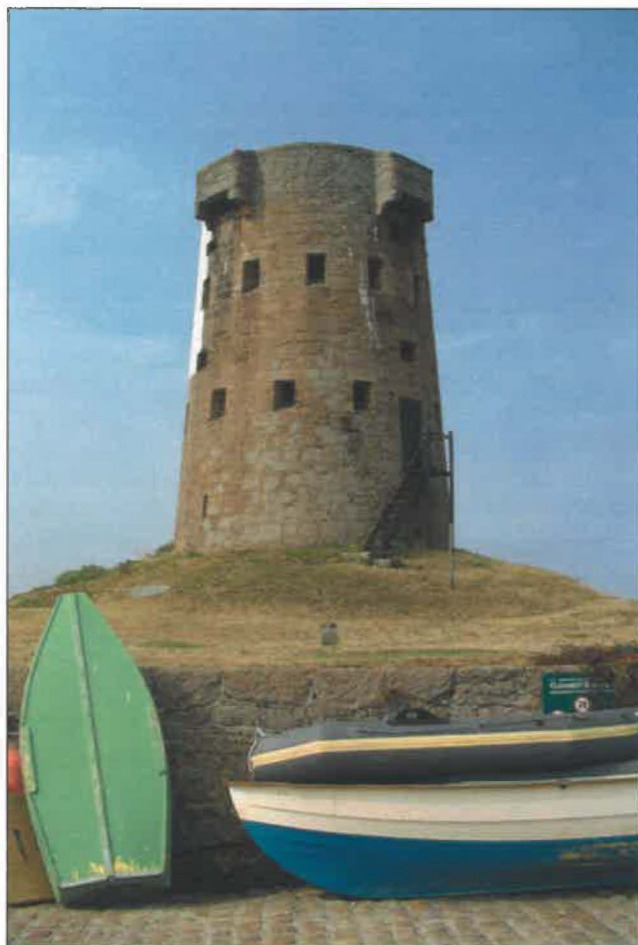


Le Hocq Tower, St Clement  
July 2006



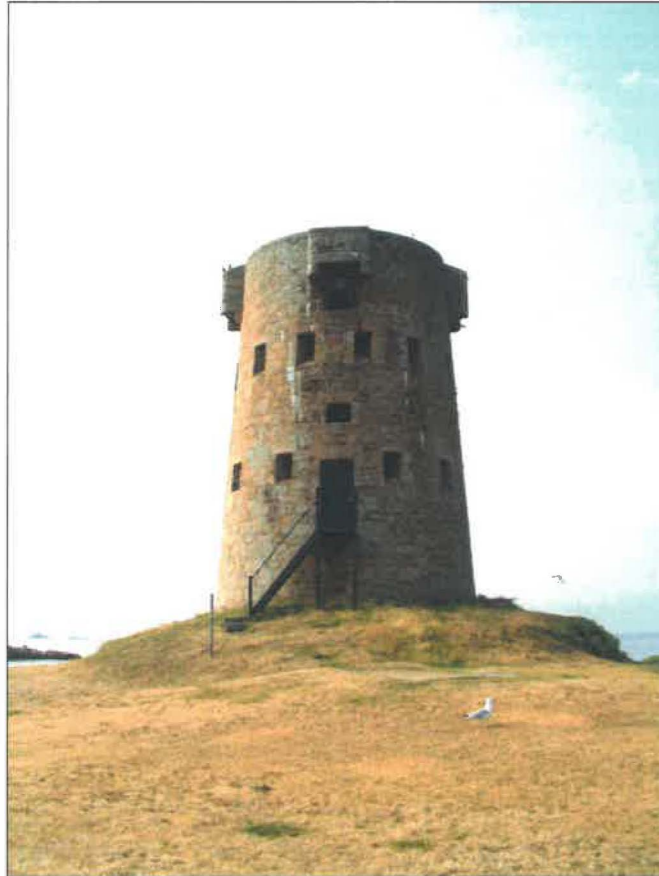
south-east view

Le Hocq Tower, St Clement  
July 2006

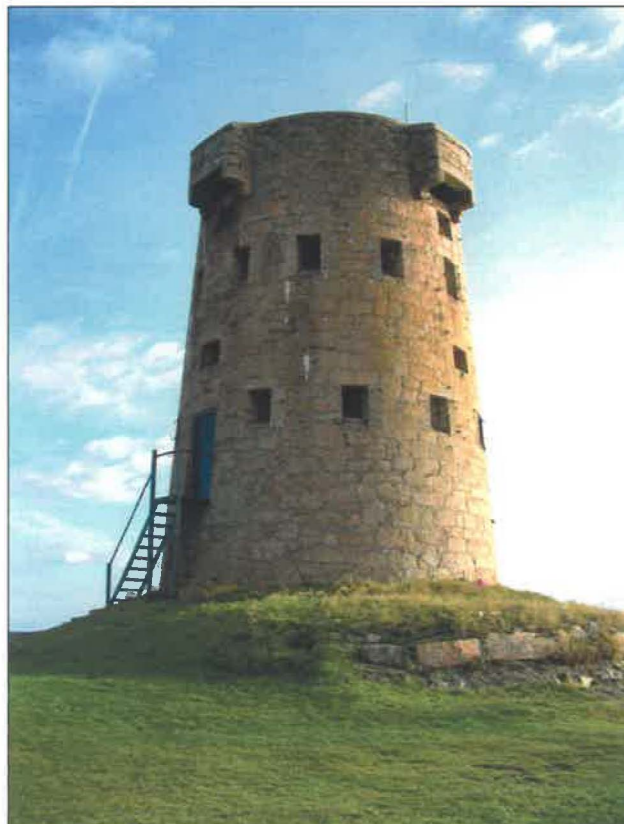


north-east view

Le Hocq Tower, St Clement  
July 2006

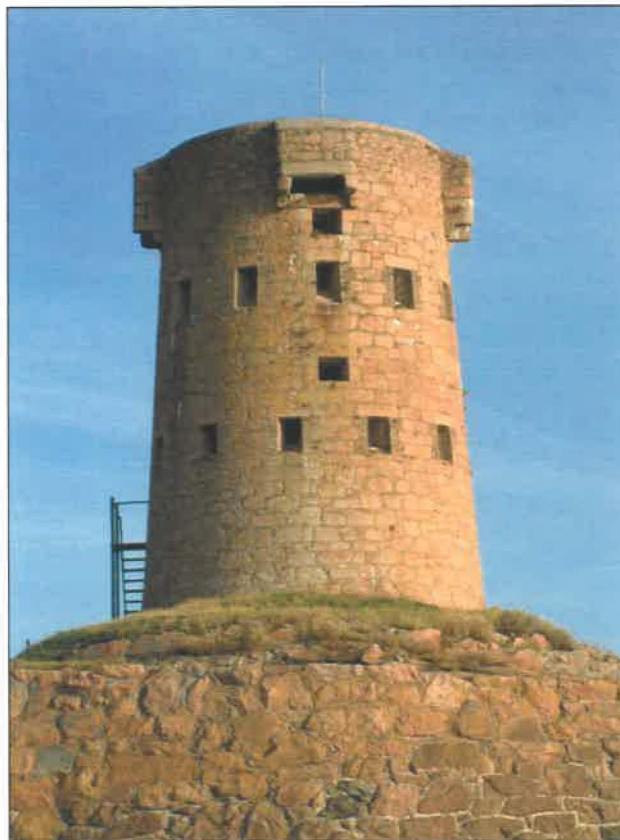


north view



north-west view

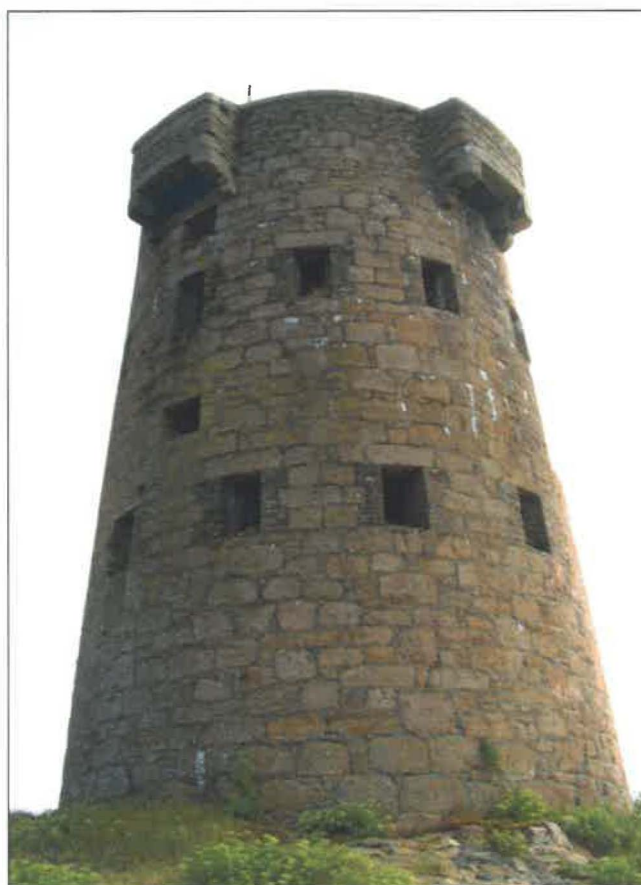
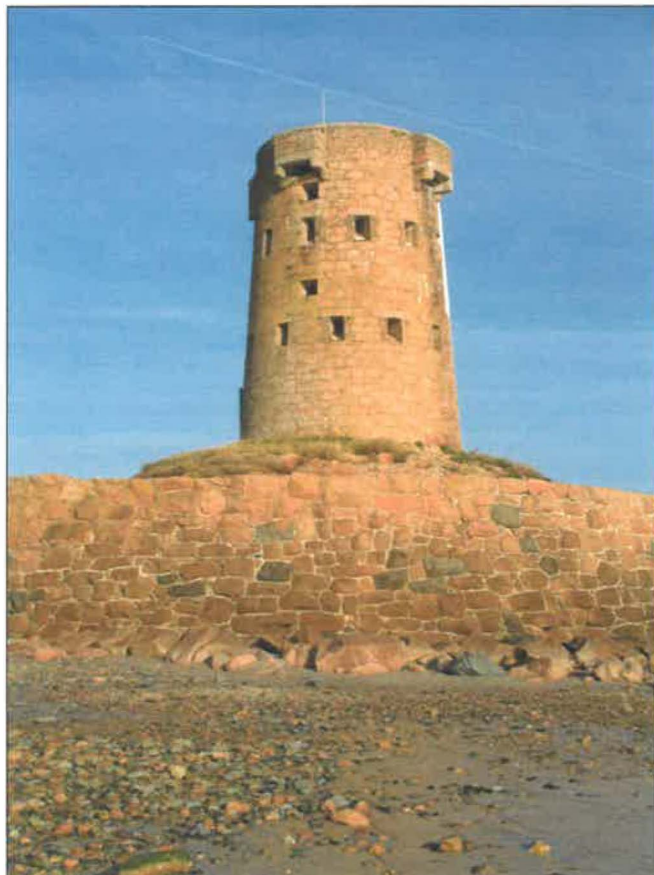
Le Hocq Tower, St Clement  
July 2006



west view

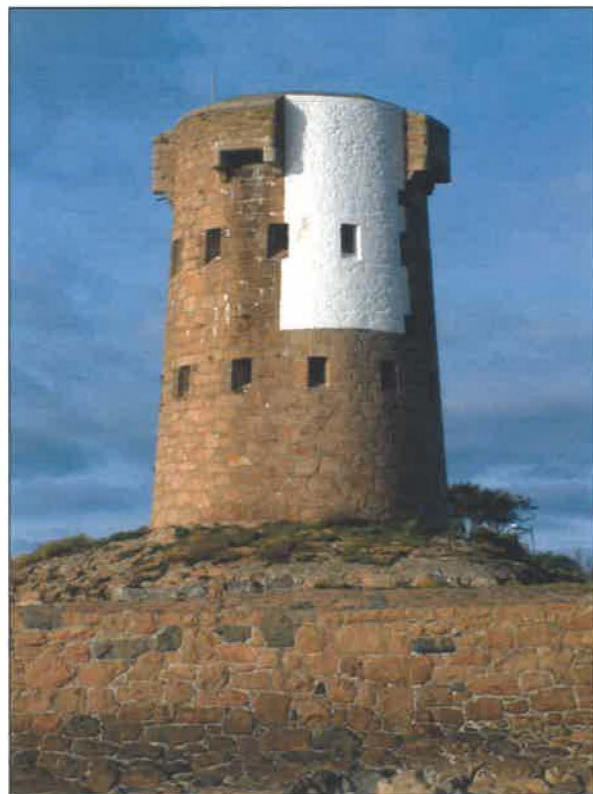


Le Hocq Tower, St Clement  
July 2006



south view

Le Hocq Tower, St Clement  
July 2006



south-west view

Le Hocq Tower, St Clement  
July 2006



machicolations



Le Hocq Tower, St Clement  
July 2006



detail of doorway, gun loopholes, windows and ventilation slot



Le Hocq Tower, St Clement - Magazine Store  
July 2006



stair ladder to first floor



outer cell looking south

Le Hocq Tower, St Clement - Magazine Store  
July 2006



outer cell looking north showing brick-lined tank  
and window to door well



door to inner cell



Le Hocq Tower, St Clement - Magazine Store  
July 2006



detail of door looking towards outer cell



east wall of inner cell showing ventilation slots



Le Hocq Tower, St Clement - Magazine Store  
July 2006



inner cell looking south



inner cell looking north



Le Hocq Tower, St Clement - First Floor  
July 2006



doorway with gun loopholes to each side and window above



modern wooden steps in door well

Le Hocq Tower, St Clement - First Floor  
July 2006



circuit of loopholes with timber beam above



detail of gun loophole



Le Hocq Tower, St Clement - First Floor  
July 2006



fireplace flanked by gun loopholes with window above

Le Hocq Tower, St Clement - First Floor  
July 2006



staircase to second floor and magazine



detail of window blocked with bottles and brick



Le Hocq Tower, St Clement - Second Floor  
July 2006



stair ladder from first floor

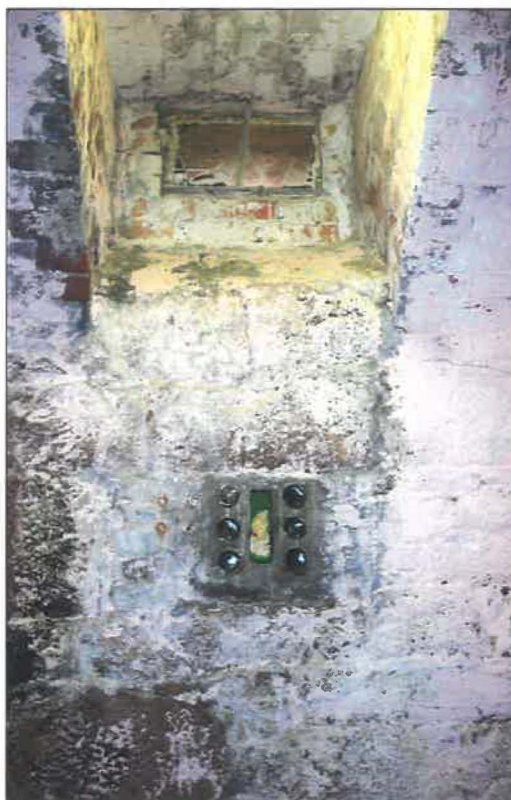


granite walls with brick vault and timber floor

Le Hocq Tower, St Clement - Second Floor  
July 2006



example of loophole with window above



reduced window opening and loophole  
blocked with bottles



Le Hocq Tower, St Clement - Second Floor  
July 2006



brick vault with inset window channel



central access hatch to gun platform



Le Hocq Tower, St Clement - Gun Platform  
July 2006



central access hatch from second floor



parapet



Le Hocq Tower, St Clement - Gun Platform  
July 2006



detail of parapet



firing step now underneath modern timber decking

Le Hocq Tower, St Clement - Gun Platform  
July 2006



south machicolation



east machicolation (blocked)



Le Hocq Tower, St Clement - Gun Platform  
July 2006



west machicolation (blocked)



north machicolation (blocked)

## **Appendix B**

### 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.



## **Contents**

<b>1.</b>	<b>INTRODUCTION.....</b>	<b>3</b>
<b>2.</b>	<b>STATUTORY, POLICY AND ADVISORY FRAMEWORK.....</b>	<b>3</b>
<b>3.</b>	<b>DESK-BASED ASSESSMENT (DBA).....</b>	<b>3</b>
<b>4.</b>	<b>MITIGATION PLAN.....</b>	<b>4</b>
<b>5.</b>	<b>PROJECT DESIGN.....</b>	<b>4</b>
<b>6.</b>	<b>METHODS STATEMENT.....</b>	<b>4</b>
<b>7.</b>	<b>ARCHAEOLOGICAL EXCAVATION.....</b>	<b>4</b>
<b>8.</b>	<b>ARCHAEOLOGICAL WATCHING BRIEF.....</b>	<b>5</b>
<b>9.</b>	<b>BUILDING INVESTIGATION AND RECORDING.....</b>	<b>5</b>
<b>10.</b>	<b>POST-EXCAVATION.....</b>	<b>5</b>
<b>11.</b>	<b>COLLECTION, DOCUMENTATION, CONSERVATION AND RESEARCH OF ARCHAEOLOGICAL MATERIAL.....</b>	<b>6</b>
<b>12.</b>	<b>PUBLICATION AND DISSEMINATION.....</b>	<b>6</b>
<b>13.</b>	<b>ARCHIVE DEPOSITION.....</b>	<b>7</b>
<b>14.</b>	<b>STAFF AND VOLUNTEERS.....</b>	<b>7</b>
<b>15.</b>	<b>HEALTH AND SAFETY.....</b>	<b>7</b>
<b>16.</b>	<b>REFERENCES.....</b>	<b>8</b>

## **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 assess 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*