

Skipton Town Hall with Craven Museum

A Conservation Statement and Appraisal,
towards production of a
Conservation Management Plan

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Modern map showing Town Hall with building dates. Room plans: Figs. 40-46



Fig. 2 Town Hall façade, no.21 High Street. Big Entry, nos. 17 and 19 to left. In 1837 an old house on the medieval burgage plot was pulled down and two houses separated by a wide carriage arch, soon known as 'Big Entry' were built next door to the Holy Trinity vicarage in 1838. Farmer David and Mary Dale lived in the left side, William Metcalfe, a Manchester brush manufacturer, lived in the right. See census returns in Section 3.6.1 The old vicarage site next door was sold to the Skipton Building Company a few years later and in 1861 building began on a new Town Hall, celebrated by local business people and visitors alike. TH

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Sections 1 and 2: introduction and contents summary; acknowledgements and a list of contributors.

Sections 3 and 4: evidence for the history of the original Town Hall building and its contents, its neighbouring 'Big Entry' building, the historic and architectural importance of the group, presenting a Statement of Significance. An initial stage in production of a Conservation Management Plan.

Sections 5 to 8: the condition of the buildings and an appraisal, to inform content for a full Conservation Management Plan. Second and third stages in production of a Conservation Management Plan.

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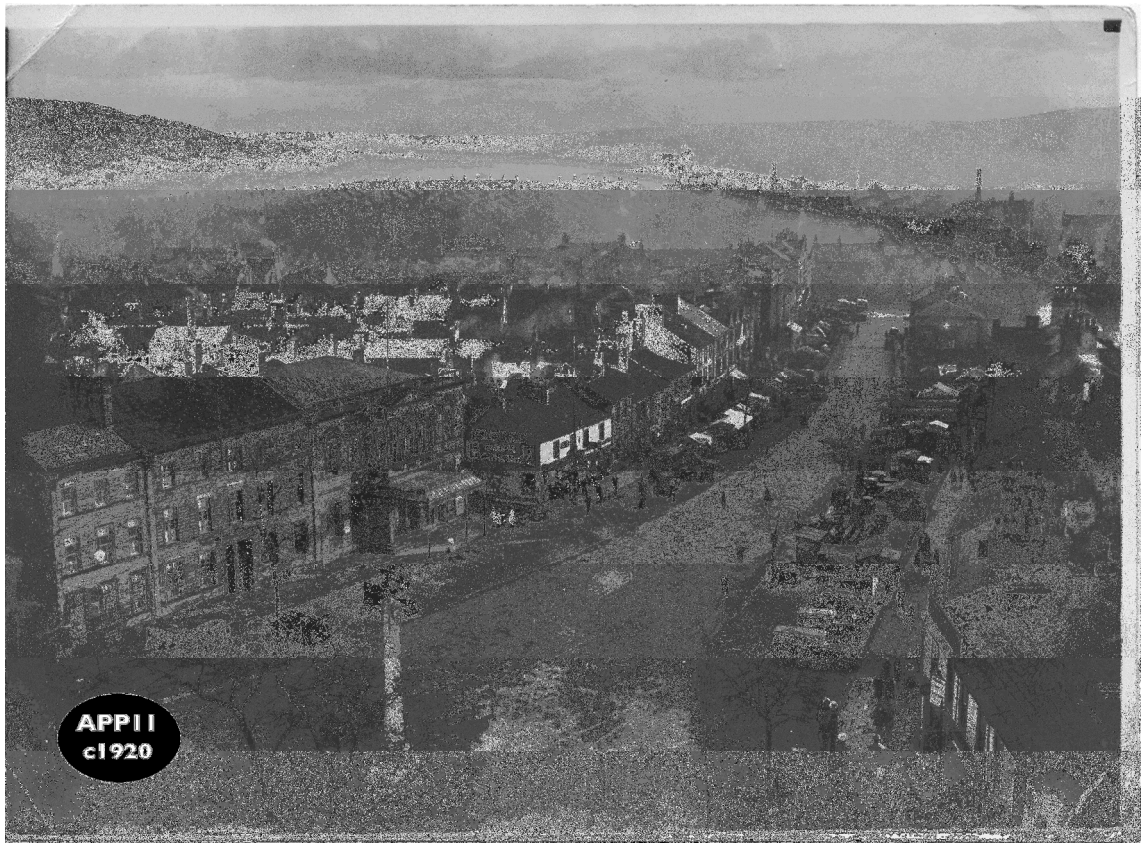


Fig 3 High Street, circa 1920-25, view from Holy Trinity Church tower. The sun is catching the open central doorway of the Big Entry. Note the war memorial with small circular stepped base. See Appendix 11, archive photos.



Fig 4 Town Hall, Big Entry, nos. 3, 5.7 and 9 High Street. Photo 1900-1915. Town Hall staff are standing on the steps, the caretaker in uniform. Canopy built in 1900 and taken down in 1956, see Appendix 6 Time Line.

Section 1: Introduction and Summary

1.1 Introduction

Research for this report was undertaken during discussions to establish a Conservation Trust for Skipton Town Hall during 2011-12. The contents follow requirements for a Conservation Management Plan leading to an application for HLF funding, see guidance notes by the HLF October 2012 and The Prince's Trust. Change to Craven District Council's plans for the Town Hall has resulted in completion of this report as a heritage statement and appraisal, with sections remaining to be completed by CDC at a future date.

The 1860s were years of rapid industrial expansion throughout Victorian England, and particularly in the textile towns of the West Riding. Contemporaries described Skipton's new Town Hall as 'a noble structure ... increasing the architectural reputation of the Town' and reflecting the town's 'enterprise, taste and intelligence'. The new building contained council offices for the Town Clerk and Treasurer, a court and meeting rooms, and a 'spacious and comfortable' hall for musical events, public readings and other public gatherings. Within a few years of its opening the hall was transformed into a richly-decorated high Victorian banqueting and concert room.

A century of change followed as rooms were added, the south entrance blocked, space taken in the next door 'Big Entry' building and the council chamber refurnished. In the 1970s a large annexe building was added to house the Craven museum collections and the interior was given a uniform decorative scheme. In 1974 ownership was transferred from the Town to the District Council. Recognition that the Town Hall is 'showing its age' has resulted in wide-ranging discussions about necessary works. This Appraisal is intended to contribute to an understanding of the building's importance and inspire its restoration.



Fig 5 Improved Town Hall ceiling, part of the 'beautiful enrichment' by Lockwood & Mawson of Bradford, 1875-'76.RH

1.2 Summary of contents

A thorough understanding of the history and construction of an historic building is essential if changes are to be managed successfully. This report contains essential information in the text, with evidence from the standing building and historical records in the Appendices.

An in-depth analysis is provided of two linked buildings and their contents: the Town Hall built in 1862 and the earlier building known as 'Big Entry' of 1838. Some further information has been included on the 1973 Town Hall annexe providing Craven Museum rooms above a kitchen and 'supper-room'. The Statement of Significance is intended to provide sufficient information to enable those responsible for its upkeep to make informed decisions leading to good conservation and sustainable development.

The analysis is based on two room-by-room surveys, presented in table form in Appendix 1 (Room by Room survey and list of original doors) and Appendix 7 (Condition Survey). Appendix 1 is a record of every room and cupboard and describes features of architectural and historic significance dating from the earliest phases of construction. It shows how alterations have been made over more than one hundred and fifty years of change in room use. This room-by-room survey is analysed in section 3 where documentary evidence is presented to support and inform the conclusions. Information has been drawn from discussions with current users as well as historical sources and a 'Time-Line' of change can be found in Appendix 6.

The Appendix 7 Condition Survey lists rooms or parts of the complex under threat from water ingress or other factors, providing a diagnosis of its present state and areas or issues requiring attention. Some analysis is presented in Section 5 of the Plan where the impact of change on the significance or potential of the building is set out, further detailed examination by a heritage-qualified structural engineer to be part of the next stage of works.

The final part sets out suggestions for the way forward, showing how national and local planning, cultural and heritage policies should affect the building. It recommends the creation of a conservation manual or handbook to record incidents and ideas which can lead to new policies relating to the management of change. A commitment to maintain and monitor the building and work to preserve it for future generations is an important part of the final sections and a preparation for discussions with all key conservation stake-holders.

Section 2

Acknowledgements, list of contributors and sources

2.1 Acknowledgements

The Town Hall is a popular building and many people have given time and information to enlarge this appraisal. A full list of those involved in its production is given in 2.2 below. The author of this report is very grateful for time and expertise given.

Assistance and information has been given generously by the staff of the Town Hall and access has been provided wherever possible.

Members of the Civic Society have given help and expertise in research, architectural analysis and photography.

Experts in photography, printing and computer technology have assisted in the production of photographs and of plans based on Craven District Council's originals. Initials are given in captions.

Craven District Council staff provided information for the content of sections 7 and 8 with particular reference to the 1862 Town Hall.

2.2 Contact details

Name/website	Situation	Contact details	Contribution / notes
Acorn Environmental Consultants in Asbestos Management.	Report 2001	Unit 2, Station Yard, Halifax Road, Liversedge, WF15 6PS. 01924 411770 acorn.environ@btopenworld.com	Asbestos report, see section 5
Steve Brame	Town Hall caretaker		Information, access
Suzanne Callaghan	Craven District Council	Craven Museum manager	Advice, information on museum content
Sheila Clark	Civic Society, teacher [retired]	01756 700370	Cultural significance, research
Dan Elsworth	Director, Greenlane Archaeology Ltd	2 Albrights Yard, Theatre St, Ulverston, Cumbria LA12 7AQ 01229 588500 info@greenlanearchaeology.co.uk www.greenlanearchaeology.co.uk	Archaeologist responsible for the 2012/13 watching brief and excavation at the Maple Grove site behind the town hall.
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Jack Humphrey	Student	Carleton	Research, halberds
Tom Holmes	Website design, I T advice	01756 794226	Report presentation, layout, photographs
Dr Kenneth Jackson	Civic Society, History Society		Research, newspaper records.
Miles Johnson	Archaeologist	01969 650403 07909331226	Professional contribution, writing.
Keith Knight, MA,BA,Dip Arch,MA,IHBC, RIBA, SCA www.deanknight.co.uk	Conservation Architect ;HLF Panel of expert advisors;Yorkshire Regional Design Review Panel; IHBC Yorkshire Regional Chair	07808770274 01904 658482 44 Clifton, York YO306AW kk@deanknight.co.uk	Peer review
Andy Lowe	CDC Building Conservation Advisor	49 Buttermere Drive, Kendal, Cumbria LA9 7RL ajlowe@hotmail.com	Building significance; building needs and condition.
Penny Home Preservation Ltd,	Report on rising damp to CDC November 2007	Bancroft Manor Irby Road, Bedale, N.Yorks. DL8 2AT. Tel 01677 423076. M.J.Edmondason A Inst SSE Surveyor.	See section 5.3
Vera Preston and Joan Whitaker	Skipton History Society	01756 793847	Family involvement with stage productions and 'Lumb's Pantomimes' early – mid C20. Photographs of performers on stage
Judith Riley	Town Hall Manager	Town Hall 07919 290 112	Information, access
Kevin Wailes	Facilities officer, Craven District Council	kwales@cravencd.gov.uk	
Rachel Wallbank	Trainee Surveyor, Craven District Council	rwallbank@cravencd.gov.uk 01756 706439	Access to locked room
Sian Watson	Spatial Planning Manager, Craven District Council	swatson@cravencd.gov.uk	Planning policies updating

2.3 Archive resources

North Yorkshire County Council Record Office	Northallerton county archives	08450 349410 Heather.Deuchars@northyorks.gov.uk	1861 Town Hall plan and section copied
Leeds Royal Armouries	Expert advice	Armouries Drive, LS10 1LT 0113 220 1999 enquiries@armouries.org.uk	Open 10-5 Send photograph of halberds for view on age
Liverpool Central Library / Record Office	archives	0151 233 5817 Liverpool.gov.uk/libraries-and-archives	No information on J.D.Jee
Skipton Public Library	Reference dept.	08450 349538	Town Council meeting minutes, directories, census returns
West Riding Archives	Deeds and archives, old West Riding	WYAS, Wakefield office, Registry of Deeds, Newstead Road, WF1 2DE 01924 305980 wakefield@wyjs.org.uk	Thurs and Fri 9.30-5.0pm

Section 3

UNDERSTANDING THE BUILDINGS

This section sets out the information currently available about the buildings that make up the Town Hall of today. A preliminary understanding of their development has been gained through detailed examination of each room, (see 3.1 and Appendix 1). Features of historical significance have been identified and phases of change are suggested in Appendix 6.

The archaeology of the Town Hall site explains previous buildings and the medieval burgage plot on which it stands. The curving plot accounts for the unusual alignment of the Victorian front and rear buildings (3.2, 3.3, Figs 17 and 18). Sources of information about the architect and phases of construction are provided (3.4 -3.7) to provide fuller understanding and to guide future research.

A Town Hall is a civic building with associations both local and national; the Craven Museum is housed here and other gifts to the town are on display. Details are provided at the end of this section (3.8 - 3.11) and historical significance is indicated where known.

3.1 ROOM SURVEY noting architectural and historic features and alterations.

The full survey with historical notes can be found in Appendix 1

3.1.1 The Town Hall of 1862

Victorian Town Halls The Town Hall, opened in 1862, was designed to contain the four elements considered essential for a Victorian civic building at a period when industrial wealth and civic pride were being given architectural expression. The left (north) side main rooms were offices for the Treasurer and Town Clerk, the front right were the magistrates' court, with an impressive entrance hall and grand staircase leading to the council chamber, reception rooms and offices.

Front range: original features and alterations The room survey has identified the original front offices and a smaller council chamber, blocked fireplaces and some gas lighting, rear yard and privies, no fewer than three strong-rooms with steel doors, and part of the Victorian colour scheme. There were later sash window changes and many modifications, responses to the rapid population growth and administration needs of the industrial town. Room changes and new heating systems were introduced in the 1920s and '30s, the neighbouring 1838 building (nos. 17 and 19 High Street referred to here by its original name, the 'Big Entry') was taken over in stages, and there was a major overhaul c1960-1973 including panelling and refurnishing of the council chamber by Thompson of Kilburn.

Basement rooms Below the magistrates' rooms the present cellar contains clear evidence of domestic use, having back-to-back fireplaces and sash windows serving two substantial rooms reached via external stone steps from Jerry Croft. The original plans were passed on

condition that no cellar dwelling was part of the scheme, but these rooms and the census returns strongly suggest that in the 1880s the town hall caretaker and his family lived here, (see 3.6.1 below). They became boiler rooms as open fires were removed from the building.

From front range to concert hall. A single-storey linking room or lobby, a 'waiting hall' with south entrance from Jerry Croft, provided access to the large concert room, the fourth element of the Town Hall, its facilities and scale following the example of the great industrial cities, Bradford (St George's Hall, opened in 1853) and Leeds Town Hall opened by Queen Victoria in 1858. Both buildings were intended for concerts and public events and remain an important cultural focus.

C19 and C20 alterations (see Appendix 6). The chronology of change for the concert hall and its lobby area includes a substantial re-ordering to designs by Bradford architects Lockwood & Mawson in 1875-78. They provided a more impressive interior to the concert hall, including the higher tier of windows and the elaborate plaster ceiling replaced an earlier and lower roof of 'national-school style'. In the 1890s there were local government changes and the council chamber underwent alterations (not yet fully understood but possibly the date for removal of a cross wall and the present ceiling and fenestration changes, forming the large room we see today).

The 1920s saw changes to the concert hall's originally-open platform where two elaborate doorways had given access to the performers' retiring rooms and the stage transformed into the proscenium-arch theatre we know today. At this time (minimal) modern toilet facilities and electricity were introduced.

Extension and an added storey. The inter-war period also saw the first extension to the building, a response to the need for more court facilities. Mr Jee's original south entrance was dispensed with and three rooms were added in the late 1920s. Two rooms were built on the south side of the 'waiting hall' (now cleaners' and chair stores) and the upper floor was added, with access broken through from the upstairs offices. There was a careful integration of new and old stone and, inside, a profusion of tongue-and-groove boarding.

Rapid change in the 1960s and '70s: Council Chamber and Museum. The Town Council chamber was transformed with new panelling covering the two original fireplaces, doors and full civic furniture suite, all made by Thompson of Kilburn in 1960. The party wall to next door was broken through and the walls were lined with embossed wallpaper. Here was a 'modern' feel for the chamber, contrasting with the row of chairmen's photographs and the halberds which were kept perhaps to give a sense of history to the proceedings. The panelled front doors were removed and the ground floor basement and strong-room doors were disguised with new oak panelling, adding to the uniformity of the interior. The architect G.G.Pace may have been influential in the new work.

The construction of a Town Hall extension on the north side, parallel to the concert hall and housing a ground-floor supper room and the Craven Museum (see 1973 below), required demolition of the north wall of the linking range with the Town Hall offices and a wider flat-roofed circulation area and access to the museum staircase, was built, with a 'supper-room' doorway through the north wall of the concert hall. This doorway has the segmental pediment and same proportions as the original entrances but the surround lacks the High Victorian decorative details of lion masks and garlands. Modifications were made to the concert room at this time, reducing mouldings and over-painting.

Plumbing and wall-paper. Contemporary with this work are the existing public toilets on the south side, and the decorative scheme that includes the high dado rail and trellis-style wall-paper of the entrance hall, stairs, landing, toilet and museum lobbies. The uniformity of this scheme contributes to the loss of any distinction between the varied spaces of the Victorian building.



Fig 6 Original strong-room door, first floor. See Appendix 1, F7, D15.



Fig 7 Original gate post south side, probably re-positioned c1960.

3.1.2 Nos. 17 and 19 High Street, the 'Big Entry' 1838

The building can be understood as a 'semi-detached' pair of houses and business premises, their entrances opening not off the High Street but from the wide through-passage; the attached north end building, no. 15 (Savage Crangle Solicitors) referred to briefly elsewhere in this report.

The interpretation of the plan and structure is informed by the 1841 and later census returns, the 5' to 1mile Ordnance Survey map published in 1852, and council minute books. All sources are available at the Skipton Public Library reference department.

A pair of houses with business premises. Entrance from the High Street was through the wide central passage, access for horse-drawn vehicles as well as pedestrians. The basic plan is a mirror pair of three-storey houses over cellars, with rear single-storey service rooms. There are differences in room size and use however, and by 1852 the rear yard was almost entirely taken up by the northern property, the home and business premises of Thomas and later William Mitchell, wine merchants, occupiers between 1851 and until after 1881 (see 3.6 below), with their families and usually at least two servants.

Each house had a front and rear ground floor room and, in the rear corner against the passage wall, a staircase rising to the second floor and with under-stair access to the cellar, close to a rear outside door, now reduced to a window in both houses. The stone cellar steps survive, now below trap-door access. The upper floor former landings are now corridor space, and plasterwork and fenestration remain to identify the two stair wells occupied by the first-floor gents' lavatory and the second floor staff kitchen, otherwise walls have been removed but the lower staircase windows remain.

It was evident from wall surface and skirting board changes that rooms on every floor, including small rooms in the central bay, had fireplaces against the north and south walls. The ground floor fireplaces were flanked by full-height recesses for fitted cupboards or open shelves, several of which retain original moulded frames.

Upper floors were probably heated bedrooms for family members and servants and there are no plastered walls in the extensive roof space to suggest use. Original access to the roof space was not seen but some storage use can be considered as present access is through modern ceiling hatches and there is a high ridge and a clear space between the substantial queen posts on both sides of the full height stone and brick partition wall. The 1852 map shows a crane and substantial buildings in the rear yard, probably warehousing and stables for the Mitchells' wine business, all demolished 1957-58¹.

¹ Large amounts of glass and stoneware debris from bottles and other containers have been found by archaeologists during examination of the rear yard area, later a car park, prior to development, February – March 2013 .

Two wall safes were noted, that in no.19 (first floor front) possibly original as before 1861 and after 1881 first John Armistead and then Robert Foster Parker, bank managers, lived and worked at this house. The top floor room at no. 17 has another wall-safe, possibly the document safe installed in the later 1950s. See appendix 4.

Fenestration and blocked doorways. The tall sash windows to the front have distinctive 4-over-8 and 4-over-6 pane frames, the internal mouldings finely cut and with thin irregular glass panes surviving. The size of the thin panes of glass (42cms x 30cms / 17" x 12") lies between those of the smaller traditional Georgian style and the larger mid 19th century 4-pane sashes seen throughout the town. The frame design emphasises the central mullion and higher transom, an antique style given fine detailing with an internal central moulding. Some original window catches remain and internal panelled reveals may be found to be double-folded shutters although hinges and fixings could not be seen. These frames appear to be original to the pair of houses, with differences in the moulding profile in some rooms perhaps reflecting the separate ownerships.

Rear elevation character. The rear elevation has a very different window pattern and framing style, having large 8-over-12-pane sash frames using the smaller glass panes. Four of these frames survive, some with original catches, although the two former stair windows on the second floor are similar to those on the front. The following development phases can be identified, describing the ground, first and second floors in order:

- A large ground floor window of 8 over 12 lights lit the main rear room in each house, perhaps the kitchen. Each was flanked by doorways, the outer doors were into the rear single-storey service building (scullery / pantry ?) and another main rear house entrance was into the staircase hallway. All the doorways were blocked c1960, three being reduced to windows, but their stone jambs are visible outside. The blocked entrances into the staircase hallways flank the wide central arch which was reduced in width but dressed stones are surviving.
- First floor window frames all replaced but with original stone surrounds remaining: left (no. 19) with small pane frames (moulded glass), c1960 for lavatories, one the former staircase window, lower section blocked; centre plate glass inserted stair window in the blocked former opening ; right former stair window blocked and extractor fan casings set in front; plate glass sash in right window, below which the line of the pitched roof of the service range can be seen.
- Second floor early frames survive: 8-over-12 pane sashes in the outer windows match those to ground floor; the former stair windows have the 8-over-12 frames as those to the frontage but one upper sash has been replaced with a kitchen extractor fan; the central window to the inserted stairwell has 3 panels of plate glass.

Alterations to the Big Entry building. The new Town Hall building was constructed in 1862 against the south gable of no.19, evidenced by the pitched roof structure and chimney flues.

There was no link to the Town Hall until the 1930s and then the plan and structure remained separate, rooms being simply taken over for office space, with no internal access.

Major alterations were made in the late 1950's – 1962 when openings were made in the south gable wall at ground and first floors, the latter providing an entrance into the Council Chamber, with a flight of five steps down into a corridor at the 1838 floor level. Additional structural alterations were made to unify the two houses into a single suite of offices. The 'Big Entry' through-passage entrance was closed and the separate domestic-scale staircases and cellar access removed, replaced by a wide concrete staircase rising through the removed floor levels in the rear centre of the building. While the front elevation remained almost unaltered, (the central doors fixed shut and walled up inside), the rear elevation doorways and fenestration provide clear evidence for the phased changes.



Fig. 8 Wicket-gate in double doors of the 1838 Big Entry. Doors sealed up in 1962 when the staircase was inserted into the passage and the building was linked to the 1862 Town Hall. The door style dates from the 1930s.



Fig 9 View of the Town Hall and rear wall of the Big Entry showing blocked archway and staircase windows. Before the Craven Museum annexe was built in 1972-'73. DW

3.1.3 The Craven Museum annexe opened in 1973

The steel-framed annexe housing a supper room and kitchen on the ground floor and new premises for the Craven Museum, (previously in the public library building across the road), was planned over many years. It was intended originally for a new upper-floor council chamber but a refurbishment of the original chamber was undertaken instead, and modern museum facilities, with an internal herbarium, were built in 1972-'73. The tightly-curving staircase at the west end is a distinctive feature of the view from the back rooms of no.19 High Street as the new building fills its narrow medieval burgage plot.

A plaque at the foot of the stairs from the reception area to the museum records its opening in 1973: 'This annexe was erected jointly by / The Skipton UDC / and the Coulthurst Trust / The Craven Museum was opened by / Mrs Coulthurst O.B.E./ on / 11th December 1973 / The Chairman of Skipton UDC / Miss K Fairey '

3.2 HISTORICAL RESEARCH²

3.2.1 Mid 19th century (see Figs 10 and 11)

The 1850 Board of Health map (scale 24" to 1 mile), shows the vicarage and cottages on the Town Hall site, with buildings linking with the Red Lion barn³ across Jerry Croft. The southward alignment of the corner building along the Croft is in contrast with the more east-west alignment of the rear garden with its central pathway between evenly-planted trees. The population of Skipton in 1851 was 4,962, most in the medieval core; there were gardens in the north-east part of the town, from this site northwards, but the west and south sides were already built up with cramped terraces and cottages without proper foundations or sanitation. In 1857 there were 1103 houses of which 245 were back-to-backs and 66 were cellar dwellings, overcrowding with 9 or 10 people to a room was common; few houses had opening bedroom windows. The average age of death was 35.75 years because only one child in seven survived into its fifth year.

The 1852 Ordnance Survey map (scale 5' to 1 mile) shows the outline of buildings on the site just before their demolition and identifies the northern part as the vicarage (for Holy Trinity church). The extent of industry (and wealth) in the town can be seen. Prominent businesses include: the lead works (since 1835); New or Low Mill (cotton, 1839) owned by the Sidgwick family; High Mill behind the castle (since 1785); Wilkinson's Victoria corn mill (1847). The Dewhurst's Belle Vue mill on Broughton Road (now residential and offices including CDC headquarters) was about to be extended. Churches and non-conformist chapels included Christ Church (on open ground, 1837); Primitive Methodists' Providence chapel (1836); St Stephens RC church (1836).

² Information in this section from 'Historic Maps and Views of Skipton' published by Skipton Civic Society, 2003

³ Later maps show this barn with a wide access through it to the Red Lion croft, now the main car park. Most of this barn is still standing.



Fig 10. Ordnance Survey map 1852 showing the Holy Trinity vicarage and gardens, site of the new Town Hall in 1862.

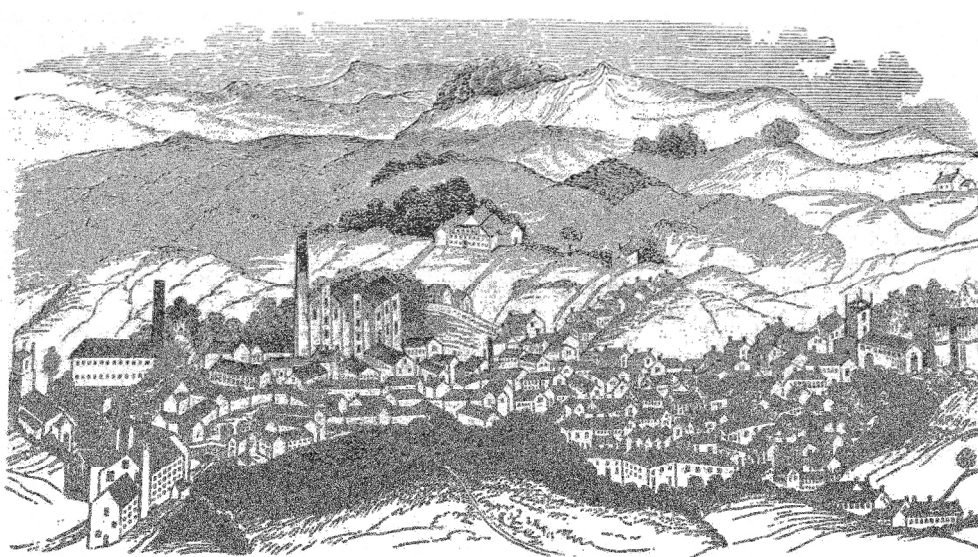


Fig 11 View of Skipton 1852. L to R: Christ Church, Dewhurst's Mill, Victoria Mill, the High Street, Holy Trinity and castle

3.2.2 Late 19th century

The 1891 Ordnance Survey map at a scale of 10' to 1 mile has not yet been seen for the north end, east side of the High Street. Detail of the Town Hall site will be available on it. The population in 1861 was 5,454 and expansion was rapid, doubling to 10,376 by 1891. This was the population housed in the terraces of Middle Town and close to the mills, with larger houses built off Gargrave Road, and on Raikes and Carleton Roads. The Town Hall alterations were a direct result of increasing local government needs.

The 1893 O.S. map at a scale of 25" to 1 mile shows the Town Hall's distinctive outline with rectangular front block, narrow 'waiting hall' and long narrow concert hall. The long south boundary wall and a pathway to the rear privies and service rooms behind the platform end of the building can be seen, while on the north side the narrow rear yard of no.19 High Street tapers to the north wall of the concert hall, and the extensive outbuildings of no. 17 (the north side of the 1838 'Big Entry') take up over half of the burgage plot. Industrial expansion: Low Mill 1839; Union Mills 1866; Belle Vue Mills extended 1867-70; Firth Shed 1877; Alexandra Shed 1878; Park Shed 1889. Housing expanded eastwards as the Middle Town development continued until about 1920.

3.2.3 Early to mid 20th century

The 1909 O.S. map (scale 25" to 1 mile) shows the glazed canopy over the Town Hall entrance built a few years earlier, see Appendix 6.

The 1938 O.S. map (scale 25" to 1 mile) was published in 1946 although much survey information was destroyed during the war. This may account for the Town Hall site appearing with the same plan as in 1909. In 1922 no buses were seen in Skipton and in 1930 over 350 buses left the town on outward journeys in the winter⁴, an indication of the increase in public transport and accounting for the Town Hall's glazed canopy becoming a popular shelter for those waiting for buses. The population of the town had increased from 12,012 in 1921 to 12,461 in 1931.

3.2.4 Late 20th century

The 1970 Ordnance Survey map is small scale (6" to 1 mile) but shows that there is no longer a narrow link between the front and rear Town Hall ranges. The population of Skipton dropped from 13,207 in 1951 to 13,008 in 1961 and in 1971 was 12,437.

The 1979 Ordnance Survey map (25" to 1 mile) shows the outline of the much-expanded Town Hall building, including the 1973 Craven Museum annexe range on land to rear of nos. 17 and 19 High Street, the Big Entry building.

⁴ Raistrick, A. and S.E., 'Skipton, a study in site value', Geographical Society, 1930

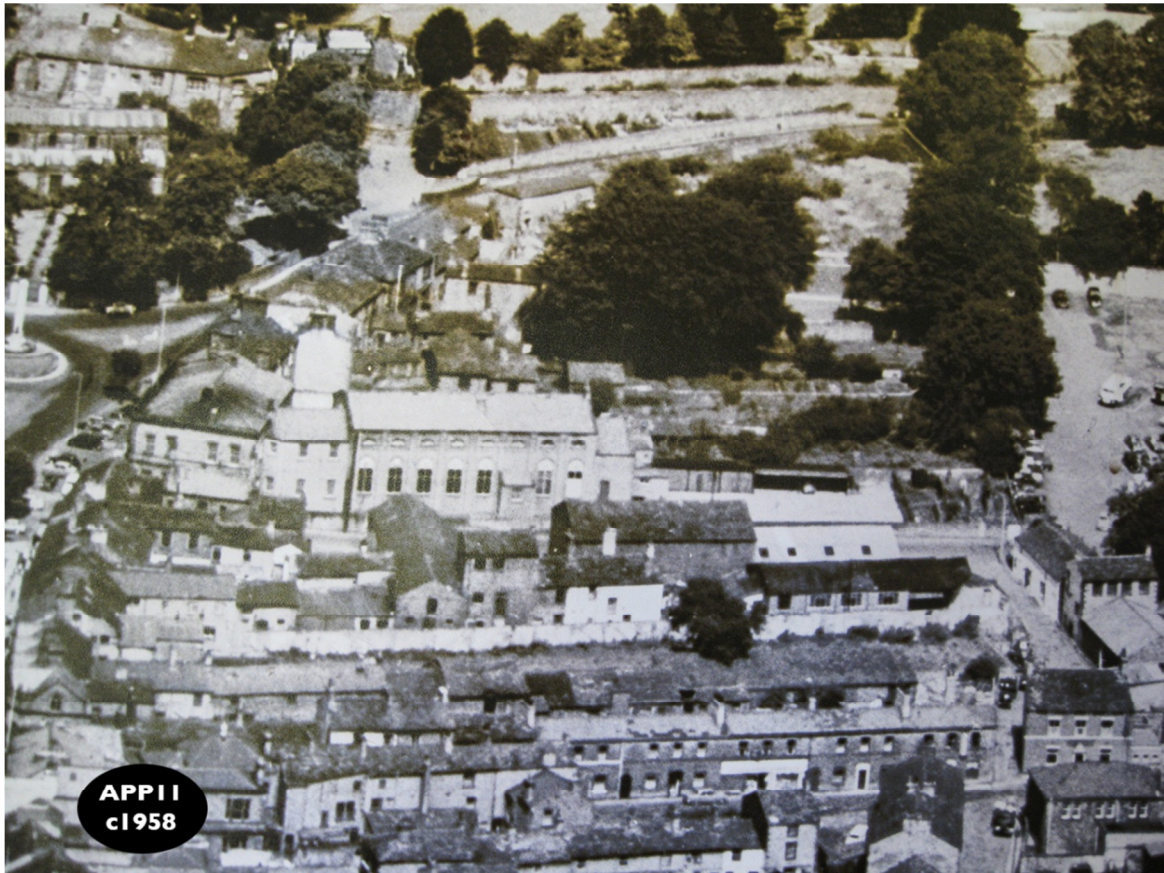


Fig 12 S side of Town Hall from the air. Note 2-storey link between front and rear blocks, before toilets block added c1962.



Fig 13 Town Hall front in 1960, ten years after removal of the canopy, these original doors were replaced in 1961. Note the roof ventilator for the Council Chamber. See Appendix 6, Time Line and Appendix 11 archive photographs.

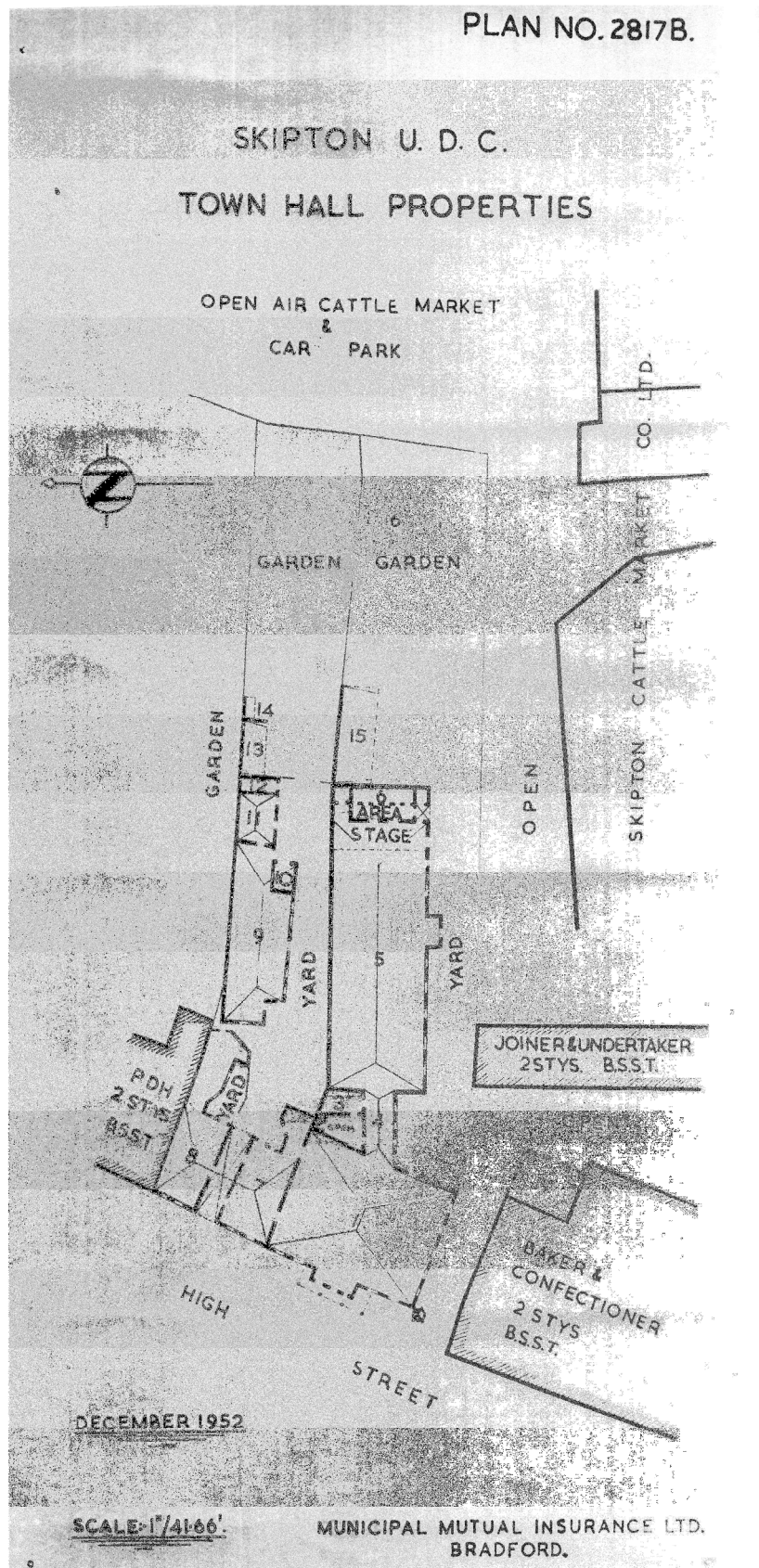


Fig 14. Insurance plan of the site, 1952. Found in a box in strong-room G16; the roofs are incorrectly shown hipped. The barn in Red Lion Yard, used by a joiner and undertaker, is extended to the Town Hall yard boundary.

3.3 ARCHAEOLOGICAL APPRAISAL

3.3.1 Interest and potential

This appraisal addresses the interest and potential of the Town Hall plot, as surviving in sub surface archaeological deposits, structures and environmental remains. The archaeological component of the 19th Century standing buildings and contemporary fittings, and of subsequent modifications to the complex of buildings is discussed more widely through the room by room appraisal.

3.3.2 Sources, published

The archaeological context of the area of the Town Hall, and of the adjacent Big Entry building, and their associated curtilage areas are understood through a relatively small number of sources. There have been a few small-scale and isolated archaeological investigations within Skipton Town centre. Recent archaeological work in the town has, with few exceptions, related to the planning process, with the only published archaeological synthesis being David Williams 'Medieval Skipton', published by Craven District Council in 1981. Those investigations that have been undertaken within the historic core of Skipton, including both the burgage lots and the castle precinct have consistently revealed significant archaeological remains of medieval date.

3.3.3 Sources, desk-based assessments ahead of development

The published pieces of archaeological work which relate directly to the area covered by this conservation management plan, are two desk-based assessments undertaken by Jacobs UK (2007), and by Greenlane Archaeology during 2011. The latter was commissioned in advance of the retail development of No9, High Street and Jerry Croft; an area that includes nearly all of the Town Hall/Big Entry plots – are not presently occupied by buildings.

3.3.4 Sources, not yet published

The recording of archaeological deposits affected by the development of Jerry Croft was undertaken during the Spring of 2013 by Greenlane Archaeology. At the time of writing, publication of the report is not finalised, however, discussions with Greenlane Archaeology have indicated that significant remains from the medieval and post-medieval periods were encountered relating to the use of the area as a garden plot and for industrial activity. A small amount of evidence for Roman and late prehistoric activity was encountered. Evidence was also found linking Jerry Croft to the use of the Big Entry building as a wine merchants' business premises during the mid C19.

3.3.5 Potential for Archaeological Survival under and adjacent to the Town Hall

Factors which can affect the survival of archaeological deposits in urban areas tend to relate to the depth of foundations, particularly for modern buildings, but also for some post

medieval buildings, and the to the presence of intrusive sub surface constructions such as cellars. It is only in the modern period that waste material is substantively removed from settlement areas, consequently urban archaeological stratigraphy in historic towns can reach a significant depth, and frequently comprises complex remains relating both to previous buildings and settlement infrastructure and to domestic and industrial waste. The drift geology and soils around Skipton are generally water retentive, meaning that there is moderate potential for palaeoenvironmental information within the town hall plot.

3.3.6 Cellars

Even where cellars feature in buildings, it is possible that not all deposits have been truncated by their construction. Both the Town Hall and the Big Entry buildings have cellars, which appear contemporaneous with the above ground 19th century constructions. In both cases the area taken up by cellars is significantly smaller than the footprint of the ground floor area of the buildings. The room by room inspection of the complex indicates that there may be some possibility of surviving inaccessible or backfilled cellars. Even with this possibility, there is a likelihood of archaeological deposits surviving under large areas of the main buildings that are not impacted by cellars.

This is particularly significant as the 'front' end of the burgage plots, i.e. the site of the town Hall and Big Entry buildings will be historically where the more significant occupation activity will have been through the medieval period. The Hall section of the complex has a limited area that is occupied by cellars. The cellars feature at either end of the Hall; underneath the western end, and in the backstage area. There are no cellars to the Museum building, and again it is quite likely that a partial stratigraphic sequence survives here, although the upper horizons will have been truncated by modern foundations.

3.3.7 Stratigraphy

Prior to its development, the back, or eastern end of the Town Hall complex, was the area most likely to have contained a more complete stratigraphic sequence. Before the 1862 construction of the Town Hall, and during the period when the plot formed the grounds of the vicarage, the rear part of the plot was managed as gardens. This suggests that, conditions for archaeological survival within the back of the plot through the early post-medieval period, and potentially earlier were extremely good until the present Jerry Croft development.

There remain small areas of the town hall complex that are relatively untouched by recent development, and where more complete stratigraphic sequences are likely to survive. One of these is the side access to the main Hall from Jerry Croft, which is currently partly covered by stone settings, the area immediately to the rear (east) of the hall building is a second. Both areas are likely to form part of the access to the new Jerry Croft development. The

remaining area of high potential is the small outdoor area between the museum and no 15, the solicitors offices to the north, this area is not currently proposed for development.



Fig 15 Archaeological investigation on the Town Hall garden site, February 2013.

3.3.8 Future management

Given the listed status of the complex, those deposits that lie underneath the designated structures are considered relatively safe from destruction through development. However, there is not similar protection for deposits in adjacent areas of the Town Hall plot, and they need some consideration in the present (and any future) development around the complex.

Clearly any ground intrusive works can have an effect on sub-surface deposits, but features that tend to be more intrusive include new drainage, soakaways, trenching for new service supplies. Regrading of the ground surface for e.g. access ramps can have a significant impact. Consequently there will be a need for further archaeological investigation should any such factors impact on the areas immediately adjacent to the town hall.

3.4 DESIGN AND CONSTRUCTION

3.4.1 The Skipton Building Company

In a period of rapid industrial and social change and following the passing of the Municipal Corporation Act in 1835 the initiative lay with individual towns to provide more efficient administration. The rate-payers and civic elite made the decisions necessary to provide public buildings symbolising corporate life and government and required architectural splendour in the form of new assembly and town halls (see Section 4). In Bradford a company of shareholders was formed to build St George's Hall in 1849, raising capital in £10 shares. This was probably the example followed in Skipton, as funding for the Town Hall came from a group of businessmen referred to as company directors (see Appendix 2). They were described in the report of the opening as 'The gentlemen who originated the project, and have supported it nobly'⁵.

The Skipton Building Company was not formally registered at Companies House in London. Two company members have so far been identified: George Kendall and John Bonny Dewhurst. George Kendall was the promoter of the scheme and became secretary of the Skipton Building Company. He referred to himself as the largest shareholder who 'had a great deal to do with it'⁶ when the SBC sold the building to the newly-formed Skipton Urban District Council in 1895. John Bonny Dewhurst owned the expanding cotton mill and was the town's major employer. He was a founding member of the company and in 1888 he was also chairman of the Skipton Local Board.

Further details: see Appendix 5.



Fig 16 'Skipton Town Hall' plaster plaque in main hall.

RH

⁵ Craven Pioneer 29th November 1862

⁶ Skipton Town Council minutes January 1895, quoting Cllr George Kendall's comments. Obituary in Craven Herald, March 25th 1898.

3.4.2 The architect: John Denison Jee of Liverpool

The spelling of the architect's surname in the Craven Herald was given as Lee and is sometimes 'Gee'. The name Dee has also been given. He was an architect and surveyor in Liverpool in about 1860; no family link with Skipton has been found and he was buried in Toxteth. Perhaps his Skipton connection was through Dewhurst cotton-trade business links with Liverpool. During the 1850s public health provision encouraged the building of hospitals, and in 1861 John Denison Jee designed Liverpool's early Lying-in Hospital in Myrtle Street⁷. The building is in a Tudor style, in contrast to the classical Skipton Town Hall, suggesting that he was trained in a range of styles.

The 1868 Liverpool Trades Directory lists him (the name possibly Dee) as both an architect and a surveyor with an address at 12 Cases or Caves Street⁸.

Discussion of the architectural character of civic buildings in the region includes reference to J.D.Jee's work in Skipton. The design of the Town Hall (one of the smaller civic buildings of the period, see Section 4), is appreciated in the phrase: 'the pleasing Neo-Palladian town hall at Skipton, by J.D.Jee of Liverpool'. The term 'restrained Neo-Palladian in fine ashlar' is also used, confirming the quality of the architect's work⁹.

Liverpool Local Studies Library has not been able to supply any information about the architect. Further research should provide information about J.D.Jee's life and career. His middle (?mother's maiden) name, Denison, is a possible link with a prominent Leeds family of the period.

Further details: see Appendix 5.

3.4.3 Board of Health Plan and Section 1861, see Figs 17 and 18.

The original Skipton Board of Health building plan and section, (legal requirements for permission to build¹⁰), are kept at the NYCC Record Office¹⁰, part of a large archive of building plan tracings¹¹ from the 1850s onwards.

NYCCRO note: '*Two drawings from the Board of Health plans. Pursuant to powers and provisions contained in the Public Health Act 1848*' the Surveyor, William Bradley, advised the Board on intended floor levels, cesspits, privies etc. He inspected and amended the plans and presented them for approval by the Board members. Once approved there was a tracing made to the same scale as the originals, 1/8" to 1' and Mr Bradley saw that the work

⁷ 'Rock faced with ashlar dressings, Tudor, with a little oriel below the central gable'. J.Sharpley, 'Liverpool', Pevsner Architectural Guides, 2004, pp.25, 235

⁸ Karen Evans, Pevsner architectural research, email 23rd March 2010

⁹ P.Leach and N.Pevsner, 'Yorkshire West Riding' The Buildings of England, YUP 2009 pp 59, 708

¹⁰ Public Health Act 1848, Bye-Laws made by the Local Board of Health for the District of Skipton, Jan 1860, see Appendix 2.

¹¹ The collection is not indexed; I am grateful to the staff for searching and for making the copy for this document.

was carried out. These tracing plans are part of a collection archived in 1983; the tracing paper is now very brittle and special mounts have been made. In the top left corner there is the date, March 1861, and the signature of Board chairman Christopher Sidgwick, with the condition that no cellar dwelling should be built as part of the Town Hall’.

On March 21st 1861 the Skipton Board of Health (of which George Kendall and John B.Dewhurst were members) passed the ground plan and a long cross-section drawing (numbered 5A). It is signed ‘C.Sidgwick, Chairman’. The following caption is written on the top left corner of the long section: *‘Allowed under the arrangement proposed / that the cellars shall not be occupied as / dwellings. Sec.67. Act 1848. / And that the drains be altered so as / to enter the sewers properly.’*

Points of note:

- The Waiting Hall passage was single storey, with a wide entrance from the side lane, onto a forecourt with iron gates (one stone gate pier and the cast iron gate posts survive).
- The Waiting Hall passage was angled southwards with a narrow entrance into the Public Hall in the SW corner of the room, ie visible from the High Street entrance. This was corrected by changing the angle at the junction of ‘passage’ and ‘waiting hall’; it is not clear whether this was done at the first building stage, or when alterations were made in 1875-78, the date of the present doorcase.
- Area steps into the basement rooms are shown [these survive, covered over].
- ‘Cellared under a.b.c.d.’ is the present arrangement, suggesting that there are no cellars below the entrance hall and north end offices.
- The ridge height of the hall is the same as the front block eaves.
- The Public Hall platform had a front rail.
- The back-stage platform is shown full-height, without an upper floor.
- The rear yard was uncovered and without internal access, with two water closets and ‘bottom of ash pit’ indicated on the section drawing.
- The four principal ground floor rooms in the front block are labelled ‘office’.
- The three-door entrance aligned two entrances with the passage to the waiting hall and Public Hall beyond, and one to the staircase.

It must be born in mind that this is an early-stage drawing and may have been changed by the architect or builders later. Some alterations were made before construction, others are noted in the Room Survey as changes made at a later phase.

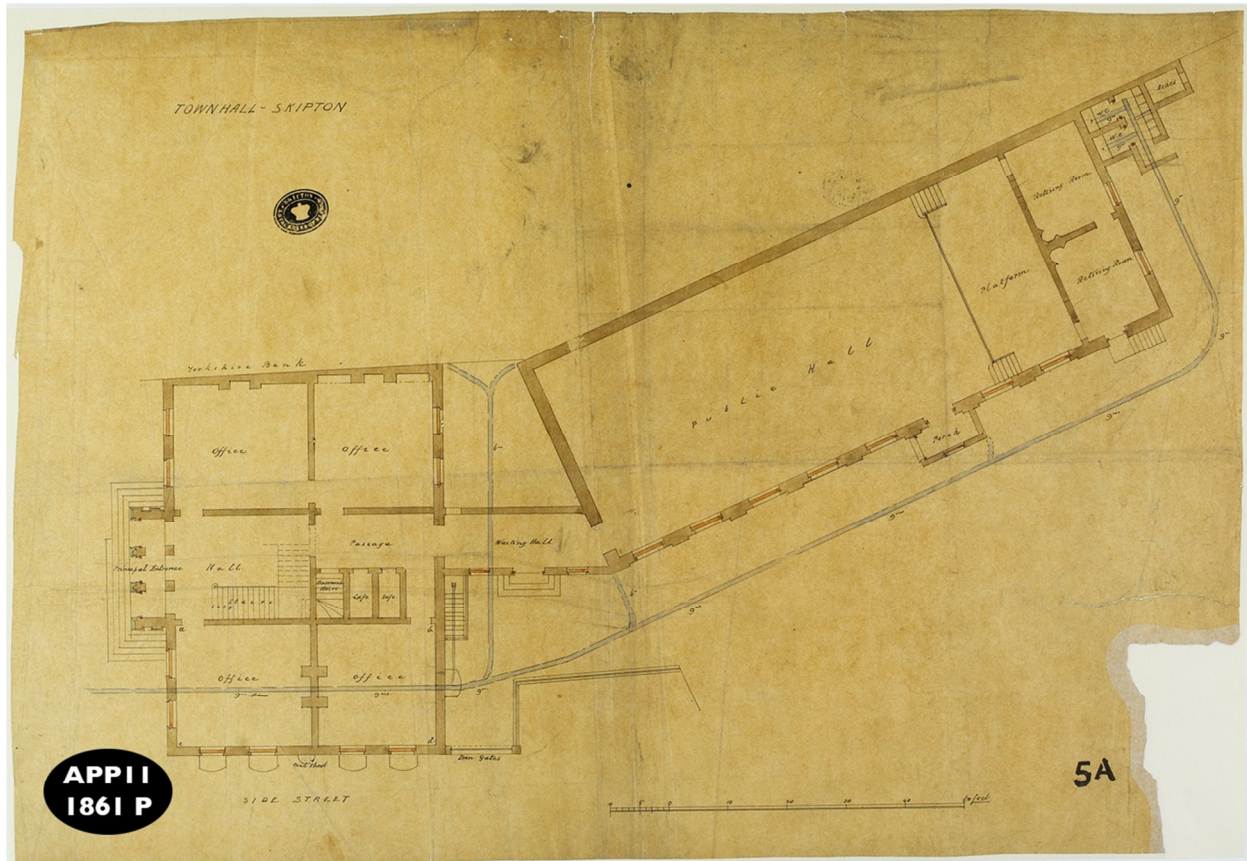


Fig 17 1861 plan of the Town Hall, see 3.4.3 above. Note fireplace positions, basement light wells on Jerry Croft, the south entrance, platform and rear yard with two privies where cisterns were installed in 1924.

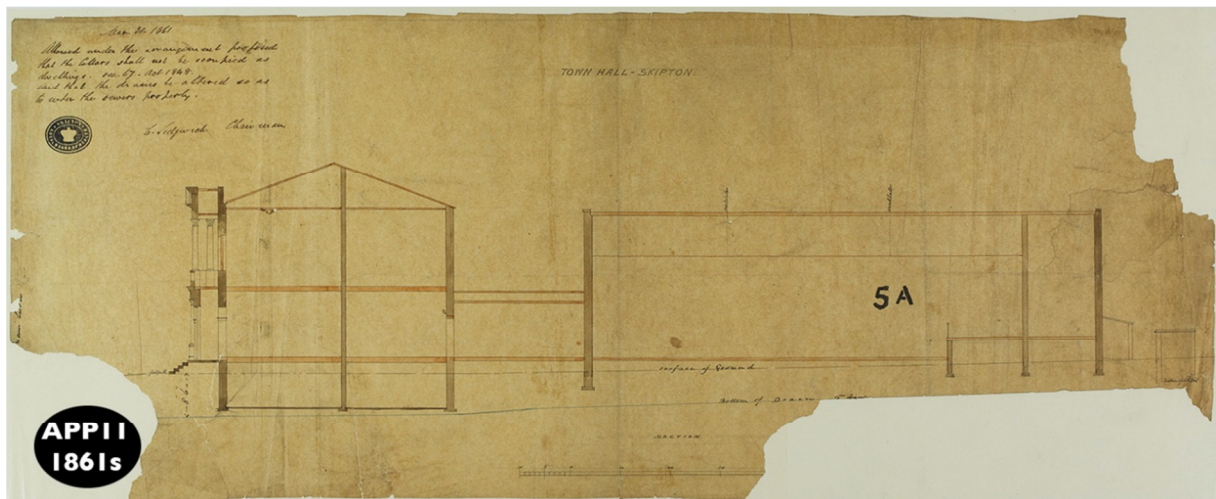


Fig 18 1861 section through the building, see 3.4.3 above. Note the single storey 'waiting hall' link with south entrance shown on the plan above.

3.4.4 Craftsmen

Accounts of the building work and subsequent alterations and extensions provide details about the builders, stone-masons, joiners, glaziers and roofers active in the town and in other parts of the country.

The Craven Pioneer (March 9th 1861) reported that ‘the different works connected with the Town Hall are given to townsmen’, suggesting that local skills were appreciated for the building work. The stonework was given to Mr John Crossley, the wood-work to Mr William Hall; and the limework to Mr Thomas Shuttleworth.

The major works to the Public Hall in 1875 -1878 were to designs by Lockwood & Mawson of Bradford. Mr Dixon was the plasterer, an expert who was working on the architects’ new City Temple at Holborn, London, in 1874. Prior to that the architects were responsible for the new Bradford Town Hall, an indication of the ambitious work and high standard required by the Skipton Building Company.

Gifts to the town contribute to the building’s historic character and significance. Paintings and sculpture have a strong visual impact on the interior, often positive. Of particular significance is the bronze lion sculpture to be seen in the council chamber, part of a great monumental sculpture commemorating the Duke of Wellington in St Paul’s cathedral. It has been suggested that there may be a connection with the Duke of Wellington’s regiment.

Further details: see Appendix 5



Fig 19. One of the elaborate console brackets for the main concert hall entrance. A list of the craftsmen working on Lockwood & Mawson’s new hall was published in the Craven Pioneer on May 8th 1875. Joinery was by J.Pettyt of Skipton, Benjamin Dixon of Bradford did the plasterwork. RH

3.5 CONTEMPORARY RECORDS of building work and events

The Temperance Society's newsletter, 'The Home Visitor', carried the following paragraph in 1859:

'...the people of Skipton are at last to be provided with a commodious Hall adapted for public meetings, and supplied with apartments for educational and other purposes... after many years of arm-folded apathy, vain wishes and fruitless bewailing, a project for erecting the much-needed hall has recently been originated by a few friends of the public good... And, whether the building be known by some pretentious title, as 'The Hall of Science', 'Music Hall', 'Lyceum' or by a more apposite name as 'People's Hall', 'The Workman's Educational Institute', let it by all means be a public hall, free from sectarian or party management and control'.

The opinions expressed in this article show the level of enthusiasm for a building that would be the largest in the town apart from the church and castle, and a building intended for all to use. The emphasis is on the need for a community facility, a large hall of the type built in Bradford that year, (St George's Hall), and planned and completed while Titus Salt's mills and model village were under construction¹². The existing Town or Moot Hall was then in use for some public events, and there were two other 'assembly rooms' in the town, at the Devonshire Hotel in Newmarket Street and at the Black Horse inn on the High Street. Both of these rooms are recognisable today.

See Appendix 2 for transcripts of the newspaper reports; the following notes provide a brief over-view.

The celebration to mark the opening of the Town Hall was held on 21st November 1862, however rooms were in use by March 1862 and penny readings were taking place earlier in November. The reason for the delay in the official opening may be due to getting the concert hall interior finished, or may be linked to national mourning for Prince Albert who died in December 1861. No report of local dignitaries attending or making speeches has yet been found, only references to the 'distinguished company' attending the opening concert.

There was an oratorio performance of the Messiah in the afternoon of the 21st and a 'Miscellaneous Concert' in the evening, demonstrating commitment to a range of events to suit all members of local society. An interesting point was made by the reporter who remarked on the 'intelligible English songs' sung in the evening, implying perhaps that there was a different audience from that listening to the oratorio performance earlier in the day.

The evening 'Miscellaneous Concert' was reported in the Craven Intelligencer. The variety of the presentations and the excitement of the evening is emphasised, and are a reminder of the tastes and interests of the day. Front seats were taken by a 'distinguished company...

¹² First mill opened 1853, housing 1853-68, the Institute 1869-72, designs by Lockwood & Mawson of Bradford.

in full dress' who 'presented an array quite new to the residents of our ancient town'. Overtures, songs and 'hearty applause' could be heard for singers Mr Wynn and Miss Banks who sang 'intelligible English songs' accompanied on the piano by Mr J. Broughton who had come all the way from Leeds. The town's Choral Society sang part-songs with a 'full band accompaniment' including 'The merry month of June', and gave an encore to applause noted for its 'general warmth and heartiness'. Local talent and 'stars' were appreciated equally, with Miss Banks, Mrs Lockey, Mr Cooper and Mr Winn named and 'Here in cool grot' was sung with sweetness of expression... rarely attainable'. The two concerts were considered a financial success, 'adding greatly to our musical knowledge and experience. ... The town may greatly rejoice in a hall for public gatherings which is at once a valuable architectural ornament and a great indirect encourager of the public spirit and the educational progress of the town'. The [Skipton Building] Company laid 'every inhabitant of the town- under a lasting debt of obligation' and had given 'honourable illustration of the enterprising public spirit by which they have frequently signalized themselves in past years'.

Further details: see Appendix 6, Time-Line.



Fig 20. 1876 hall; lights and proscenium arch probably 1933, when the pillars were marbled and the stage made larger. Maplewood floor 1956. Poor later treatment with insensitive down-light fittings, blocked upper window lights, netting to catch falling plaster, mouldings cased in, colour scheme highlighting ugly radiators, inappropriate decorations. See Appendix 6 Time-Line and 11 archive photographs for the 1927 interior. RH

3.6 INFORMATION FROM LOCAL SOURCES AND ARCHIVES

A list of local sources of information is given in Appendix 6, a time-line historical record of changes and building uses.

The Rowley archive notebooks held at the Public Library were transcribed by Jane Lunnon in 2008 and are kept by the Civic Society.

Skipton Public Library has newspaper records (Craven Herald, Craven Pioneer) and census returns on microfilm. Other sources used include directories and the Craven Almanac as well as published local history books and maps.

The Craven Museum has an extensive collection of photographs and papers relating to the building.

Skipton Civic Society's archive includes photographs and building notes.

Skipton Town Council holds records of the building contents.

It has not been possible to examine Craven District Council's archive of building records; no Town Hall archive material has been found.



Fig 21 Archive photograph showing the decorated front in 1953. The canopy gas-lights have gone and structure was removed in 1956 after repeated damage by cars.

3.6.1 Census returns 1841 - 1891

The census entries shown below are integrated into the Time Line in Appendix 6

The following table provides information about the people living in nos. 17 and 19 High Street ('Big Entry', 1838), and the new Town Hall (1862). Robert Stuart was living in the Town Hall in 1881, twenty years after the Board of Health plan was passed on condition that the cellars should not be occupied, see 3.4.3 above. The census shows us two separate properties during the 19th century. Offices at no.19 were taken over in the 1930s and linked directly at first-floor when the council chamber was refurbished in 1960.

Census date	'Big Entry' built 1838, Nos.17 and 19 High St	New Town Hall, 1862	notes
1841	No17, north side: David Dale, farmer, and his wife, Mary, both aged 70. No.19, south side: William Metcalfe, a brush manufacturer aged 40 with six children and four female servants.	Not built. Site occupied by vicarage: curate William Cartman, his wife, four sons and one daughter.	The north side surviving cellar steps have a wrought iron hand rail, in contrast the wider steps without a rail to the south side, see 3.1 above.
1851	No17, north side: Thomas Mitchell, wine merchant, wife Alice, son aged 7 and 2 servants. South side: Jane Parkinson, with two others, probably sister and a servant.		
1861	North part of Big Entry: Thomas Mitchell, 57, wine merchant, wife and two children. Two servants. South side: John Armistead, bank manager, born Halton Gill, his brother in law, William Bell b.Scotland, a linen draper, two children, housekeeper and servant	Under construction, no entry on census return	Town Hall built by March 1862.
1871	No 17, north part of Big Entry: Thomas Mitchell, wine dealer, one son and two servants. South side: Robert Foster Parker, b. Arncliffe, bank manager and land owner. His mother, sister and a servant aged 12.	No-one in occupation	
1881	North side: William Mitchell (29), wine and spirit merchant, with 2 servants. South side: R.F.Parker, bank manager, with 2 servants	Robert Stuart, Town Hall Keeper aged 25, with wife and three children	Likely to have lived in the 2-room cellar dwelling, see room survey, B1 and B3.
1891	Nos. 15 and 19, north side: John Scott, 39, brewer, wife and five children, nurse, cook and housemaid. No.19, south side: Jane Cooper, 79 living on private means; housekeeper and servant.	No 21 not entered on the census	Scott's brewery was built on Brewery Lane off Broughton Road, next to the canal.
1901	<i>Returns not examined for later dates</i>		

3.6.2 Thompson of Kilburn costs

The cost of a complete re-fitting of the Council Chamber (£2738.0.0d) was provided to the council on December 7th 1960¹³ and is printed in full in Appendix 3. It takes the form of a single ruled page apparently from an order book, reference no. '107' top left, hand written, no company name or signature. It was addressed to Mr K. B. Robinson, Engineer and Surveyor, Town Hall, Skipton, Yorks. Items of furniture display the characteristic 'Mouseman' detail. See Appendix 6, Time Line.



Fig 22 The Town Hall's centenary was marked by extensive alterations. In 1961 the Council Chamber was refurbished, Robert Thompson of Kilburn quoted for delivery and fixing of panelling, platform, lockers, benches, tables, chairs, curtain boxes. The wallpaper and decorative scheme are probably of that date. The ceiling and cornice are probably later 19th century. Panelling left and right conceals fireplaces and the door leads into the 1838 Big Entry building, taken over entirely for council use by 1963. There is a mouse carved on the back of the right-hand chair. RH

3.7 INFORMATION FROM COUNTY AND NATIONAL ARCHIVES

3.7.1 North Yorkshire County Council Record Office

See 3.4.3 above. The Record Office accession records show that plans for Skipton Town Hall (along with other plans and records) were transferred from Skipton Town Hall to the NYCCRO in January 1983, (email from Julie-Ann, pp Heather.Deuchars@northyorks.gov.uk).

¹³ Copy of the document kindly supplied by Rosemary Bundy, Friends of Craven Museum.

Changes to administrative boundaries (see Section 4) have resulted in a number of other possible locations for plans and deeds. The Wakefield Registry of Deeds and Leeds City Archives at Sheepscar have not yet been consulted.

3.8 FIXTURES AND FITTINGS, and STORAGE

Further details: see Appendix 3, Thompson of Kilburn costs, and Appendix 4, Building Contents.

The town's collection is made up of the following: oil paintings (G2 /F1) ; two halberds; a small bronze sculpture of a seated lion; photograph portraits of council chairmen from 1904 to 1946 (all F2); a wall clock; a large Victorian full-height mirror (F3); a ladies' wall-mirror; business record books and ledgers (G16 and F8).

The photographs and clock in the council chamber (F2) appear to be in positions allocated in the 1960 refurbishment. The bronze lion is set on an oak bracket shelf probably fixed between the council chamber north windows in 1967, the date of its donation. In contrast the halberds are crudely fixed and not secure, suggesting that they have been brought in later. They have been given a ceremonial significance flanking the principal chairs and entrance door but there is no available information about their source. The use and association of the halberds has been researched, see Appendix 4, and their approximate age and provenance established.

Three walk-in rooms (G16, F4 and F8) contain ledgers and account books dating from the early 20th century. Only the ground floor room, with built-in wall shelves and cupboards and a steel door, appears to have been intended for storage in 1862. On the first floor room F8 was created when access from the rear corridor (F3) into the main office (F6) was blocked and the lobby walled up with an entrance only from the office. The tongue-and-groove boarding here matches that to F5 and appears to be part of changes made in the 1930s. Further storage space in F4 appears to be more recent, probably the 1970s, and the files stored there are part of the recent CDC archive.

The large mirror fixed to the corridor wall (Room F3) is mid-19th century, probably the one remembered in the dressing-room behind the platform in the 1950s. Perhaps provided for performers using one of the two retiring rooms shown on the Jee plan, (Rooms G26, 27, 28). Its proportions would have provided a good reflection particularly for women wearing the extravagant costumes of the period.



Fig 23 one of two halberds in the Council Chamber, possibly 15th century.



Fig 24 Bronze statuette made mid 19th century by R.H.Young, born in Skipton, and given to the town in 1967 by his son. It was designed by Alfred Stevens, the foremost sculptor of the period, for the Duke of Wellington memorial in St Paul's cathedral. See Appendix 4.



Fig 25 Lions guarding the magnificent marble and bronze Wellington memorial in St Paul's cathedral.

3.9 THE CRAVEN MUSEUM COLLECTION

The Museum collection was moved from the public library building to its present purpose-built gallery and offices in 1973.

Collection Strengths

(The following notes have been supplied by Suzanne Callaghan, Museum Manager)

Archaeology: a small but important collection from pre-history to late medieval times. Includes material found in local caves which is unique to the area, iron age burials found in Gargrave which are of national (and possibly international) importance, and finds and building material from Kirk Sink Roman villa near Gargrave- one of the farthest North Roman villas in England.

Geology: an important collection with local and national relevance, with untapped potential. It also includes some material from the North Pennine area as well as Craven based material. Amongst the collection is the Tiddeman Collection of reef knoll fossils, thought to be of international importance and the Raistrick Mineral Collection of regional significance.

Social History: a big collection of mostly local material, which enables the museum to illustrate local history. Mainly 19th and early 20th century items related to farming, textiles, transport, lead mining and domestic life in Craven.

The museum collection also includes specific types of objects such as pocket watches, weapons and coins.

Fine Art: This collection is in two parts:

The main collection contains prints, paintings and other media and is mostly of scenes within Craven or by artists who have a connection with the District. *The Roebuck Collection* of paintings, drawings, engravings and sculpture is of national significance, see 3.10 below.

Herbarium: the collection contains an extensive collection of British flora. Some material was collected locally and other specimens were sent to local collectors from further afield. The herbarium covers mosses, flowering plants, ferns and stoneworts. This collection is recognised by the Natural History museum where all new specimens are catalogued.

Collectors and collections: Collections by a wide variety of local collectors is the main underpinning of the museum objects. Most of the collectors had a wide interest in local history from geology to everyday items.

Photographs: The museum holds a large collection of photographs of Craven, which is well used by researchers and in exhibitions.

Ephemera: this is a varied collection from 18th century train timetables to bill heads for businesses and Christmas cards. It is used extensively for research and display purposes.

First Folio: A purpose-built secure display area was constructed in the museum gallery in 2010 to store and show a copy of the first folio printing of William Shakespeare's plays, 1623, of exceptional

international significance. After about two years of gathering plays, editing text and printing, around 750 copies of the First Folio went on sale in November 1623. It is likely that without the First Folio, 18 of Shakespeare's plays would have been lost forever. Plays such as *As You Like It*, *Macbeth* and *Anthony and Cleopatra* appeared in print for the first time in the Folio. It is the only source we have for them. Of the 750 or so books originally printed, around 230 now survive with only about 50 of these in the British Isles. It is for these reasons that the First Folio is thought of as the most important book in English literature. There are currently only four First Folios on permanent display in the world.

3.10 THE ROEBUCK COLLECTION of paintings, prints and sculptures

Clement Roebuck (1898 - 1988) was a member of a successful family of furniture makers in Huddersfield¹⁴. He travelled extensively in this country and abroad, meeting artists and collecting, and was influential in bringing musicians to perform in Skipton. His homes were 'Broomhill' at High Flatts, Denby near Huddersfield, 'Hilltop' in Starbotton in Wharfedale, and later Currer Hall, Langbar near Ilkley.

From 1958 he attended London auctions on behalf of the Huddersfield Art Gallery Committee, buying works for Huddersfield and for himself. He bequeathed his personal collection to Skipton, 144 items including works by Dame Laura Knight, John Piper, John Bratby, Pierre Bonnard, Graham Sutherland, Kathleen Ferrier and Carel Weight. Kathleen Ferrier was a close friend who performed several times at Skipton Town Hall.

The trustees of the Roebuck Collection transferred responsibility for its maintenance and display to Craven District Council in 2007

A changing selection of the works is always on display in the Craven Museum & Gallery, and a larger number of pieces are exhibited when possible. Following a conservation survey in 2011 work has begun on the restoration of some of the paintings.

Further details: see Appendix 5

3.11 OTHER COLLECTIONS OR ROOM CONTENTS

Three rooms in the 1862 Town Hall (G 15, G16 and F7) were purpose-built strong-rooms, with solid brick or stone walls and steel doors. The ground floor rooms are still in use and room G16 contains archive material. The key to F7, (directly above G15) have not yet been found. Master lock-smiths J.H.Blakey & Sons of Briarfield, have quoted for work to gain access.

There are two wall-safes in the 1838 range, rooms F1 and S3, see 3.11.5 and 3.11.6 below. That in F1 and a large free-standing Milner safe in Town Hall Room F5 have not been opened.

¹⁴ Craven Museum and Gallery, 'Clement Roebuck and The Roebuck Collection', 2008

Further details: see Room Survey, Appendix 1.

3.11.1 Record books and ledgers in ground-floor strong-room G16

Six ledgers and record books remaining in G16 have been examined and show that the large collection dates from the 1930s and '40s. They provide information about building works, costs of maintaining council properties, and the financial records of Skipton Urban District Council. The archive has important information about the town during the second World War (1939-'45), for example air raid and home guard facilities in and near the Town Hall, and the use of the cemetery chapel as a war mortuary. A 1952 plan of the U.D.C.'s properties made for Municipal Mutual Insurance Ltd, Bradford, is in a file of loose papers, see Fig. 14, p. 23.

Further details: see Appendix 4.

3.11.2 Record books and ledgers in Town Hall first-floor store-room F8.

Changes were made in the 1930s to provide office and storage space. A new upper storey was built over the ground-floor link corridor between the front offices and the concert hall and a new doorway was made into the principal first-floor office F6. This room's original entrance lobby F8 was closed off from the top of the stairs and tiers of shelves were installed for document storage. These have been sampled and the archive is contemporary with those in strong-room G16.

Further details: see Appendix 4.

3.11.3 Town Hall first floor store-room F4 contents.

A post-1974 locked store built on the first floor and containing confidential CDC paper records, not examined.

3.11.4 Town Hall mezzanine M2

The mezzanine floor over F5 and part of F3 contains boxes of late 20th century paper records, not examined. Includes a large bound Ordnance Survey map.

3.11.5 Wall safe in south wall of Big Entry room F1

Premises of the Yorkshire Bank in the 19th century. Iron door with brass fittings. Not opened.

Further details: see Appendix 1.

3.11.6 Wall safe in Big Entry room S3 (second floor, north wall).

Upper vertical sections contain papers and note-book from 2006, property of Craven District Council. Two lower drawers: left side empty; right side with key-hole locked or wedged shut, not opened.

Further details: see Appendix 1.

Section 4

ASSESSMENT OF SIGNIFICANCE

4.1 STATUTORY STATUS

The two buildings making up the Town Hall were grade II listed together in 1978; the address was given as 15, 17, 19 (Town Hall), High Street. The address and description therefore includes Savage, Crangle's solicitors' offices attached at the north end (no.15). The two Town Hall elements were by that date in single use with internal access at ground and first floors; the front entrance to the paired houses (nos. 17 and 19), known as 'Big Entry' had been closed off in 1962, see Fig 8.



Fig. 26 Decorated for the Queen's silver wedding in 1977, the year before listing.

List description

Grid ref. SD 9905 5181.

The list description follows the standard sequence and includes both the 1838 and the 1862 buildings:

'All ashlar. Northern portion is 3 storeys, with end pilasters with double scrolls as capitals and moulded cornice, 3 bands.

No. 15 has moulded doorway, panelled door, fanlight; 2 windows down, 3 up and 12-paned sashes in moulded architraves.

No. 17 is similar but larger; centre double doors in square moulded doorway with frieze, cornice and pilasters; 4 windows down, 5 each upper floor, all renewed sashes.

No.19 (Town Hall) 1862, 2 high storeys, symmetrical front; centre has a 2-storeyed portico up 4 steps, with Composite columns and pilasters; at each side are 2 sash windows on each floor in moulded architraves, the upper ones with curved pediments; 2 moulded strings; 3 round arches on ground floor, stone balustrade balcony to 1st floor; top pediment, moulded cornice and balustrade parapet; right hand return side to lane had 4 sash windows each floor; interior has council chamber with panelled and moulded ceiling.

Group value'.

The reference to the sash windows of nos. 17 and 19 being 'all renewed' is not supported by the architectural evidence, see 4.5 below.

The building is within the historic core of Skipton, the oldest settlement area, being close to the parish church and the castle, and in the Conservation Area. The boundaries and content of the town's then three conservation areas were appraised and revised in 2008.

Street numbering is often inaccurate as demolition of small cottages in the C19 and their replacement with buildings of longer street frontage has confused the sequence. The Big Entry building of 1838 is usually known as nos. 17 and 19, while the 1862 'new' Town Hall is no. 21.

This Conservation Appraisal is the first attempt to define the two buildings in terms of their separate history and development and to analyse their separate and combined significance.



Fig 27 View from the church tower, compare with fig 3 p.6. The Town Hall is no longer the biggest office block in the town, and smoke pollution is not a problem for stone buildings.

4.2 SETTING, RELATED BUILDINGS AND OTHER FEATURES OF SIGNIFICANCE

Skipton's historic sphere of agricultural influence can be considered to be a 30 mile radius, the distance animals were brought to market here from local farms. Similarly mill-owners, bankers and business people coming to the town from the major industrial centres brought influence on architectural styles design. A note has therefore been made of the Town Halls within a 30-mile radius of the town, to allow comparison of date and style with Skipton, see Appendix 8.

The market town also had much wider trading links, prehistoric stone tool evidence and Roman coins having been found in the High Street, the town having a castle garrison and becoming an important market and sheep trading centre through the medieval period. A focus for road and canal transport in the 18th and 19th centuries brought further wealth from cattle droving, lead and limestone extraction and banking. The wool and cotton textile industries continued to flourish in the early railway age and mass tourism began with the railways in the mid-19th century and continued with the motor car and buses in the early to mid 20th.

Setting

The Town Hall stands at the narrowing point of the funnel-shaped High Street and is visible from most of the market area as far as Sheep Street on the west side. It is a landmark building at the centre of the Skipton Conservation Area. There are twenty-five listed buildings ranging in date from the castle gates to two telephone boxes, all within a few metres of the Town Hall steps, as well as other buildings of local significance.

Further details: see Appendix 10.

Features contributing to the setting of the 1862 Town Hall are:

- The wide funnel-shaped main street at the top of the hill on which the High street is set.
- Uniformity of building materials: coursed and ashlar gritstone walling with stone slate roofs, from local quarries.
- Varied and contrasting vernacular and formal building styles in the immediate vicinity: the 17th – mid 19th century bay-windowed Black Horse inn opposite, the tall Georgian Birtwhistle house (now Russian Tearooms) nearer to the churchyard, the church, the castle gatehouse, the former stables and offices on The Bailey, the symmetrical 1838 Big Entry premises.
- The raised churchyard to north, a plain stone wall and elaborate gate piers, their architectural quality balancing that of the Town Hall frontage.
- A well-defined frontage paved with setts which extend along each side of the High Street, the footings of the cast-iron glazed verandah visible in front of the entrance steps.
- Part of the 'vicars slabs' paving extending from the northern end towards the parish church entrance, see O.S. map.
- The busy High Street, a through road for traffic and market vehicles and attracting thousands of local and visiting shoppers.
- Continuity of tree planting along the High Street, through the parish churchyard and outside the castle.

- Jerry Croft access along the south side, a narrow lane leading to the back of High Street shops and to the town's main car park- a one-way street to traffic and a continuous pedestrian thoroughfare.
- Small compact cafes and shops on the High Street south side, across Jerry Croft, and opposite.
- The tall 3-storey 'Big Entry' pair of houses and business premises attached on the north side, to which the Town Hall is abutted.
- Offices associated with legal and castle business premises to north, the Town Hall being set between the business and commercial areas of the town.



Fig 28. Setting and townscape view c2000; the Town Hall bottom left, stands at the north end of the High Street, associated with other major buildings: the castle and the church. A landmark building alongside former small houses and shops of the 18th and 19th centuries and late medieval inns.

4.3 STATEMENT OF HERITAGE MERIT: the Town Hall's historic value

Analysis of council minutes and newspaper reports has provided a detailed understanding of changes made to the building and other events of historic significance see Appendix 6. The table shows the full list of historical information gathered so far, describing the phases of work from early 19th century Acts of Parliament setting up the local government structure, to building tenders and construction in 1861-2 and through phases of expansion and alteration to the present day.

The location of the building at the top of the High Street, part of a compact group with the ancient parish church and castle, is at the centre of the historic core of the town. The building is on the ancient vicarage site; the old vicarage was bought by the Town and a new vicarage, (the present rectory), was built to the east.

The ancient site of the market, dating from the early 12th century, is now a busy traffic confluence at the war memorial traffic island. There is a continuity of market use here with visitor and residents' traffic and town business focussing on the Town Hall.

The 1838 'Big Entry' building was for about one hundred years a separate pair of houses with business premises associated with banking and commerce, the name taken from the wide integral ginnel, an unusual architectural feature allowing goods, (in this case bottles and casks), to be carried through to secure rear storage. The original form is still recognisable although it has been directly linked on ground and first floors to the 1862 Town Hall since 1960. The original entrance has been blocked, and kitchens and toilets have been built in the former stair wells.

The 1862 Town Hall retains the character of a Victorian municipal building, having an impressive front entrance into a staircase hall. The large front rooms on the ground and first floors housed the council's offices including the Treasurer's and court officials' rooms. Each room was heated by an open fire, with high ceilings and evidence of moulded plasterwork, the surviving joinery including high skirting boards and eighteen original doors remain, see Appendix 1 part 2, doors list. Two of the three walk-in strong rooms, (those on the ground floor) are still functioning as secure storage for car-parking machine collectors and the Art collection; one (on the first floor) remains locked.

The first-floor Town Council Chamber remains where it was first established, the two original rooms were made into one probably in the later 19th century and the room was panelled out and refurnished in 1960 when access was made into the 1838 Big Entry building. Its impressive proportions, with lighting from tall windows at each end and the ornate plaster ceiling, are given additional significance by the range of photographs, symbolic weapons, coats of arms, wooden panelling and chandeliers .

The Tourist Information Centre is accommodated in the former local government offices, an important facility in a central position on the High Street. Alterations to the Town Hall's historic fabric in the early 1970s provided access to the new Craven Museum annexe, a circulation area with display cabinets and museum shop. Formerly a narrow 'Waiting Hall' (as described on the original ground plan), there was formerly a wide public entrance reached up three steps from the south (Jerry Croft) side. The public could arrive for concerts and other events through this entrance, suggesting a separation of business and social uses of the building and probably some degree of social segregation.

The Town Hall's south entrance was removed when the single-storey 'waiting hall' passage was rebuilt in the early 1930s, creating more offices and meeting rooms on two floors. Further alteration was made circa 1960 when the flat-roofed toilet block was built against the outside of the south side and the original boundary wall and gates were removed.

Throughout its long history the Town Hall has remained the cultural focus of the town, being used for annual festivals and monthly lectures as well as weekly markets. While its original use as the business focus of the town is currently missing, the association with art, tourism and trade continues.

Further details: see Appendix 6 Time-Line

4.4 STATEMENT OF ARCHAEOLOGICAL SIGNIFICANCE

Appraisal and comment by Miles Johnson.

The site of the 19th Century Town Hall occupies a prestigious location, not only within the Victorian geography of Skipton, but at a location of importance in a planned town layout that originated during the medieval period. The Town hall occupies a burgrave plot; a characteristic feature of planned medieval towns, and one which underpins the modern layout of the town centre. The creation of the town core that surrounds Skipton High Street is not yet firmly dated, but is presumed to be during the thirteenth century after the development of a stone castle. The creation of the burgrave plots is thought to coincide with the abandonment of the town ditch, the surviving course of which disappears at the point where it meets the burgrave plots (some 80m to the north east of the town hall). The town ditch is assumed to be overlain by those burgrave plots immediately to the north of the Town Hall.

The locational importance of the Town Hall plot is reflected in its position close to the head of the town, and in close proximity to seignorial and religious symbols of wealth and power in the castle and Holy Trinity Church. The pre 1862 occupation of the Town Hall plot by the vicarage associated with the church further reinforces this. It is not known when the Town Hall plot became a vicarage, or what business the burgrave plot was used for, prior to that use. Nevertheless, it is likely that the Town Hall plot contains evidence relating to at least seven hundred years of continual occupation, as well as residual evidence from earlier activity in the vicinity.

The archaeological recording undertaken as a planning condition of the development of Jerry Croft, although as yet unpublished, will show a significant archaeological survival in the back of the burgrave plot prior to the retail development. Whilst the front of the plot contains a substantial Victorian building with foundations and cellars, it is highly likely that archaeological deposits survive under some areas of the Town Hall. Importantly, the 1862 building was built with a raised ground floor, and the cellars occupy an area significantly smaller area than the ground floor footprint. The likelihood of archaeological deposits surviving under parts of the Town Hall buildings is consequently high. The deposits will retain the potential to significantly further the understanding of the development of the town during the medieval period. Additionally, there are small areas around the edges of the Town Hall plot that have not been impacted by development during the 20th and early

21st centuries. Although these areas are quite small, they may contain relatively undisturbed stratigraphic sequences.

4.5 STATEMENT OF ARCHITECTURAL / AESTHETIC MERIT

Further information: Section 3.4; Appendix 6.

4.5.1 Building description

The building has a raised ground floor, the main entrance reached by a flight of stone steps and there is a large formerly well-lit cellar below the south west corner, two large rooms running front to back and originally having an outside flight of steps to the Jerry Croft entry [B4, B5]. The four sash windows lighting the south side of the cellar must originally have been protected by railings, resulting in a narrower routeway between the Town Hall and no.23 Whitaker's / Le Bistro.

The building's raised ground floor reflects the status and stylistic influences of this classical building, but an additional factor will have been important in the 1850s and '60s, when design and access was being considered. The High Street was used regularly as a livestock market until 1906 when trading was moved to the Jerry Croft, land belonging with the Red Lion inn in the 18th and 19th centuries and now the car park at the east. Shops and houses were vulnerable to damage by cattle (some shop windows were boarded up on market days) and a high entrance and window sills were therefore an important design consideration. The front door design, solid panelled doors closing each of the three tall round-headed openings, may have been intended to allow access control.

The narrow solid doors and lack of fenestration at ground floor entrance level might have resulted in a gloomy entrance hallway but the light from tall sashes (one an access door) at first-floor balcony level allows light to drop down from the landing area. A large square trap door or covered glazing on the west side of the roof, set centrally and behind the pediment, is shown on the 1895 photograph [P#]. This may have been roof or flagpole access only; no evidence of a glazed top-light was seen during the examination of the roof space but it may have been obscured by insulation and later alterations.

The Town Hall is a tall 2-storey building, its notable ground and first floor ceiling heights in the front range reflecting the architectural grandeur of the exterior. A factor probably affecting the architect's scale and proportions was the necessity to stand next to nos. 15- 19 the 3-storey pair of houses and business premises, now part of the Town Hall premises and in 1862 one of the tallest buildings on the High Street.

4.5.2 Architectural style

The style of the building is Palladian; the architect was clearly influenced by the architecture of James Paine who designed Sandbeck Park c1765. The Town Hall's 'Neo-Palladian' design is described as 'pleasing' and 'restrained' in Peter Leach's revision of Pevsner's architectural guide to the West Riding.

Rapid industrial change in the early to mid-19th century had brought about a need for much larger town hall premises and the businessmen who initiated the project appear to have found a

competent Liverpool surveyor / architect to provide a design based on substantial Yorkshire country houses of the 18th century such as Farfield Hall (c1725), Sandbeck Park (James Payne c1765) and Denton Hall (John Carr, 1772-8).

Palladian design used in 18th century country houses is characterised by round-arched ground floor, pedimented balcony, tall sash windows to principal floors, and balustrade parapet, all of which are seen here, the first-floor pedimented central bay providing a covered balcony for public meetings. The design's wide entrance steps and tall sash windows reflected the historic wealth of the market centre and its substantial proportions were impressive. See Appendix 2 contemporary comments.



Fig 29 Mr Jee's elaborately carved classical capitals on the balcony, 1862, with a view of the stone decay. RH



Fig 30 Pilasters in main hall: acanthus leaves and scrolls, designed by Lockwood & Mawson, 1875. RH

4.5.3 Classical buildings in Skipton

Classical architecture probably first came to the town when the Devonshire Hotel was built in 1731 by Robert Boyle, the Duke of Devonshire, as a town house and probably business premises associated with lead mining and lime extraction interests. There are two fine mid-18th century town houses with classical detailing surviving on the High Street, nos. 38 and 58, having tall sash windows, corner pilasters and eaves cornices. At least four other Georgian town houses are known to have been built in the south end of the town during the later 18th century but they were lost in later 19th century property sale and rebuilding.

The old Town Hall or 'Moot Hall' remains on its late medieval site in Middle Row and has strong classical detailing with pilasters, pedimented entrance, round arched ground floor and tall first floor sash windows, its present form dating from the later 18th century. Other pedimented doorways can be seen elsewhere in the town.



Fig 31 Skipton's Old Moot Hall or Town Hall. Late medieval cellars used as cells, round arches based on medieval market hall style, court room and offices for collection of market rents above. Classical style of c1790 with pilasters and tall sash windows. The 1862 Town Hall was much larger.

4.5.4 Wider architectural context

Messrs George Kendall and John Bonny Dewhurst, the sponsors of the new Town Hall, and John Denison Jee, the architect, would have seen several fine classical town halls to inspire the design and content, such as Brodrick's Leeds Town Hall of 1852-6 and Barry's Italianate version in Halifax of 1859-62. The architect would also have known Elme's St George's Hall in Liverpool, (1841-54), using full-height columns as in Leeds Town Hall, and the 'architects-in-waiting', Messrs Lockwood and Mawson of Bradford, were building St George's Hall in Bradford, a public hall with elaborate plasterwork and detailing, in 1851-53.

Lockwood & Mawson designed the impressive Water Street Chapel in 1864 and were therefore known to the Non-conformist business community as the Town Hall was newly built. The virtual rebuilding of the plain meeting hall, changing the proportions by raising the eaves and elaborating

the interior with new door-cases and rich plasterwork, brought to the town the splendour of much larger textile town public buildings.

Skipton's Town Hall is a much more modest building than those mentioned above, but belongs in this category of Victorian town halls rather than the earlier assembly rooms and market halls of Clitheroe (1820), Settle (1832) and Wetherby (1845). The interior provided well-lit and imposing offices for treasurer and town clerk in the compact front block, a grand staircase rising to the council chamber and further rooms for court use. Substantial strong-rooms would have stored regalia, rents and documents associated with a well-run town.

4.6 CULTURAL VALUE AND ASSOCIATIONS

4.6.1 Past Town Hall use

Skipton Town Hall has been the focus of local government administration and is the setting for political meetings at election time, as well as being the town's polling station.

1894 Charles Walker was granted a licence to put on plays in the Town Hall [Board of Health Minutes]

The Skipton Amateur Operatic Society started in 1925 with Gilbert and Sullivan productions during the '20s and '30s. A more varied programme followed, stopped during World War II and started again in 1948 with *The Mikado*.

There has been a continuing association with Skipton Music which arranges winter meetings bringing international performers to the town, and an annual Music Festival attracts individual performers and school groups from around the region.

A full programme of private and public events is managed throughout the year; information is available from the Town Hall Manager.

4.6.2 Present Town Hall users

Current usage is described in Section 5.6; this section provides information relating to cultural value and associations linked to the 1862 Town Hall building, in particular the concert hall, platform and service rooms.

Skipton Music¹⁵ is a society based at the Town Hall since its foundation in 1947. Concerts are held from October to March and past performers have included Kathleen Ferrier, Benjamin Britten, Peter Pears, Moura Lympany, Jacqueline du Pre, Nigel Kennedy, Kathryn Stott, Stephen Isserlis, Tamsin Little and John Lill. The Town Hall's concert hall is of sufficient quality and its acoustics of such a standard that performers with an international reputation can be invited to be enjoyed by a loyal and appreciative audience.

More recently Manchester Camerata and Natalie Clein with Emma Johnson and John Leneham have played to capacity audiences. Young musicians are also encouraged to perform and an annual

¹⁵ www.skiptonmusic.org.uk

concert for primary school children is organised. Seating is arranged in 19 rows and the audience size is 290.

The Skipton Music Festival is an annual event associated with Skipton Music; an open competition covering a wide range of classes encouraging excellence in instrument playing and singing for all age groups. It is supported by schools throughout the region.

The main hall and platform is used by the **National Association of Decorative and Fine Art Societies** for monthly lectures.



Fig. 32. November 2012 the Town Hall 150th anniversary was marked by public events including an evening celebration by the Town Council and Civic Society.

TH

4.7 COMMUNITY VALUE

The building is a centre for both learning and recreation.

Local volunteer and charity groups from Skipton and surrounding area rent the catering facilities on Saturdays for fund-raising events. National charities such as the RSPCA and the WI are included, along with school PTAs and local hospice supporters.

The Tourist Information Centre is an information hub for visitors and members of the local community wanting information about events in the town and surrounding area.

Craven Museum is an important educational focus, serving local people, visitors, school and university students as well as younger school groups. Demonstrations and exhibitions are held in the Gallery room, attracting members of the community of all ages.

The building provides an office for the town's Civic Society and is used to provide lectures and guided tours to describe the history of the town to local people and visitors.

The indoor market is held in the main hall on regular market days.

4.8 TOWNSCAPE VALUE

See 4.2 above. The scale and position of the Town Hall, in relation to high-quality listed buildings, contribute to considerable townscape value.

It is on the High Street, visible to those entering the town at the north end, ie from the Yorkshire Dales villages and from the direction of Harrogate and York.

The tall pedimented façade dominates its surroundings and provides a strong visual impact in contrast to the otherwise modest scale of surrounding buildings.

The Town Hall is the third impressive historic building in the historic core of the town, with the castle and the parish church.

The classical design contrasts well with the medieval and later church and castle architecture, providing variety of architectural style and adding interest to the townscape.

4.9 THE CRAVEN MUSEUM: AN ASSESSMENT OF SIGNIFICANCE

4.9.1 Craven Museum Trust

Craven Museum is a charitable trust established through a deed drawn up by Skipton Urban District Council in 1972 and conveyancing deeds dated 1974. Sheila Fenwick Henderson and Ernest Gill were Trustees; trustees are not responsible for repairs. A conveyance dated 1935, made by Veteripont Estate Ltd with the concurrence of Alfred Hoare and Wm.Dawson, was in the Trustees possession.

The following notes are taken from the Museum documents:

'The Council is desirous of conveyancing the same [Charitable trust] to the Trustees upon trust to permit the same to be used for the purposes of the charity.'

'The Trustees shall permit the Trust property to be used in perpetuity by the Council as a public museum for display of collections etc...'

'As and when needed Trustees shall permit the property to be repaired, pulled down, altered or rebuilt by the Council in order to render same better adapted for the purpose heretofore mentioned.'

The Annexe to the Town Hall, constructed in 1972-3 and comprising the lower (ground) floor supper room and kitchens called 'the retained premises', are the property of the

Council. The Museum has rights of access and use for purposes connected with the Museum.

4.9.2 The Collection

The Museum owns a Shakespeare first folio, displayed in a secure gallery room made in 2010. It was acquired by John James Wilkinson, whose family owned the former Balm's Mill (worsted and cotton), later Primrose Mill, Embsay, processing tobacco. He lived at Burnside House¹⁶, Carleton Road, Skipton. The folio was donated by his sister in 1936 and its full significance was recognised only in the early 2000's.

The geological, archaeological and botanical collections are of regional significance, used by individual students and school groups.

Further details: see 3.9 above.

¹⁶ Information from Ella Hatfield

Section 5

DEFINING ISSUES AND VULNERABILITY

5.1 Boundaries

The Craven District Council Town Hall Site Plan (February 2011) has a 'red line' boundary along the High Street frontage, including the entrance steps, south along the front offices and toilet block building line and follows the line of the low wall and gate piers on the south side of the concert hall. The line turns north with a rear access route approximately five metres wide to a point on the line of the north boundary wall with the premises of no. 15 High Street.

Details of the Town Hall structure on the boundary are given below.

5.9.1 WEST BOUNDARY [HIGH STREET]

The street frontage includes former light wells in the footpath to front of the 1838 Big Entry building, nos. 17 and 19 High Street.

The footprint of the 1862 Town Hall includes the projecting steps and entrance porch.

5.9.4 SOUTH BOUNDARY

The front offices, south entrance, and concert hall of the 1862 Town Hall extend along the south boundary. The important original south entrance into the concert hall foyer was altered in the mid-20th century when offices were built and again c1960 when store-rooms and toilets were built.

Light wells for the 1862 Town Hall basement kitchen and living room on Jerry Croft have been covered over .

A south boundary wall with mid-20th century railings and 1862 cast-iron gate posts extended parallel to the rear concert hall. The line has been demolished during current development of the east side of the site; the cast-iron gate posts have been retained for re-use.

5.9.3 EAST BOUNDARY [to new development, building in progress]

The medieval house plots occupied by the present buildings and their associated enclosed former gardens, outbuildings and boundary walls were altered in character when gardens were hard-surfaced and lined for car parking in the later 20th century.

The rear car parks were sold to Maple Grove Developments c2011 and at the time of writing a retail store complex is in the course of erection.

An access road approximately 5m wide allows vehicles and pedestrians to reach the back entrance to the 1973 Craven Museum annexe [lobby G8].

5.9.2 NORTH BOUNDARY [to No. 15 High Street]

The north side boundary [the 1838 Big Entry building] is marked by the attached offices, no.15 High Street, and a high north wall extending along the medieval croft line, parallel with the 1973 Craven Museum annexe and leaving a narrow access path to the rear [east] of the property.

5.2 Physical condition: exterior and interior

See Appendix 7: Condition Survey

The exterior is poorly maintained, with redundant fixings for notices and most recently two large 'To Let' signs fastened to the frontages.

Guttering requires thorough examination, particularly the rainwater head capacities to avoid over-flowing into the wall fabric.

There is surplus wiring, old notice fixings, stonework damage; erosion and staining; poor quality pointing.



Fig. 33 Front wall base next to the entrance steps: surface stone erosion and lamination.

5.2.1 The Condition Survey

See Appendix 7 and plans. An earlier version of this condition survey has different room numbers; they have been amended to match those in the survey of historic significance in Appendix 1. The table records the condition of the structure seen during a visual survey made in September 2012 and with the caretaker, Steve Brame on and after 13th October. On October 17th Miles Johnson, Barry Rawson and the author examined the (1862) Town Hall roof structure.

The building complex is made up of three main elements (the 1862 new Town Hall, the 1838 neighbouring 'Big Entry' building, and the 1972 Craven Museum annexe. The oldest building has one major phase of structural alteration, (the closing of the Big Entry); the main building has undergone an early rebuilding phase (1876), and further alterations and extension in the early 1930s and in 1960, and the Museum annexe ground floor has been subdivided. The condition of the building therefore reflects the changes and the stresses of a long period of use. These alterations have not all been beneficial to the structure; some elements have been neglected and sections closed off.



Fig. 34 Front wall: loose wires, redundant fixings, and poor repair following removal of the glazed canopy in 1956.

The Town Hall is generally in a reasonable condition but with particular areas of concern noted below. Its overall poor appearance is due to a lack of conservation maintenance for example piecemeal window frame repair or replacement and no redecoration to a heritage standard. Craven District Council maintains a schedule for condition surveys carried out on each of its assets. The last Town Hall condition survey was carried out in January 2012 and the next is due in January 2017. There is a monthly inspection to check for maintenance issues and efficiency possibilities.

5.2.2 Areas of concern

The following particular areas of concern regarding the condition of historic fabric have been noted by the author of this report, and a list of conservation specialists is provided in Section 2:

- 1862 Town Hall: plaster ceiling in main concert hall flaking and some damage; access to the roof space is limited, preventing a thorough examination.
- 1862 Town Hall: growth of a shrub in the guttering and wall top, south side above room F6, resulted in part of the plaster ceiling cornice collapsing during the winter of 2012-13; the dry summer of 2013 has resulted in further deterioration and falls.
- 1862 Town Hall: water ingress into the roof space due to poor condition of mortar and stonework in chimney stacks and against the north party wall with the 1838 Big Entry building.
- 1862 Town Hall: damage to Council Chamber north and west walls and ceiling due to water ingress at roof and eaves levels, some poor repair and repainting.
- 1838 'Big Entry': window frames to front and rear in very poor condition with considerable rot; the glazing, some original, is fragile with some cracking. All windows require thorough conservation repair.
- 1838 'Big Entry': front wall centre bulge and cracking on inside; water ingress at eaves.



Fig. 32 Rear view of the Big Entry. 20th century needs for access, ventilation and security have almost destroyed the attractive balanced elevation. Compare with Fig.9.



Fig. 33 Entrance from Jerry Croft. Blackened walling reveals the old boiler house cellar ventilation. An original stone gate post (see Fig.17) and ugly pipework, handrail, safety fence, emergency exit. Original area steps to the basement survive under the steep concrete ramp. See App 1 Rooms B4 and B5.

5.2.3 Programme of works and outcomes

There is evidently a need to undertake a programme of major works, informed by this Conservation Management Plan, to prevent further deterioration of the fabric.

A number of important outcomes will result, including:

- exposure of historic architectural and decorative detailing,
- introduction of 21st-century design and technology,
- wider range of uses resulting from re-wiring with sustainable lighting systems, microphone and other speaker systems,
- reduction in heating costs improved insulation to windows through repair, secondary glazing, internal shutters, blinds and lined curtains,
- improved internal surface appearance and safety resulting from removal of redundant pipework, wiring etc (apart from items of heritage significance),
- improved user experience due to renewed decoration reflecting the age and varied room uses,
- improved reputation of Skipton Town Hall and its Concert Hall as a venue for events

5.2.4 Future uses and updating

A full conservation management plan will establish a staged programme of major repair and restoration. Continuing on-going maintenance and repair work would be based on the existing quinquennial [five-yearly] report. This will ensure continuing maintenance, identify progress and update the historical information.

Further detailed investigation by a qualified conservation architect and / or structural engineer is recommended. Any proposed changes of room use or alteration to the building's fabric will require the compilation of an Options Appraisal to assist in determining the best way forward.

5.3 Maintenance and recent planning history

5.3.1 Maintenance : asbestos

A survey for the presence of asbestos bearing materials was completed by Acorn Environmental in December 2001¹⁷. Asbestos based materials (Amosite, Chrysotile) were found within the 1838 'Big Entry' building [nos. 17 and 19] in insulating boards above doorways, in Bakolite toilet seats and in the Vinyl nosing of the stairs. The recommendation was 'Label as asbestos implement management an inspection programme'. No labels have been noted during the current survey.

In the basement insulation material with Amosite, Chrysolite and Crocidolite was noted and 'Restrict access to area implement immediate removal' was recommended.

The presence of asbestos corresponds to the major work of alteration undertaken circa 1960.

5.3.2 Maintenance: damp proofing

¹⁷Acorn Environmental Consultants in Asbestos Management. Report ref. WR0221/r1. Unit 2, Station Yard, Halifax Road, Liversedge, WF15 6PS. Tel 01924 411770 acorn.viron@btopenworld.com

A report and quotation for work to cure rising damp to ground floor walls was provided on November 22nd 2007 to G.Nicol, North Yorkshire County Council, Jacobs Ltd, Mount View, Northallerton, by Penny Home Preservation Ltd¹⁸. Electronic moisture meters were to be used on accessible internal plaster surfaces.

Rising damp was found in the former rear wall of the 1862 Town Hall, rooms G4 and G5, now an internal wall. Recommended work was to remove existing plaster, insert a silaine /siloxane chemical damp proof course by infusion and replaster with sharp sand and cement and a finishing plaster. The walling affected is on the line of a drain shown on the 1860 Town Hall ground plan.

‘Some isolated damp’ was noted near the main Hall side entrance doorway, no works recommended.

Water ingress to the public toilets was found to be due to faulty rainwater goods; upgrading and some repointing was recommended.

5.3.3 Planning History

Information from Craven District Council planning records, January 2013.

See Appendix 9: Available Planning Records, 1989 – 2005 [matters requiring listed building consent].

Planning records for the Town Hall from before 1989 are in store and were not available for examination when requested January 2013. Since the late 1980s the records reveal the problems relating to provision of disabled access at the main High Street entrance. The provision of a ramp and side steps was considered too damaging to the I and the application was withdrawn. A wheelchair lift appears to have been supplied, replaced by the present central lift and iron gates in 1999, see section 5.12, past damage.

Signage for the Craven Museum has received attention, reflecting the concern that the location of the museum collection is not well advertised to visitors on the High Street. Council information boards on the 1838 frontage and at the front right corner, promoting Town Hall events, were installed in the 1990s.

The most recent alterations were to the ground floor left room (G3-G7), now the Tourist Information Centre. Architects Bowman Riley designed an open information area for the District Council and the secure counters for the District Council’s Finance Department staff, installed a few years previously, were removed.

Work undertaken during compilation of this Plan has included painting the main entrance handrails, door surrounds and step edges, and internal redecoration in the I and toilets.

August 2013 a planning application has been submitted for the erection of parking restriction signs on the south walls of the building, facing Jerry Croft.

¹⁸ Penny Home Preservation Ltd, Bancroft Manor Irby Road, Bedale, N.Yorks. DL8 2AT. Tel 01677 423076. M.J.Edmondason A Inst SSE Surveyor.

5.4 Appraisal of condition by current maintenance staff

Copies of the January 2012 Condition Survey and monthly maintenance reports are held by Craven District Council.

5.5 Appraisal of condition by current occupiers and users

Areas of concern are similar to the condition survey: water ingress causing damage to plasterwork and damage to ceiling panels.

5.6 Current usage

5.6.1 Use by Craven District Council

The 1862 building front and first floor offices are not in use as District Council offices and the building is part occupied: on the ground floor the Tourist Information reception desk and display area are within the 1862 building, rooms G3-G7 and have some use of store-rooms in the Big Entry building.

A small care-taker's office is under the main staircase [room G2a] and storage of cleaning equipment and furniture takes up rooms in the passageway to the main hall, rooms G20-22. A further secure store along with furniture and equipment are below the main hall platform and in the former rear yard G29-30.

Rooms in the 1862 Town Hall, ground and first floors, are used by Per Temps Recruitment for interviews on week days.

The Town Hall manager has use of a small office partitioned off the main first floor front, room F11. Stationery and photocopying equipment is kept in F14 and F16.

The main hall [G23] and annexe are occupied by an indoor market all day on Monday, Wednesday, Friday and Saturday. Some stalls remain in the hall overnight on Friday unless there is an evening event.

The 1973 museum and art gallery annexe ground floor kitchen and I [rooms G5 – G7] is in regular use [Monday, Wednesday, Friday], being run as mid morning to mid afternoon. Charity fund-raisers have use of the facilities on Saturdays.

5.6.2 Use by the Craven Museum and Exhibition Gallery

There is continued use of the purpose-built museum rooms in the 1973 annexe on the north side of the main hall, first floor. The ground floor is partitioned to provide a secure permanent exhibition space and there is storage in the lower part of the semi-circular stair well.

The Museum is open Monday, Wednesday, Thursday, Friday and Saturday; also the first Sunday of each month. It is also open for Christmas and Puppet Festivals.

On the ground floor of the 1862 Town Hall room G15 is a secure store. Further Craven Museum storage is away from the building.

The public museum room and staff office are located at the back of the building and on the first floor, with a narrow curving staircase blocking the public's view of the museum displays and limited disabled access via the rear staircase. This results in low visitor numbers considering the high quality of the internationally- important display material. The annexe in which the museum is housed is not of heritage significance and its situation on the first floor and at the rear of the Town Hall is not a satisfactory location for a collection of regional, national and international importance.

The location of the museum in the Town Hall, a substantial historic building on the High Street, is appropriate and there is a public expectation of such a use in this prestigious building. However, the poor quality uniform interior decoration from the entrance, through the stair passage and into the toilet / storage area and museum and gallery foyer at the foot of the stairs, all dating from the 1970s, fails to allow an appreciation of the building and its fine contents.

The present location of the collection and the staff facilities therefore results in a failure to achieve its potential as a major heritage asset. A parallel can be made with the parish church and contents and with the castle and its setting. The Craven Museum's poor and dated facilities require thorough reconsideration.

5.6.3 Use by Skipton Town Council

The **Council Chamber** on the first floor of the 1862 Town Hall continues in use for evening Town Council meetings, one evening every two months, 7- 10pm. The Town Council has the use of toilet and changing facilities in the 1838 Big Entry building on these occasions.

Town Twinning events are held in the Council Chamber and public receptions are held occasionally.

5.6.4 Use by the Skipton Tourist information Centre

On the ground floor the Tourist Information reception desk and display area are within the 1862 building, rooms G3-G7, and there is some use of the adjacent ground floor room in the 1838 Big Entry building for administration and storage, G1 west and G1 east.

The TIC is open Monday to Saturday, 9.30-4.0; between April and October it is open on the first Sunday of the month. It is also open for the Christmas Festival and the Puppet Festival.

5.6.5 Use by Skipton Civic Society

A first floor room in the 1838 Big Entry building [no.19 High Street] is used as an office and archive store, volunteers using it about one half-day per week.

5.6.6 Other users

Weekend and evening events are held in the main hall, with platform and kitchen facilities included. Beer festival, NADFAS, Skipton Music, Skipton Amateur Theatricals .

The first floor centre small room [1838 F2] has been made available to the writer of this Management Plan for 18 months.

5.7 Further information

A full Conservation Management Plan will require information on topics such as: proposed usage, ownership and funding, external factors, past damage, public and community expectations, access and statutory controls.



Fig. 34 Main hall ceiling detail. See Appendix 1, Room G23. High Victorian decorative plasterwork, 20th century colour schemes.

Section 6

CONSERVATION AND MANAGEMENT POLICIES

The following section requires input from Craven District Council.

6.1 Heritage and environmental legislation

Stringent protection is given to listed buildings, providing tight controls on the type of alteration to which consent will be given. The Local Planning Authority must give listed building consent before works affecting the character or interest of the Town Hall can be carried out. Protection extends to internal as well as external alterations.

6.1.1 The National Planning Policy Framework, ('The Framework'), March 2012.

The following sections contain statements relevant to the Town Hall:

8/69 safe and accessible development that supports and enhances the Town Hall, clear and legible pedestrian routes, high quality public space, encouraging active and continual use of the public area.

8/70 delivery of a sustainable future for the building and its cultural purposes.

12/126 desirability of enhancing the significance of major heritage assets, avoiding loss of wider social, cultural, economic and environmental benefits. Contributions to local character, distinctiveness, character of the place.

12/129 consideration of conservation issues and the Town Hall's size, use and position.

12/132 the more important the asset the greater weight should be given to the asset's conservation. Significance can be harmed or lost through alteration or destruction of the heritage asset or development within its setting.

6.2 Statutory local planning

Skipton Town Hall is in Skipton parish, Skipton North Ward. The building is of high heritage significance in the Skipton Conservation Area (Appraisal adopted 2008).

The building is listed grade II in recognition of its architectural and historic interest.

Craven District Council's planning records contain the following references to policies:

Planning Policy Guidelines 15: (no longer relevant, see The Framework, 6.1 above);

Craven District Council Local Plan: Policy BE5 'Alterations to a Listed Building';

Craven District Council Local Plan: Policy BE6 'Protection of interiors of Listed Buildings'

North Yorkshire County Council Structure Plan: Policy E4;

North Yorkshire County Council Circular 01/2001 refers to the Government Office for Listed Buildings under ownership or control of the District Council.

Government Office: Planning (Listed Buildings and Conservation Areas) Act, Sections 8 and 16(1).

6.3 Local cultural and heritage policies affecting the Town Hall

The Skipton Conservation Areas Appraisal, 2008, p.114 contains information.

6.3.1 Craven District (outside the Yorkshire Dales National Park) Local Plan Survey and Appraisal of the Parish of Skipton (amended July 1994)

A housing development plan is in progress.

6.3.2 Craven District Council Core Strategy Development Plan (Preferred Option Report draft November 2007, pp 107-110).

Policy ED3 (Conservation, Listed Buildings and Archaeology) outlines:

1. The restoration and re-use of listed buildings and buildings in conservation areas will be supported provided that the proposed uses will secure the long-term future of the heritage assets and will be compatible with the location and character of the surrounding area.
2. Development that fails to contribute positively to the character and visual quality of an area and the way it functions will not be permitted.

6.3.3 Article 4 Directions

The Local Planning Authority has powers to control development which would not usually require permission, because it is likely that such development could lead to the deterioration of the character and appearance of the conservation area. Article 4 Directions do not preclude the carrying out of such works but planning permission must be sought.

Direction no.1 (Skipton High Street) relates to gates, fences or walls up to 1m in height where abutting the highway and up to 2m in any other cases.

Under the Town and Country Planning Act 1990, CDC (Skipton Town Centre) Direction 1995. Permitted Development Rights to paint the exterior of buildings within the town centre, walls are architraves, porches, except rainwater goods, lighting apparatus, advertising signs.

6.3.4 Additional controls, including removed Permitted Development Rights

The following could be relevant to the use of the Town Hall: erection of satellite dishes on walls, roofs or chimneys fronting the highway; installation of radio masts, antennae, radio equipment.

6.4 Other sources of conservation advice and guidance

6.4.1 Professional sources, national

The York Consortium for Conservation and Craftsmanship publishes a Directory of Craftsmen and Conservation Specialists. The Consortium was established in 1998 with the purpose of promoting the conservation skills of craftspeople, conservators, professionals and academics and has a base of around 150 organisations and individuals.

The York Consortium contact details: The Merchant Adventurer's Hall, Fossgate, York, YO1 9XD.
conservationyork@hotmail.com website: www.conservationyork.org.uk

The following local contacts are taken from the 4th edition of the Directory, 2013.

6.4.2 Professional sources, local area

Andy Lowe: 49 , Buttermere Drive, Kendal, Cumbria, LS97PJ; 01539 722553; ajlowe@hotmail.com.
Consultant Conservation Officer working for Craven District Council

The Heritage Trust for the North-West, Higherford Mill, Gisburn Road, Barrowford, Nelson, Lancs, BB9 6JH; 01282 877 686; info@htnw.co.uk

Conservation architects in the Skipton area.

Structural engineers working in conservation.

6.4.3 Local voluntary sources

The Friends of Craven Museum membership includes individuals with expert knowledge of the collections. Contact details: Craven Museum 01756 700600; # Vic Edy, 01756 795997; edy.vic@yahoo.co.uk

Skipton Civic Society members research and provide information about the built environment, planning and conservation guidance. See website; email contact@skiptoncivicsociety.org.uk .

Skipton and Craven History Society have knowledge and expertise relating to the history and architecture of the Town Hall and attached former business premises, nos. 17 and 19 High Street. # Secretary: David Langham, 4 Fallowfield, Greenacres, Skipton; 01756 793244

6.5 A conservation handbook for the Town Hall

A handbook of experts and craftspeople able to work to conservation standards on the Town Hall maintenance and conservation is to be prepared. Methodologies and work records will be included.

6.6 Health and safety policies

See Craven District Council, Environmental Health- Food and Workplace safety. 01756 706258

6.7 Disabled access

6.7.1 Existing

In or after 1999 disabled access was installed by cutting through the centre of the main entrance steps, to the detriment of the appearance and character of the listed building. Council records labelled 'Access Improvements to Skipton Town Hall' with planning reference number hand-written as 1994. Documents include notes by planning officer Roger France re replacement of existing wheelchair lift: lbc required (letter 12th April 1999), and a response to memo of 6th April 1999 from Howard Bradley, Facility Manager / Access Officer.

The file also contains a letter dated 6th April 1999. Howard Bradley to B.E.M. Watson, Secretary of the Craven Access Group, 6 Sandholme Drive, Giggleswick, Settle. Provision of a new lift at the front of Skipton Town Hall to replace the open wheelchair lift. Attached details of Ace Elevator Utility lift.

6.7.2 Under consideration

No information available

6.8 Building control

See Craven District Council, Planning Services, 01756 706470. ## name and contact details of the officer responsible for Town Hall.

The Building Control system exists to make sure that buildings are designed and constructed so as to ensure the health, safety, welfare and convenience of people using them.

Regulations cover: fire precautions ; the prevention of dampness and condensation; sound resistance of walls and floors; ventilation of habitable rooms and unheated voids; hygiene, sanitary appliances and drainage; heating appliances including the safe discharge of flue gasses; stairways, ramps and vehicle barriers; conservation of fuel and power; access to buildings and facilities for disabled people; the safe positioning of glazing in windows and doors; electrical safety.

The Listed status of the Town Hall means that the preservation and enhancement of the building can be considered to overrule some building regulation issues.

6.9 Organisation and other information

Contact details to be provided by Craven District Council.



Fig. 35 Open frontage, minimal street clutter and no road markings- the setting of the Town Hall c1960.

Section 7

DEVELOPMENT OF CONSERVATION AND MANAGEMENT POLICIES FOR SKIPTON TOWN HALL

This section requires information from Craven District Council. It provides the necessary agreement and acknowledgement of the importance of preserving the building for future generations.

7.1 Outline quinquennial inspection and report by a qualified professional

A Quinquennial Inspection should include:-

- ii) Previous Quinquennial Inspection reports, with reference to this Conservation Management Plan.

- b) Any recent ad hoc reports on the fabric, fittings, furnishings, ornaments, decoration and heating.
- c) The Town Hall Log Book.
- d) Any recent written test reports on the electrical, fire protection and lightning system.

The Quinquennial Inspection shall follow the standard format and the report shall summarise the works needed in the following categories:-

- A – Urgent, requiring immediate attention
- B – Requires attention within 12 months
- C – Requires attention within the next 18 – 24 months
- D – Requires attention within the five-year period
- E – A desirable improvement with no timescale
- M – Routine items of maintenance (e.g. clearing leaves from a gutter). Items under M can be done without professional advice/ listed building consent.

In the case of simple repairs, the report may include adequate guidelines or specifications for the work. A specification for more complex work could be supplied by the inspector. The qualified person should supervise the work or assess that the work is satisfactory on completion.

7.2 An agreement on all aspects of the Conservation Management Plan

7.2.1 Agreement by the owners

7.2.2 Agreement by users

7.2.3 Agreement by the community

Section 8

MONITORING AND RE-EVALUATION OF THE PLAN:

OUTLINING FUTURE MANAGEMENT, CONSERVATION AND REPAIR

This section requires input from Craven District Council

8.1 Review of building's needs: frequency

Monthly: report on condition with matters for immediate action.

Five-yearly: detailed examination and report on matters for urgent and necessary attention.

8.2 Review of users' needs

Not known

8.3 Quinquennial maintenance review



Fig 36. Mayoral parade, Yorkshire Day 2013. In this view the dignified Town Hall frontage is a major feature of the High Street streetscape, with the War memorial and Public library. TH

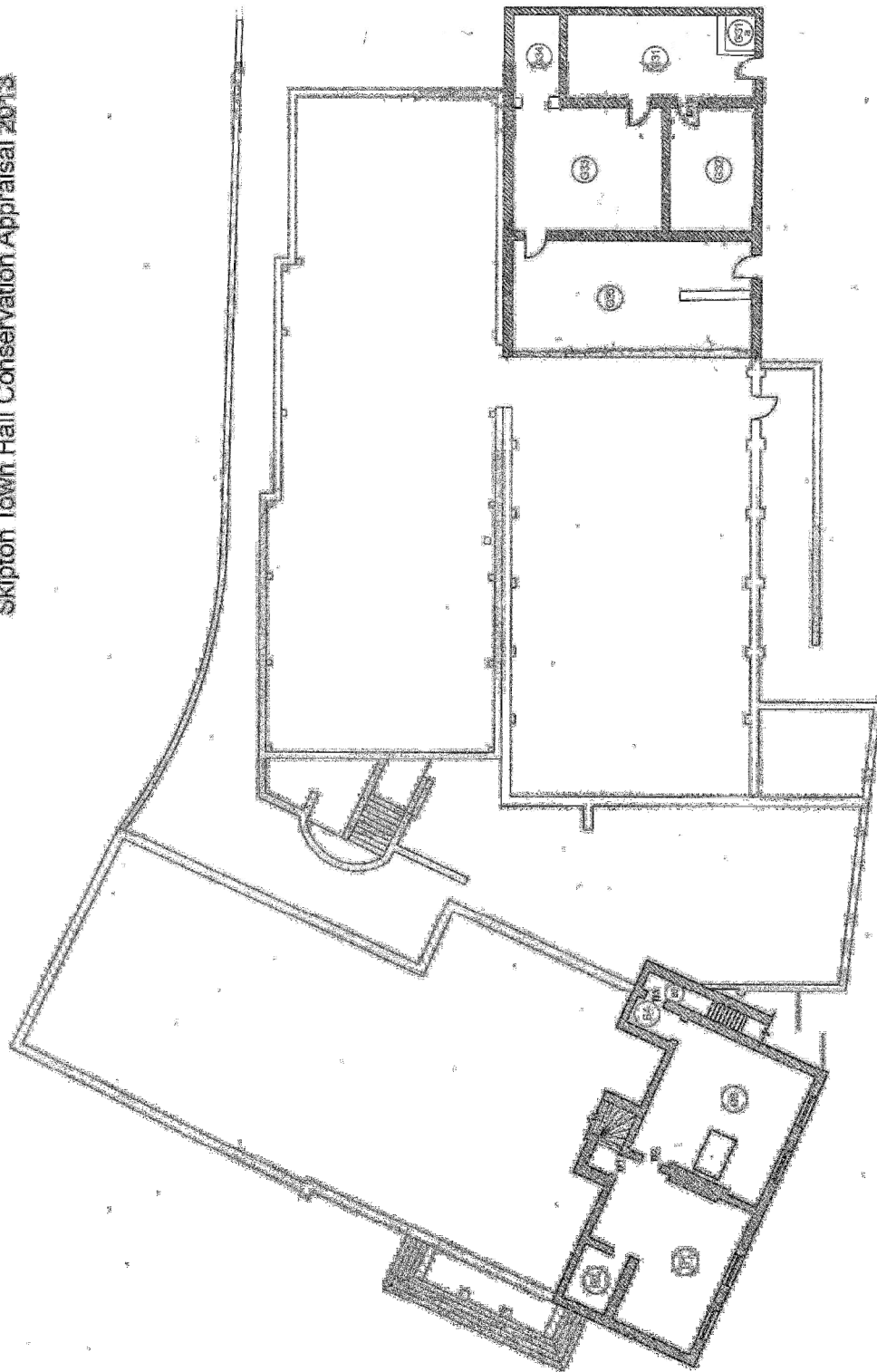
SECTION 9: BUILDING PLANS

The plans are based on those supplied by Craven District Council. Room Survey numbers are shown, and some additional information such as approximate fireplace positions, cellar steps, roof layout etc. They are an indication only, not to scale, and do not contain full details of size or position of individual features.

Town Hall 1862: Plans 2 to 5

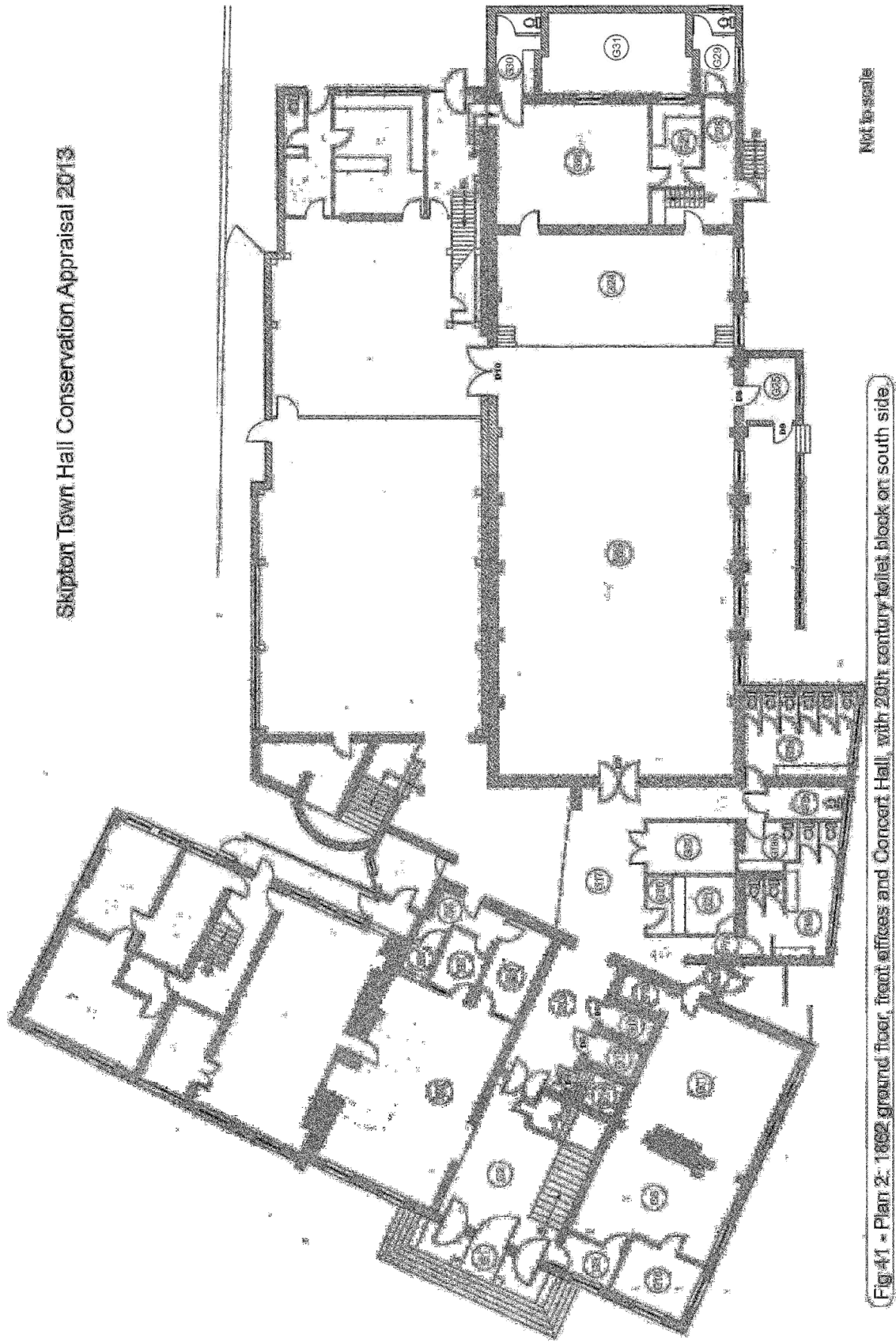
Big Entry 1838: Plans 6 to 10

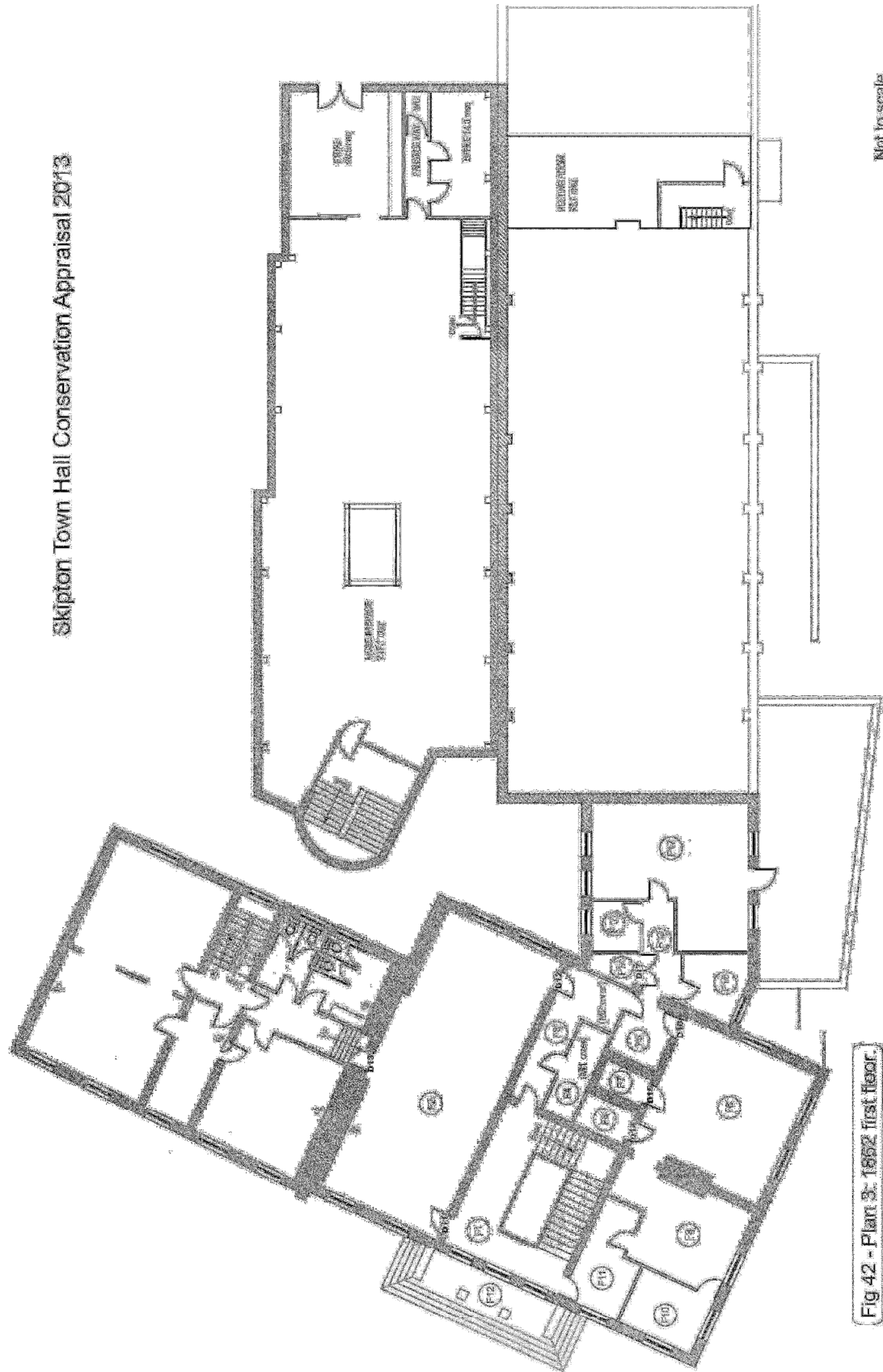
Skipton Town Hall Conservation Appraisal 2013



Not to scale

Fig 40 - Plan 1: 1862 basement and rooms below and behind Concert Hall platform

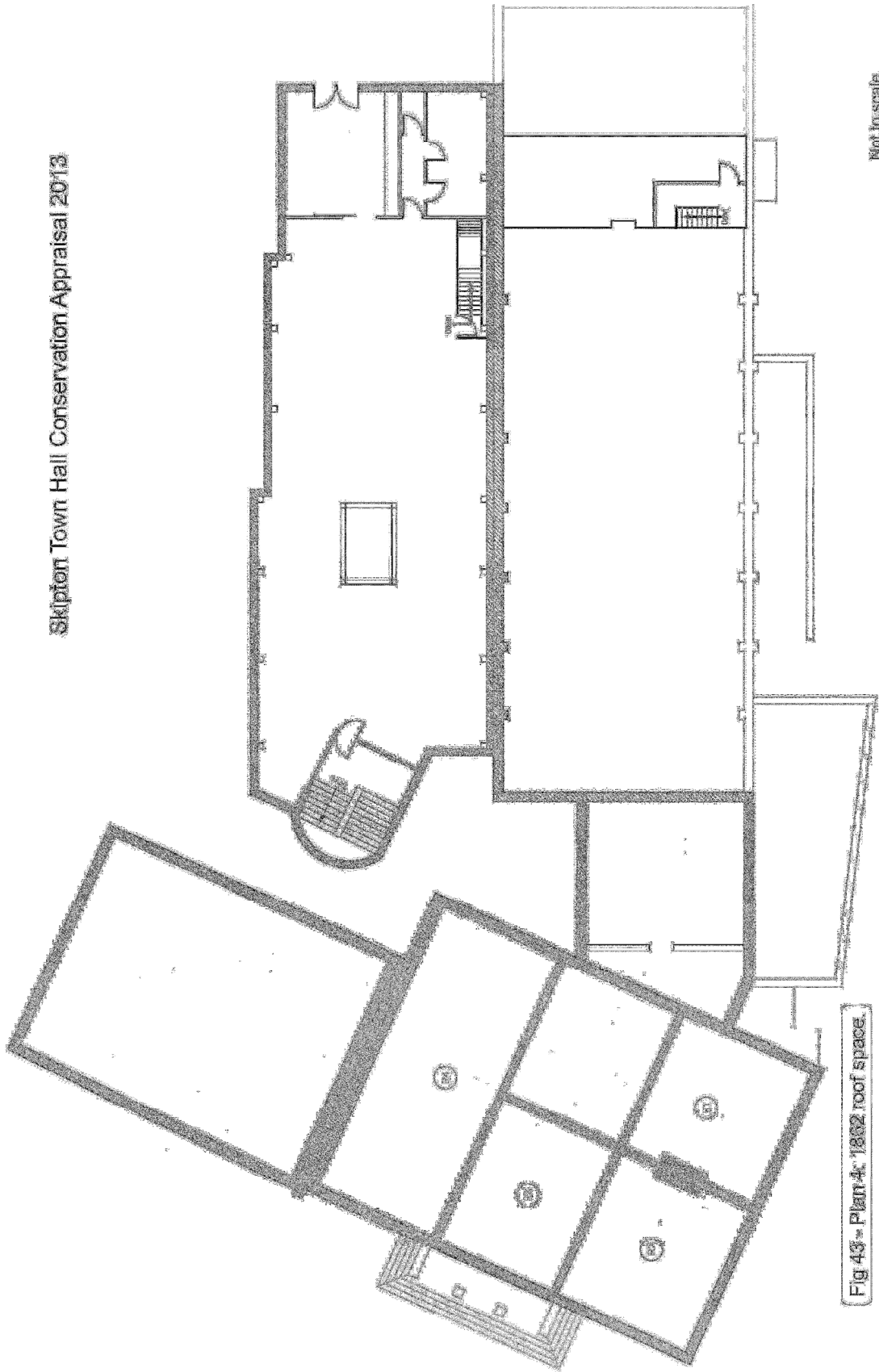


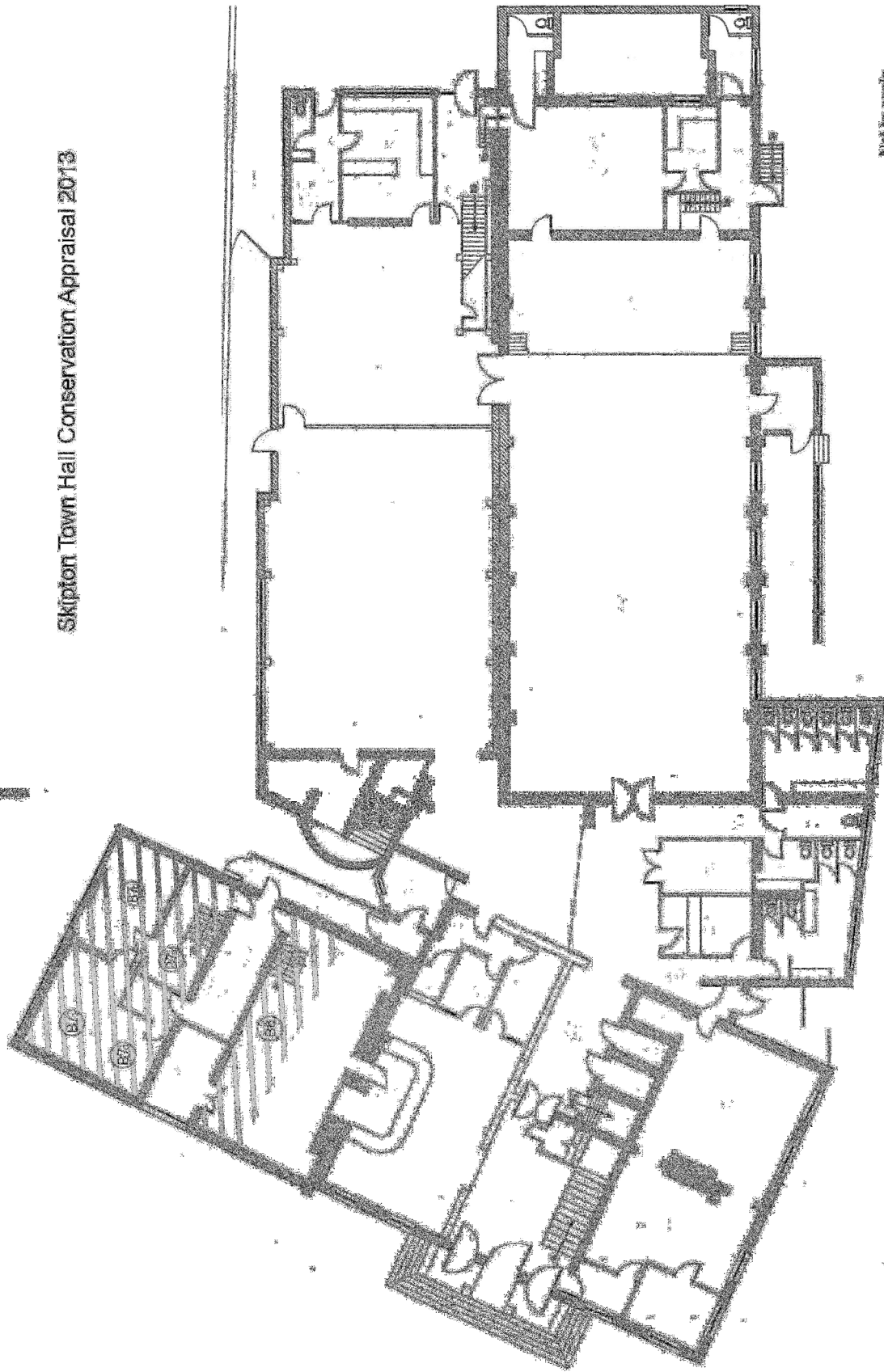


Skipton Town Hall Conservation Appraisal 2013

Not to scale

Fig 42 - Plan 3: 1852 first floor.

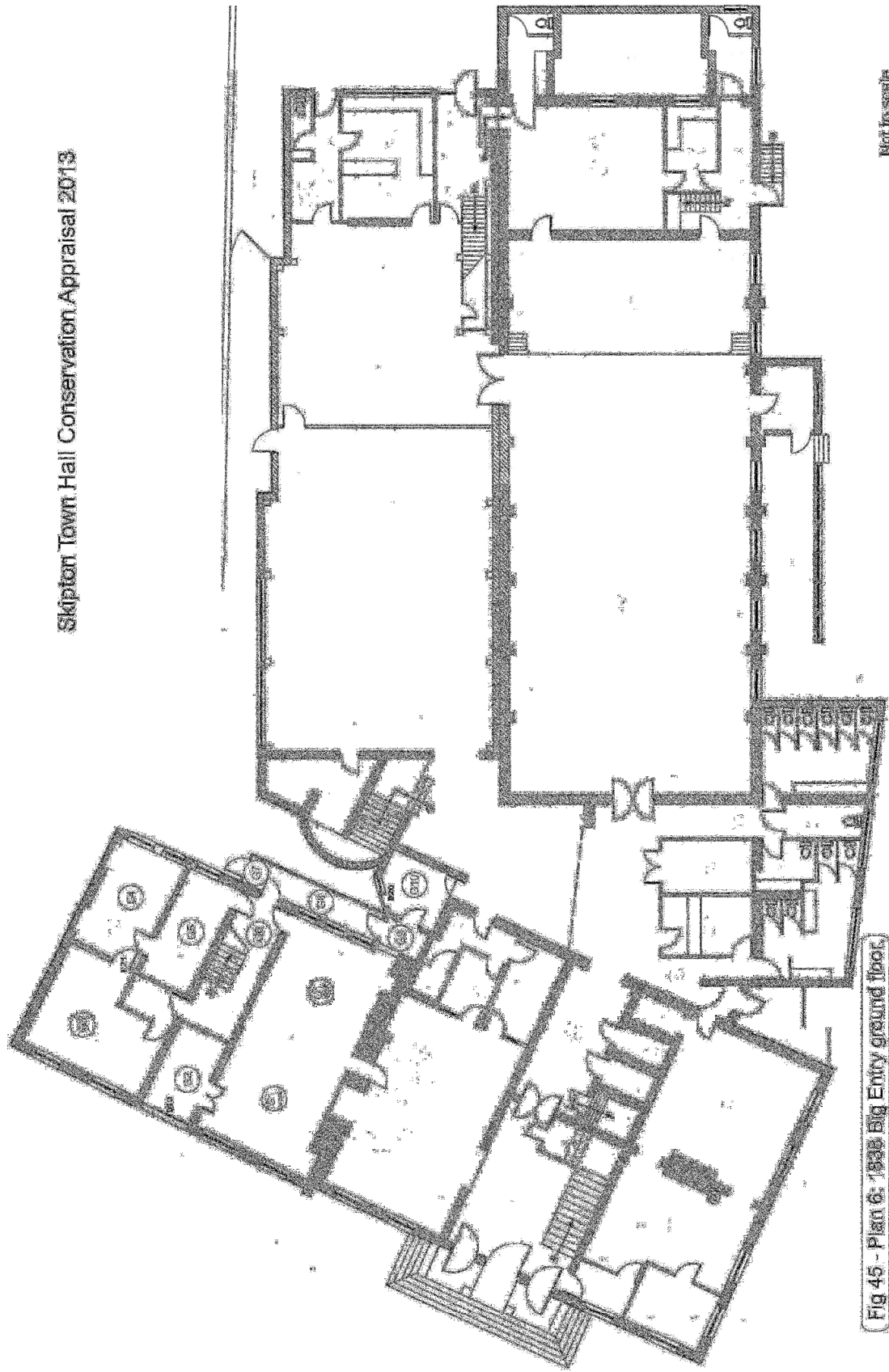


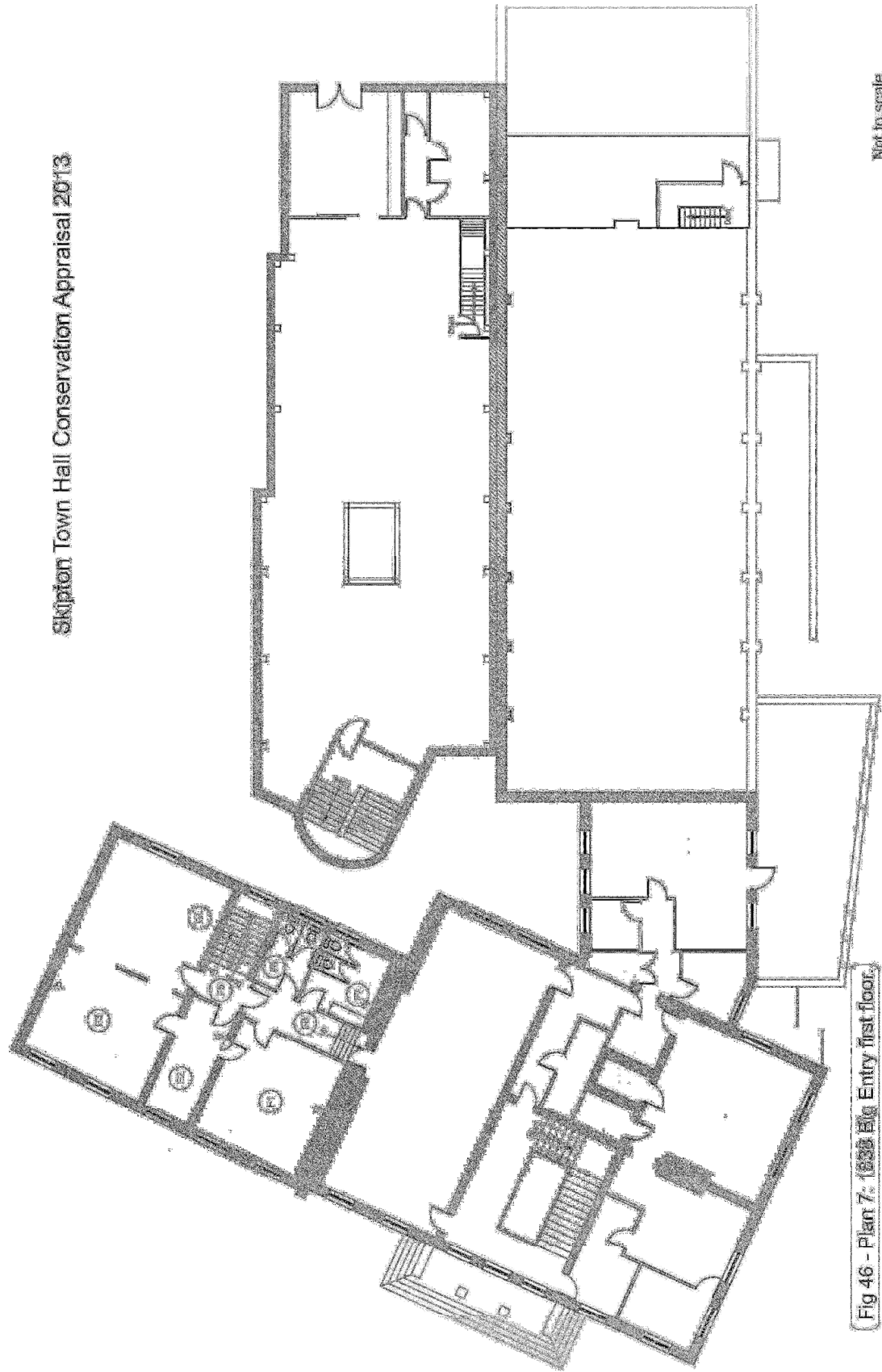


Skipton Town Hall Conservation Appraisal 2013

Not to scale

Fig 44 - Plan 6: 1888 Big Entry - position of cellars shaded and access steps shown.





Not to scale

Fig 46 - Plan 7: 1838 Big Entry first floor.

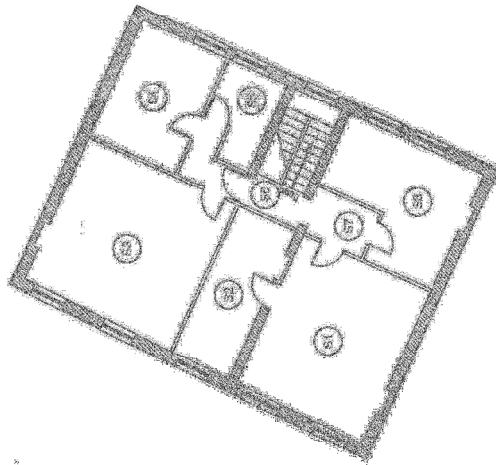


Fig 47 - Plan 2: 1866 Big Entry second floor.

Skipton Town Hall Conservation Appraisal 2013

Not to scale

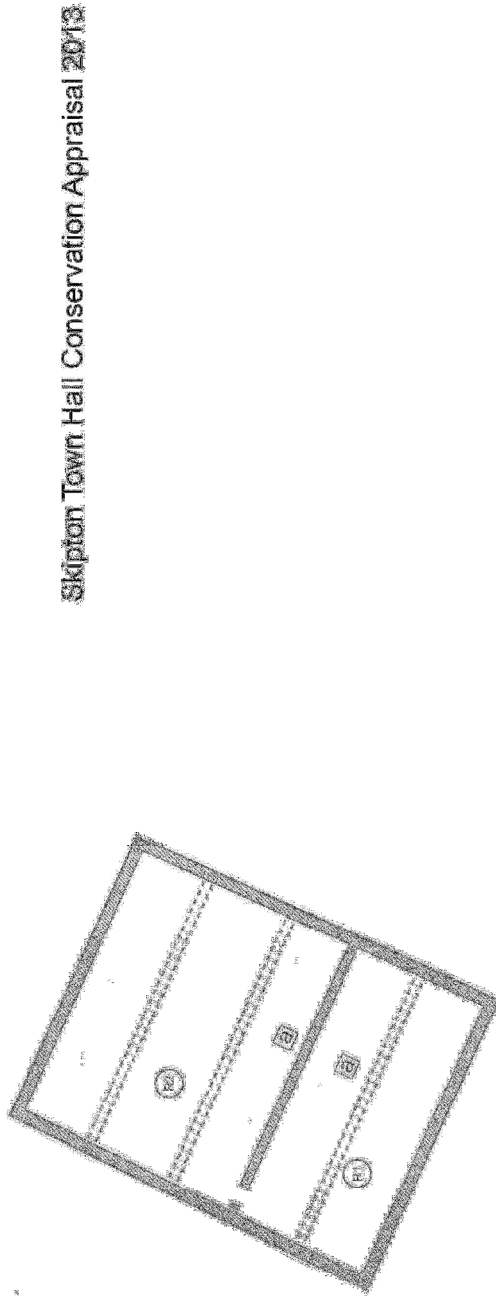


Fig 46 - Plan 9: 1830 Big Entry roofspace showing approximate roof truss positions. a = access

Not to scale

APPENDICES

Appendix 1: Rooms Survey, Plans and Doors inventory

Appendix 2: Contemporary newspaper accounts of Town Hall use and alterations

Appendix 3: Thompson of Kilburn invoice for furnishing the Council Chamber

Appendix 4: The contents of the Town Hall: artefacts and archive material [discussion in Section 3]

Appendix 5: Biographies and details of people involved in the building

Appendix 6: Historical events relating to the structure and use of the Town Hall and its setting

Appendix 7: Condition survey, revision January 2013

Appendix 8: Architectural influences: Town Halls and Assembly / Concert Halls within approximately 30 miles of Skipton and in the principal industrial cities.

Appendix 9: Available Planning Records, 1989 – 2005 (matters requiring listed building consent)

Appendix 10: Town Hall setting: listed buildings and buildings / features of local significance

Appendix 11: Archive photographs

Appendix 12: Report photographs.

APPENDIX 1:

ROOMS SURVEY (1.1)

BUILDING PLANS (1.2)

INVENTORY OF SIGNIFICANT DOORS (1.3)

1.1 ROOMS SURVEY

(See Section 3: Understanding the site- recording and documentation)

The table below records architectural and historic features noted in an examination of the exterior and in a room-by-room survey undertaken by the author with the assistance of architect and Civic Society member, Barry Rawson. The building is divided into three parts defined by date of construction:

- Part 1: '1862', no. 21 High Street, the purpose-built Town Hall comprising front stair hall and offices, and large rear concert hall with platform and service rooms.
- Part 2: '1838', nos. 17 and 19 High Street, referred to by its historic name, the 'Big Entry'. This substantial pair of houses and business premises, with a wide central ground floor passage way to the rear of the properties, was gradually brought into use as Town Hall offices during the 20th century. The former houses are sometimes referred to as 'Big Entry North' and 'Big Entry South' to show whether north [no.17] or south [no.19] of the through-passage.
- Part 3: '1973', the purpose-built Craven Museum, Art Gallery and Lannexe on the north side of the 1862 Town Hall.

In each part the external appearance is noted first, followed by a note on the rooms, each allocated a unique number, (see plans).

A prefix letter denotes the floor level: **B** (basement in 1862, cellars in 1838); **G** (ground floor); **F** (first floor); **M** (mezzanine); **S** (second floor); **R** (roof). Other reference numbers or room names showing current or previous uses are given in brackets.

Structural and decorative features with heritage significance are noted in the second column. They include: flooring material where visible, skirting boards, decorative plasterwork to walls and ceiling; ceiling fittings (ventilators, lights); fireplace position and form; doors and door frames; window- frames and glass. An inventory of the few surviving doors with heritage significance is presented after the Room Survey.

Photograph reference numbers are given in brackets, with the prefix 'P'.

Part 1: 1862	TOWN HALL			
EXTERIOR	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
West entrance front	<p>Stonework: sandstone blocks laid to an ashlar finish, some with surface erosion. Weathering and areas of wear low down on plinth near steps, damp build-up at ground level. Moulded strings at sill and floor levels, some damage. Repairs to stonework: cement used, some resulting in stone decay; on each side canopy fixing points are visible with light mortar infill; other stone repair around flagpole bracket left of entrance.</p> <p>Central canopied bay breaks forward, outer paired pilasters weathered left, stone repair following canopy removal visible on frieze above attached pillars. Round-arched entrance doorways between columns, supporting the balcony; wind scoured columns.</p> <p>A plain pediment and balustrade parapet over all.</p> <p>Rainwater goods: cast iron, narrow circular profile, some damage to moulded string course at left corner.</p>	<p>Canopy in situ 1899-1956.</p> <p>A Yorkshire Society plaque is fixed high on ground floor left: Herbert Smith, 1889-1977.</p> <p>Repairs to gutters and downpipes in 1957 and [probably] in 1971.</p>	<p>See Appendix 6, record of repairs etc.</p>	<p>I cleaned in 1971; damage to windows resulted in some frames being replaced.</p> <p>Negative visual impact: central section of steps removed for insertion of a lift; use of white paint on steps; handrails; large plastic external vent cover left.</p>
<p>South side, facing Jerry Croft [4 sections: a) front block (including rear, east, wall); b) G17b fire exit and G18-19 toilets; c) concert</p>	<p>a) Front block: the SW corner reveals a distinctive change to smaller coursed dressed gritstone blocks for the side walling, the quoins marking the change and the front moulded string courses and sill bands continue as a unifying architectural motif, some water erosion to edges. Four tall sash windows to each floor, with very large window lintels to basement, first and second floors, no jambs. The parapet turns the corner and a short length is visible.</p> <p>The front block rear wall faces east and is part covered by concrete surfacing to the fire escape access, G17b. Moulded strings finish on the return; 3 original small rectangular terracotta or cast iron vents. Two lintels low down, obscured by concrete surfacing, for openings to the basement.</p>	<p>Window frames with original small-pane glazing remain.</p> <p>Some renewal of eroded stone recommended.</p> <p>Panels of dark ?smoke staining to stonework above the basement windows appear to pre-date the present blocking.</p> <p>A tall stone gate pier with iron fixings is set against the SW corner, and a gate catch is set into the wall below the window. The probably original</p>	<p>1861 Board of Health Jee plan shows original south entrance to the 'Waiting Hall' and 'iron gates' at the south boundary.</p> <p>See Appendix 6 for works to the building in 1933 and 1955-62.</p>	<p>Negative visual impact: the concrete panels infilling the part-blocked basement windows. Large plastic air vent covers serving main rooms, banner wires and redundant fixings; concrete surface over blocked area steps to basement, south side, poor quality handrail; window frames and sills in poor condition.</p> <p>Toilet block of grey brick, flat roof, date not known but</p>

hall; d) backstage and former yard]	<p>b) Fire exit in stone walling not bonded into the front block; this is more recent, alterations to pointing suggest that the doorway was formerly a window.</p> <p>c) Main concert hall: of 8 plus 1 bays, shallow buttresses between the windows; the walling of small coursed and dressed stone, upper courses with half-round blocked windows are slightly darker, being the 1874-6 rebuilding when the hall was re-roofed and decorated. The tall round-headed windows [blocked by toilet block far left], have distinctive timber 2-light tracery and a small round opening light. Most frames replaced mid C20 but far right the original frame survives, with a finer moulding and a larger opening light. The lower section of this window has been altered to a loading door for the stage [G24]. Below it a low door giving access to below the stage area. Stone eaves brackets and guttering support, C20 rainwater goods.</p> <p>d) The right bay 8 has a lower roof and the stonework runs through, the original 1862 hall eaves height; external stone steps with late C20 steel rail and re-surfacing. The lower bay to far right: much altered rubble walling with a cast-iron coal or ash door low down, larger square opening above, left jamb and lintel rebuilt. Upper floor of later C20 grey brick for washroom / toilet G29.</p>	<p>cast iron gate posts were re-used in 1956 when the south side wall, steel gates, fencing and setts were put in. It is hoped that the gate posts will be retained following demolition, February 2013.</p> <p>Works to the main hall window frames in mid C20 retained the inside face of the mullions, with decorated capitals. The far left window frame may remain in the sealed walling.</p> <p>The ground level appears to have been raised in the 1950s as there are steps down into the under-stage area G# .</p> <p>Far right bay was an open area in 1861 and built up in the early C20, possibly 1903 extension work. The open yard was roofed over in 1924 when a new entrance was made, probably this one.</p>	<p>'New window glasses' were among the many Lockwood & Mawson improvements made 1874-76, see Appendix 2, contemporary newspaper account.</p>	<p>probably c1955-56 or 1960 when other alterations were being made. Blocked an original hall south window, voussoirs visible. Vertical crack right of centre.</p> <p>Hall window glass replaced with 'Flemish' [moulded] glass in mid C20, perhaps linked to restriction to viewing for theatrical performances from the 1920s onwards. This and subsequent poor quality blocking have resulted in the hall's poor appearance.</p>
Rear, east side and north walling.	<p>A worn and weathered rubble stone wall of different character from the coursed and dressed stone of the front and south side walling. Pieces of brick in the east side construction support a date of early C20 to separate the yard with lavatories from the garden area. Blocked doorway low down on the east side far right is probably the original privies ash store doorway. The north wall also rubble, additional brick – wallied washroom and toilet G30 above.</p>		<p>See Board of Health Jee plan 1861; see Appendix 6: 1903 extension; 1924 rear privies and yard covered over with two water closets and a new yard entrance.</p>	
1862	INTERIOR- BASEMENT: Plan 2			
ROOM id.	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION

[BASEMENT]				
ROOM id.	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
B1 part of boiler room, not in use	Stone flag floors, random size and placing, west side smaller with more wear and damp, a few cracked.(P#) Walls random rubble, some dressed stone to window splays south side; plaster and lime-wash in patches. Fireplace east wall: dressed stone lintel 83epts.83.120cms, blocked and plastered, rectangular vent, circular flue access. (P#) South wall windows formerly deep sashes, remains of dowelling for reveals; the western window has a re-used timber inner lintel, spaced peg holes. (P#)	Likely to have been part of domestic arrangements for resident staff, or catering facility for Town Hall users.	1881 census: Robert Stuart, Town Hall Keeper, wife and three children lived in the Town Hall.	Reached from rear lobby G13; stone stair see G4. Well-made, boarded framed and battened, original frame, box lock and latch original. 'Baldwin' hinges. Doors inventory: D2
B2 partitioned off B1	Stone and brick walling, patches of plaster. (P#) Stone flag floor as B1 No evidence of blocked access to a cellar area below entrance hall or north rooms.	Corner of B1 partitioned off, changes made early /mid C20.		
B3 Boiler room in use	Floor of worn stone slabs, south side concrete and brick, old boiler pit? (P#) Walls: east side of some interest- stone rubble and coursed stone, wide ?blocked doorway, high sill; west corner has plaster and lime-wash; recessed vent low down. (P#) Large cooking fireplace west wall, fragmentary remains of lintel (P#) obscured by heating equipment. Windows; 2 blocked, south side, re-used timber for inner lintel, mortice and peg holes. (P#)	1862 domestic / cooking facilities; suggestion of access to east prior to B5 external steps, or earlier walling used in Town Hall construction.	See B1	Doors inventory: D2; self-closing device. D5 missing, door frame and hinges contemporary
B4 Lobby to B3 and store-room	Stone slab floor, lead pipe for drain in SE corner. Stone slop-stone / sink set on edge against the west wall, not fixed. West wall: wrought iron shelf brackets; missing shelf line in wall. Plastered walls. (P#) Ceiling: timber-lined access hatch to G12. (P#)	Two phases of use suggested by shelving; perhaps the access hatch was used only when the TH was being fitted out, hoist for goods from rear entrance?	See B1	Door to outside, as D2 with letter box, four vent holes and a lower third cut away with rods and chicken wire inserted. Door modified for boiler house ventilation? See Doors inventory.
B5 Outside steps from Jerry Croft	Straight flight of ten stone steps to lobby B4 and main basement rooms. Stone slabs worn and cracked at threshold of B4. External walling of main building, coursed stone, angled stone slab above door at stair foot; stair well now covered by timber and concrete ramp entrance, see G17b.	External access to service rooms of the TH.		See doors inventory
1862	GROUND FLOOR: Plan 3			
ROOM id.	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION

[GROUND FLOOR]				
G1 Steps and porch entrance	Flight of external steps and three round arches to main entrance, supporting structure to pedimented balcony above.	Glazed inner doors c1960. Central section removed c1990 and lift inserted.	Archive photographs show original solid panelled doors.	
G 2 MAIN FOYER / ENTRANCE HALL including staircase and care-taker's office under.	C20 doors throughout; round-arched inner doorways, original wide and flat architraves, skirting boards. Timber staircase with open string, two balusters per tread, pyramid caps to end balusters, pendants with suspension rings, wide rounded handrail; panelled side to lower flight. Landing: see F1	Care-taker's office: change in skirting moulding and wallpaper on east wall indicates exposed walling c1973; reported to have been extended and stairs underceiled to provide larger office later C20. Electrical wiring in east wall and through to G13.	Moulded wallpaper with trellis pattern here and through to the 1973 Museum wing entrance suggests this is the earliest date for the redecoration.	Historical notes include changes to entrance hall floor coverings. One reference is to a maple floor here and on the landing, covered with Marley tiles. Four paintings hanging on staircase south and east walls, see Appendix 4 inventory of Town Hall property.
G3 Tourist information and shop	Dado rail, deep roll moulding, at 140cms, may be modelled on original. Fireplace north wall cut back. Possibly a suspended floor from beginning. 4-pane sash windows in wide moulded architraves, original. Short wall stubb and remains of round-arched recess north wall to right of counter.	Fenestration 4-pane on front and 12-pane to other elevations?	1861 plan: no cellar below; partition wall on line of counter has been removed; for arched recess remains, see G10	Cash machine from previous CDC use is in wall left of fireplace, obscured by shelves. No information regarding possibility of a basement / cellar this side of entrance hall.
G4 and G5 Interview and display rooms	Recent modification of CDC admin interview rooms late C20 partitioning. No significant features.	The rear part of TIC was built as a separate large room with fire-place and flanking recesses in the north wall.	1861 plan: large room, recesses suggest shelves / storage an important feature.	
G6 Passageway [access between Town Hall and Big Entry]	No significant features. Door to G17 covered passage breaks through the former north wall of the Town Hall.	All C20 partitioning and doors.	Original plan shows two windows in east wall, now blocked and not visible. Doorway into G17 may be in a former window opening.	North wall modified by late C20 alterations; east door to
G7 TI store-room	No significant features.			
G8 Office [principal front right room]	Timber floor over B1. Shallow skirting board N wall, 13cms. East wall fireplace blocked and plastered over; walling each side has been opened up late C20. Ceiling lowered, original not visible. 12-pane sash windows, some original glass, architraves.		Partitions to form two small front offices made late C20 1861 plan shows no access between G19 and G20	Current occasional use by Pertemp recruitment.
G9	IC20 inserted partition walls to form lobby within G8 from		C20 doors	

Small office / lobby from main entrance hall	entrance hall G2. 4-pane sash front window. Original architrave to entrance hall door.			
G10 Small office formed by partition walls	4-pane sash window to front, the side window formerly 12-pane, scars on inner frame show that where glazing bars removed. Original window sill cut away on left.	Damage to window architrave when ceiling lowered.	C20 door	
G11 Principal rear right room	East wall doorway from G17a is in a modified opening. Store-room G12 has a modified architrave to narrowed original doorway. All three large 4-pane sash windows have original wooden architraves. Blocked fireplace in the west wall, back-to-back with G8, chimney breast projects 40cms. Skirting boards 17cms, single roll moulding. Picture rail with roll moulding and fillets. Inserted ceiling late C20, original hidden.	Over basement room B3. Frosted glass in east window probably when outside steps B5 roofed over in late 20 th century.	1861 plan: entrance from G13 with doorway altered when G12 altered to a cupboard. Council minutes suggest that this was a court-room at first, or used by court staff.	Original entrance through G12. East doorway possibly secondary; probably access to additional rooms for courts planned 1928 –see G21, G22.
G12 Store-room off G11	Ceiling cornice: moulding on the south, west and east sides. No moulding on rear wall, the blocked opening into G13. Trap door in floor covered by a carpet, see B4.		1861 plan; open access between main room and passage. CDC use: 'Benefits Store'	C20 door-frame. Blocked off from passage when wallpaper put up, ie post 1973.
G13 Lobby / rear entrance passage	Doors: original heavy hinges and lock cases to G15 and G16. Basement access door G14 very high. Added panelled timber veneers 1960. Architraves to doors, skirting boards, dado and cornice all as G2. Notable change in character of architrave moulding on wide opening into G17. Original access to G12 can be seen in the changes to joinery, plasterwork. Original entrance door into east office of G3 off north side, now blocked and with thick boarded reveals.	Rear section of the entrance hall; access to basement, and strong-rooms open off. [G14, 15, 16]	1861 plan marks 'Passage' here; also 'basement stairs' and 2x'safe', see G13,14,15 below. The door into G20 recessed, with a lobby off this passage [see G16].	Doors given timber facings c1960. Former open access route G16 into G20 walled up but surface changes visible.
G14 Basement stairs To B1	Steep flight of 15 solid stone steps, plus 3 winders and 3 more to bottom. 90degree turn to right, floor-boards at foot of steps are tongue and groove 85epts.85 8cms wide, hollow below, cut nails. Top door original with asbestos panel fixed on inside; bottom door see B1. Plastered walls, corner beading exposed, lime-wash over pink distemper. Lath and plaster ceiling. Hand rail of tubular steel screwed directly into wall; exposed	High entrance door opens off G13		Dry condition, damaged plaster, some areas sound.

	pipes and cabling.			
G15 Art gallery strong-room, picture storage.	NOT EXAMINED Reported to have plain walls, no original fittings. Door identical to G16.		1861 marked 'safe' CDC use: 'secretarial store'	CDC contact for access: Craig Wilson, 706487
G16 East strong-room, now Car Park records store	Steel plate door, opens outwards, double locking mechanism. Original key still in use. Original wall plaster N and S sides, no opening or vents noted. East side inside left: built-in cupboards with 3 shelves and sliding doors; 2 open shelves above; 3 open shelves project out further to ceiling height.	Archive books and ledgers kept on upper shelves. See Appendix 4: content of Town Hall, note on archive material.	1861 marked 'safe'. The cupboards and shelving appear to be late 19 th century fittings.	CDC: 'IT store'
G17 Lobby/ circulation area; access to main hall [east], 1973 museum wing [north] and wcs [south].	Wide entrance from G13 likely to be original; contrasting ceiling height and a deep coved cornice. Short stub walls show line of original north wall. The inner architrave to entrance and double doors to main hall are elaborate by comparison with those to the main entrance hall. Two short lengths of original 'bull-nose' skirting board: NE and SW corners. Otherwise all later C20 wall treatment including plain dado rails.	North wall of 1861 'Waiting Hall' was broken through for access to the Museum wing in 1973. Works of this date include the north door into former 1838 Big Entry service room G10 [see part 2 below], breaking through the historic boundary wall between the two properties. The outer face of the sash window of this service room [1838] is hidden behind display shelves on the west wall near the foot of museum stairs.	1861 Board of Health plan: a south entrance to the Town Hall from Jerry Croft. Built single storey, raised to 2 storeys after 1928, see Appendix 6, G21 and 22, and G17a and lavatories G18].	The change in alignment of this room reflects the curve of the burgage plot and allows a central position for main hall entrance. A modification of the plan was probably one of the changes made during the major Lockwood & Mawson refurbishment of the concert hall, 1874-78, G23.
G17a	Passage to male wc, lobby for entrance to G20, and fire escape access to path to Jerry Croft on roofing over B5 former external area steps. Blocked doorway to G21 in centre of east wall; sealed doorway to right.	Part of building works planned in 1928.		Likely c1928 building of G21 and G22 in former south entrance, providing waiting room[s] for court-room G20.
G17b Lobby to fire escape and east entrance to G11	Doorway: see G11. C20 exit over basement steps B5.			
G18 18a: male 18b: baby 18c: disabled	Flat roofed single-storey extension overlying original south entrance approach from Jerry Croft.	Likely two-phase or more, G19 perhaps added last, when b and c facilities made.		Previously the toilets for entire building were at east end, two wc's and privies, ash pit, access through open yard. See 1861 Board of Health plan.
G19: female toilets	Flat roof.	As G18 but thick west wall suggests this may be an extension.		

G20, G21 Cleaner's store	Narrow room with false ceiling, storage shelves, no significant features. Walls likely to be of brick.	All late C20 fitting out.	Part of the extension built for court accommodation, 1928, two rooms on ground floor and one on first floor See G22 and F17 waiting rooms for witnesses, lawyers. See SUDC minutes, Appendix 6	Construction of this extension to court facilities removed the south entrance to the original single storey entrance hall. No evidence yet found for a staircase.
G22 Chair store	High ceiling, floorboards, high blocked opening [probably former window] in south wall.		See notes G20,G21 above.	
G23 CONCERT HALL	Public hall. Main entrance from G17 with double doors west end, elaborate internal pedimented doorcase. Timber floor [maple?] with two small access trap-doors at west end. South wall: row of six round-arched traceried windows under keyed arches, part blocked. Upper level lunette windows, blocked and roundels with 'S/TH' (Skipton Town Hall). Skirting boards, high heavily moulded dado, pilasters with composite capitals to projecting modillion cornice, edge damaged. High coved and framed elaborate plaster ceiling with ventilation panels and suspended lights. Decorative motifs [some broken] include scrolls and acanthus leaves, string course with Greek key pattern, shells, flowers and rosettes. Stage at east end, steps each end now part blocked, plain 20 th century doors. Original porch [G25] entrance on south side, pediment and architrave matches main entrance. Inserted doorway to museum wing [1973] at east end north wall, plain architrave.	An angled boarding along the dado / pilaster base moulding might cover electrical wiring. A section without this unattractive feature can be seen at the platform end of the north wall. Netting suspended below central area of ceiling c2000, following plaster falling.	Reroofing and new decoration 1874-78, by one of the leading architects of the day, Lockwood & Mawson of Bradford and London. See Craven Herald, Appendix2, VIII. 'Many serious changes were made to the structure of the building.' The original roof was described as having 'an old beamed roof' and 'dark musty walls'. It was re-roofed about 9 feet higher, elaborate plaster ceiling made, walls re-plastered with 'SBC' motif; clerestory windows and new tracery; door cases. Photograph of interior taken 1927 shows wall lights, proscenium arch. 1933 redecoration and lighting including marbling to pilasters.	The notable damage to the edge of the projecting cornice perhaps caused by ladders and long poles used to dislodge birds. The transformation of the hall was completed in time for the much-publicised Craven Ball in 1879.
G24 Stage	High platform, the moulded front panelled with an inserted access to below stage area, see G35. The platform height with pilasters to sides and rear wall all match the detailing of the body of the hall. Timber floor, covered and only visible from below. Straight flight of wooden steps each side from body of hall, doors added C20; door to right sealed off [with a power socket wired in] and lighting console inserted backstage right. Plastered north, east and south walls continues from main hall; pilasters	All theatre fittings appear to be mid-late C20	1861: built as an open platform for musical performances and readings, with two entrances from the east end retiring rooms. 1875: new Lockwood & Mawson decorative scheme included: 'the farther end of the Hall will be very artistically decorated',	

	with moulded framed panels between, now covered by textured wall-paper. East doors from backstage rooms in original positions, decorative pedimented door-cases removed, outline left in smooth plaster. South side fenestration and ornate ceiling decoration as main hall. Loading door inserted into end window opening. A circular panel in the ceiling, NE corner, has a trap door for access to the main hall roof space. A vertical steel ladder is fixed to the hall north wall to gain access.		Craven Pioneer May 8 th 1875. Proscenium arch inserted 1924 and changes made to stage area 1933. See Appendix 2, 6.	
G25 Hall south entrance porch	Side entry, window on south side, small pane sash.	Appears to have been modified or rebuilt, perhaps part of the changes made 1875-78.	1861 shows a longer porch structure, the west wall attached mid-way between windows.	
G26 Backstage room	Door from rear hall and a chimney flue probably original; interior re-ordered early /mid C20. Window east wall, mid C20 frame	Possible alterations 1903 but 1861 room division remained.	1861 plan shows two equal-size rooms with corner fireplaces against hall wall; no evidence of an upper floor. N.b this is a raised floor [ie height of G24 platform over G 32-33], see below.	The large mirror in corridor F3 may have come from the ladies' 'retiring room' – remembered here in the 1950s.
G27 Kitchen off south side of G26	C20 partitioning and fitting out. Window east wall, mid C20 frame			
G28 Entrance lobby	External stone steps to south entrance, original position of retiring rooms access. C20 re-ordering.	Extension to the Town Hall built 1903, see Appendix 6. See Ordnance Survey map.	1861 external entrance and rear doorway from platform in original positions.	
G29 Men's make-up and toilet	Mid C20. Built over G31a corner store.			
G30 Women's make- up and toilet	Mid C20. Above G34			
G31 Store-room, covered former rear yard. G31a corner store	Access from below stage rooms rubble stone walls, C20 roof. Windows from G33 and G34 in north and west walls. G31a: SW corner built up, now store; part not accessible, external doorway in south wall; walling to right outside has an iron ash-pit door low down and there is a void on inside.		1861 plan: no building here. Changes made to the east end of the building likely to be 1903; yard covered over in 1924 [Appendix 6].	?former privy with cast iron door on south wall. SE corner void probably carries pipework from mid C20 toilet G29 above.
G32 Secure care-	Entry through east wall from G31 former covered yard, steps down and cut-down heavy plank door. Brick-blocked doorways	Original use: lobby access to rooms below and rear of platform / coal	See Doors Inventory. Changes made ?1903, 1924.	?former coal store, or lobby to backstage area.

taker's store-room in current use	in west wall from G35 [under stage] and in north wall to G33. Small square opening high up next to present doorway.	store for first floor fireplaces rear platform rooms.		
G33 Store-room	Access from G31 and from G35; inserted doorway in east wall with steps up to former open yard G31. Dressed and rubble-stone walls, the north wall thicker at base [foundation level]. Some plaster, likely asbestos in low inserted ceiling. East wall internal face of a 3x3 pane window: deeply-recessed, unpainted, top three lights originally hinged to open outwards, sealed when ceiling inserted and a small metal framed side-hinged pane set into frame top right, C20 shelf brackets. Fittings: west wall gas light, east wall right of window: lead piping and water tap. South wall with brick-blocked doorway at east end [left]; corner buttress at west end matches that in G32. Opening in north end of east wall, straight reveals, no door frame, access into G34	Original access probably only from east yard via G32 lobby and south doorway.	Changes made ?1903, 1924	Corner buttressing to wall with G32 suggests that the wall is an insertion, requiring stability at that end.
G34 Narrow store-room off east side of G33	Plastered walls; blocked opening in east wall, window onto former open yard G31 in south wall. Lead water and gas pipe sections.	Below make-up room and toilet G30.	1861 plan and section: outside the main structural wall; site of water closet(s) reached from open yard on south side, no access then from interior. Two wc's were installed and the rear yard covered in 1924. Appendix 6.	
G35 Below main hall platform[G24]. Storage, limited access.	External low entrance on south side; access door through platform front, north end. Floor concrete, possible areas of stone flags. The platform front wall is stone rubble with some large dressed stone blocks. Timber platform floor supported by two lengths of walling and timber posts [one split and strapped] supporting a principal cross beam, parallel to front. Close-set joists and board floor, some replacement and central alterations suggest former trap door centre front. Underside of original wooden platform steps visible at north and south ends. The 'back' [east] wall also stone rubble; brick-blocked doorway to G32 at southern end, wide opening at north end, straight reveals.	Main hall access through platform front probably made late 20 th century, remembered as storage access for hall flower displays in late 20 th century. North access in the east wall probably also later C20.		
1862	FIRST FLOOR: Plan 4			
ROOM id. [first floor]	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION

F1 Landing	Reported to be maple wood floorboards; shallow skirting boards with roll moulding, high dado rail, wall-paper c1973, simple roll-moulded ceiling cornice; ceiling paper with abstract cross motif probably later C20. Three tall west windows: 4-pane sashes, the central window above a two-leaf panelled door providing access to the balcony F12. Original architraves to doorways and windows; door in east wall at head of stairs reduced in width and dado on right continues in a straight line to accommodate it [see F4 below] ; original north office / council chamber and west doorways, mid C20 doors.	Dado appears to be work of the mid –late C20, perhaps all part of the c1973 refurbishment. The awkward dado junction with the doorway at head of stairs confirms that it is additional here.	# No original or mid C20 first-floor plans of the building have yet been found, Dec 2012 .	Pendant light fitting mid C20 style bowl.
F2 COUNCIL CHAMBER	Unified furnishing and decorative wall scheme of the early 1960s, joinery by Thompson of Kilburn. Earlier ceiling of moulded plaster with pendants and framed flowers in low relief, likely date 1895-6. Carpeted floor. Two entrances in south wall, from landing F1 [public area] and passage F3 [business area]: early 1960s oak 4-panel doors and surrounds. Doorway through partition wall behind dais and officers' chairs, access to 1838 building. Paired 4-pane sashes in west and east walls, those in west wall 1.16 [45"] wide, east wall taller and 1.55m [61"] wide. West [High Street] windows: original form, without horns. East windows: small mortice holes visible on side and lower edges show that these were formerly 30-pane form; 3x5 panes to top and bottom sashes, also without horns. North wall panelled, higher in door recess, with carved frieze in late medieval style; other walls: panelled dado to below window sill height. Flock wallpaper 1960s. Light fittings: five glass chandelier lights.	Evidence for this having been two rooms: differing window frame forms; south wall skirting and dado breaks at 4.3m from east end and corresponding ceiling cornice cracks to each side. Change lines up with north wall return and likely line of a cross-wall also marked with a cornice vertical crack. Flues visible in roof space above [R3] show fireplaces on ground and probably first floors, concealed by panelling. The window changes and ceiling style suggest the 1895-96 date for refurbishment, ie when the Skipton Urban and Rural District Councils were established. Ceiling and frieze (probably the 1895-6 scheme) were decorated in 1937.	1895 – 96: frieze and plasterwork included in refurbishing, Appendix 6. No original plans yet found. Invoice for the 1960s refurbishing survives. The work included removing panelling and probably the frieze at wall top. 1962: A heavy steel lintel supporting a room used for the storage of heavy books [ie mezzanine east side?] moved, causing cracking in Council Chamber walls. Lintel wedged and wall replastered. North and south walls papered.	Furniture: chairs and tables in mixed traditional styles with maker's distinctive mouse motif on chair backs, reupholstered in blue 4/11/91 [tab on underside]. Items donated to the town are on display: small bronze lion; two halberds; 23 portrait photographs of past chairmen, 1904-1946; clock; carved coat of arms; Simbach shield and memorial document. See App# inventory of Town Hall property.
F3 Passage	Very high ceiling, plain moulded cornice. East wall a partition below substantial beam at ceiling height, see F14. North wall uneven surface suggests alterations and rebuilding. Mezzanine M1 / M2 is over part.	This narrow passage was made when the F4 storage and mezzanine was made. The east wall blocking may have been a window opening, see F14; also access to the upper storey when G17 was raised to two storeys [see F17] in the 1930s. There was perhaps a staircase to F17?	1962: a steel lintel supporting a room used for the storage of heavy books [probably M2] moved, causing damage to Council Chamber walls. Lintel wedged and wall replastered.	Large pier glass mirror fixed to inserted wall, probably part of original Town Hall fittings. Probably removed from the main hall ladies' retiring room / backstage changing room later 20 th century.
F4 Store-room off F3	Long narrow room, modern slatted timber shelving fixed to north, east and south walls. West wall: original short roll-moulded skirting board; left side of doorway architrave from	Insertion of this narrow store-room contemporary [c1962 see girder, F2 above], with the mezzanine floor and		Known as 'Finance Room'; approximately 30 finance archive boxes remain, contents

	landing F1 obscured by partition wall. South wall, original skirting boards in two sections middle and east end. West end: partition blocking former open access to F8 / F6. Painted wall centre of south side [ie backing onto F7 strong-room] possibly original, section 1.37m [54"] wide: brown with four stripes of red and black and thick dark stripe at height of 1.53m [5 ft], cream above and a circular infill of ?former pipe high up on right. Corresponds to original skirting length.	present access to upper store-room, see M1 and M3. Decorative scheme in cream, brown, red and black, probably original.		dated c 2005-7.
F5 Store-room /lobby to F6	Small ante-room, a heated office, narrow projecting chimney flue in east wall, the fireplace boarded and plastered over; ornamental vent cover in wall above and a ?stone curved bracket supporting beam at ceiling height above. Shallow moulded skirting board [7"] on all sides; tongue-and-groove boarded ceiling [below mezzanine] with narrow moulding on s, w and e sides. (And see F8). Partition wall on N side; south door to F6 has round arch and substantial panelled door, part glazed in wide architrave.	With F3 and F4 perhaps originally an L-shaped ante-room with window on east side. Storage shelves on E and N walls. M2 over part.		Large free-standing safe in the SW corner painted black and green with gold lines: 120x62x51 cms; two small plaques 'INVIOABLE LOCK' screwed into door.
F6 Office [rear]	Shallow skirting boards to north and west walls. Inserted ceiling, part collapsed, high original plaster cornice visible, damaged due to water ingress. Blocked doorway / access to F9 in west wall, to left of original fireplace position; wide opening into F9 to right, heavy moulded cornice above perhaps renewed. Doorways to F8, to F7 strong room and to F5 in north wall. Windows: east wall has a 4-pane sash altered from 12-over 12 pane, deep moulded glazing bar, no horns. South wall: two new 12-over-12 pane sash frames.	A main office, retaining original form		
F7	Strong room off north side of F6. Heavy steel door identical to G15 and G16 strong rooms.			
F8 Store-room off F6	Very high ceiling with inserted shelves; ledgers and other archive books remain. Back wall a tongue and groove plank partition, blocked access to F3/F4. Original panelled door, furniture and upper panels altered. ?gas light pipe inside left.	Original entrance lobby from top of stairs / F3-F4. The height of the ceiling on this upper floor is remarkable.		Examination of archive stored here: see Appendix 4. See doors inventory.
F9 Office [front]	Facing west and south, two rooms taken off [F10 and F11]. Carpeted floor. Suspended ceiling late C20. Opening in east wall provides access to F6; blocked fireplace, recess in former door position. Sash window: 12-over-12-pane sashes, frames replaced late 20 th century.	A principal room, much altered.		
F10 partitioned office off F9	Small corner office made late C20. Carpeted floor, suspended ceiling. Sash windows: 4-pane to front, modern glass, brackets			

	for blinds; south side 12-over-12-pane sashes, 20 th century replacements, all in original architraves.			
F11 Manager's office	Narrow office with main door off landing F1, partitioned off F9 in C20. Suspended ceiling, 4-pane sash window to High Street, fine moulded architrave.	Partitioning later 20 th century; entrance off landing is original to the main room F9.		
F12 Balcony over main entrance	Stone construction, part of external face of the building but accessed from central opening off F1. Ornate carved window architraves. Sheet-lead flooring. Bulbous balustrade, stone columns. Heavy wind scouring and water damage to carved capitals. Repair straps and other lead- and ironwork.		Repairs must have been made after collapse of balcony ceiling in 1933, See Appendix 6.	
F13 Lobby to store-rooms and offices	Narrow short passage between F5 and F17. A high flat arch, probably original, indicates access through walling on west side of main room F17. C20 doors to F14, F15, F16 and F17.		This and rooms F14, F15 and F17 were probably made c1928. After a long period of planning, two ground floor rooms and an upper storey were added to provide additional court facilities. See section 4 council records.	Wall thicknesses may not be as the plan.
F14 Store-room off north side of lobby F13	Narrow tapering store-room with 2-panelled double doors. Shelves, thin partition walls, chamfered beams above. The east wall has a wooden frame in concrete block structure. The west wall part partitioned, see F3.	Shape dictated by the change in angle between front and rear ranges, and created when upper floor F17 made over the originally single-storey hall G17. See also F3. The west wall appears to have been a wide access or former window in rear wall, before alterations in or shortly after 1928.		
F15 Small office or store-room off south side of lobby F13	Sash window of 8-over-8 panes in south wall.		Part of 1928 works, adding an upper storey to the 1862 single-storey link G17.	No access to upper floor other than the main staircase is known. Could this have been a stair-well?
F16 Photo-copier room off north side of lobby F13	Small room taken out of NW corner of F17. West wall has a blocked wide opening following the line of the frame visible in F14			
F17 office	Office lit by 16-pane sash windows [with horns] on north and south sides, access from partitioned lobby area F13. Central south window modified as fire-escape door to flat roof of	1928 construction of an upper room for magistrates' use.	1928 additional rooms for magistrates' use appears to include this on first floor. The	

	toilet block G18. Carpeted floor, no skirting boards. Hard plaster surface to east wall behind later C20 shelving [the upper part of the main concert hall G23]. Moulded cross-beam rests over the central windows; deep coved ceiling cornice, two ornate ceiling vents.		horned 16-pane sashes and ceiling vents are old-fashioned details. Electricity was introduced into the Town Hall in 1927.	
1862	MEZZANINE FLOOR: indicated on Plan 4			
ROOM id. [Mezzanine]	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
M1 Open mezzanine	Access via a ladder from F3. Open platform over storeroom F4, with sliding door access to M2, the door set in a glazed timber wall made up of diagonally-set tongue-and-groove boards below framed catch-light, the glass over-painted [see M2 below].	Appears to be late C20 structure forming store-room F4, earlier access to M2 not evident.		Glass chandelier stored here: old electrical wiring, modern bulbs. Identical to those in the council chamber.
M2 Store-room and access to front roof space	Sliding door access to small low-ceiling room over the east end of passage F3 and F5. Floor of narrow boards, floor level change at south end and wide boards, inserted cupboards. West wall of well-made joinery with sliding door, diagonal tongue-and-groove panels in chamfered frame, glazed panels of moulded glass, a mix of green and clear panes, varied sizes. East wall: a blocked window. A wooden ladder in the SW corner and set against walling gives access to the roof space R1.	The glazed partition wall possibly original joinery but the layout difficult to interpret, the sliding door is the only access. Awkward roof access suggests not original [see below].		Ledgers and folders from 1974 stored on floor and shelves.
1862	ROOF: Plan 5			
ROOM id. [Roof]	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
R1 Rear roof space	Upper part of stack serving ground and first floor back-to-back fireplaces: large dressed gritstone blocks and brick. Poor condition and water ingress. Roof hatch onto south roof slope, C20 dates and initials cut into frame.	Over F6		Roof space dates: hatch- 1907, 1937, 1946. Purlin- 'NB 1978'.
R2 front south roof space	Stack: see R1	Over F9, F10, F11		
R3 front central roof space	Internal walls of rubble follow first floor partitions into roof space, supporting purlins, some part demolished and with access broken through. Changes to purlin and ridge height indicate re-roofing; felted throughout.	Over stair-well and landing, G2 and F1.		Modern pulley mechanism for pendant light over stair well.
R4 front north	North wall [coursed dressed limestone and gritstone mix] is	Over Council Chamber F2		Ventilation for F2: trunking

roof space	the former gable wall of nos. 17 and 19 High Street, see 1838 block below. Left [west] end: projecting 2-flue stack, the right flue of brick. Purlin set into the north [1838] wall is saturated, water ingress in walling below. F2 ceiling structure obscured by insulation material; evidence of plaster repairs, webbing.			lying on joists, strapwork and roof projection in situ, top in situ.
ROOF: EXTERIOR	Hipped on south end, the north pitched roof set into gable of no.19 [see R4] with attached chimney. Graduated Westmorland grey slates, clay ridge capping on hips. Front parapet wall: rear face of brick with cement render, part split off. Balustrade junction with no.19: open under the copings, water ingress [and see R4 purlin decay]. South end chimney stack [above R1 and R2] in very poor condition: cracks, stone weathered, mortar missing, flashing decayed.	#	## See photograph early C20 showing a large panel centre front, behind the parapet. Perhaps original large access hatch?	

Part 2: 1838	Nos. 17 & 19 High St, 'Big Entry'			
	EXTERIOR			
WEST- FRONT	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
Plan and Materials	Three storeys over cellars, five bays, the central bay being a wide passage through the building at ground floor. A pair of semi-detached houses / business premises. Grey gritstone ashlar, stone slate roof, corniced end stacks and to right of centre.			
Architectural description of elevation to High Street	Wide cart entrance centre in heavy plain surround, the threshold built up but formerly a level access for horses and carts, as there are the marks of large spur stones [protruding rounded stones to prevent wagon wheel hubs catching the jambs], in the reveal on each side. Pilasters and paired console brackets support kneelers with carved laurel wreath on the face; plain parapet copings. Paired panelled doors with a small integral caretaker door right. Fenestration: moulded architraves to ground floor and upper floors centre; wedge lintels otherwise. Stone	The rainwater downpipe is fixed on right return at junction with the front wall of the 1862 Town Hall. The inner face of the doors is not visible. Their size suggests that they were hung on strap hinges; an external frame has sealed the doors closed but they appear to be original, possibly raised up when the entrance was sealed up in 1962	See Appendix 6 for date of archway closure and other works to the building.	The attention to detail on the I suggests an architect's design. The attached offices, no.15 High Street, [Savage Crangle Solicitors], has a similar I design; that building having at least two phases of construction, an earlier house refronted? The staircase profile could provide the

	repairs to top window centre left. Plain sill bands			
EAST- REAR				
Architectural description of elevation showing building phases.				
INTERIOR	Plan 6			
ROOM id. [Basements / cellars]	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
B6 Cellar below G1, no.19 High Street [Big Entry South]	Access through trap door in floor of G1 East [Condition Survey G5]. Below G1 front to back but not full width. Straight flight of stone steps, top turning riser, no handrail. Wooden shelf [fixed] and loose stone debris under steps. Stone flag floor, slight damp. Brick and concrete slab shelves standing along south side, not fixed to walls; short partition walls between. Remains of wall plaster throughout. Marks of removed timber shelves south wall, none remain. West end [High Street] underceiled. East end [to former yard] light well and sash window	Narrow room, possibly further cellarage not accessible.		
B7 Cellar below no.17 High Street Big Entry North]	Access through trap door in floor of G5 East [Condition Survey G3]. Straight flight of stone steps with original wrought iron handrail (P#). East-west structural wall divides into four rooms. No fireplace, no water. Some original timber ceiling joists, mid C20 floor set above	Narrow room, possibly further cellarage not accessible.		Two old empty document boxes remain among floor debris. Of interest for maker's details pasted onto underside of lid. See 7c and 7d below.
B7a	Store under steps. Wooden box with Burn & Baillie ?cistern on floor, not fixed (P#)	Below G5		Maker's plaque on valve box: 'Burn & Baillie / Patentees & Plumbers sanitary engineers'
B7b	Coal store. On-edge ceiling joists (P#)	Below G4		D # missing, frame only
B7c	Window / former access to front, High Street. Concrete floor and ceiling supported on three columns. Access from 7a altered. Changes to support floor of G1 above.	Below G3 Extensive mid C20 alteration probably for computer equipment	Damaged metal 'Milners' storage trunk, other debris	

B7d	Stone slab floor. Debris. Access from 7c altered.	Below G3.	Metal 'Milners' storage trunk, empty (P#)	
1838	GROUND FLOOR: Plan 7			
ROOM id. [Ground floor]	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
G1 Tourist Information 'back room' [Big Entry South]	<p>Panelled false ceiling over all; no access to earlier ceiling / cornices. Downstand cross beam on line of original dividing wall.</p> <p>G1 west: deep skirting boards on south wall [30cms] double moulded with a break on line of the blocked fireplace. Two front windows 4 over 8-pane sashes, top sections altered, some original glass, catches. Glazed double doors in north wall from G2; blocked access through south wall and shutter closure in likely former cupboard recess.</p> <p>G1 east: square hatch to cellar in NE corner; shallow [18cms] skirting boards, roll moulding. Shallow chimney breast south wall, 1936 radiator; recess to left with returned skirting board corresponds to the trace of arched recess on 1862 side.</p> <p>East wall: blocked external doorway- architrave in situ, now secure cupboard. Tall 12 over 12-pane sash window with original catch and a small hinged light, original. Centre window in blocked doorway [see G8 below]; this and left window late C20 two-light top-hinged frames.</p>	<p>Wide double C20 door in north wall to G2, probably original access from Big Entry into a front office, see census.</p> <p>South wall broken through from TI counter (1862 G7).</p> <p>Northern part G1 East is site of original stair well with cellar under stairs; modern door and surround to stair well G6 probably not therefore original as the stair hall was entered from the east wall doorway, accessed from the rear yard [now covered by G8].</p>	<p>Census returns south side of Big Entry: 1841 William Metcalfe, manufacturer. 1851 Jane Parkinson, annuitant 1861('no.19') John Armistead, bank manager 1871 Robert Foster Parker, bank manager and land owner 1881 Robert Foster Parker, bank manager, + 2 servants 1891 Jane Cooper, private means, + 2 servants 1901 John Broughton, architect, surveyor, land agent + wife+servant 1911 ?3 offices and stables.</p> <p>Building plan: 1852, [Ordnance Survey map].</p>	<p>Originally two rooms; these notes treat it as two parts – G1 west and G1 east.</p> <p>The ground plans of the two houses are a mirror pair- see G5 below for the original Big Entry north stairwell.</p>
G2 Car-park staff office, Tourist Information office. [Former Big Entry passage]	<p>Small room entered from G1 west, paired glazed double doors open outwards. West wall set inside the blocked double doors to Big Entry.</p> <p>Significance: width and height probably correspond to original passage dimensions; ceiling may have the original structure above present covering.</p> <p>Entrance into G1 might be in the original access position into no.19 but no original features are evident. There may be blocked doorway further east.</p>	<p>The original wide entrance from High Street is of high heritage significance; it was closed c1960 when north and south parts of the building were given common staircase and access from Town Hall.</p>	<p>Town Council minutes</p>	

<p>G3 Former IT office and lobby off G6.</p> <p>[Big Entry North]</p>	<p>Principal ground floor room, two windows to street front, 4- over 8-pane sashes, original form, original catches; secondary glazing fixed in lower part. Deep moulded skirting boards, original form, apart from lobby and north wall centre across blocked fireplace. Architraves to door [to G4], windows, recess to left of blocked fireplace Original door of 8 panels in the dividing wall to rear room G4,, low lock rail, upper tall panels replaced with glazed panel; hinges part replaced, replacement handle.</p>	<p>Late C20 partitions form the lobby, now with storage shelves; a sliding glazed panel in the north side suggests reception use. The deep and high recess to right of fireplace position was either a cupboard or shelf recess [as now] or perhaps an internal door to no.15.</p>	<p>Census returns north side of Big Entry: 1841 ?David Dale, farmer 1851 No.17. Thomas Mitchell, wine merchant 1861, 1871 Thomas Mitchell, wine merchant 1881 William Mitchell, wine & spirit merchant + 2 servants 1891 John Scott, brewer, wife, family, servants 1901 ?Marmaduke Knowles, solicitor, wife, 2 children, 2 servants 1911 ? Marmaduke Redmayne Knowles, solicitor, wife, 2 children, 2 servants.</p>	
<p>G4 Rear computer suite</p>	<p>Rear living room / office originally next to the stairs [see G5]. Moulded skirting boards to all walls except length across the blocked fireplace position in the centre of the north wall. Flanking high recesses have original moulded architraves similar to those to blocked doorway and tall sash window. Large original 12- over 12-pane sash window with moulded glazing bars, original window fastening, modern steel security bars fixed to outside. Blocked doorway north end east wall, modern window frame inserted late 20th century.</p>	<p>Details of blocked doorways and window surrounds visible from outside. Possibly the original house kitchen. The blocked doorway was originally access to a single-storey outbuilding, probably the original services / pantry range [there is no fireplace evidence that there may have been a cellar kitchen, see B above].</p>	<p>From 1936 ground floor: office of Mr Broughton, architect. Mary Wales' architect's office mid C20.</p>	<p>This room, with G5, connects to the original rear yard use; the layout is shown on the 1852 O.S. map. It had access to a single-storey ?kitchen range with windows facing the yard reached through the wide entry; beyond it a crane and large ?warehouse / stables / privies and garden area. Site retains the high north boundary wall with no. 15 and its area was taken by the 1972 Craven Museum annexe.</p>
<p>G5 Computer suite ante-room</p>	<p>Floor: rectangular trap door to cellar close to south wall. The west wall may be an insertion.</p>	<p>This room is the site of the former stair well to Big Entry North, with integral cellar head entrance. It appears likely that the stairs were dog-leg in form with a half landing against the rear wall with high windows.</p>	<p>Blocked original external door gave access from yard, into stair hall rising through all floors and lit from a tall window at first landing level.</p>	<p>Alterations appear to be of two phases: the 1960 major alteration removing two staircases and inserting the present single stair; later 20th century</p>
<p>G6</p>	<p>Concrete and steel staircase built in the eastern end of the</p>	<p>Steel and concrete staircase, Balustrade a</p>	<p>1960-'62: Skipton Town</p>	

Stair well	former 'Big Entry' through passage, dog-leg form, stair width differs: north flight width 110cms; south flight width 85cms. First flight against the north wall; access on south side to rear entrance set within the narrowed original carriage arch, see G8. Opposing doors to G1 and G5: plain late 20 th century architraves. Plain cement plastered walls; change in south wall thickness may indicate a former doorway.	late 1950s 'V' design in abstract style, steel, slim straight handrail. East end doors are probably late 20 th century inserted openings as shown in their architraves- the door positions are difficult to relate to the likely original access to the cellars.	Council minutes: Big Entry front doors closed, staircase built by Girlings Ferro-Concrete Ltd. See Appendix 6.	
G7 Rear porch /lobby	Single storey lean-to, combined with covered access passage G8. Concrete walls with horizontal weather boarding. Covers the narrowed external face of the Big Entry wide passage arch: dressed jamb-stones re-used in narrow access door to stair well G6. North outside [fire exit]door to former yard, south door to G8	Significant structure is the main house wall, architectural detailing of the archway.		The structure has no heritage significance and detracts from the original wide passage arch which is visible above, the keystone inscribed '1838'.
G8 Covered access passage between main ground floor rooms and G7 lobby/ G6 stair well	Single-storey north-facing room with lean-to roof, part of G7. West wall originally external and openings altered: three close-set windows. Left: original 12 over 12-pane sash, centre: blocked doorway, C20 top-hinged casement, right: C20 opening as centre window. Original window and doorway surrounds of sawn stone.	Concrete floor with manhole covers.		Blocked doorway would have opening into the stair hall and cellar head, see G1 east and B6.
G9 Lobby between Tourist Information rooms and covered passage G8.	High ceiling, east-west purlin, continuation of that to G10. West wall: blocked doorway shows in plasterwork, former high opening 2.26m [7'6"].	Blocked doorway visible as cupboard in G1 East. Present wide opening to main Town Hall / Tourist Information rooms probably broken through mid or late C20.	This lobby and room G10 shown on Ordnance Survey map 1852.	The south wall is show abutting onto the vicarage building in the 1852 O.S.map.
G10 Tourist Information store	Irregular plan, single-storey, original external board door in north-west wall, sealed up on outside, narrow window with 20 th century frame to right. Sloping ceiling with two purlins; blocked sash window frame intact in the east wall, see 1862 G17 above. Late C20 entrance in south wall, from Art Gallery and Museum circulation area, 1862 G17, two steps down show different floor levels.	Sawn stone external door jambs match main building; the room appears to have been a lobby / back door / service room for G1 east.	This lobby and room G10 are shown on Ordnance Survey map 1852.	The south door access and the blocked sash window are part of alteration works dating from the 1972/3 Museum annexe addition.
1838	FIRST FLOOR: Plan 8			
ROOM id.	SIGNIFICANT FEATURES: structural / decorative	NOTES	RELATED DOCS.	OTHER

<p>F1 Old Treasurer's Office, no.19 High St [Big Entry South]</p>	<p>Two doorways with characteristic wide moulded surrounds, one from passage F8 (possibly original position from F6 staircase landing) and the other, to F2, repositioned as it breaks through original fireplace position (see below). Two original 4 over 8-pane sash window frames, boxing and cords remaining, with surrounds and architraves and likely original catches. Possibly original shutters were hinged on the inner edge, ie 2-part to each leaf. Wooden floor, C20 carpet overall. Original moulded skirting boards, 30cms, all round. South wall blocked fireplace position shown by skirting board breaks, approximately 1.50m wide. Moulded ceiling cornice visible above dislodged ceiling panel. Likely to extend round the entire room.</p>	<p>Walls papered with Lincrusta panels, likely date 1930s; it covers the blocked fireplace and the wall safe. Painted over late C20. Cast iron radiators probably mid C20. Late C20 ceiling panels with lighting conceal upper 15cms of walls and original ceiling. Wall safe, west end of south wall: 'Milner's 212 Patent Fire-resisting/ [key hole cover] Milner's Patented Solid Lock Liverpool & London', see 3.11 and Appendix 4, Contents.</p>		<p>A principal first floor room overlooking the High Street; original good late Regency / early Victorian proportions and features survive after major alterations 1930s and later C20.</p> <p>#no key available for the wall safe.</p> <p>Census return suggests that the south side was no longer residential by this date.</p>
<p>F2 Middle Room</p>	<p>Ceiling original: fine moulded cornice entire. Window frame 4- over 8-pane sash as F1 but panelled reveals missing; one glazing bar replaced, new glass. Wooden floor, carpet overall; Deep moulded skirting boards part removed; Former small fireplace outline visible south wall, between doorways and part destroyed by doorway to F1, ie this doorway is secondary, the rooms originally separate. Doorway to stair well F5 has moulded architrave only to top and left sides; walling possibly built out in corner next to blocked fireplace, or door position changed.</p>	<p>Cast iron radiator below window</p>		<p>A narrow room over the former cart entrance or 'Big Entry' and retaining original proportions; evidence of off-centre fireplace in south wall, original doorway position unclear. The similar window moulding suggests that this room was part of the south side ownership, see F3 below.</p>
<p>F3 Front room, north [Big Entry North]</p>	<p>Ceiling original: fine moulded cornice entire apart from short break north wall right of fireplace. Lighting: three small ceiling roses evenly spaced inside window line, to hold flex for single pendant lights. Walls: east wall broken through twice, flat arches, no ornament. Doorway in south wall has a slim unmoulded architrave of mid C20 character, or later. Windows: 4 over 8-pane sashes as F1 and F2; panelled reveals but entire window linings differ from them in details and no original catches. Wooden floor, carpet overall.</p>	<p>2 cast iron radiators below windows, as F1.</p>		<p>The difference in window moulding details may be clue to different ownership / decorative choice for owners north side of the Entry. The breaks in the east wall appear to be for open-plan office use only. Ceiling roses likely to be remains of early electric wiring, ?1930s, office use.</p>

	Deep moulded skirting boards. Blocked fireplace centre of north wall.			
F4 Rear room [Big Entry north]	Wooden floor, carpet overall. Blocked fireplace in centre of north wall. Window in east wall now with large sheets of plate glass but cut-out glazing bars of a 12 over 12 sash are clearly visible. Line of former stair-well wall in ceiling and end stubs.	Cast iron radiator below window east wall and another, painted brown and with brown wall behind, boxed in, south wall. Pipe duct in NE corner.		Formerly 2 rooms, the southern half was the original stair-well [and see F6]. The south wall radiator may have paint dating from first insertion. Much altered during c1960 alterations to form single building with south side and insert staircase, blocking Big Entry.
F5 Stair well	No significant features.	Steel and concrete staircase, dog-leg form, stair width differs: north flight width 110cms; 85cms south. Balustrade a 1950s abstract style, steel, slim straight handrail.	1960-'62: Council minutes: Big Entry front doors closed, staircase inserted. See Appendix 6.	Originally a room over the Big Entry central passage
F6 gents' toilet [original stairwell]	Former staircase window divided into two, lighting toilet cubicles, mid C20 frames.		Staircase removed in 1956, part of Town Clerk's offices improvements. Plans for improved access being made and completed 1962. See F7, F8, Appendix 6.	The 1838 stairwell to no. 19, south side of Big Entry. The west wall is on the line of the landing balustrade –perhaps preserved behind partitioning?.
F7 Ladies' toilet	Moulded ceiling cornice on three sides, missing east side ; deep 30cms skirting boards, roll mouldings, missing under window and east wall, break 1.2m wide in south wall shows original fireplace position. Wall plaster surviving in part, much repaired / replaced. Tall former 6x4-pane sash window, replaced with mid C20 frame and moulded glass for toilet use but original side and top architrave.	Original principal rear room altered c1962 when east side taken off for corridor and council chamber access, see F8. Exposed pipework, wiring. Cast-iron radiator c1936.	The room was altered, fireplace blocked and radiator installed, c1936-'38 alterations to Big Entry south side to offices for Town Clerk and Treasurer's Dept. Toilets are part of the 1956-62 alterations and corridor / entrance to council chamber [F8].	Rose-tinted mirror probably dates from toilet improvements but Art Deco.
F8 Corridor between council chamber and new staircase F5.	Significant features: line of earlier wall shows as beam across ceiling which lines up with F6/F7 partition wall, ie original stair well and rear room. N end of east wall is the line of the original staircase landing so proportions of N end may be landing. Roll NW corner beading and N end doorway may indicate position of access to room over	New council chamber entrance at south end made 1962; steps, toilets, F1 alterations all of this date.		

	passage destroyed in 1962 work.			
1838	SECOND FLOOR: Plan 9			
ROOM id.	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
S1 Front room right [Big Entry South]	Fireplace south wall probably original cast iron mid C19 style round arched inner surround, timber and stone outer surround. Moulded ceiling cornice survives in part, one length visible above the panel next to east wall doorway. Sash windows 4 over 6-pane, cylinder glass, lack panelled reveals but original below. Window catches.	Wall thickness change east side, vertical scar between windows, suggests removal of a cross wall, probably timber stud. Two c1936 cast iron radiators below windows. C20 doorway from landing lobby S7 and centre north wall.		
S2 Centre front room	South wall east end a blocked stone fireplace surround, traces of original wooden frame; short stretch of possibly original skirting to left. Windows: 4 over 6-pane sash, architrave.	North wall has modern skirting and plasterboard face, thin stoothing. No radiator this room. Lack of panelled reveals and new frame detailing a repair due to water ingress damage? NB moulded ceiling cornice profile similar to S3, suggesting in same ownership, ie with no. 17. See S3 below, once a single room, but fireplace in south wall suggests some partitioning.		Decayed plaster in west [outside] wall due to water ingress from eaves / roof. NB the south wall is carried up through roof space as a solid brick and stone full-height partition.
S3 Front left top floor. [No.17, Big Entry North]	Fireplace centre north wall: stone surround, wooden mantle piece, early C20 cast iron grate with roses and Art Nouveau patterns in relief, red glazed tiled walls. Wall safe far west end, plaster surround changes suggest it is secondary. Doorway S end of E wall, original architrave style, probably original position, to landing [S5]. Recess in east wall may have been for fitted furniture. Left window frame, left lower sash and reveals replaced; right frame original.	Two large 1936 radiators below windows. East wall has a wide and low recess with catch-light window to S4.	SUDC minutes 1959: Town Clerk's office to have a safe and fire-proof deed and document store. The wall safe in the west end of the north wall: no makers' details, vertical cast iron partitions, two drawers, one locked [no key available].	Original form appears to have been a large 3-window room with S2 above, south partition made c1936 ? Alterations likely to have been for office use, including catch-light.
S4 Rear left top floor, now staff rest room [No.17, Big Entry	Fireplace blocked, its position centre north wall, surviving skirting boards each side and other sections. South doorway is probably original position, to landing at top of original stairwell [now S5 lobby] West wall lining panels may conceal earlier painting	West wall blocked opening not original- this work and wall panels likely to be c1962. Circa 1936 cast iron radiator against south wall; door frame may be of this date or		An original small rear room now lacking cornice etc. Form and position suggests a servants' room.

north]	scheme as this is an original wall line. Window: 8 over 12 original sash, cylinder glass; right side architrave replaced with a plain moulding.	1920s. No surviving ceiling cornice.		
S5 Staff kitchen and lobby area [Big Entry North] [Original stairwell to No.17]	Moulded ceiling cornice over all, picture frame below, S wall dog-leg at former landing junction. Wall direction change in N wall, [kitchen entrance] has plaster detailing. Former staircase sash window set low in east wall, elaborate moulded glazing bars, some repairs and altered for extractor fan.	Inserted floor and lobby screen with doorways, 1962 or earlier. 1936 cast iron radiator in lobby N wall. Ceiling access to loft space.		The original stairs may have remained until the 1962 structural alterations. Position of loft access hatches suggests that only rooms
S6 Staircase	1962 construction in original top room over ground floor entrance passage. Ceiling access to roof space in SW corner. Tall inserted plain window centre east wall in original sash window width.	Change in wall thickness of south wall leaves a ledge at original approximate floor level.	1960-'62: Council minutes: Big Entry front doors closed, staircase inserted. See Appendix 6.	Originally a narrow top floor room.
S7 Lobby to rooms S1 [front] and S8 [rear]	Moulded ceiling cornice runs along south wall above doorway to S8 which is high and has a moulded architrave.	This part was the landing at top of the stairs to no.19, see S8 below.		
S8 Rear top floor room to no.19	Irregular 'L'-shape due to original stairwell floored in [NE part] and removal of partition wall to former rear room. Blocked fireplace centre south wall, skirting board cut. Window: 8- over 12-pane sash window, old catch, some broken panes. Former staircase window low down left.	1936 radiator under east window.	1956 Council minutes record removal of the staircase for the Town Clerk's office, ie floor below this area.	
1838	ROOF SPACES: Plan 10			
R1 Roof space [Big Entry South, No.19]	One truss as R2. South solid stone wall [main Town Hall structure is built against this wall]. North wall [full height partition] has brick as R2.	Late C20 roof repairs, underfelted throughout.	1852 O.S.map shows narrow plan of south part, corresponding to roof partitioning.	Evidence for attic use: see R2 below. Ceiling trap-door is in position of original staircase landing below; no access visible.
R2 Roof space [Big Entry North, No.17]	2 heavy q-post type trusses, probably pine, the principals clasp the sides of the uprights and the collar is also clasped. 2 tiers of purlins, the cross-beam 102epts.102 2.2m high [c7'6"]. Iron brackets clamp the uprights to the tie-beam. Scribed marks on the south truss east upright. Slight king-post supports ridge above north truss collar. Ceiling joists, where visible, are slight, some woodworm. North wall rubble stone, good condition. South [full-height partition] wall rubble 102epts.102	A white deposit on purlins and truss west side of roof, either traces of lime wash or ?recent residue from timber fungicide treatment. Scribed marks appear as following letters and numbers: H S 66 III\N O	1852 O.S.map shows larger plan to northern part of the property.	Substantial space suggests storage possible; insulation obscures any flooring, no fixings noted on beams; no difference in area above stairwell, ie middle east side.

	10cms thick, with red course fabric bricks 103pts.103 6cms deep forming the chimney flue and randomly set in the stone walling. Square access hole through walling low down west end. Felted throughout, appears good condition.			
1838 ROOF EXTERIOR	Stone slates, tall stacks to ends and right of centre passage line.	Viewed only from main Town Hall roof.		The gable and cross walls with flues appear to be in good condition viewed from roof space. No water ingress visible from midway through roof area [ie not examined closely].

Part 3: 1973	Town Hall Annexe: Art Gallery and Craven Museum with kitchen and supper room			
1973	GROUND FLOOR			
ROOM id.	SIGNIFICANT FEATURES	NOTES	RELATED DOCUMENTS	OTHER INFORMATION
G1 entrance and display area	Inscription plaque at foot of stairs			Plaque fixed to foot of stairs: 'This annexe was erected jointly by/ The Skipton UDC /and the Coulthurst Trust/ The Craven Museum was opened by / Mrs Coulthurst O.B.E. / on / 11 th December 1973 / The Chairman of Skipton UDC/ Miss K.Farey'
G2 Stair well to first floor museum gallery	A tight curve through 180 degrees	Poor access as the upper floor is not visible from below; not 'inviting'		
G3 Store room	No special features			
G4 Exhibition Gallery	No special features	Partitioned off the original 'Supper Room' space c2005		

G5 cafe and stalls area/ formerly Supper room	Original high level windows along north side; door to north side passage			
G6 Stores and staff lobby off kitchen	No special features			
G7 Kitchen	Original high-level windows face east			
G8 Public rear entrance lobby	No special features			
1973	FIRST FLOOR			
ROOM id.	SIGNIFICANT FEATURES: structural / decorative With photo reference	NOTES	RELATED DOCS.	OTHER
F1 Store	No special features			
F2 Main gallery	Original windows on north side; stairlift disabled access from stairs on south side			
F3 Store / geology collection in centre	Central top-lit herbarium now storage			
F4 Education room	Large east-facing window and former loading door for large exhibits and furniture			
F5 Lobby and toilet	High level window			
F6 Curator's office	High level window			

1.3 Doors with heritage significance

The original Town Hall has retained three unusual strong-room doors as well as the main concert hall doors and brass fittings. These are notable but most original office room doors are missing; this is the case in the 1838 'Big Entry' range, the result of conversion to office use and fire resistance requirements. The likely date for most works to doors is the 1960-1980 refurbishment phase during which time the main front doors were removed and the ground floor cellar and strong-room doors were covered with imitation panelling. The work is contemporary with the Council Chamber refurbishment and the light oak doors there are all likely to be of that phase. Later 20th-century alterations have included introducing glazed doors in public areas.

The original door frames survive throughout apart from where openings have been altered. Doorway heights vary and some are clearly original, the upper part panelled over (likely to be asbestos) to fit modern 2m doors.

The list below identifies doors with heritage significance only, numbered D1 to D ##

Door, Room no.	Description	Date and note on heritage significance
	1862 TOWN HALL	
D1, B1	Basement, door to B1. Boarded, framed and battened. High quality joinery, original 'Baldwin' hinges, box lock, latch. Moulded door frame	c1862. High
D2, B3	Basement, door to B3. As D2, self-closing wire device, missing Yale lock, latch only	C1862. h/m
D3, B4	Basement. Originally the outside door in B4 at base of area steps B5. Construction as D2 with 4 circular vent holes in top rail; lower third boards cut away and iron rods and chicken wire fixed in. Letter box in middle rail. Lock and bolt.	C1862 and c1930. Original outside door for dwelling, modified to provide ventilation probably for the boiler house. H-m
D4, G14	Ground floor: door to basement steps	C1862, panelling added 1960
D5, G15	Ground floor: door to strong room / safe	C1862, panelling added 1960
D6, G16	Ground floor: door to strong room / safe	C1862, panelling added 1960

D7, G17/23	Ground floor: double doors to concert hall	
D8, G23/25	Ground floor: south door to concert hall	
D9, G25	Ground floor: porch door south side concert hall	
D10,G23- annexe	Ground floor: concert hall doors into supper room	Check: position must be c1972 but could be from south side entrance, salvaged when alterations made for rooms and public toilets.
D11,F1/F2	First floor: Council chamber south wall, west door from landing.	Probably Thompson of Kilburn, part of the 1960 refurbishment.
D12,F3/F2	First floor: Council chamber south wall, east door from corridor.	Probably Thompson of Kilburn, part of the 1960 refurbishment
D13,F2 (1862) /F8 (1838)	First floor: Council chamber north wall, door behind chair's dais opening into the adjacent 1838 Big Entry building.	Probably Thompson of Kilburn, part of the 1960 refurbishment
D14, F6-F8	Former entrance door into the main office F6 from lobby F8, now store-room.	
D15, F6-F7	Strong room door	
D16, F5-F8	Half-glazed door in round arch between first floor office and ante-room	
D17, F13-F14	Paired doors opening into the access corridor F13, F14 now a store-room. Two narrow 2-panel doors, recessed panels with plain mouldings. C20 handle.	Probably re-positioned here, the added upper floor.. Door frame left side has scar of earlier door hinge.
D18 G31-G32	Rooms below the concert hall platform. A cut-down heavy plank door between former yard and store room below backstage area.	Although altered it may be in original opening.
	1838 BIG ENTRY	
D19 G2	Outer double doors to street, now sealed closed. Paired panelled doors with angular door knobs, no visible hinges, plain key hole, letter box covered. Small wicket gate with Yale lock in the right-hand leaf. Two	The doors style is likely to be 1930s, dating from a phase of alterations to nos. 17 and 19 High Street, the 1838 'Big Entry'. The fittings and wicket gate (a personal door built into a larger door to provide quick access) indicate that the entrance was in use, but the insertion of stone steps and removal of the spur stones (projecting stones to

	stone steps to lower door edge, the reveal showing scar of spur stones on the inner face.	protect the corners for mechanical damage caused by cart wheel hubs), indicates that wheeled vehicles no longer passed through the arch. If the entrance is re-opened a careful examination of the inner face of the jamb-stones might show the position of original pintles to hold strap hinges of the original gates.
D20 , 1838 G10	Original 4-panel external door in former lobby / outer office.	
D21 , 1838 G3-G4	Between the main ground floor rooms in Big Entry north. Formerly 8-panel door, missing door furniture, re-hung with some original hinges .	Altered. The two upper tall panels replaced with glass.

Appendix 2

Contemporary newspaper accounts of Town Hall use and alterations

See Section 3, Understanding the site

The following details provide a narrative of the early years of the Town Hall, in nine sections labelled I to IX. It can be understood as either a 2-stage process of building, or a long process of building and completion from 1861 until 1878.

Sources, mostly newspaper reports on microfilm at Skipton Public Library, are given in full; please note that transcriptions from poor microfilm copies may include mistakes in wording.

ii. **LIKELY INTERESTED PARTIES: Bye-Laws made by the Local Board of Health for the District of Skipton, January 1861**

North Yorkshire County Council Record Office Ref. MIC4515 / 0494. DC/SKU16/3

Pursuant to powers and provisions contained in the Public Health Act 1848.

Printed J.Tasker & Son, Stamp Office, High St, Skipton 1860.

Members of the Board: Robert Hodgson Sidgwick, John Bonny Dewhurst, Forster Horner, Edward Robinson, William Wilkinson, Mark Scott, John Carr, Christopher Sidgwick.

Officers:

Clerk: Thomas Heelis, Solicitor, Skipton (his High Street office was in the Board of Health's premises);

Inspector of Nuisances: Hodgson Lewis

Surveyor: William Bradley (his duty was to advise the Local Board on intended floor levels of houses which it is proposed to build – cess pits etc, inspect, amend plans, present them for approval to the Board, then make tracings of the same – scale 1/8" to 1' scale, see that they are carried out.

NB lodging house regulations: 'rooms in the basement, or below the level of the ground, shall not be used as sleeping apartments'. A separate privy or closet was to be supplied for every 26 lodgers.

II. **BUILDING IN PROGRESS: Craven Pioneer 9th March 1861**

'As the noble structure slowly rises from the earth, and discloses its grand front, the observer is more impressed with the important part the New Town Hall is destined to take in increasing the architectural reputation of the Town. It will form an imposing object of attraction to the stranger's eye, and will do much to redeem our character for enterprise, taste and intelligence.'

III. **TRANSITION – OLD AND NEW TOWN HALLS IN USE Craven Pioneer 15th February 1862**

'A meeting to form a new Musical Society was held in the New Town Hall, and a few choruses of Messiah sung. Skipton will earn a high musical reputation on the opening.' The hall is already being

used for various literary and musical events, being able to accommodate a larger audience than the old Town Hall in Middle Row¹⁹ which had become the premises of the Mechanics Institute. The fourth in a series of readings was held in the new hall, a charge of 1penny being made to cover the cost of hiring it. [Public readings became very popular in the late 1850s and 1860s, when Charles Dickens travelled to major cities reading his works].

IV. OPENING CONCERTS

Craven Pioneer, 23rd November 1862

‘The opening of our new Town Hall this day, Friday November 21st, is an event which we chronicle with much pleasure, and one of great interest to the town and neighbourhood. For many years the want of accommodation for public meetings has been severely felt and much complained of; and now that the pressing want has been nobly supplied by the Skipton Building Company (Limited), it was meet that the occasion of its formal opening should gather in the spacious and comfortable hall the elite of the district, and should contribute to the delight of all who gave their presence on this memorable day. The company present as was expected as a matter of course, was one of the most *distinguee* which has met in our town for many years; indeed we cannot remember the occasion which attracted at one time so great a concourse of the aristocracy of our district.’

Craven Pioneer, 29th November 1862

‘The spacious hall was well filled, every available seat being occupied. The distinguished company in the front seats, in full dress, presented an array quite new to the residents of our ancient town. From the variety offered in the programme it was well anticipated that the evening’s performance would be exceedingly attractive and entertaining. Two overtures were played with remarkable execution, and with uniform point and clearness, fully realising our biggest expectations. The songs were quite of a superior quality, and as almost all were encored and responded to, there was the combination of quantity with quality. To single out any for particular remark would trench on the invidious, but we may observe that those most heartily applauded were “John Brown, or a plain man’s philosophy”, sung by Mr. Winn, and “The Bailiff’s Daughter of Islington” by Miss Banks, the audience thus indicating an undoubted preference for the intelligible English song, rather than the brilliant operatic reflections, only appreciable by a few. The pianist was Mr. J. Broughton, of Leeds, who then appeared for the first time before a Skipton audience. Why a stranger, rather than our talented young townsman, was engaged for this post, we could not infer from Mr. Broughton’s discourse on the instrument. There was a pleasing intermixture of part songs, given by the members of the Choral Society; one, given with full band accompaniment, “O, the flowery month of June”, was deservedly encored and applauded with genial warmth and heartiness. Both in the afternoon and evening the local performers, we were glad to observe, were not treated like “prophets in their own country”, but were honoured as duly as the “stars” who were passing by. The glees sung by Miss Banks, Mrs. Lockey, Mr. Cooper and Mr. Winn, were admirably rendered. Without any apparent effort their voices blended most agreeably, and told effectively in the well-known glee “Here in the cool grot” which was given with all the variety it admitted, and with a sweetness of expression and finish rarely attainable. Financially we think that the result of the two grand performances must have

¹⁹ One of the most important heritage assets in the town, now ‘Motorworld’ and an Italian restaurant on ground and upper floors.

been all that the sanguine friends of the Society could desire. Artistically, we have no doubt that they have added greatly to our musical knowledge and experience. Their influence on the town must have been salutary and beneficial. The town need not boast, perhaps, but it may rightly rejoice in the possession of a hall for public gathering, which is at once a valuable architectural ornament and a great indirect encourager of the public spirit and educational progress of the town. The Company, by which it has been erected, has supplied a great public desideration and laid the town – every inhabitant of the town – under a lasting debt of obligation. The gentlemen who originated the project, and have supported it nobly, have given one more honourable illustration of the enterprising public spirit by which they have frequently signalled themselves in past years. We trust that the history of the hall, in some generations to come, may be as full of pleasant recollections and associations as the day of its formal opening was conducive to the high gratification of the audiences that assembled within its walls.’

V. CONTRACTORS TO TRANSFORM THE CONCERT HALL Craven Pioneer, Saturday 3rd April 1875

‘CONTRACTS / To Contractors / TO BE LET, the various WORKS required in CERTAIN IMPROVEMENTS in the Skipton Town Hall/ Plans and specifications may be seen in the Magistrates’/ Retiring Room, and bills of quantities obtained, on applica/tion to me, or to the architects, Messrs. Lockwood & Mawson,/ Exchange, Bradford, from the 3rd to the 19th April, on or / before which latter day sealed tenders must be sent to me. / The lowest or [sic] any tender will not necessarily be accepted./ GEO KENDALL / Bank Buildings / Skipton, 2nd April 1875.’

VI.TENDERS FOR ALTERATIONS TO CONCERT HALL Craven Pioneer, Saturday 8th May 1875

‘On Wednesday morning a meeting of the shareholders of the Skipton Town Hall was held for the purpose of furthering the extensive alterations which it is intended to make in the building. Mr J.B.Dewhurst occupied the chair and there was a large attendance of share-holders. The directors who were authorized to carry out the works according to plans, submitted all the tenders which had been received. After a careful consideration the following were accepted:-

Masonry: James Simpson, Skipton;

Joiners and carpentering work, J.Petty, Skipton;

Plumbing and glazing, Samuel Rushworth, jun., Shipley;

Painting, Edward Harland, Bradford;

Plastering, Benjamin Dixon, Bradford;

Slating, R. Thornton and Sons, Bradley.

The total amount of the accepted tenders for the various works is £1,389, but with extras, architects’ expenses, etc., this amount will be brought up to £1,600. The plans have been prepared by Messrs Lockwood and Mawson, Bradford²⁰. The roof is to be raised 11 feet higher and the ceiling will consist of very elaborate and costly ornamentation, the principal part of this work having been entrusted to Mr.Dixon, who was engaged to ornament the City Temple in London, Dr Parker’s

²⁰ See Biographical details, Appendix 5

chapel. The farther end of the hall will be very artistically decorated, additional windows will be put in, and the late National School-like appearance of the Hall is, it is confidently expected, shortly to be replaced by one of the prettiest and most attractive Town Halls in Yorkshire. The directors have been empowered to raise the additional capital required for these extensive alterations by the creation of debenture and preference stock at such a rate of interest as they may deem it expedient to offer. The work will be commenced forthwith and finished by September next.'

VII. SLOW PROGRESS – Craven Pioneer 18th Sept 1875

'...We are practically without a public room. The Town Hall is in ruins, at all events the big hall is, and if I may be allowed to offer an opinion, I fear it will be the other side of Christmas before any one dare venture to put his foot in it. Mr Somebody –whatever his name may be – in charge of the work should be stirred up by somebody else, and probably by a general stirring among the dry-, or rather slow-bones, we shall have a place in which to spend a few hours agreeably on a winter's night'

Craven Pioneer 20th November 1875

'I am afraid it will not be ready for Christmas or New Year, but if it is, I would suggest to the directors to celebrate its re-opening with a grand dress concert or dramatic entertainment'

Craven Pioneer 11th December 1875

'The Town Hall is positively promised to be completed by 1st March [1876] ...expected to be the best public room in this part of West Yorkshire'

Craven Pioneer 20th May 1876

'Extensive alterations at Skipton Town Hall are rapidly approaching completion and it is expected that the building will be ready in about a month'

VIII. CONCERT HALL DESCRIPTION ON COMPLETION

Craven Herald 29th July 1876 'The Skipton Town Hall Improvements. As many of our readers are aware, the Skipton Town Hall has recently been undergoing extensive alterations. We are glad to report that these alterations are now rapidly approaching completion, and we may now expect the re-opening before 'the Show'²¹. We have, during the past week, made it our duty to inspect the improvements, and we can fairly say that Skipton has at last a building to be proud of. The alterations are extensive and costly, entailing many serious changes in the structure of the building. The general appearance of the inside of the large hall is vastly improved. The dark musty walls have given way to a beautiful enrichment of plaster work, while the old beamed roof has been replaced by a magnificently moulded ceiling of stucco. The doorways are all surrounded by a chaste ornamentation, and surmounted by medallions with the monogram of the hall, STH.

The most extensive alteration to the building is in the roof, which has been raised about 9ft from its former position. This was the most difficult part of the work, but it has been successfully accomplished, though not without accident. Whilst slating the new roof, one of the workmen slipped

²¹ The Great Yorkshire Show was held in Skipton in August 1876. An advertisement referred to 'the most elaborately decorated Ball and Concert Room in the West Riding' (Craven Pioneer 29th July)

off and fell to the ground. He was injured, but not so badly as might have been expected from the height of his fall. The raising of the roof necessitated, in order to relieve the monotony of a blank surface, some kind of ornament between the position of the old roof and the position of the new roof. A richly moulded cornice has therefore been run round the walls and surmounted by a large groined semi-circular pattern of plaster work. Within this pattern, on each end of the room and down the left side, are moulded medallions and a monogram. On the right side of the hall, fan lights have been put in place of the medallions. Between each of the semi-circles is a diaper work of plaster, which looks very neat. Handsomely designed pilaster caps have been moulded and adjacent to the pilasters themselves – which are plain – are the impostes, bearing a classic enrichment of plaster work. The roof is richly – too richly wrought in plaster work. The patterns are chaste in design but they appear too small. The outside pattern is triangular in shape and similar to that between the semi-circles on the walls – of diaper work but a circular ornament is placed alternately with the diaper.

The next is a four-cornered pattern, with a sort of frieze-work of plaster round the sides and a circular figure in the centre. There are fourteen of these patterns down the sides of the roof, and four at each end. The next pattern, which is in the centre of the roof, is a large square enclosing a circular figure with four ornamental appendages placed at right angles to each other. There are three of these patterns, placed alternately with three large sun-lights down the centre of the roof. These sun-lights, by the way, are immensely superior to the two star-lights with which the hall was before lighted.

The ventilators are fixed above the sun-lights, so as to serve the double purpose of conducting out the fumes and heat of the burnt gas and carrying away the vitiated atmosphere of the hall. The sun-burners, when alight, by consuming the oxygen from the atmosphere, cause a rush of air from the body of the hall to the ventilators, which when heated ascends by means of the latter to the outside. The vitiated air will thus be forcibly drawn out of the room. Other improvements have been effected, such as the insertion of new window glasses, the re-erection of the vestibule entrance and others of minor importance; but those we have mentioned are the most important and the most striking to any person on first entering the alterations. This article is necessarily incomplete because at the time of our visit the workmen were on the premises and many things were yet out of their proper place. We may, however, recur to the subject when the hall is formally re-opened, which ceremony we understand is shortly to take place. We believe it is not known what form the re-opening will take.'

IX. NOTICE AND REPORT OF OPENING CONCERT. Craven Pioneer September 16th 1876

' Re-opening of the Town Hall Monday September 25th 1876, Grand Full Dress Concert under the patronage of T.H. Ingam JP, J.W. Tottie JP, Capt. Henderson JP, Mathew W. Wilson JP, Capt. Robinson, R.H. Sidgwick Esq, Herbert Salt Esq, and the clergy and gentry of the town and neighbourhood. The public is respectfully informed that the Town Hall will be reopened with a Grand Full Dress Concert for which occasion the following eminent artistes have been specially engaged; Soprano Madame Osgood [American], first appearance in Skipton, Contralto Mdlle Armitage, first appearance in Skipton, Tenor Mr Nelson Varley, Bass Mr Thornton Ward, solo violin Mme Varley Leibe, first appearance in Skipton, solo pianoforte Mr Alfred Moorhouse, St George's Hall, Bradford. Price of admission First seats reserved and numbered 5/-, second seats 3/-, 3rd seats

2/- . Back 1/- . Door open at seven o'clock, co commence at eight precisely. Carriages may be ordered for 10.15pm. Tickets for reserved seats may be obtained at the Craven Herald, where a plan of the Hall may be seen ... A cloakroom and attendant will be provided. Programme and book of words in preparation'

Craven Pioneer 30th September 1876

Full dress concert 'last Monday' [25th]. A description of concert. It showed off the 'great improvement which the recent improvements have made to the acoustical properties of the Hall'. Report also in Craven Herald; no building description.

Appendix 3

(see Section 3)

Thompson of Kilburn invoice for furnishing the Council Chamber²².

A single ruled page apparently from an order book, reference no. '107' top left, hand written, no company name or signature. Items marked with an asterisk are not in the Council Chamber; panelling on three walls was perhaps considered too costly.

Dated 7th December 1960.

Addressee: Mr K.B.Robinson, Engineer and Surveyor , Town Hall, Skipton, Yorks

Caption: 'Skipton Council Chamber / Many thanks for your letter of the 6th instant. I am pleased / to hear that you like our scheme for the above chamber./ To execute this job in prime selected English Oak would cost / £2738.0.0 delivered and fixed complete. / Herewith I return proposed design for your records'.

List of costs:

Panelling in Centre	£322.0.0
Panelling at sides	168.10.00
Panelling on three walls*	588.0.0
Platform	85.0.0
Chairmans locker & vice chairmans [illegible]*	135.0.0
Councillors benches*	257.0.0
Clerks table	30.0.0
Two press tables	52.0.0
Chairmans chair	86.0.0
Vice do. And Clerks do	128.0.0
24 Councillors and Chief Officils @£11	408.0.0
24 Press Clerks and Public @£12	288.0.0
4 curtain boxes	40.0.0
Drawings, transport and fixing	150.0.0
	£2738.0.0

²² Digital copy supplied by R.Bundy, Friends of Craven Museum records.

Appendix 4

(see Section 3)

The contents of the Town Hall: artefacts and archive material

The following list identifies objects belonging to the town; they are listed by Skipton Town Council and are not known to be part of the Craven Museum Collection.

Main building [1862]

1. G12 : staircase

Four oil paintings donated to the town.

From top left:

1 and 2: two paintings, 'Sheep Study' by A.Morris, 1873, presented by W.H.Proctor June 1930;

3: untitled, (three cows, moorland pasture), presented by M.H.Morris, Council member 1925-45;

4: 'Loch Landscape at dusk' by Charles Leslie, c1875, also presented by M.H.Morris after 1945.

2. F2: Council Chamber

Small bronze statue of seated lion on bracket shelf between the east wall windows

Designed by Alfred Stevens and made by engineer Richard Henry Young who was born in Skipton, May 14th 1842. A trial piece or maquette# for the Duke of Wellington Memorial in St Paul's cathedral where these lions are set along the lower edge of the enclosure. The maker's son, Douglas S.Young, presented the lion to Skipton UDC in November 1967. [The Duke of Wellington's regiment has the freedom of Skipton – link?# ex inf Jonathan ... car park attendant]

R.H.Young is described as 'the greatest Art Founder of his generation' and A.Bruce Joy's statue of Sir Mathew Wilson (1888) which stands outside the Public Library. [SUDC Minutes]. The statue is signed 'H.Young & Co / Art Founders / Pimlico' on the back of the plinth.

Two halberds mounted on panelling, north wall. Fixed upright flanking the chairman's seat. Confirmed as the property of the Town Council, listed in the Asset register.

The style of the halberd to right of the chairman's throne appears to be the earlier, perhaps of Swiss origin and C14-15. It is 2.49m long and the blade width is 17.7cms and the length is 127.8cms, of which 77.8cms is bolted onto the shaft. It has 18 studs holding the blade in place on the shaft; shaft (?oak) has wear or damage to base and head. Halberd blade is angled, with a quatrefoil piercing; the back blade has segmental cut-outs on the edge and there is a 27cms long tapering square-section spike. All made from a single piece of iron. It is not known whether it is replica. RESEARCH IN PROGRESS.

The style of the halberd to left of the chairman's throne appears to be 17th or 18th, a ceremonial purpose, possibly a resemblance to those used by NCO's in the British army. It is 2.37 long overall, of

which the blade is 63.1cms of which 22.1cms is bolted to the (?oak) shaft. The blade is in almost two sections, overall width 23.3cms. The top and bottom edges have a curving profile and the blade edge is straight, parallel to the shaft. The spear head is a flattened leaf-shape. It is not known whether it is a replica.

Information and photographs have been passed to the Royal Armouries, Leeds,

Two halberds mounted on panelling, north wall. Fixed upright flanking the chairman's seat. Confirmed as the property of the Town Council, listed in the Asset register.

Carved coat of arms, wood, mounted on panelling above chairman's chair.

Photographs of past Skipton Council chairmen, south wall

Date range 1904-1946, 23 in total, in dark oak frames. Labels give names and dates of service.

Clock on south wall

Mid 20th century design, see photograph.

Simbach shield and memorial document, west wall.

3. F11: first floor corridor

Robing mirror mounted on south partition wall

A mid 19th century full-length mirror in turned and carved wood frame, original paint. Carved decoration of ivy in narrow recessed side panels. Likely to have originally come from the mayoral robing room; a large mirror is remembered in the ladies' dressing room behind the concert hall in the 1950s. It's present position obviously dates from the 20th century subdivision of this room to provide storage space.

4. G16: a strong-room with built-in cupboards and shelves

The upper shelves carry [no.] books and ledgers; a sample have been examined to provide an understanding of the information they contain. See Section 3.11 for significance.

- (1) S U D C Ledger no.18. 27x39cms. Green board covers, red panel, black lines, gold lettering on spine and on front. Inside front cover: 'Elsworth Bros. Account Book Makers' etc, Bowman Lane, Leeds, No.18073 Date 28/05/09. Used between April 1910 and March 1913, 238 pages.

An index page has been added at the front, eg. D: District Roads, 2.101.192; Dockyard, 15.113. Depot Capital, 203. Contents also includes: Salaries of officers, p.21; Sewage disposal works, p.104; Infectious Diseases, p.210; Old Grammar School Estate, p.215; Public Clock, p.215.

- (2) Skipton Urban District Council Treasurer Cash Book no. 2. 52x32cms. Lettered on front. Grey board covers, red corners. Used between April 1944 and March 1951.

Contents includes: Emergency Payments; Tax Deductions; General Rate Fund; Housing, moving allotments.

- (3) Broken green box-file with loose papers. 1920s- 1950s. Gas works insurance records, 'Obsolete Policies' file. Includes thirteen 1950s 'Plans of Properties included in Fire Policy' including Aireville Estate 1952, Moor View Baths, Cemetery and Crematorium. Plan 2817B is 'Skipton UDC Town Hall properties', December 1952. Plan of Town Hall copied, see illustrations. The 1946 Municipal Mutual Insurance Ltd fire policy includes details of the Town Hall: rooms, furniture, wartime buildings such as Home Guard offices.
- (4) Skipton UDC. General Ledger 39a. 34x42cms. Green cloth, black leather corners and spine, gold lettering. Entries from May 1940 ['Gas manufacture'] to March 1941 ['Wages-Electricity Dept'].
Contents includes: Wages Fire Brigade [p.213]; Cemetery Capital Accounts [p.180]; Gas-works sales, revenue accounts etc [pp. 148-155]
- (5) Transfer binder repaid loans. 37x33cms. A heavy thick steel-bound file with grey cloth cover to front and back boards. Paper label on front [torn] and inside front cover. Typed and hand written. Full details with individuals' names and addresses cover 1930s and '40s. A few large businesses eg: 'Bristol Tramways and Carriage Company Ltd, a loan of £15,000, Jan 1943.
- (6) SUDC Contract Certificate Book No.5. 34x22 cms. Green cloth cover, red leather spine and corners, gold lettering. Inside front cover: 'R.G.Dawson, Printer, Bookbinder, stationer, etc, 'AlbionPress' off Otley Street, and 53 High St. Skipton. No. 1836 Date June 30/31. Period covered is 1931-1943. Certificates numbered, outer half missing, The Council Surveyors were A.E.W.Aldridge and K.B.Robinson. Gives details of building work, eg. Second page, certificate no. 611: contract for painting houses on Carleton Road housing site. Dated August 10th 1931. Contents includes: certificate no.683: New office accommodation for gas works, Mr.J.B.Thompson contractor; Certificate no.709 is 'Heating Installation and Extension to Boiler, Town Hall, Messrs.G.H.Mason & Sons, Contractor. Final entry: 'Adaptation of Cemetery Chapel (Waltonwrays Cemetery) as a temporary War Mortuary'.

5. F8 store-room in the former entrance lobby to F6

The top shelves have over 40 grey box files, not examined. Other shelves have recent record books, not examined.

The third shelf up, fixed against the tongue-and-groove panelling, has approximately early to mid 20th century record books, 15 varied bindings, including ledgers and account books. Two volumes were examined in detail to assess the likely date of the group and they appear to be the same archive group as those in G16 noted above:

- (1) Skipton Urban District Council Contract Certificate Book No.4. Certificates numbered 610 (August 10th 1931) to 795 (2nd February 1943). The retained half of contract records, signed by Surveyor K.B. Robinson. Content includes building work on the Burnside and Moorview estates, making back roads in Middle Town, work at the Gas Works etc. One cancelled contract refers to Town Hall, Sep 29th 1937.
- (2) Skipton Urban District Council Journal. 28x40cms. Black board, cloth covers. Entries for March 1935 – 1944. 179 pages used.

Contents includes costs for: Highways Motor Haulage; Recreation Grounds; Road Rollers; Old Grammar School Property; Street lighting; Town Hall; Tarn Moor.

1838 Nos 17 and 19 High Street: Big Entry Building

ii. **(F7, 1838): women's lavatory**

Art deco mirror with rose-tinted glass. Now in the women's lavatory, no. 19 High Street
Probably from the early 20th century ladies' room, location not certain

ii. **(F1, 1838): former Treasurer's office**

Wall safe, west end of south wall. Plaque with key hole cover has the words:

'Milner's 212 Patent Fire-resisting/

Milner's Patented Solid Lock Liverpool & London'

A popular mid-late 19th wall-safe. '212' refers to the fire temperature it could withstand. The hollow casing was filled with sand, sawdust and alum.

8. (S3, 1838): Town Council office

Document safe built into the north gable wall to left of fireplace.

The form suggests document storage rather than money, with small drawers below. Perhaps the wall safe installed in the Town Clerk's private office in the later 1950s.

9. (M #): storage over F3 and F4

Chandelier. Appears to be a matching chandelier with those in the Council Chamber F2. Fittings above suggest that it was originally stored hanging from the side wall but has fallen.

Bound copy of Ordnance Survey map of Skipton and environs. Board covers, standing against north wall, see photographs. ##

Boxes and files belonging to Craven District Council. Late C20 archive material, not examined.

Appendix 5

People involved with the buildings

The Conservation Management Plan is intended to be a flexible record of the Town Hall, changing as more information becomes available and altered with changes in interpretation. It is hoped that this Appendix will be added to as further information is found.

Three sections are set out below to distinguish between the Big Entry (1838), New Town Hall (1862) and the Museum Extension (1973). There is information about the architects and prominent individuals involved in the planning and design; details of the people whose craftsmanship can be seen in the finished building, and the names of people associated with the building in other ways. The entries vary because research has already been done or an obituary found for some, while others are only known by name although further work may provide more information.

1 : THE BIG ENTRY

ARCHITECTS, DESIGNERS

George Webster of Kendal, masons, architects

Possibly the architect but the only evidence is indirect. The front window design, 4- over 8- light sashes of unusual form, are similar to those in contemporary designs by architects Francis and George Webster of Kendal. Examples of similar fenestration are: Eller How, Lindale (1818 and 1827); Ormerod House, Cliviger (1833-34, demolished 1922); Ivy Cottage, Cartmel (1840); Eden Grove, Bolton in Eden (1844); Wansfell, Ambleside (1840-41)²³. George Webster designed Aireville School for Henry Alcock in 1836; he transformed Broughton Hall 1838-41.

GW trained as a stone-mason and several of the fine classical and gothic memorials in Holy Trinity church are attributed to him, including the Grecian-style memorial to Anne, wife of William Medcalf [sic], 'of Broughton near Manchester' d. 15/12/1840 aged 50, see below. Other memorials are Oglethorpe, Elizabeth and Eleanor Wainman, (1825), and Baines.

BUILDERS, CRAFTSMEN

No information

OWNERS AND OCCUPIERS

William Metcalfe

²³ The information has been obtained from 'Webster of Kendal'

'Mr Metcalfe' was the owner or lease-holder of the site of nos.15-19 High Street, ('Big Entry'); his name being written over the plot on the Wood's 1830 map of Skipton and he perhaps lived at no.17 (now solicitor's office), a house of different build and likely to pre-date nos.17 and 19. He was born in 1801 (age 40 in the 1841 census) and was a 'brush manufacturer' of Manchester. By 1841 he was a widower with six children and servants, living in the house on the south side of the Big Entry. There is a likely association with the architectural firm of Webster of Kendal: the firm made the memorial in Holy Trinity church to Anne Medcalf, wife of William 'of Broughton, Manchester', in 1840, (see Webster, above). A William Metcalfe's death was registered in Skipton in 1866²⁴. Further information could be obtained from Manchester / Broughton newspapers or archives.

OTHERS: ARTISTS, TOWN HALL USERS

Mr J.W. Broughton Architect and Surveyor. Chairman of Skipton UDC 1920-1922 (photograph in the Council Chamber); Town Surveyor, architect of no. 43 High Street (corner to Otley Street, 1896)²⁵, nos.63-65 High Street (Halifax BS) and the Public Library (1910). His office was in Big Entry South side; he moved to north side and into a ground floor office 1930s. Died c1938, practice taken over by Mary Wales.

2: THE NEW TOWN HALL

ARCHITECTS, DESIGNERS

John Denison Jee, 1830-1902, Surveyor Architect of the new Town Hall

No information from the Liverpool Society of Architects- he was described as 'surveyor' in 1902, see below, and perhaps did not use the term 'architect'.

Biography and addresses (information from Leeds City Council Archives)

Born 1830, son of Matthew Jee Esq of Edge Hill, and Emma, second daughter of Samuel Richardson Esq of the District Bank, Liverpool.

John Denison Jee died May 9th 1902, aged 72. Buried in Toxteth Park Cemetery, Liverpool. Three sandstone tiers, top two lying nearby, cross missing. Inscription: 'In / memory of / Emma Anne Jee/ died 1899, aged 71 years. / John Denison JEE, / died 9. May 1902, aged 72 years.'²⁶

Further information: www.britishnewspaperarchive.co.uk

September 12th, 1902 an article in the London Gazette, p.5909: John Denison Jee, surveyor, deceased. Address: 19, Mersey-road, Aigburth, county of Lancaster; office address: Central-

²⁴ Skipton public library reference dept:Metcalfe, William Age:65 Reg.District:Skipton Vol.9a p.42

²⁵ Information from Dr.Kenneth Jackson

²⁶ [Monumental inscriptions 1072. www.medialinkuk.co.uk /cemetery. G4JEE]

Chambers, 17A South Castle-Street, Liverpool. Will proved at Liverpool District Probate Registry on July 5th by Charles Jee and Beatrice Richardson, two of the executors named. Request for claims or debts relating to his estate, the solicitors for the Executors were Wm. F. Morecroft & Co., 5 Castle-street, Liverpool.

Works known at time of writing

Womens' lying-in hospital, Liverpool²⁷

1861-62 designed Skipton new Town Hall

1862-63 Former St. Catherine's church, Tunnel Road, Edge Hill. Erected on farmland. 'Rather poverty-stricken in appearance, now roughcast. The features are of the c1300. Fleche on the east gable of the nave. Used as a storage lock-up'. Possibly demolished.

Henry Francis Lockwood & William Mawson,²⁸ architects of the main hall roof and other alterations, 1875 – 78

Henry Francis Lockwood (born 1811) and William Mawson (1828-1889) were the most prominent architects in the Bradford area in the second half of the 19th century and also designed London buildings. H.F.Lockwood, the senior partner, was articled to Peter Frederick Robinson in London and published 'The history and antiquities of the fortifications of the city of York' in 1834. He set up his practise in Hull before going into partnership with W.Mawson in 1849 and opening an office in Bradford. He was the first president of the Bradford Society of Architects and Surveyors and moved to London in 1874 where he designed the City Temple (1873-4) and the Civil Service Stores, Strand (1876-7); he died in 1878.

William Mawson was born in Leeds and went to Bradford in 1851; he continued to work in that city after H.F.Lockwood went to London and his brother Richard joined him.

Lockwood and Mawson designed a wide range of buildings, their reputation being made in the 1850s with work for Titus Salt (mill 1851-53, Church 1858-9) and the city (St George's Hall 1851-'53). During the period of building and initial occupation of Skipton Town Hall the partnership designed a number of public buildings, including Horton Lane Congregational Church (1860-'62), the Bradford Exchange (1864-7) and the fine Wesleyan Methodist Chapel, (now offices) in Water Street, Skipton (1864). Between 1869 and 1873 they built the magnificent Bradford Town Hall.

²⁷ Liverpool and Edge Hill information in R.Pollard, N.Pevsner, J.Sharples, 'Lancashire, Liverpool and the South West', p.410 and the Pevsner City Guide to Liverpool.

²⁸ Information from Derek Linstrum, 'West Yorkshire Architects and Architecture', 1978. Over forty buildings are listed there but the Skipton examples were not then identified. Other research into the practise is held at Bradford Public Library, but the building was closed during the writing of this piece.

The major rebuilding work at Skipton Town Hall was therefore undertaken as Bradford's Town Hall was nearing completion and H.F.Lockwood moved to work in London, craftsmen moving between the buildings as work proceeded. Further information about the architects' work is probably available from the Bradford Public Library.

G.G.Pace, architect. Made recommendations for changes to exterior and interior in 1962. See his biography by Peter Pace.

BUILDERS, CRAFTSMEN

This section is arranged by date of works.

i) 1861-62 Initial building work (from Craven Pioneer 9th March 1861).

Builder: John Crossley, also built memorials in the Raikes Road burial ground²⁹.

Woodwork: William Hall

Limework: Thomas Shuttleworth

ii) 1875 -78 works to the Public Hall, architects Lockwood & Mawson

Details published 8th May 1875 in the Craven Pioneer:

Masonry: James Simpson, Skipton;

Joiners and carpentering work, J.Pettyt, Skipton;

Plumbing and glazing, Samuel Rushworth, jun., Shipley;

Painting, Edward Harland, Bradford;

Plastering, Benjamin Dixon, Bradford;

Slating, R. Thornton and Sons, Bradley.

Further information is likely to be available in the Lockwood and Mawson archive material at Bradford City Library Local Studies department.

lii) 1895-6 Alterations for the Urban District Council offices and Council Chamber

Source: Skipton Urban District Council Minutes

L.Shuttleworth: Council Chamber cornice (£11.9.3d)

G[?].Thornton: Joiner's work £6.5s. This may be Thomas Thornton (1845-1936), master joiner, who made fine shop fronts for the High Street, eg Manby's Corner, c1903.

²⁹ Ex inf. Jean Robinson

G[?]. Duckett: mason's work	(£1.8.11d).
Thomas Mears: heating system	(£106).
H.Wildman: furnishings	(£25.5s, £50).
W.Lawson & Sons: furnishings	(£41.10s).
E.Brumfitt: cabinet makers	(£69.11.6d).
F.Bottomley: design for frieze of Council Chamber	(£3.4.3d).
T.Bailey: plasterwork	(£1.13.5d).
Messrs. Fattorini: clock	(3 guineas).
Wm Roberts & Sons: joiners	(£75).
J.Hartley: blinds and curtains	(£5.17.5d)
A.Calvert: painting and colouring	(£14.13.7d)

iv) 1899 -1900 front entrance glazed canopy

Made and erected by Messrs. J. & A. Law of Rae Street Foundry, Glasgow.

iv) 1960- #68 alterations to the buildings

Robert Thompson of Kilburn: refurbishment of council chamber, see Appendix 3

PLANNERS, SURVEYORS, SPONSORS

John Bonny Dewhurst: 1819 – 1904

Son of the founder of Belle Vue Mill; a magistrate, councillor and philanthropist

A founding member, shareholder and director of the Skipton Building Company.

In May 1875 he was chair of the Skipton Building Company's 'large attendance of shareholders' when they accepted the tenders for the extensive works to improve the concert hall. See Craven Pioneer 8th May; Appendix 2.

. He died at Aireville, architect George Webster's house built for Henry Alcock in 1827; he was buried outside the entrance to St Andrew's church.

George Kendall: 1829-1898

Founder and principal shareholder of the Skipton Building Company, builders of the Town Hall. The major shareholder and one of the builders of the Town Hall, George Kendall, had interests in all aspects of Skipton's economic development, from farming to textiles, transport and banking

(see Section 3.4 and Appendix 5, biographies). A major interest was in the building of railways, a vital aid to business communications. It was possible in 1862 to catch the train from Skipton at 9.05 am, reach Keighley at 9.27 and Bradford at 9.45am. The train arrived at London Kings Cross at 4.45pm.

Cllr. Kendall was the son of Thomas Kendall 'of an old Halton East family'; began his career working for Henry Alcock, solicitor, became his managing clerk and for successors George Garnett-Orme and G.E.Wright. Linked with commercial and public life of the district, he had strong links with the farming community. He was chairman of the council of the Craven Agricultural Society and 'never missed attending the annual show'³⁰. He had a commercial interest in several mill companies, funded the building of Millholme Shed, Embsay and Broughton Road Shed, under construction in 1898. His expertise in highways management was recorded and he acted as an advisor to the Skipton Urban District Council. He was a director of the Skipton Conservative Buildings Company from its formation. First Secretary and later treasurer of the Skipton and District Permanent Benefit Building Society. A councillor from 1871 and vice-chairman of the Local Board under J.B.Dewhurst in the 1880s. Chairman of the Finance Committee. Registrar and Clerk of the Skipton Burial Board since its formation in 1873. In 1860 he was one of the founders of a lodge of freemasons, no. 810; he held chief offices in the Craven Lodge and was a Provincial Grand Deacon of the Province of West Yorkshire. A founder member of the Skipton Mechanics' Institute. A director of the Yorkshire Dales Railway Company. Supported the 3rd Volunteer Battalion the Duke of Wellington's (West Riding) Regiment.

It is not clear whether he was a shareholder in the timber business of Messrs. G & W.Kendall, but the account of his funeral names his brother Welbury and his nephew Mr. G. That business was taken over by John Throup in 1889 and developed as the Craven Sawmill.

Cllr. Kendall's home was in Broughton Road [not named in the obituary]; the funeral procession travelled from Broughton Rd, Belmont Bridge; he was interred at Waltonwrays cemetery.

John Mallinson

Town Surveyor in 1899; oversaw the erection of the verandah on the front of the Town Hall.

K.B.Robinson

Skipton council's engineer and surveyor. In office for the 1960 Town Hall council chamber refurbishment.

Christopher Sidgwick

Chairman of the Board of Health, signed the plan on March 21st 1861.

³⁰ The notes are from his obituary, Craven Herald, March 25th 1898, and full details are in Craven Almanack, 1899, p.178.

OTHERS: ARTISTS, OCCUPIERS, TOWN HALL USERS

Herbert Smith, 1889 – 1977. Plaque fixed to the front left of the Town Hall by the Yorkshire Society. An aeronautical engineer. No known link to the building.

3: MUSEUM EXTENSION AND COLLECTION**ARCHITECTS, DESIGNERS****BUILDERS, CRAFTSMEN****PLANNERS, SURVEYORS, SPONSORS****OTHERS: ARTISTS, OCCUPIERS, TOWN HALL USERS, ETC.**

Katherine Fairey Craven Museum trustee March 1974

Sheila Henderson Fenwick Craven Museum trustee March 1974

Ernest Gill Craven Museum trustee March 1974

George Leatt Craven Museum trustee March 1974

Jack William Robinson, Craven Museum trustee March 1974

Clement Roebuck 1898 – 1988 was born in Huddersfield. He travelled extensively in this country and abroad, meeting artists and collecting, and was influential in bringing musicians to perform in Skipton. From 1958 he was a member of the Huddersfield Art Gallery Committee. On its behalf he attended auctions and bought from London galleries, buying works for the city's collection and his own. His personal collection of paintings, drawings and etchings belongs to the town. See Section 3.10.

Alfred Stevens, sculptor of the seated lion in the council chamber. Worked on the Wellington memorial 1858-75. 'One of the most important pieces of English 19th century sculpture'. His son gave the seated lion maquette to the town c1960.

Richard Henry Young, bronze founder. Born 1842 in Skipton. Made the statue of Sir Mathew Wilson which stands on the High Street, sculpted by A. Bruce Joy, 1888. Signed 'H. Young & Co. Art Founders, Pimlico'.

Appendix 6

Historical events 'Time Line' for the Town Hall and its setting

The following list provides a 'Time-Line' of change to assist in interpreting the structural alterations of the three building elements: the Town Hall built in 1862; Nos. 17 and 19 High Street (also referred to as 'Big Entry' and '1838', the date it was built), and the Museum Annexe building. The table form enables the changes made during a period of over one hundred and fifty years to be set in the context of other events and information.

This appendix is another part of the Conservation Management Plan which can be added to as further information comes available. Sources of information are shown to ensure no duplication of future work.

See 4.3 Statement of heritage merit: historical value.

Sources:

- CC Colin Cunningham, 1981, Victorian and Edwardian Town Halls, pp268, 294
- CDC Craven District Council planning records; full details in Appendix 9
- CEN Census returns, with date, [microfilm at Skipton Public Library]
- CH Craven Herald newspaper
- CHA Craven Household Advertiser
- CP Craven Pioneer (microfilm at Skipton Public Library)
- CMC Craven Museum collection
- KE Karen Evans, Pevsner research
- KJ Kenneth Jackson
- NYCRO North Yorkshire County Council Record Office
- Pev P. Leach & N. Pevsner, The Buildings of England Yorkshire West Riding
- Ry Rowley Archive collection at Skipton Public Library (Jane Lunnon transcript 2008)
- SBH Skipton Board of Health reports of meetings
- SPL Skipton Public Library
- SCY Skipton Council Yearbook
- SUDCM Skipton Urban District Council Minutes
- THA Town Hall archive - ledgers and other material stored in the Town Hall

Background legislation relating to the building of monumental public architecture³¹

1828 Repeal of the Corporation and Test Acts. Non-conformists able to take part in government.

1832 Reform Act: franchise extended to the new industrial rich.

1834 Poor Law Reform Act set up workhouse system.

1835 Municipal Corporation Act resulted in more democratic and efficient administration for towns.

1848 Health of Towns /Public Health Act passed. Towns had to undertake measures to improve sewerage disposal, provide hospitals, cemeteries and adequate housing. Costs met by Boards of Health and District Rates.

Date	Structural alteration	Event/ other information	Source
1837		Site of nos.17 and 19 ['Big Entry']: One old house was demolished and two new ones were built on the site. Thomas Mitchell, (d.1881, buried Raikeswood cemetery), wine and spirit merchant.	Ry
1838	Nos. 17 and 19 High Street built- date cut into the rear arch keystone.	Original building layout shown on O.S.map of 1852, with wide central rear yard access between two separate properties. No.15 (now Savage Crangle solicitors) is likely to be similar in date; it has same frontage but different plan and extends further to rear - not examined.	Keystone O.S.map
1850		No.19 [Big Entry south]: the Yorkshire Banking Company took the premises as a bank and manager's residence. Bank premises moved to present building on west side of High Street in 1889. See 1890	Ry
1857		Publication of William Ranger's 'Report to the General Board of Health on a preliminary enquiry into the sewerage, drainage, supply of water, and the sanitary conditions of the inhabitants of the township of Skipton'	SPL
1859		The 'old and inconvenient' vicarage for Holy Trinity church, [then no.21 High Street] with a house and shop were demolished	Ry
1861		Directors of the Skipton Public Building Company had bought former vicarage land; they met to accept the tender of J.Crossley, builder. A spacious hall and provision for discharge of magisterial and other public business.	CH 2 nd March; Ry

³¹ Information from Dixon & Muthesius, 'Victorian Architecture' [1985]

1861		Tender for building submitted by J. Crossley, builder; accepted by Skipton Building Company. [see App5, craftsmen]	CP
1861		Board of Health approved the plan of the new Town Hall; signed by the chairman, C.Sidgwick	NYCC Record Office
1861		Building progress reported	CHAugust, Ry
1862		Building in use by February when a meeting was held to form a new Musical Society	CH
1862		The Midsummer Sessions for the West Riding were commenced in the new Town Hall. Chairman, full bench of magistrates, and a Grand Jury of 15 men was sworn in.	CP 5 th May
1862		The 'large room' was used by West Riding Magistrates for the Petty Sessions courthouse.	CP 10 th May
1862		Annual Meeting of the Craven Agricultural Society; the Dinner (provided by Mrs Aitken of the Black Horse) was taken in the large room of the New Town Hall, ample and convenient accommodation.	CP 30 th August
		The revision of the Skipton Polling District took place at the Town Hall	CP 4 th October
1862		The Mechanics' Institutes new series of Penny Readings began at the new Town Hall, the committee of the Town Hall Company having 'made a generous concession from their usual terms. Price 1 penny, a few reserved seats at 3 pence, to cover the rental. Over 400 attended the first evening, in a hall 'so superior in appearance and commodiousness to any other public room in the town'.	CP 25 th October, 1 st November
1862		Second anniversary of the Sunday School Union held in the New Town Hall, a public tea-meeting at 5.30.	CP 15 th November
1862		The Skipton Choral Society's programme for their grand performance on the occasion of the opening ... was before the public. Messiah in the morning, the evening performance included 'choicest pieces from modern authors. Professor Carrodus, celebrated violinist, performed.	CP 15 th November And see Appendix 2
1874		November 10 th : a 'grand full dress concert' organised by Mr Hartley was very successful. Performers: Bertha and Cecilie Brousil; Miss Tomlinson of Leeds Town Hall concerts; Henry James (alto), B.Johnston and George White (tenors). 'Mr Hartley had succeeded in enlisting the hearty co-operation of the better classes, and besides their countenance the warm support of the middle and working	CH, see Appendix 2

		classes’.	
1875		George Kendall advertised for contractors to work on ‘certain improvements in the Skipton Town Hall’. Architects Lockwood & Mawson.	CP 3 rd April See Appendix 2 contemporary accounts
1875		Details of ‘Proposed alterations at the Skipton Town Hall’ reported in full. Work to be started ‘forthwith’ and ‘finished by September next’.	CP 8 th May p.4 col.1 See Appendix 2
1875		Mr.W.Bradley, Land Surveyor and Licensed Valuer, had an office in the Town Hall. ‘Agent for the Union and Positive Insurance Companies’	CP 8 th May Advertisement
1875		In a report on proposed improvements to the Craven Bank on High Street there is a reference to the ‘new Town Hall, now in course of erection’	CP 11 th September See App 2 contemporary accounts
1875		Report on the proposed new police court and house for the new police superintendant Mr Exton. Cell accommodation intended ‘in the room under the Town Hall...’ This work was probably not completed.	CP 25 th September
1875-76	Rebuilding and redecoration of Concert Hall, architects Lockwood & Mawson of London and Bradford. Tenders accepted 3 rd April 1875, opening concert held 16 th September 1876. The works: <ul style="list-style-type: none"> • Walls ‘enriched’ with plasterwork • Moulded stucco ceiling, diaper work • Doorways surrounded by ‘chaste ornamentation’ • Richly moulded cornice at height of original roof • ‘surmounted by large groined semi-circular pattern.’ • Medallions with hall ‘SBC’ monogram. • Fanlights and new window glasses on right side • ‘handsomely designed pilaster caps’ • Three ‘Sun-lights’ provided gas lighting • Vestibule entrance re-erected 	References to the original hall: ‘old beamed roof’; a ‘National-School roof’. ‘The dark musty walls have given way to a beautiful enrichment ...’ The re-erection of the vestibule entrance was probably a re-positioning to the present central position in the end wall. The north wall of original architect J.D.Jee’s vestibule must have been re-aligned. There is no reference to the colour scheme for the new room.	CP See App 2 for full details; see App 5 craftsmen
1876		The Yorkshire Show was held in Skipton in August.	CP
1878	Rebuilding and decoration of the concert hall completed.		

1879		The Craven Ball reintroduced	CH#
1881		Robert Stuart, Town Hall Keeper, wife and two children in residence.	SPL Census return
1887		Auction at the Town Hall of the household effects of R.F.Parker, late manager of the Skipton Branch of the Yorkshire Bank [ie no.19 High Street, S side of the Big Entry].	Ry
1889		<i>Photograph taken of event outside</i>	Ry
1889		Yorkshire Bank closed premises in Big Entry South [no.19 High Street] ; bank at no.46 High St rebuilt 1898.	Ry
1890		1838: Big Entry South became residence of Miss Jane Cooper	Ry
1894		Nov: resolution passed by the Board of Health to purchase the Town Hall and premises,' to be completed on the first of January next'	SBH
1895		1838: Big Entry South became offices and home of architect J.W.Broughton	Ry
1895		January 1 st : Skipton Urban and Rural Districts established.	CH 11 Jan 1895 SPL, Rowley, report on purchase
1895		References to 'the Church Institute Room, Town Hall' from this year	CHA
1895		January 1 st : Skipton Building Company sold the Town Hall, 'a going concern' to the newly-formed Skipton Urban District Council for £4500, the building cost in 1861. Councillor Throup was asked to value the fixtures; management was left temporarily to the Town Clerk. Existing tenancies stand in the way of the Council using the larger rooms. The room the council met in was too small.	SUDCM Ry, CHA CH 11Jan
1895 Feb		Amended report presented by the sub-committee appointed to consider the best means of utilising the Town Hall rooms. They recommend the Council to take over the two rooms used by the Inspector of Taxes and the ground floor front room used for general purposes. A new sub-committee is to consider the use and furnishing of rooms, and the best method of heating them. Also other matters.	SUDCM NYCCRO
1895 March		Council Chamber layout discussed. Reference to the Surveyor's office. Rent to the Skipton Building Company for the Surveyor's Office has been £21.10s.	SUDCM NYCCRO
1895 April		Sketches provided for a proposed moveable partition in the Council Chamber. Hot water heating to be installed in offices.	SUDCM NYCCRO

		Tenders invited for furnishing the Council Chamber.	
1895 Summer -Feb 1896	Council chamber refurbished, the work included the cornice and frieze, joinery work, mason's work, heating, furnishing and cabinet maker's works. Moveable partition, furnishings included a desk, blinds and curtains, plasterwork, clock. Painting and colouring.	See Appendix 5 for names of craftsmen and suppliers.	SUDCM NYCCRO
1896 Jan	Notice board fixed on stairs, [directing to the various offices].		SUDCM NYCCRO
1897 April		The Magistrates 'object to the Hall as a courthouse'. The Council will try to make the building more suitable. [14 'good lime trees' purchased for the High Street to mark Queen Victoria's Diamond Jubilee.]	NYCCRO SUDCM
1899		Veranda design commissioned from Messrs. J & A Law of Rae Street Foundry, Glasgow. Cost : £85	SUDCM NYCCRO
1900 March	Veranda 25' wide. 4 ornamental cast iron columns, each with bracket 2'6" deep. Frieze 12" deep between columns. Corner lamp pillars; lantern fixed above cornice. Glass ¼" thick; moulded eaves gutter. Ornamental cresting and terminals at corners.	'The Town Hall verandah ... is now practically complete and is generally regarded, not only as a most useful adjunct, but as adding materially to the appointment of the Town Hall'. Work of erection was by J & A Law under the supervision of Mr John Mallinson, Town Surveyor.	SUDCM NYCCRO
1900	Canopy with gas lights erected over front entrance		SCY
1903	Extension to Town Hall	'Extension 1903 by Butler, Wilson & Oglesby of Leeds'	CC
1906		Cattle market on High St removed to Jerry Croft	SCY
1907	Date cut into the frame of front south side roof hatch, possible re-roofing		Recorded during rooms survey [see Appendix 1]
1912		October 11 th : a showing of 'Robin the Outlaw' by the Glynn Electrical Pictures	CH
1913		January 9 th : the first Skipton Hospital Ball was held at the Town Hall. January 28 th : Skipton Choral Society presented 'Hiawatha'. March 14 th and 25 th : Brougham Street Council School Choir performed an operetta, 'Princess Ju Ju', conducted by Mr.A.Townsend	CH
1923	Repairs to a boiler leak 'under the Magistrates' ante-rooms'		SUDCM

	Two rooms 'adjoining the council chamber' to be made fit for use as new Clerks' offices		SUDCM
1924	Electricity installed: wiring and fitting of the Hall for electric lights by the Craven and District Private Telephone and Electric Company, costing £249.8.6d	Gas engine and dynamo sold to Ellesmere Press for £35	SCY SUDCM
1924	Rear privies yard covered over; two wc cisterns installed; a new yard entrance made.		SCY SUDCM
1924	Proscenium arch installed on concert hall platform		SUDCM
1924	Magistrates' retiring rooms painted by Messrs. Hillary & Friend for £10.17.6d; reference to a boiler under the Magistrates' ante-rooms; a reference to the boiler 'under the Magistrates' clerks' office' to be used to heat the large Hall.		SUDCM
1924		Caretaker given a new uniform	SUDCM
1925	Council Chamber painted and decorated by Thompson & Co; large Hall painted and decorated by G.H.Mason.		
1925	Coloured electric lights in use for 'social gatherings'		
1925-26		Preparation for extension of the Town Hall building: discussions with County Architect; plans made for two additional rooms to provide better Court House accommodation, including waiting room. Passed in October 1926. See 1928	SUDCM
1925		First stage production by Skipton Amateurs, 'Pirates of Penzance'	SUDCM
1925		No.19 High Street, adjoining offices, vacated by the Education Sub-committee and West Riding County Council	SUDCM
1925		Rooms for witnesses and solicitors required. New boiler to heat the large Hall and the offices recommended by the Surveyor.	SUDCM
1925	Damp on north side of the large Hall: an agreement with Veteripont Estates Ltd for two down spouts fitted outside.		SUDCM
1926	Telephone kiosk installed outside front entrance		SCM
1926		Motor car damaged one of the pillars to the front veranda.	SUDCM
1926		108 new chairs bought at 15s each	SUDCM
1927		Proscenium repaired and repainted by Messrs. Arden & Pogson	
1928	Extension to be built for office and waiting accommodation: two rooms ground floor, one room above, site abuts the corridor.	Funded by a loan from the Ministry of Health following the passing of the Local Authority (Emergency Provisions) Act.	SUDCM

	Scheme presented by the Surveyor, cost £1,106.6.5d.	40 additional chairs purchased. See Appendix 5, Biographies and Craftsmen	
1928		Surveyors report: the heavy Prisoners' Dock damages the floor of Hall and vestibule when moved about; resolution to commission a lighter dock.	SUDCM
1928		A meteorological station built on part of the caretaker's garden behind the Town Hall .	SUDCM
1929	New floor in the entrance hall	Floor made by Mr Lowe, £34.8.8d.	SUDCM
1929		New uniform for the caretaker	SUDCM
1930	Clock installed in concert hall		SCM SUDCM
1930	Repairs needed for the porch at the side of the building		SUDCM
1930		Skipton RDC using 'the waiting room in the Town Hall' on Mondays for rates collection. Reference to need to repair ceilings in two ante-rooms behind the large Hall. Veranda column damaged by vehicles.	SUDCM
1932		Need for ceiling repairs to two rooms behind the stage.	SUDCM
1932	Entrance floor covered in linoleum costing £26.2.6d.		SUDCM
1933	Large Hall: painted and decorated including marbled pillars; old brackets removed, replaced by new ones; electric chandeliers moved from Council Chamber and entrance hall into main hall. Stage made larger. New flooring made under the Magistrates' bench. Lobby at the side of the Hall near the stage decorated. Alterations to the proscenium; varnish to arch and marbled pillars.		SUDCM
1933	New electrical fittings to go into the Council Chamber and entrance hall.		
1933	Balcony ceiling collapsed		SUDCM
1934		Matting to be placed on the hall floor aisle for concerts etc.	SUDCM
1934-35		1838: Property Adjacent to Town Hall. Discussions with Captain Fordyce [agent for Veteripont Estates Ltd, owners] about sale of part, no.19 High Street. Sale agreed Jan '35 for £3,500	SUDCM
1935		Rooms behind Town Hall: discussion with magistrates about carpeting.	SUDCM
1935-38		1838: Skipton UDC bought nos.17 and 19 High St; alterations made to form offices for the	SUDCM

		Town Clerk's and the Treasury departments, details below.	
1936		New matting for main hall	SUDCM
1936		Local Education sub-committee rent a room for meetings	SUDCM
1936	Nos 17 and 19 High Street, 'Big Entry' [1838]: Structural alterations proposed, to divide the property. Messrs Knowles and Broughton to have tenancy of the portion north of the passageway, and use of buildings at the rear. Rooms south of the passageway were taken over as offices for Town Clerk and Treasury Departments.		SUDCM
1936	Nos 17 and 19 High Street, 'Big Entry' [1838]: coal cellar below Mr Broughton's proposed office to be used by Knowles & Harrison if agreed. A registration office [NYCC Weights and Measures dept] on ground to rear in use; rear outbuilding part of 'Mr Knowles' late house' for office use. Ground floor of Mr K's house being converted for use as office by Mr Broughton.		SUDCM
1936	Nos 17 and 19 High Street, 'Big Entry' [1838]: central heating to be installed through whole premises; Town Hall boiler to be adapted.	Ref to garden and greenhouse to rear.	SUDCM
1936		Caretaker renovated plush chairs in large Hall at cost of £5	SUDCM
1937	Date cut into roof hatch frame, suggests roof works		See Appendix 1, room survey
1937		Decorating: ceiling and frieze in Council Chamber; Surveyor's office . Other decorating after heating apparatus installed.	SUDCM
1937		'Heating installation and extension to boiler, Town Hall'; a contract certificate, issued to G.H.Mason & Sons, 'cancelled'.	THA, see appendix 4.
1937		1838: NSPCC arranged to use a gf room to organise collections	SUDCM
1937		Drama Festival complaint about hard wooden seats; felt pads may be bought	SUDCM
1937-38		Plans for alteration to Treasurer's general office; alterations and decorations to Council Chamber completed . It was formerly used for Police Courts but this use stopped. Linoleum for Council Chamber floor	SUDCM
1938		1838: Weights and Measures vacate rear building; Whitakers rent it for storage. Wall and old outbuildings demolished to provide	SUDCM

		light into Treasurer's private office.	
1938	Alterations inc new furniture to Surveyor's office proposed, for more efficient working.		
1939		1838: 2 offices and outbldg formerly occ by J.W.Broughton rented to Mr Howard Wales	SUDCM
1939		Large hall, Committee Room, two retiring rooms and lavatory at rear of the large hall in use by WRCC Justices 3 days per week	SUDCM
1939 Outbreak of war		1838: basement leased for Air Raid Patrol report centre for 5yrs; in December trenches and the ARP shelter needed drainage.	SUDCM
1941		Mr and Mrs Champion are caretakers; new uniform and cap for him.	SUDCM
1941		Ground floor: cloakroom used as information centre and for the Fire Party, also room on top floor. 50 chairs bought.	SUDCM
1941	Covering for Committee Room floor and stairs from Clerk's office to the National Registration Office.	Increasing demand for use of rooms; Magistrates ask for use of Council Chamber as a second court. Numbers at dances restricted to 300. A dance piano purchased for use instead of the concert piano.	SUDCM
1941		Stables at rear to be used by the Fire Guards Association.	SUDCM
1944 End of WWII 1945		1838: referred to as the 'Town Hall annexe'.	
1946	Date cut into roof access hatch, suggests roof work.		See Appendix 1, room survey
1947		1838: 19a High St let to WRCC	SUDCM
1952		1838: Clerk's office staircase and Sanitary Inspector's office painted.	SUDCM
1955		Cattle market site in Jerry Croft purchased [by SUDC?] from the Skipton Castle /Hothfield estates.	SCY Sep
1955	Garage accommodation built at rear of TH. South boundary wall: archway abutments demolished, (a possible reference to the removal of the west end of the Red Lion barn).		SUDCM
1955	Entrance hall lino removed; maple floor here and on landing	Marley Flexitiles to be laid on floors: entrance hall, main stairway, landing	SUDCM
1956	Maple floor in main hall; Lavatories improved; 1838: one staircase in the Clerk's annexe removed. Work began in July	Feb: Surveyor's report and plans for: 1. Staff and public toilets 2. more seats for hall 3. improved supper cloaks and kitchen accommodation	SUDCM

		4. better offices and improved access between main entrance offices and annexe	
1956		1838: wall safe installed in the Clerk's private office.	SUDCM
1956	Glass canopy at the front entrance taken down; new lantern bought.	Damage by car in April, column already weakened from repeated repairs.	SUDCM
1956	South side boundary wall to rear [where it had collapsed]: tubular steel gates 15' wide, fencing to each side of gates, ramping setts in Town Hall yard.		SUDCM
1956		[November 12 th : Skipton Castle sold to Thomas Fattorini]	CH
1957		Tenders for repairs following removal of 'portico', lowest tender for cleaning accepted	SUDCM
1957	Urgent repairs to gutters and downpipes	1838: improvements to TH Annexe proposed; Mrs M D Wales given 6 months notice	SUDCM
1957		Provision of a supper room proposed, by altering existing buildings on north side of main Hall, creating single-pitch roof. Proposal to improve and re-furnish Council Chamber: a new council chamber in the top storey of a new 136epts, freeing the present CC for use as offices instead of it dividing the 136epts.. As present, enabling more efficient office layout. Supper room on gf.	SUDCM
1957-58	1838: Demolition of outbldgs rear of no.19		SUDCM
1958	Side and gable end repointed	Painting: Treasurer's dept, Clerk's office and General office. Partition wall dividing NALGO clubrooms above Health Dept office removed.	SUDCM
1959		Town Clerk needs a safe and fire-proof deed and document store. Fire-resistant cabinet and Milner's safe bought for his office in 1960.	SUDCM
1959		Improved lighting in main hall needed; pink lanterns glass replaced with white in 1960.	SUDCM
1959-60		Scheme set out: 1. Ladies' and gents cloakrooms 2. supper annexe, kitchen, new council chamber over, main corridor and staircase to offices 3. new stage and dressing rooms 4. Council chamber furnishings, toilets etc 5. office alterations 6. main hall balcony. Phase 1= 1,2 and 5	SUDCM
1960		New Council Chamber annexe not agreed. Tenders for new toilets; supper room, kitchen, new stage and dressing rooms discussed.	SUDCM
1960	1838: entrance and staircase in annexe proposed: see 1962		SUDCM
1960		December: Robert Thompson quoted for the	CMC

		delivery and fixing of the Council Chamber panelling, platform, lockers, benches, tables, chairs, curtain boxes. Quote accepted Feb 1961.	See App # SUDCM
1960	Wall between Town Hall and no.19 broken through at first floor; new entrance to the Council Chamber		SCM
1961	Main front outer doors removed; new inner doors, glazed, oak, rubber floor covering. Architect G.Alan Burnett of Leeds .	Cost of modernising main entrance, lobby and staircase: £1900.	SUDCM
1961		Carved coat of arms presented by Cllr Rycroft on his retirement	SUDCM
1962	1838: Big Entry doors closed up; a single staircase installed within the passage; original staircase window walled up; first floor ladies' toilets and room above were in the stair-well. Wall between small store-rooms on second floor landing to be removed, poor state.	New staircase made by Girlings Ferro-Concrete Ltd, through Merritt and Fryers. See 1964.	SUDCM
1962		G.G.Pace consulted on Town Hall frontage. He photographed and drew the l, commenting on its appearance. For the Council Chamber he suggested: the wood moulding removed from walls, walls need stripping and replastering. Merritt & Fryers tender.	SUDCM CMC
1962	A heavy steel lintel supporting a room used for the storage of heavy books [ie mezzanine east side?] moved, causing cracking in Council Chamber walls. Lintel wedged and wall replastered. North and south walls papered. Plaster on main entrance staircase to be patched. Annexe entrance in progress.	G.G.Pace, co-ordinator of the High Street Improvement Scheme, due to submit his report to Surveyor in two weeks [Sep].	SUDCM
1962	Oct. Steel strong-room doors in lobby are 'flushed' ie given false wood panelled finish.	Advice and design possibly by G.G.Pace	SUDCM
1963		September: nos. 5 to 11 High Street demolished	SCY
1964	1838: Problem of crazing and damage to the new (1962) staircase resolved, new surfacing applied.	Manufacturers paid £80 towards cost of new surfacing to steps.	SUDCM
1966		September: drawings for work to main doors by architect G.G.Pace. Cost £125	SUDCM
1967		February to September: discussions about new museum and supper room facilities.	SUDCM
1967		November: gift of bronze lion to the town by Douglas S.Young, son of the founder. [Design by Alfred Stevens (d.1875) for Duke of	SUDCM

		Wellington memorial in St Paul's cathedral]	
1969	Concert hall dressing rooms: open coal fires to be changed to gas.		SUDCM
1971		An agreement reached for the Coulthurst Trust to pay £20,000 for museum, staircase and foyer; Skipton UDC to pay £18,000 for the ground floor supper room and kitchen.	SUDCM
1971	August: Town Hall and annexe frontages cleaned and stonework repaired by a London firm. Damage to windows resulted in some reglazing in March 1972		SUDCM
1972	March: some reglazing to Town Hall and annexe windows.		SUDCM
1972	September: doorway from main hall into the new supper room to be made 6 feet wide, copied from the existing [ie west and south doors] but without 'inner architraves and lining'		SUDCM
1972		[Museum] Skipton Urban District Council Trust Deed date: 30 th October 1972. Trustees: Sheila Fenwick Henderson and Ernest Gill	CMc
1973	Supper room, kitchen and Craven Museum opened by Mrs Coulthurst, joint funder with Skipton UDC		SUDCM
1973		Local government re-organisation: new county of North Yorkshire; Craven District Council and Skipton Town Councils established.	
1974		Ownership of Town Hall transferred to Craven District Council. The Town Hall to be known as 'Craven District Hall'	
		Conveyancing deeds refer to museum. Trustees' permission for their property to be used in perpetuity by the Council as a public museum for display of collections etc... Trustees able to give permission for the Council to repair, alter or rebuild the property. The ground floor remained Council property: 'retained premises'. A right of way was conveyed to the Trustees... at all times and for all purposes connected with the use of the museum over along and through the driveways and yard spaces within the retained premises.	CMc, Trust deed 30 th March 1974 See Appendix 5 for trustees names
1978	Date and initials 'NB' on roof purlin		See Appendix 1 room survey
1983		January. Town Hall plans were transferred	NYCCRO

		with other plans and records from the Town Hall to North Yorkshire County Record Office. [See Board of Health plan 1861]. Not indexed.	
1992	Display boards fixed to main frontage, 1862 Town Hall	Listed Building Consent application	CDC
1999	Access lift built into main frontage steps	Amendment to a 1994 application	CDC
2001	Notice board fixed to front of the 1838 Big Entry building	Planning permission	CDC
2005	Refurbishment of 1862 Town Hall ground floor left: former cashiers' reception altered to open plan information area.	Permission granted 18 th January 2006	CDC

Appendix 7

Condition survey for the 1862 Town Hall and the 1838 Big Entry Revised January 2013

INTRODUCTION

See Report text section 3.

The following table records the condition of the structure evident after a visual survey made during September 2012 and with the caretaker, Steve Brame on and after 13th October. On October 17th Miles Johnson, Barry Rawson and the author examined the (1862) Town Hall roof structure inside and out.

The Town Hall is generally in a reasonable condition. Its poor appearance is largely due to lack of regular maintenance and some repair work is required to prevent further deterioration.

The building complex is made up of three main elements (the 1862 new Town Hall, the 1838 neighbouring building, and the 1972 Craven Museum annexe). The oldest building has one major phase of structural alteration, (the closing of the Big Entry); the main building has undergone an early refurbishment (1876) and a long period of alteration and extension in the mid 20th century, and the Museum annexe has been subdivided. The condition of the building therefore reflects changes and the stresses of a long period of use. These alterations have not all been beneficial to the structure and some elements have been neglected and sections closed off, resulting in the need for a programme of major works, informed by this Conservation Management Plan, to bring out the quality of the historic architectural detailing and introduce 21st-century design and technology. Extensive refurbishment of fittings and services, and even structural alterations (including demolition of modern extensions) will be an option in future years as decisions are made to bring the building into full use.

ARRANGEMENT OF THE INFORMATION

The table below separates the three parts of the building, labelled '1862' (no. 21 High Street, the purpose-built Town Hall); '1838' (nos. 17 and 19 High Street, on north side, ie the neighbouring 'Big Entry' houses and business premises), and '1972' (rear of no.17, the Craven Museum, Art Gallery and I annexe).

Room numbers have been allocated during the preparation of the plan, with the prefix for floor level: **G** (ground floor); **B** (basement); **F** (first floor); **M** (mezzanine); **S** (second floor); **R** (roof space). Other reference numbers or identifiers relating to current or previous uses are given in brackets. See Appendix ##: numbered plans and photographs.

The table below sets out the work required, arranged into two categories to reflect (I) immediate works of improvement, and (II) long-term changes. It includes recommendations to improve the condition of the building fabric and its architectural content, eg plasterwork and joinery.

Categories:

I Immediate works of improvement to the building, including surface cleaning and repair, urgent works to ensure safety, structural stability, wiring checks. Attention will be given to eliminate any areas of water ingress, wet or dry rot, and confirm that the building is safe.

II Improvements in the form of removal of unsuitable structure or partitions, replacement of original features, adaptation of historical areas to new uses can be part of a major long-term programme.

FUTURE USE AND UPDATING

The conservation management plan recommends an on-going maintenance and repair programme based on a quinquennial [five-yearly] report. This will ensure continuing maintenance, identify progress and update the historical information.

Further detailed investigation is recommended where necessary. Any future changes of ownership for the building's fabric will require the compilation of an Options Appraisal to assist in determining the best way forward.

BUILDING AND LOCATION	INSPECTION COMMENT With photo references to follow	RECOMMENDATIONS	PRIORITY
General			
Gutters and drainage	1862 frontage balustrade and wall tops repair 2010-2011# check extent and materials / mortar used.	Require attention to check extent of recent works	II
Sewerage	To be investigated		
Ground water	To be investigated		
Plumbing	See detail below, all fittings require updating.	Initial repairs followed by thorough overhaul as part of major scheme	II
Electrical wiring	Not checked professionally. No immediate safety concerns; poor standards of lighting overall due to partitioning and room use changes; surface wiring throughout.	Safety tests and system revision during future alterations / major scheme	II
EXTERIOR OF TOWN HALL, 1862			
Roof structure and stone slates	Overall good condition with underfelting etc. Some slates and parapet structure require checking and urgent work.	Main works to follow detailed analysis for future uses and major programme proposals	I-II
Chimney stack	Loss of mortar and stone	Urgent examination and some	I-II

south side of (hipped) roof (originally serving back-to-back fireplaces on basement, first and second floors)	weathering has left the chimney unsafe and water is leaking down the shaft.	repair work required; overhaul of flue throughout the building = major scheme.	
Chimney stacks set against south wall of No.19 High Street (the roof is gabled here)	Loss of mortar and weathered stone; poor condition in roof space, water ingress in Council chamber.	Urgent repair required; long-term works as part of major programme.	I-II
<i>Walls, general</i>	Removal of redundant fixings, wiring etc, repair and repointing	Major programme of improvement and upgrading.	II
<i>Windows, general: frames, glass and fittings</i>	Approximate number of windows: 1862 =40; 1838 = 29; 1972= 7, total 76. All sash window frames require attention to remedy rot at sill level, loss of putty and flaking paint. G20 east window noted, P# B1 and B3 blocked windows to former kitchen / living room, now boiler room and vacant.	A full window survey recording by photograph and location identifying level of historic significance and survival of glass and fittings. To include recommendations for repair and restoration, reflecting status and room use. Consideration to be given to evidence of frame changes from multi- to four-pane sashes on the north side of the building. Work to be undertaken by a qualified heritage joiner.	I-II
<i>West (High St) front</i>			
Entrance porch	Steps cut through and external lift inserted in centre. Often not working and pedestrian entrance usage and appearance negatively affected.	Consider removal and reinstatement of the steps and entrance to original designs as part of long-term repair.	II
Balcony F21	Wind and water damage to balustrade and columns. Leadwork and other floor surface is sound, no water ingress to porch below. No structural movement noted.	Engineer's report on load-bearing capability and stability required; repair and restore as necessary.	II
<i>South (Jerry Croft) I</i>			
Windows, stonework	Weathering has caused some splitting and spalling to sills and lintels; no water ingress.	Expert stone repair as necessary	II
South side C20 toilet block	Drain pipe from flat roof broken off at low end. Water ingress to brick walling,	Repair and refix lower end of drainpipe to wall, check drainage flow below concrete surfacing	I

	possible splash /overflow into former area steps below concrete access path. Flat roof in good order.		
<i>East (car park) I</i>			
<i>North (museum) side</i>			
<i>North (Jerry Croft) side. North-west corner of offices [visible from Jerry Croft]</i>	Blocked and damaged rainwater gully and outflow to downpipe is causing water ingress in first floor rooms. Damage includes external wall discolouring and loss of mortar to corner, and partial collapse of plaster cornice and ceiling.	Urgent work: close examination from a cherry-picker in Jerry Croft and from roof, repairs to guttering and rainwater head. Long-term: restoration of ceiling.	I-II
EXTERIOR OF NOS. 17 AND 19 HIGH STREET, 1838 'BIG ENTRY'			
Roof	Roof space not yet examined but water ingress suggests work of repair will be required	Improve roof access and walkways, examine eaves, check water tanks, check for external access; provide method statement for all works	I
Walls, general	Front: water draining down the roof front appears possibly trapped behind the blocking course; information on the location of guttering and downpipes (? Within the outer pilasters) is required. Stone damage and replacement due to water penetration can be seen left of centre below the eaves. Rear elevation: overall damp stonework due to overshadowing by the museum annexe.	Stone replacement and repair has been done in the last ten years. Damage to plaster can be seen inside, upper floor front rooms.	II
<i>West (High St) front</i>			
Windows	Approximately 29 windows in total. The four-over-eight ornate sash frames likely to be original and considerable survival of mid C19 glass. Poor condition due to low maintenance; little rot visible.	Clean and repair as necessary following detailed window survey (see 1862 above)	II
<i>East (car park) I</i>	Fenestration much altered	Major scheme to check condition	II

	when through passage altered to stair well, also kitchen inserted.	of earliest windows and some restoration of blocked openings.	
North (attached office)	The redundant chimney stacks are in poor condition and require examination, repair and repointing. Junction with roof of no.15 (solicitor's office) needs examination.	Urgent check to arrest water ingress; major programme to consider re-opening.	I-II
Exterior, 1973			
Roof	Flat roof holds water.	Works to follow proposals for major programme of works	II
Walls, general			
North side			
West (staircase) wall			
East (car park) side			
Interior, 1862			
G45 (main hall)	Ceiling in poor condition, netting slung across centre c2000 at projecting cornice level to protect users from falling paint and plaster fragments. No acceleration of deterioration evident since the precaution was taken. Unsightly and evidence of poor maintenance.	Examination and restoration by experts as part of major scheme.	II
G45	Window frames, south side, probably have replacements of the original wooden frames. Small round vents now not opened, external woodwork in poor condition, no rot.	Detailed examination as part of a full windows survey. External and internal cleaning, repair and painting to heritage standard.	II
G45	Large floor level heating pipe to radiators on north side: leaking joint.	Slight leak with temperature change; repair in situ.	I
G45	Floor trapdoors at west end flanking entrance. No access or information about under-floor area known. Possibly linked to former balcony recorded in the main hall. No risk or deterioration.	Free screws, examine structure and below floor area to obtain information about floor structure.	II
G12a (entrance hall, front)	Crack to ceiling (underside of landing), possible weakness in structure, slight.	Observe for any deterioration	II

F9 (landing, front) and F8 (council chamber) and partition wall between	Water ingress causing plaster decay, peeling wallpaper. Caused by stonework, guttering, balcony roof / walltop balustrade deterioration.	Repair work to exterior in 2010 or 2011 appears to have stopped the immediate problem. Partial repair and redecoration recently to F8. Monitor level of drying out; clean back and consolidate decayed plaster, repair and redecorate to heritage standard.	II
F8 Council chamber	Water ingress / ventilator support: extensive cracking through plaster ceiling panels recently (2011/ 2012) infilled and hastily painted; extends to vertical water staining and bulging paper on north wall to left of doorway to '1838' (no.17 High Street).	Examination of roof space with special attention to the area above this ceiling; attention to the site of the ceiling ventilator and any remains. Repair and redecoration to heritage standard.	I
F12 (manager's office, former photocopy room, former Arts officer's office)	Suspended ceiling: panels water stained, one removed. Visible original plaster walls and ceiling damaged and dirty.	Monitor level of drying out; short-term: replace / renew ceiling panel(s). Works to original plasterwork and decoration in longer term.	I-II
F12 (former CDC Auditor's office)	Suspended ceiling panel water stained.	Monitor for drying out. Short-term: replace / renew ceiling panel(s). Works to original plasterwork and decoration in longer term.	I-II
F15 (former Anchor Housing)	Suspended ceiling. Plasterwork of original ceiling and cornice collapsed 2011/ 2012 and 2013 due to lack of roof-level maintenance and resulting shrub growth in guttering / wall top overlooking Jerry Croft. Water ingress also in chimney structure	External repair undertaken in 2011 / 2012 and 2013. Monitor level of drying out; short-term: replace / renew ceiling panel(s). Works to original plasterwork and decoration in longer term.	I-II
F23 (former CDC Waste Management)	Water ingress at northern end in particular; staining, mould and bubbling to plaster of ceiling coving.	Housing for a large extractor fan serving the main hall west end is fixed to the roof – examine flashings and consider replacement.	II
F11	Slight cracking to original ceiling next to F9 landing wall, no recent movement.	Monitor for further movement; repair and redecorate.	II
M2 (over F11). Storage.	Slight sag and cracking to original ceiling; trap door to roof space in poor condition; former external east wall window, frame partly surviving, blocked with red	Remove waste files, archive or dispose of. Examine window for heritage significance. Clean and monitor walls, ceiling condition, redecorate.	II

	brick.		
M1 space over storage F10			
<i>Roof, interior</i>	The main wall plan corresponds to the Town Hall's main divisions of north, central and south sections. The two east-west walls are load-bearing while the linking wall is not full height and has either been part demolished or was never finished off.		
R2 Central section: hatch access from M2 and central area	Dust and debris from repairs, wiring and insulation work. Coursed rubble walling including cross wall not bonded into the east-west walls and broken through for access. Left wall access built up in brick. Timber walkways, space over staircase hall has pulley for lowering the light fitting. North wall slots below west purlin and ridge suggest roof raising or modification during building phase. Roof structure appears dry, eaves not accessible.	Remove loose debris, full examination as part of major works	II
R3 South section: roof space over offices, hatch to roof exterior	Water ingress: chimney stack in use for heating system, modern steel flue. Stone and brick construction, junction with roof in poor condition, wet floor boards (and see roof exterior).	Clean out debris; urgent works to repair chimney stack, short-term prevention of water ingress, long-term part rebuilding .	I
Interior, 1838			
G5 (Tourist information store)	Staining to suspended ceiling panels due to water leaking in F6 urinals	Remove ceiling panels and trace leak, repair and renew panels	II
G4 (post store / front car park attendants' office / former Big Entry external access)	Double doors blocked and entrance from G5 kept locked, ## access required.	No immediate concern about the condition; an important area of work in major scheme	II
B # cellar below G5	Debris, steel and concrete structure relating to staircase insertion mid C20	Clean out, ##	II
B # cellar below G3 and G1	Debris, ##	Clean out, ##	II

F1 (north end front office)	Vertical stress / water ingress crack relating to F3.	Monitor in relation to S4 and S5 above	I
F2 (north end rear office)	Water ingress- ceiling stained and plaster decay following pipe burst in roof c2010, see S6 above	Repair and redecorate	II
F3 (middle room, front office)	Original ceiling cracking repaired and painted over; horizontal and vertical cracking to ceiling cornice and corners, recent, due to water penetration and stress.	Monitor in relation to S4 and S5 on floor above as there is a possibility of water damage from wall tops.	I
F3a (staircase and landing)	Vertical corner cracks, east wall, possibly stress following mid C20 internal alterations to insert concrete staircase and removal of flooring above original 'Big Entry' through-passage.	Monitor, repair and redecorate	II
F6 (gents' toilet)	Horizontal stress crack at ceiling level, some plaster has fallen away, slight. Possibly caused when entry and plumbing altered mid C20, not thought to be increasing, no damp. See G5: water leak from urinals.	Monitor, repair and redecorate	II
F7 (ladies' toilet)	Water leak at north-east corner with heating pipe causing slight damage to ceiling cornice plasterwork.	Monitor and check radiator leak	II
S1 (staircase and landing)	Trap door to roof space on landing; access difficult as roof area has limited walkways.	Improve access to roof space, and see works to roof, below	I
S6 (landing lobby to kitchen and rest room)	Ceiling repair following pipe burst and water damage in ?2010/11 winter. See F2 ceiling damage. All now considered to be dry.	Roof space to be examined for access and insulation / pipework condition.	I
S7 (former office)	Water ingress: staining, mould and salts damage to walling at left corner, links to S5 and partition wall. Possible damage to timber window surround.	Check extent of CDC works to this building. Examine eaves, blocking course and wall tops inside and out; repair using appropriate mortar and flashings as necessary. Allow thorough dry-out then remove decayed plaster, consolidate, repair and redecorate.	I
S5 (middle office)	Water ingress as S7, damage to suspended ceiling panels,	As S7 above, check radiators and pipework for leaks and extent of	I

	down wall and extending through carpet to floor and ceiling below, see F3. Vertical cracking in corner. Possible leak from heating pipe close to the corner. Appears dry.	any recent repairs; remove carpet to check for wet rot, check skirtings and window surrounds. Allow thorough dry-out, repair plaster, redecorate.	
S4 (south front office)	Water ingress: suspended ceiling panel stained, the original walling approximately 100mm above is bubbled and stained.	Remove suspended ceiling, examine extent of water damage and make good.	I
S3 (south rear office)	One broken and one cracked window pane in right-hand frame, a 6- over 9-pane sash probably original and having original glazing. Frame in poor condition, sash cords probably broken as it will not close properly.	Careful restoration of the frame and glazing is essential to ensure suitable room use. See window recommendations above	I
S3	Vertical crack, not expanding.	Monitor during any alteration works; clean, fill and redecorate.	II
Interior, 1973	This section not examined		

Appendix 8

Architectural influences: Town Halls and Assembly / Concert Halls

within approximately 30 miles of Skipton, and the principal industrial cities.

The information set out below provides a view of Skipton's Town Hall of 1861-'62 in the context of the architectural styles and influences of the period. Skipton's refurbishment by major architects Lockwood & Mawson in 1875-78 is also shown.

The names of the influential public buildings, in the industrial cities of the north and midlands, are given in capital letters.

Information from the N.Pevsner Buildings of England series (Yale University Press), Derek Linstrum, West Yorkshire Architects and Architecture'.

DATE	LOCATION	ARCHITECT, STYLE	NOTES
1799-1801	Ripon	James Wyatt, classical	<i>Paid for by Elizabeth Allanson of Studley Royal. Acquired by Corporation in 1897.</i>
1820	Clitheroe	Rickman Flat front, lancet windows	<i>Corner building 1900 by Briggs & Wollstenholme</i>
1832	Settle	George Webster of Kendal Jacobean	<i>Lecture / assembly room, market hall, library, bank.</i>
1845	Wetherby	J.B.&W.Atkinson classical	<i>First floor assembly room</i>
1851-53	BRADFORD, St George's Hall	Lockwood & Mawson	<i>A public hall for cultural events. A Victorian Italianate version of the Corinthian temple form in the style of St George's Hall Liverpool (Elme, 1841-54) and Birmingham Town Hall.</i>
1852-56	Blackburn	Patterson Italianate	<i>Columns to upper level</i>
1852-58	LEEDS	Cuthbert Brodrick of Hull, classical	<i>Promoted by the Leeds Improvement Society: 'a noble municipal palace- a practical admonition to the populace of the value of beauty of and art- men would come to live up to it'.</i>
1859-62	Halifax	Sir Charles Barry Free north Italian 15 th century	<i>completed by son E.M.Barry (added mansard roof, tower and spire)</i>
1869-71	Otley	Charles Fowler of Leeds N.Italian palazzo	<i>Civic Centre</i>
1861-62	Skipton	John Denison Jee of Liverpool Classical / Palladian	<i>'Restrained neo-Palladian in fine ashlar' (Pevsner). See 1875-6 below</i>
1862	Knaresborough	John Child	

		Italianate	
1870	Todmorden	Classical	<i>Copied Birmingham Town Hall, and see St George's Hall Bradford below.</i>
1866-73	Bolton	William Hill of Leeds Classical temple	<i>Style copied from Leeds, and see Morley below</i>
1870-73	BRADFORD	Lockwood & Mawson of London and Bradford 13 th century gothic	
1875-76	Skipton refurbishment	Lockwood & Mawson of London and Bradford	<i>Transformation of the main hall from a venue for public readings with an open timber roof into a fashionable concert hall/ ballroom. Roof raised, ornate plasterwork to interior, new window glazing, door cases etc.</i>
1875-76	Huddersfield	J.H.Abbey Italianate	<i>Further work 1878-81 in mixed Renaissance style</i>
1879-80	Pudsey	Hope & Jardine of Bradford Domestic gothic	<i>Mechanics' Institute</i>
1879-80	Yeadon	William Hill of Leeds Crude 13 th century gothic	
1881	Nelson	Italian Renaissance and gothic features	
1881-2	Darwen	C.Beel	
1885-8	Burnley	Holton & Fox of Dewsbury	<i>Old Town Hall, Manchester Road</i>
1888-89	Dewsbury	Holton & Fox Mixed Renaissance	
1894	Colne	J.W.&R.F.Beaumont of Manchester Domestic gothic	
1892-95	Morley	G.A.Fox of Dewsbury classical	<i>Columns and pediment copied from Leeds, and Bolton</i>
1895	Rothwell	T.H.&W.E.Richardson Domestic gothic	<i>Council offices</i>
1900-01	Keighley	John Haggas and J.B.Bailey & Son	
1906	Ilkley	William Bakewell of Leeds Northern Renaissance style	
1931	Harrogate		
1931-32	Shipley	Anderton & Bailey	

Appendix 9

Available Planning Records, 1989 – 2005

[matters requiring listed building consent]

Information obtained 18th January 2013 at CDC offices – Planning files.

1989: disabled access- withdrawn

5/63/1645/LB Application dated 17th March 1989. Redesign of front access steps creating ramp for disabled persons [WITHDRAWN]. Proposal was for re-siting of telephone kiosks, redesign of front access steps. Whole constructed in sandstone to match existing and safety balustrading will be in painted steel or cast iron. Ramp on left and steps on right.

Skipton Town Council meeting 27th April 1989: objection. 'The Committee do not feel there is any justification for this defacement of a Grade 2 listed Victorian building of beautiful proportions. We would refer to a previous application by this Council for access to be made available from the side or rear of the building. The Committee are of the opinion that access can be obtained to the Hall, Supper Room and Foyer by the simple means of providing a ramp to the rear door of the main hall, which is of adequate width.

1992: Events display boards

5/63/1645/A/LB Display boards at Skipton Town Hall. Timber framed cabinets located at south-west corner of the building, below a ground floor window. Intended for general information notices relating to the use of the Town Hall, and replace the clutter of existing poster boards situated around the Town Hall entrance and forecourt.

Consent recommended by Dept of Environment [ref YH 5336/270/66].

Planning committee had no objection but concerned that the boards will be cared for and in particular there will be no fly-posting.

1994: Museum information boards

5/63/1645/B/LB Erection of four information and directional signs for Craven Museum outside and inside the Town Hall, High Street. Listed Building Consent granted; decision notice dated 8th August 1994, signed by S.Briggs, Chief Planning Officer.

Applicant: Colin Iveson, CDC Acting Administration Manager, Clerk's Department, Granville St.

Location of signs: within main entrance facing the High Street, mounted internally behind the central ground floor lobby window. Two small signs fixed externally on the side of the building, facing Jerry Croft access to central car park.

Application referred to Dept of Environment with a recommendation that it be approved.

1999: disabled access

Access Improvements to Skipton Town Hall. Planning reference number hand-written as 1994 above.

Officer Roger France re replacement of existing wheelchair lift: lbc required (letter 12th April 1999), response to memo of 6th April 1999 from Howard Bradley, Facility Manager / Access Officer.

Letter dated 6th April 1999. Howard Bradley to B.E.M.Watson, Secretary of the Craven Access Group, 6 Sandholme Drive, Giggleswick, Settle. Provision of a new lift at the front of Skipton Town Hall to replace the open wheelchair lift. Attached details of Ace Elevator Utility lift.

2001: information board

63/2001/1403 Erection of Notice Board on the front elevation of the Town Hall. Consent granted subject to condition: work to begin within five years. CDC officer: Roger France. Applicant: M.Birdsall, Property and Technical Services manager, CDC.

Sign to replace a previous cabinet. To be fixed to 1838 building, ground floor between windows, bays 4 and 5. Size: 900x1200mm. Made by Metrosigns 2000, Standard Plus Security Noticeboard Cabinet. Stove enamelled steel, black finish.

2005: internal alterations, ground floor

63/2005/5931 Internal alterations to Reception Area. CDC officer: Helen Signal, Area Planning manager.

Architects: Bowman Riley Architects, Wellington House, Otley Street, Skipton, BD23 1EL.

Development described in Form 3 Application for LBC: 'Strip out and refurbishment of existing public reception, cashiers counters and interview space'. Materials: suspended ceiling- plain white tiles 600x600mm. New carpet to floors – colour tba. Proprietary metalstud partition walls with plasterboard and skim finish. Painted plaster walls.

Room located ground floor left of entrance doors. Works to the area occupied by the Cashiers Section to make a more open plan. Current condition: fixed counter and security screen, rear interview room within staff area.

Proposal: removal of counter arrangement; construction of smaller horseshoe counter. Two new interview rooms accessible from public area, formed with plasterboard partition walls. Suspended ceiling over whole area.

No relevant planning history. Section 9, Analysis, recorded that: 'the section of the Town Hall subject of this application contains little of interest with no ornate ceiling detailing or corning'. Other points made: no damage to fabric; work reversible; PPG15 continuing active use; improved appreciation of the room; enhancement of historic room; policy BE6 of Local Plan- no features of special interest.

English Heritage response: letter dated 8th December 2005- 'This application should be determined in accordance with national and local policy guidance, and on the basis of your specialist conservation advice.' Signed by Hester Tegetmeier, Casework Assistant.

Government Office for Yorkshire and the Humber letter, ref YH5336 / 271/6 dated 18th January 2006 granted consent for alterations. Relevant Act: Sections 8 and 16(1) of the Planning (Listed Buildings and Conservation Areas) Act, 1990. Copied to English Heritage.

Permission granted 23rd November 2005, subject to following conditions:

- i) Development shall be begun before expiration of three years.
- ii) Prior to commencement: sample of tiling to be used in the construction of the suspended ceiling shall have been first submitted to and approved in writing by the District Council.

Appendix 10

The Town Hall's setting:

listed buildings and buildings of local significance

See Section 4.

The entries are buildings visible from or close to the Town Hall and are arranged in relation to the it, anti-clockwise from the 1838 Big Entry building on the north side.

Full list descriptions are not included; notes on significance in relation to the 1862 Town Hall are given in the right hand column.

Building name	Grade or local significance	Description	Notes
High Street, east side Nos.17 and 19	II	1838 pair of houses with offices entered from a wide central entrance.	Town Council offices from mid 20 th century; access made through from Council Chamber 1960.
No. 15	II	C18 house re-fronted 1838; fine staircase.	Solicitors' offices
Rear of no.15	II curtilage listed	C18 stable and coach house to rear of house.	C1960 addition links two sections. Formerly Craven College premises, now empty.
No.9	Not listed	Shops in course of erection	Site of nos. 5-13 High Street, small houses with rear yard, replaced with NYCC offices and clinic c1963; demolished 2013.
No. 3	II	Late C18 for the agent to Skipton Castle. Pedimented central doorway, bay windows, hipped roof, railed frontage	Now solicitor's offices.
Rear of No.3	II curtilage listed	Small 2-storey premises of the Craven Bank, c1790.	Now part of solicitor's offices
1, The Bailey	II	C18 coach house for no.1 High Street next door	Home of the castle agent
Skipton Castle outer gatehouse	I	Early C14 and C17. 2 massive round towers, restored after Civil War damage, Clifford motto 'Desormais' = Henceforth. Early shell grotto.	Castle has Norman fragments, mostly early C14 and C15 by the Cliffords; Long Gallery range built

			1535; part demolition 1649 (Civil War slighting); restored 1659 by Anne Clifford; rainwater heads 1686.
Castle range to west of gatehouse	II	Rebuilding work after Civil War siege damage, so mid C17.	A strong visual link to church grounds.
Holy Trinity church, walls, gate piers and gates	I	Ancient site likely to be Saxon; C14: 3 bays of nave c1350; and C15 including roof, rood screen 1533, Clifford monuments.	Raised churchyard.
War memorial	II	Design by John Cassidy, circa 1921	Centre of traffic island, site previously occupied by Mathew Wilson statue.
Castle Inn, 2 Mill Bridge	II	Early C19 town house and former stables	Mill Bridge group. One of a prominent group of three similar houses visible from the Town Hall
4 and 4A Mill Bridge	II	3-storey town house, distinctive ashlar masonry and attractive front garden with railings	As no. 2 above
High Street, west side No. 4 and 6	II	3-storey Georgian town house	Built by Birtwhistles, major cattle drovers and land owners late C18
Black Horse inn	II	2-storey inn, re-set datestone 1676, mid C19 frontage	Wide rear stable yard entrance, shops to south and rear range possibly Assembly room of later C18.
Public Library, former shop premises, rear Craven College range	Not listed: high local significance	1894 rear range; 1910 library building.	A late Carnegie library; the building incorporated a shop originally, now Craven College entrance
Sir Matthew Wilson statue outside library	II	High plinth and statue by A Bruce Joy, 1888	Moved to present position outside the public library, looking towards Town Hall, when war memorial erected.
34 and 36 High Street	II	Identity not certain	
38 High Street	II	Mid C18 town house, integral rear yard access ginnel, later C19 shop on ground floor	Craven Herald on first floor and to rear. Style // to no.58 below
Yorkshire Bank premises	Not listed: moderate local significance		

58 High Street	II	Mid C18 town house similar to no.38 above	
Middle Row 62 High Street	II	C18 Sun Inn, altered later C19 when ground floor became a shop	Extensive cellars. Known as 'Manby's Corner' after a long period of use as iron-monger's shop and warehouse.
High Street east side, northwards above Otley Street Corner shop, No.	Not listed: High local significance	A late C19 purpose-built shop with original ground floor windows and corner entrance.	A strong landmark building marking the corner with Otley Street.
Nos. 39 and 41	II	Gabled dormers, former inn, now Rackhams store	Rear rebuilt late C20.
Nos. 35 and 37	II	C18 house, now shop on ground floor. Two first-floor windows linked by an arched moulded architrave.	
Nos. 31 and 33	II	C18 house, now shop on ground floor.	
Red Lion public house	II	C18-19 refronting of a C16 or earlier timber-framed building; C17 fireplaces inside	Well in rear yard. Extensive historical record. 'Jerry Croft' name is from the landlord.
No.21 and south side Jerry Croft	Not listed: moderate heritage significance.	Group of low 2-storey houses dating from the late C18- mid C19, now shops and restaurant.	A strong visual contrast with the Town Hall, a changing scale across the Jerry Croft entrance.
Jerry Croft Barn and stable range to rear of Red Lion	II	C17 barn and stables probably with bothey (servants' rooms).	The barn originally extended across Jerry Croft to the Town Hall south boundary, with a wide cart entrance through to the Red Lion field, now car park.
Jerry Croft, south side	Not listed: Local heritage significance	Wall of a large barn in yard to rear of Red Lion, late C18 –early C19. Wide cart entrance, small flanking openings.	Faces the south side of the Town Hall. Incorporated into the wall of Marks & Spencer store late C20.
Two K6 telephone boxes outside Town Hall	II	Designed 1935 by Sir Giles Gilbert Scott. Unperforated crowns in top panels, margin lights.	

Appendix 11, Archive photographs
Appendix 12, Record photographs

Supplied on disc.