

**41 St. Giles'
Conservation Plan**

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Oxford University
Estates Services
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INTRODUCTION

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1 INTRODUCTION

41 St. Giles' was constructed in c.1700. At some point the original timber-framed building was fitted with the current stone façade. The building served as a private house until 1927, when it was acquired by Oxford University. It served various government- and university-related rôles in the subsequent decades and has served as the Theology Faculty Annexe and Library since 1988. The Library moved to the old Radcliffe Infirmary building in August 2012.

1.1 Purpose of the Conservation Plan

The University has an unrivalled portfolio of historic buildings, of which it is rightly proud. It has traditionally taken a thorough, holistic approach to building conservation, seeking to understand all the varied factors that make historic buildings significant to their diverse stakeholders, and using this to inform necessary change. It has become clear that this approach is vital to the conservation culture of an institution where so many of its historic buildings that are valued for their function also have extensive historical or architectural significance. This Conservation Plan represents the continuation of this tradition of seeking to understand what makes the University's buildings cherished assets, and of seeking ways to conserve these most important features for the enjoyment of future generations.

The success of this approach is such that it has now become codified in government policy: First in March 2010's *Planning Policy Statement 5: Planning for the Historical Environment* and then in its replacement, March 2012's *National Planning Policy Framework* (hereafter: NPPF). NPPF provides useful guidance on approaching the conservation of heritage assets, and postdates the University's existing literature. NPPF defines a heritage asset as:

'A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).'

This designation clearly applies to 41 St. Giles'.

The purpose of this Conservation Plan is to update 41 St. Giles' conservation policy to take into account the new guidance provided by NPPF. It will be of use both for informing responsible regular maintenance and in the preparation of future planning applications, as specified in NPPF paragraph 128.

The Conservation Plan should form the basis for 41 St. Giles' conservation policy and exists as part of an ongoing process. It will be renewed and updated at least every five years or following any major alterations or legislative changes.

1.2 Scope of the Conservation Plan

This plan will cover the exterior and the interior of 41 St. Giles', a grade-II*-listed building on St. Giles' in north-central Oxford. It forms part of a group with the associated terrace, 31-46 St. Giles'.

The plan is not a catalogue and to facilitate its practical use will concentrate only on the most vulnerable aspects of significance, suggesting how they should be approached and conserved in the future. A brief list of the most significant architectural features can be found in **Appendix 4** and should be referred to when planning any repair or alteration work.



Figure 1. Map showing 41 St. Giles' (outlined in red) and the surrounding area, orientated with North at the top of the image

1.3 Existing Information

A Conservation Management Plan has not previously been produced for 41 St. Giles'; however, there are various forms of existing material available:

The original listed building description (**Appendix 1**) is the logical starting point for this plan. It is surprisingly detailed for a listing of its age, regarding the façade of the building at least. It gives some indication of the features that were thought to make up the particular character for which the building was listed.

A few planning applications have been made during the building's recent history, giving an indication of some of the changes that have occurred in the last half century.

There are several published books and articles which discuss the development of Oxford and some which discuss the development of St. Giles' in particular.

The Oxford University Archives and Estates Services' archives contain useful plans and documents and these have kindly been made available for the composition of this document.

The plan draws on statutory guidance from NPPF prepared by HM's Department for Communities and Local Government in March 2012.

1.4 Methodology

The Conservation Plan is a document that assesses the current and predicted conservation needs of 41 St. Giles' and attempts to address them with a view towards maintaining or enhancing the significance of the heritage asset. Its formulation to supersede any existing literature is a response to the requirements of NPPF, and it is prepared in accordance with the policies contained therein.

1.5 Constraints

41 St. Giles' and its environs are subject to various constraints imposed by Oxford City Council:

- CP.3 – Limiting the Need to Travel: New development will be limited to accessible locations on previously developed sites.
- HE.2 – Archaeology Area: Where archaeological deposits that are potentially significant to the historic environment of Oxford are known or suspected to exist anywhere in Oxford but in particular the City Centre Archaeological Area, planning applications should incorporate sufficient information to define the character and extent of such deposits as far as reasonably practicable.
- HE.9 – High Building Areas: Planning permission will not be granted for any development within a 1,200 metre radius of Carfax which exceeds 18.2m in height, except for minor elements of no bulk.
- TR.3, TR.11, TR.12 – Car Parking Standards: The City Council will not allow any significant increase in the overall number of car-parking spaces in the Transport Central Area or development that provides an inappropriate level of car-parking spaces. It will attempt to reduce the level of non-residential car parking.
- The City of Oxford Smoke Control Order No. 4: It is an offence to emit smoke from the chimney of a building, from a furnace, or from any fixed boiler if located in a designated smoke control area.

- HE.7 – Conservation Areas: The Central (City and University) Conservation Area: Planning permission will only be granted for development that preserves or enhances the special character and appearance of the conservation areas or their setting.



UNDERSTANDING THE SITE

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2 UNDERSTANDING THE SITE

2.1 History of the Site¹

The site of Oxford has had sporadic settlement since the Neolithic period. Bronze Age barrows have been found in the University Parks (linear barrow cemetery) and in the Science Area (double-ditched barrow). Oxford has had a continuous history of occupation since at least the 8th Century AD. The University of Oxford itself has a long-standing tradition of exceptional education: Able to trace its roots to the 11th Century, it is known to be the oldest university in the English-speaking world.

The north of the city was the main focus for mediaeval suburban expansion, notably Canditch (which would eventually become Broad Street) and St. Giles'. St. Giles' was at least partly occupied by the 12th century, and Beaumont Palace was established close to its southern end shortly before 1133.² There were tenements on the site of 61 St. Giles' by the mid-13th century and the whole street was built up thinly by the late 13th century, with those at the northern end retaining a rural character.³

The convergence of the two roads to the north (now the Woodstock and Banbury Roads) created a wide space down St. Giles', which was utilised as a green with a pond in the 15th century; it was probably not paved until the late 17th century.⁴ Oxford was in a state of decline followed by stagnation in the late mediaeval period, well into the 16th century,



Figure 2. Detail from 1588 engraving of Agas's 1577 map of Oxford. St. Giles' with North at the bottom of the image

¹ A short chronology of 41 St. Giles' can be found in **Appendix 3**.

² Jope, E.M., 'Saxon Oxford and its region' in Harden, D.B., *Dark Age Britain* (London, 1956) 237, Fig. 53.

³ Crossley, A., and Elrington, C.R., (eds.), 'Medieval Oxford' in *A History of the County of Oxford: Volume 4: The City of Oxford* (1979) 3-73.

⁴ *Ibid.* St. Giles' was paved in three stages going northwards in 1672, 1674, and 1675; Clark, A., (ed.), *The Life and Times of Anthony Wood, antiquary, of Oxford, 1632-1695, described by himself, Volume 2* (Oxford Historical Society, 1892) 278.

and outside of the main urban core housing was spaced out with abundant vacant plots (**Figure 2**). Collegiate buildings were constructed along St. Giles' in the 16th century. The Cistercian St. Bernard's College had been founded on the eastern side of the street in 1437 but it was dissolved c.1542. St. John's College took over the site in 1555 and soon expanded. There was a large gravel quarry pit in what would become St. John's College's North Quadrangle in the 16th-17th century.⁵

Oxford's fortunes changed from the mid-16th century, with its population rising from c.3,000 to c.10,000 by the 1660s.⁶ Rather than the developed area dramatically growing, this rapid expansion was absorbed by building backwards along the length of narrow plots into what had previously been large garden spaces, as well as building upwards and filling vacant plots and gardens (**Figure 3**; compare with the well-spaced plots in **Figure 2**).⁷ Oxford's early modern development peaked in the late 17th century, with a moderate decline in population occurring during the 18th century. The quality of housing in Oxford declined in this period and the houses of St. Giles' represent the largest extant concentration of high-status domestic construction from this time.

There were some notable institutional developments on St. Giles' in the 19th century: The northwards expansion of St. John's College had a substantial impact on the eastern side of the road; the Martyrs' Memorial was constructed at the southern point of the road in 1843 to a design by George Gilbert Scott; and the University Galleries (now the Ashmolean Museum) and the Taylor Institution were constructed at the southern end of St. Giles', facing the Martyrs' Memorial and running onto



Figure 3. Detail from Logan's 1675 map of Oxford. St. Giles' with North at the bottom of the image

⁵ Lawrence, S., 'Excavations in St. John's College, Oxford, 2003' in *Oxoniensia* LXX (2005) 325-333.

⁶ Tyack, G., *Oxford: an Architectural Guide* (Oxford, 1998) 116-17.

⁷ *Supra*. Note 4.

Beaumont Street, in 1841-45.

Oxford's population expanded five-fold between 1801 and 1901 and this precipitated extensive development around the city.⁸ The majority of the suburban expansion to the north of the city took place to the north of St. Giles' in St. Giles' Field, a 500-acre stretch of land acquired by St. John's College in 1577.⁹ Perhaps because of the quality of the housing already present, St. Giles' was saved from a great deal of new residential construction in the 19th century, though some did occur, notably the group of 34-38 St. Giles' at the northern end of the street: stone houses of an Italianate character constructed in the late 1820s. The Beaumont Street/St. John Street development was constructed at the southern end of St. Giles' in c.1828-37 (Figure 4). This included the construction of Alfred Street (now Pusey Lane) connecting the western side of St. Giles' with St. John Street. Alfred Street housed coaching stables (presumably related to the Birmingham and other coaches running north from St. Giles').¹⁰ 66-67 (now the Ioannou Centre for Classical and Byzantine Studies) were constructed abutting the early-18th-century 65 St. Giles' for George Wyatt, an ironmonger, in 1869.¹¹ Domestic construction on the street in this period can be characterised as stone construction of a high standard. In some cases this was new stone frontages to older timber-framed buildings.

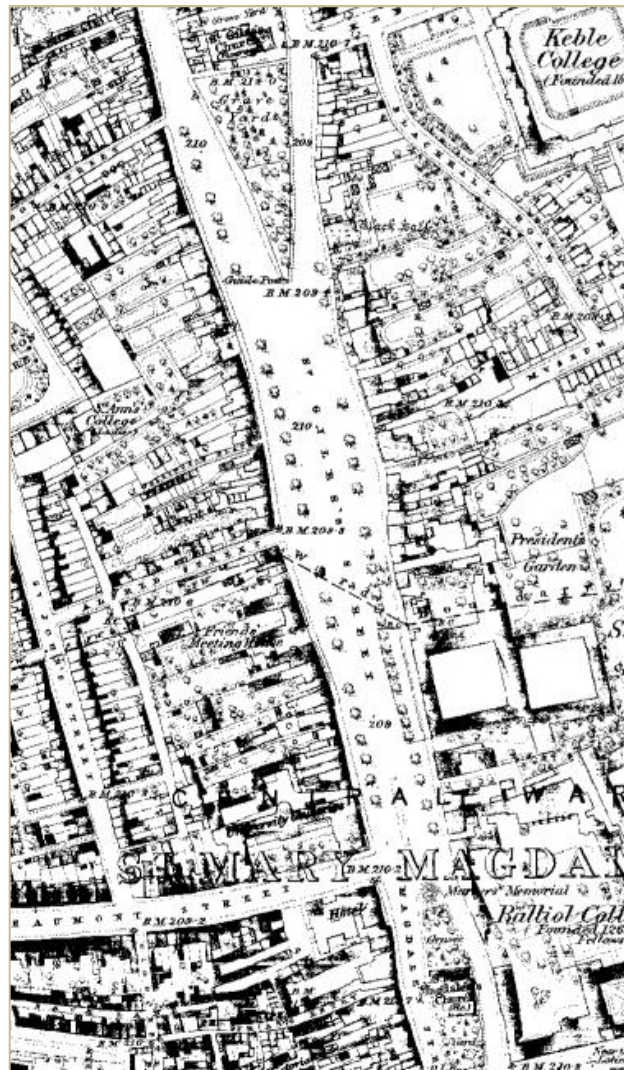


Figure 4. Detail from 1878 Ordnance Survey map of Oxford. St. Giles' with North at the top of the image

⁸ Tyack, G., *op. cit.*, 214.

⁹ Hinchcliffe, T., 'Landownership in the city: St. John's College, 1800-1968', in Whiting, R.C., (ed.), *Oxford: Studies in the history of a university town* (Manchester, 1993) 85.

¹⁰ Osmond, A., 'Building on the Beaumonts: An Example of Early 19th-Century Housing Development' in *Oxoniensia* XLIX (1984) 314.

¹¹ Crossley, A., and Elrington, C.R., (eds.), 'Modern Oxford' in *A History of the County of Oxford: Volume 4: The City of Oxford* (1979) 181-259.

St. Giles' became increasingly busy with traffic in the twentieth century providing access to the city from the north. The wide street also provided the only ample car-parking space close to the increasingly-developed University Science Area to the east. In 1923 St. John's College asked the local authority to impose a 10mph speed limit on the road due to traffic and parking related to the Science Area, and in 1925 a formal car park was established with a paid attendant.¹² The southern portion of St. Giles' saw development throughout the 20th century with the periodic expansion of the Ashmolean Museum and the northward extension of the Taylor Institution in 1938. Pusey House was constructed on the corner of Alfred Street and St. Giles' in 1911 to 1926. This was initially to a design by Temple Moore but his son-in-law, Leslie Moore, took over as architect upon Temple's death in 1920. Part of the site now houses St. Cross College.

Since the second half of the 19th century, St. Giles' has formed the boundary between the city, including the majority of the collegiate university, and the North Oxford suburb: Its 18th-century houses contrast with the eclectic mix of mediaeval and Victorian construction in the city centre and the Victorian Gothic enclave of the northern suburb.¹³ The northern spread of the University in the late 19th and 20th century has meant that St. Giles' has become an important link between the city and the northern colleges (e.g. Somerville, St. Anne's, St. Hughes's, St. Anthony's, and Lady Margaret Hall), as well as the University offices at Wellington Square, and the science departments of the Keble Road triangle. The University has extended along St. Giles' itself, with many of the historically-domestic buildings now housing University departments and annexes, as with numbers 65- 67 or, indeed, 41 St. Giles'. The ongoing development of the Radcliffe Observatory Quarter immediately to the north will shift the balance of the University somewhat northwards, further heightening the importance of the relationship between St. Giles' and the University estate.

2.2 Construction and Subsequent History of 41 St. Giles'

41 St. Giles' was probably constructed at some point around 1700. This date was first suggested, presumably on stylistic grounds though no evidence is cited, by the 1939 Royal Commission on Historical Monuments and has not been further challenged or investigated since.¹⁴ It is unclear if the construction of the two portions of the western wing dates from the same time as the rest of the house. The back portion of the house does certainly feel different from the front of the house, with narrow circulation spaces, lower ceilings, and less regular openings, but it is hard to say how much of this is due to later alteration rather than the original design. The western wing is partly timber framed and the front is not, suggesting an earlier date for the rear; however, the front is aligned along St. Giles' with the front of No.43 which is solidly dated by a foundation stone to 1660 (the intermediary No.43 has a 19th-century façade along the same alignment). It would seem strange to have built a set-back house, out of alignment with the pre-existing adjacent buildings and then to later build forwards to match them. As it was the habit in early modern Oxford of building backwards

¹² Hinchcliffe, T., *North Oxford* (London, 1992) 190-191.

¹³ *Ibid* 90.

¹⁴ Royal Commission on Historical Monuments, England, *An Inventory of the Historical Monuments in the city of Oxford* (London, 1939) 178.

along plots as necessity demanded, it would make sense if the front is as early as the rear, though possibly with a newer façade.¹⁵ The front portion was certainly constructed by 1772, when the survey of Oxford listed its width as 11 yards 0 feet 11 inches. The parapet design, with its four steep gables, may well be later than the rest of the façade on stylistic grounds and the porch is a Georgian addition.¹⁶

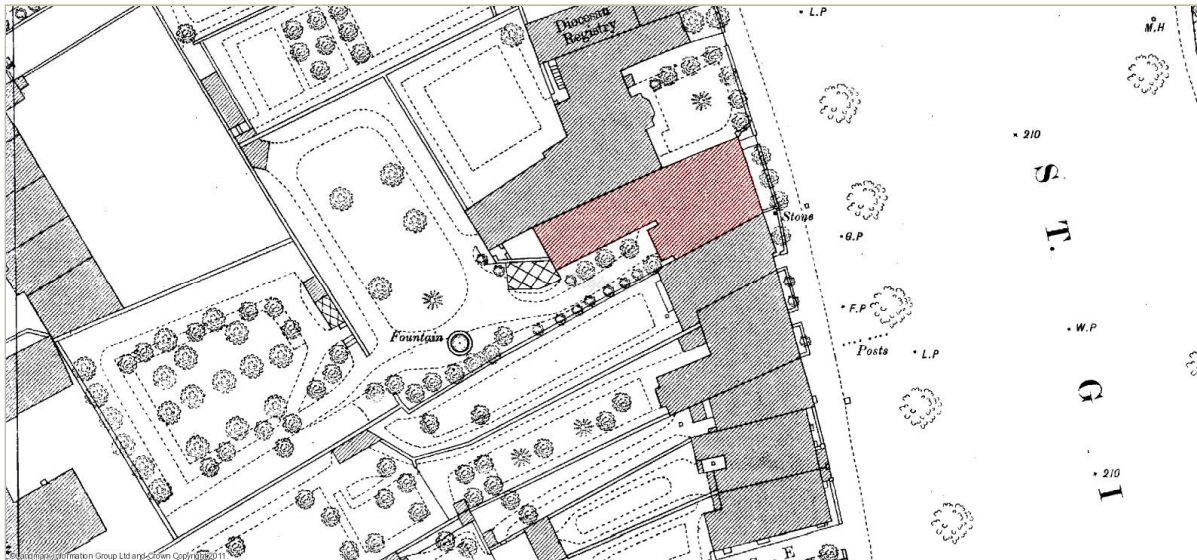


Figure 5. Detail of 1878 Ordnance Survey map for Oxford with 41 St. Giles' highlighted in red.

41 St. Giles' had certainly been in place for some time by 1798 when it was occupied by the Alderman Vincent Shortland, a successful carpenter and mayor of Oxford in 1789/1 and 1794/5.¹⁷ Shortland had a long history in the area, having previously lived at 40 St. Giles', and having constructed 37 St. Giles' on the site of his old lumber yard in the 1780s.¹⁸ Shortland died in 1801 and left 41 to his son, Vincent John Shortland. V.J. Shortland sold the house to Samuel Collingwood, a printer based on Broad Street, in 1821 for £5,500. Collingwood probably occupied the house himself, as he died in 1841 and from 1841 to 1846 it was occupied by the Revd. Robert Walker. In 1849 William Ward, a coal merchant and mayor of Oxford in 1851 and 1861, purchased the building from the trustees of Collingwood's estate for £1627.5s.6d.¹⁹ William Ward died in 1889 and left the house to his son, Henry Ward. Five of William Ward's seven daughters continued to occupy the house

¹⁵ Crossley, A., and Elrington, C.R., (eds.), 'Early Modern Oxford' in *A History of the County of Oxford: Volume 4: The City of Oxford* (1979) 74-180.

¹⁶ Pevsner, N., and Sherwood, J., *Buildings of England: Oxfordshire* (Harmondsworth, 1974) 316-7; Oxford University Archives

¹⁷ Deeds for 41 St. Giles'; Oxford University Archives UD 19/3/15.

¹⁸ Headington.org.uk,

http://www.headington.org.uk/oxon/mayors/1714_1835/shortland_vincent_1780_1794.htm, accessed 31st July 2012.

¹⁹ *Ibid*, Ref. UD/19/3/19. One wonders if the trustees had not been trying to sell the house for some time considering the length of time between Collingwood's death and the sale, and the fact that Ward purchased the house for less than a third of the price Collingwood had paid nearly 30 years previously.

until the last left in 1916, and Henry Ward sold 41 to George Blake in 1917. Blake let the house, with a Miss M.V. Nugent listed as resident in 1924-7 and Mlle. Rabbe at 41B in 1924-6.²⁰ Blake died in 1926 and left the house to Edward James Hall of Clifton House, London Road, Headington. Hall continued to let the building but arranged for HM's Office of Works to lease the majority of the building.



Figure 6. Floor plan of 41 St. Giles' c.1992 with the area occupied by the flat highlighted in red. Note the flat originally held the front portion of the basement but that was exchanged for the rear portion in 1936, which was then given up in 1946

In January 1927, the University of Oxford purchased the freeholds of 39a, 40, and 41 St. Giles' for £18,500. 40 and 41 were held by E.J. Hall and accounted for £16,500 of the total sum.²¹ As Hall had already arranged to lease the majority of the building to HM's Office of Works the University took up this obligation upon their purchase. One of the previous tenants, Mlle. Rabbe, had spent £30 on having electrical lighting and the related fittings installed in the building and it was assumed that HM's Office of Works would want to take over the use of these, refunding her the installation costs. They chose not to take over the use

²⁰ It is not clear what part of the building 41B referred to, but it unlikely to be the rear wing of the building, which later became a self-contained flat, as it is clear that the space rented by Mlle. Rabbe was later occupied by HM's Office of Works, who did not occupy the flat; Oxford University Archives Ref. US/21/2.

²¹ Oxford University Archives Ref. UD/19/3/28. The asking price had been £17,500 o.n.o. but the University had not wished to pay Hall more than £15,000 and he came off slightly better in their negotiations.

of her electrical apparatus, so Mlle. Rabbe had the fittings, including plugs and switches, removed in April 1927.²²

As is visible in **Figure 5**, 41 St. Giles' possessed substantial gardens, stretching all the way to the rear of Rewley House (built in 1873 as St. Anne's Rewley, a convent school) on Wellington Square to the west. This included a yard, a walled garden with fountain, pond, and greenhouse, and a walled orchard, the entire plot covering about 0.25 acres. The plot was still intact when the University acquired the property.

When HM's Office of Works moved in (in the first half of 1927), the University retained a flat in the rear wing of the building, in what were once the domestic servants' quarters. This was the ground- and first-floor portions of the western wing including a kitchen, office, three bedrooms, two bathrooms, and a lavatory (**Figure 6**).²³ It was originally planned to rent this to a young A.H.M. Jones (later an ancient historian of substantial renown) and various quotations were obtained for alterations and rewiring to be undertaken prior to his return from Constantinople in Michaelmas 1927; however, Jones eventually decided not to take the flat. In October 1927 the flat was inspected by Edith Annie Clarke, the wife of a professor at the University of Cape Town and later Montréal. Various alterations were conducted in November in order to meet her requirements for a habitable self-contained dwelling: a new entrance door was fitted on the floor in the passage beneath the stairs, behind the basement stairs; the range was removed from the old kitchen (the main ground-room in the west wing, which would become the sitting room) and a tiled hearth and gas line fitted; the flagstone floor in the old kitchen was taken up and a concrete bed and joists installed, along with a new yellow deal floor; an opening was made in the wall between the yard of the flat and the garden, as the entire garden was included in the lease of the flat; and the entire flat was redecorated and necessary repairs made. It was originally planned to partition the flat from the first floor landing, but Mrs Clarke wanted access to the first-floor lavatory. The University requested this from HM's Office of Works in exchange for a ground-floor lavatory, but the government office was unwilling to give up its only dedicated female WC. In the end, they accepted the exchange on the condition that the University fitted further WCs on the ground floor. The University took

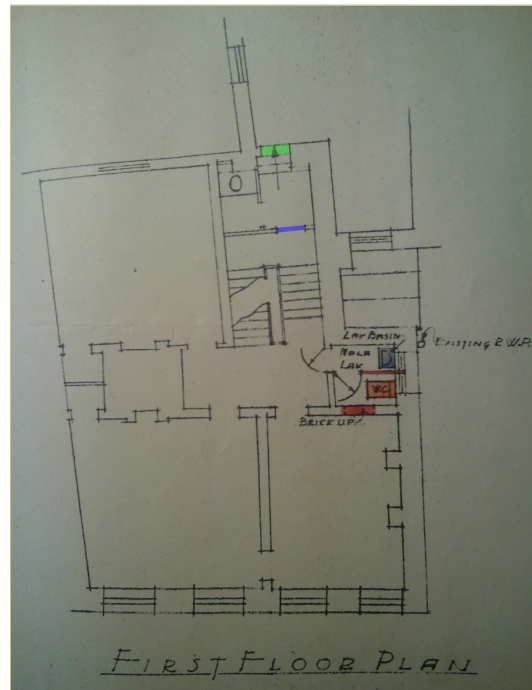


Figure 7. First-floor plan. The flat is to the top of the image. The originally-planned partition is highlighted in green. The locked door highlighted in blue

²² *Ibid*, Ref. US/21/2.

²³ *Ibid*, Ref. LA 3/OCP 272 A/1.

on the western portion of the first-floor landing, including the WC, and the door was then locked to become part of the flat (**Figure 7**).²⁴ Mrs Clarke moved into the flat before Christmas 1927. There was a burst pipe at the rear of the property in late December and this had still not been fixed by the end of January 1928.

In June 1928, the external lavatory in the yard of the flat (the remains of what had once been a brew house) was partitioned off to become part of the adjacent No.40. A crumbling wall at No.41 was repaired in October to December 1928, though it is unclear where this was situated. The building experienced some issues with leakages in this period, especially in the portions occupied by HM's Office of Works: the roof leaked in December 1928, followed by a leaking pipe at the rear of the property in April 1929, and another roof leak in May 1929.

Mrs Clarke submitted her notice to the University in September 1930, vacating the flat in order to join her husband abroad. The lease was taken over by a young lady named Sheila Makeson. The entire flat was redecorated and two new baths were fitted. Miss Makeson occupied the flat for 2 years but proved to be a poor tenant, paying perhaps £9 in rent during the entire period of her occupation (the annual rent for the flat was £75). A County Court summons was issued in her name in order to try and retrieve the funds but she left the country before it could be served.

It seems that the leakages in the property had not been solved: the property had been freshly painted in October 1930 but Miss Makeson complained about damp patching on the stairs of the flat in December. In 1931 a further WC was fitted on the first floor in order to meet the needs of HM's Office of Works (red additions in **Figure 7**). The western portion of the roof of the adjacent No.40 was replaced in 1931 and a telegraph cable was fitted to the front wall of No.41 in October 1932.

When Miss Makeson fled the property in October 1932, the lease of the flat was taken over by Enid Starkie, a 35-year-old Somervillian Fellow. The Irish Dr. Starkie (her D.Litt. being the first ever awarded by the modern languages faculty) was a French linguist of great renown, as well a future CBE and something of an Oxford institution. She had a plank partition in the room above the sitting room (presumably the large room in the first floor of the western wing) removed in order to create a large study, with the fire place altered to take into account the change. The window in the living room was repaired and the frame lowered in order to provide a better view into the garden. Furthermore, a lavatory basin was fitted in one of the bathrooms. Floor boards were replaced on the stairs and in the hall and the entire flat was redecorated and essential repairs conducted. Richardson describes the flat as occupied by Starkie:

'The splendid Queen Anne house stood on one of the handsomest streets in Oxford. Past the sober offices which belonged to the University Appointments Committee [from 1945], the visitor would see a golden gargoyle, a copy of one on the tower of Notre Dame. Beside it was a scarlet door, picked out in gold. Beyond the scarlet door was the flat – baroque, exotic and, it seemed, immutable – where Enid was to spend the next thirty-two years of her life. To her

²⁴ *Ibid*, Ref. LA 3/OCP 272 A/2.

friends she would remain inseparable from her décor in St. Giles'...Margaret Hooper, who became her first ephemeral tenant, never forgot "the glowing Aladdin's cave of colour and inspiration."

*'And here, perhaps, one might glance at the downstairs salon, with gold walls...The Chinese mandarin smiled down from his peony-pink silk hanging over the grand piano, the gilt glass candelabra, the French clock on the mantelpiece, the golden carvings from a Burmese temple, the Byzantine shrine picked up for the proverbial song in Provence. A Venetian blind across the window hid Enid's favourite treasures from casual eyes: the cabinet of Waterford glass, the French cabinet lined with rose-coloured velvet and filled with delicate goblets and decanters. Here, in a Chinese trouser suit, a chrysanthemum in her hair, she presided over her more impressive parties...Next to the drawing-room was the tiny kitchen (still labelled, it is said, "Miss Starkie's kitchen")...Upstairs were her pink-and-blue bedroom, her bathroom, her minute spare room, and the study, lined with French yellow-backs, which became the focal point of her life. The woodwork was painted red and gold.'*²⁵

In January 1934, the tenancy terms for No.41 were altered and it became clear HM's Office of Works was planning to relocate. The Office of Works would not give a firm date for their departure, so eventually the University gave them their notice in September 1935, and they moved out in October and although they paid rent to Christmas. The University considered assigning the entirety of No.41 to the Appointments Committee and so also gave notice to Enid Starkie in September 1935. The Appointments Committee inspected the entire property and concluded that whilst there was capacity for the whole department, there would be no space for expansion. It was instead suggested that two of its constituent elements, the Oxford Society and the Sub-Committee for Women's Appointments, should move into No.41 and that Enid Starkie (who had not been at all happy to be given her notice) should be allowed to retain her flat. The Oxford Arts Club took over two rooms temporarily from Christmas until Trinity 1936.

The building suffered from another burst pipe in January 1936. On 29th September of the same year, the Oxford Society moved into the first floor and the Women's Appointment Committee moved into two rooms on the second floor. The Secretary of the Colonial Administration Service Course moved into a second-floor room in November, having it subdivided into two in order to create a separate room for their assistant.²⁶ After the end of Michaelmas term, the Delegacy of Lodgings moved into the ground floor. The Oxford Society of Home Students (later St. Anne's College) also moved in at some point shortly after this. Various alterations were made throughout the building for the new occupants; Dr. Starkie complained voraciously about alterations that she thought would affect her flat. The building was completely redecorated and the basement fully refurbished, with the basement stairs strengthened with new wooden joists and concrete lintels put in place of wooden

²⁵ Richardson, J., *Enid Starkie: A Biography* (London, 1973) 99-100.

²⁶ This is probably not one of the front rooms, as the newly-partitioned room was to have a window fitted, and these were already amply supplied with such. The back room of the main room on the second floor does have a strange, small second window adjacent to the main, which certainly seems a later addition; however, it is difficult to see how the room could have been effectively partitioned into two rooms whilst taking this opening into account.

supports for the floors above. The external paintwork was renewed, sills relaid, and the letter box removed from the door and replaced with two letter plates in the panels. The fireplaces throughout were either removed or blocked with asbestos. A partition with a door was fitted in the ground-floor front room. A wooden and obscured glass screen was fitted in the hall in order to create an additional lavatory (this space is now a kitchenette). Sash windows were removed from the ground-floor back room and replaced with the extant French windows, supported by two R.S.Js and accessed by a new external concrete step.

In February 1937, a quotation was produced for replacing the dormer window on the first floor of the rear of the flat with a new, longer one (6 feet), involving cutting out an 18-inch portion of the wall, fitting a new sill, and fitting new guttering below. In May 1937, the Oxford Society, who were at this point using the ground-floor back room as an office, complained that the garden, which was private to the flat (making the French doors in the back room somewhat useless) and Dr. Starkie's responsibility to maintain, was in a terrible state of disrepair and provided a bad impression to visitors. Dr. Starkie could not be induced to put the garden in order, so the University served her notice and then a new lease which did not include the garden. She objected to this and instead agreed to give the University responsibility for the garden but retained right of access to the yard and to the portions adjacent to her flat.

The Society of Home Students vacated the building in 1938 and the Oxford Preservation Trust took over their second-floor room in 1939 on a temporary basis for a rent of £1 a week. On the outbreak of war in September 1939, Sir Robert Carrison (a Major-General in the Indian Medical Service who retired to Oxford in 1935 and was the Chairman of the Medical War Committee of the British Medical Association during the Second World War, and then Director of postgraduate medicine at Oxford University from 1945 to 1955) moved into the rooms leased to the Oxford Society as his offices as Chairman of the Medical War Committee, though the Oxford Society wished to retain the option to reoccupy the space after the war. The usual tenants (excepting Dr. Starkie in her flat) all vacated the building during the war and the Casualty Bureau moved into the ground floor before December 1939, paying a rent of £50 per annum. HM's Office of Works made clear their desire to rent (rather than requisition) the building in February 1940 and in October took over: the entire second floor; three rooms, the lavatory, and WC on the first floor; three rooms, the lavatory, and WC on the ground floor; and the entirety of the basement and garden. A separate rent was paid to the usual occupants of the spaces for the use of their furniture. The ground floor spaces taken over by HM's Office of Works seems to include those that had been taken over by the Casualty Bureau in 1939, as part of the rent paid for furniture was paid to the County Council (and later City Council) who managed the Casualty Bureau.

In November 1939, it was found that the part of the roof of the flat at 41 that was shared with 40 was in a bad state and in need of repair, but it was not possible to conduct this until spring. Further complaints were made about the state of the garden in July 1940 so Sir Arthur McWatters (Secretary of the University Chest) had a gardener sent around. In December 1940, Dr. Starkie complained that the gutter of the main wing at the corner where it connected with the flat was leaking, causing water to leak under the side floor of the flat. A

hole in the gutter running along the outside of the kitchen of the flat caused the room to flood in September 1942 and in December 1944 it was reported that electrical work was required throughout the building.

In February 1945, with the imminent end of the war seeming inevitable, the Appointments Committee made plans to occupy the entirety of 41, excluding the flat, once the wartime occupants had vacated. It was planned to move in by August but the Red Cross and the Women's Voluntary Service still occupied parts of the building and did not leave until November. It was agreed that Sir Robert McCarrison, who was leasing the rooms nominally held by the Oxford Society, could maintain rooms in the building on a temporary basis but that he should move to the top floor and vacate the building soon after February 1946. He wished for three rooms (one for himself, one for his assistant, and one for interviewees to wait without disturbing his assistant) for his work as Director of postgraduate medicine, and was presumably placed in the southernmost second-floor front room (which was still subdivided into 3 rooms at least as late as 1992). McCarrison had left the rooms by January 1947, but they continued to be subleased from the Appointments Committee by the Oxford Society.

In April 1946, Dr. Starkie complained that her portion of the basement, which contained her trunks, was being used as a coal cellar. She consented to exchange her rights to the basement for those to the cubby hole outside the door to the flat (possibly what is now the small passage behind the stairs and opposite the disabled lavatory on the ground floor, with partitions having since been removed). Dr. Starkie again complained of leaking, this time in what she described as the older part of her roof at the rear of the flat, in October 1948. At some point in 1949 the ceiling of the flat was renewed.

In November 1950, Dr. Starkie had the interior of the flat redecorated and complained to the University that the exterior (their responsibility) had not been painted in the 18 years she had been in residence, resulting in rotting of the doors and sills. She had had a tiloleum (a red-tile effect linoleum that had to be cemented to the floor) floor fitted and the flooding caused by the combination of rain and rotten sills had spoiled the cement. The roots of a sapling in the garden had also begun to grow beneath the flat. By January 1951 there was damp throughout the downstairs of the flat, diagnosed by Dr. Starkie's interior decorator as being caused by a problem with the damp course. A missing slate on the roof above the stairs of the flat caused some leakage at this point. Workmen replaced the slate; however, in doing so they dislodged several other slates creating a larger leak. A rotten step on these stairs had to be replaced. Dr. Starkie also had a new bath fitted in the flat at some point around early 1951.

In February 1951, the 17th-century window in the kitchen at the rear of the flat was replaced with a modern window.²⁷ The early-19th-century lavatory on the first floor of the flat (**Figure 7**) broke in the summer of 1951, flooding the floor below. It was repaired but broke again in 1954, being declared beyond repair. The flat was left without a working lavatory for over 15 weeks due to various errors in organising repairs (as well as Dr. Starkie's hectic schedule and

²⁷ The window was dated to the 17th century by Dr. Starkie in a letter of 1951 but no images of it are extant, so this dating is far from firm.

lengthy bouts of foreign travel conflicting with her insistence that she be there whilst the work was carried out). Dr. Starkie was asked to vacate the flat for it to be used as University offices in 1963; she moved out on 8th May, with her friends buying her a house on Walton Street.²⁸

The St. Giles' façade was completely refaced in 1956 (**Figure 9**) in Portland stone, whilst the northern elevation was at least cleaned. The refacing was to match existing, restoring all the hard angles of the original façade. The front boundary wall was replaced with the extant wall following the same layout, but somewhat higher than the older wall and with added gateposts.

In 1963, 40 St. Giles' was assigned to the Principal of Linacre, initially for no longer than 10 years.²⁹ The walled garden at the rear of Rewley House, which was traditionally part of the extensive garden of 41, was assigned to 40 for the use of the Principal.

The Appointments Committee continued to occupy the entire building until 1973, when it moved to 56 Banbury Road, a large Victorian townhouse in North Oxford. The Mathematics Institute then occupied the building as an annexe until 1976. The Theology Faculty Annexe and Library moved into the building in 1988. The faculty continues to occupy the building, though the library is moving into the old Radcliffe Infirmary building in summer 2012.

²⁸ Richardson, J., *op. cit.*, 228.

²⁹ No.40 had been the most sought-after house in Oxford for some years, with the University having regularly received requests to rent it since the end of the War, on the long-running rumour that its previous tenant was about to leave the country. When he finally did leave, the long waiting list was disregarded and the house assigned to Linacre instead; Oxford University Archives Ref. LA 3/OCP 62/2.



3

SIGNIFICANCE

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3 SIGNIFICANCE

NPPF paragraph 128 specifies that in assessing planning applications:

‘Local planning authorities should require an applicant to provide a description of the significance of any heritage assets affected including any contribution made by their setting.’

The significance of 41 St. Giles’ has been publically recognised by its designation as a Grade-II*-listed building in 1954 (see **Appendix 1**); and it was included in Oxford City Council’s designation of its Central (City and University) Conservation Area in 1971, and in its subsequent revisions in 1974, 1981, 1985, and 1998 (see **Appendix 2**).

3.1 Significance as part of St. Giles’ and the Central (City and University) Conservation Area

41 St. Giles’ is an important contributory factor in the character of the northern end of St. Giles’. St. Giles’ is a wide, busy road, providing access to Oxford’s main north-south arterial roads: Woodstock Road and Banbury Road. It is made up of a combination of 18th- and 19th-century houses, institutional buildings, and 19th-century monumental construction (**Figure 8**; though almost all the buildings now have an institutional or commercial function).

The façade of 41 St. Giles’ is aligned alongside that of No.42. This creates a continuous, but definitely non-uniform, terrace, of which No.41 is an important element. It rises higher than the adjacent façade of No.42, with the projecting gables standing out markedly. As No.40 is set back from the pavement behind a garden, No.41 forms the end of the row, with a similarly mismatched terrace beginning with No.39. The character of this part of St. Giles’ is defined by the mix of domestic architecture of disparate ages and styles constructed adjacent to one another in such a way as to create unique terraces. The façade of No.41 is one of the more elaborate on this part of the street and certainly contributes substantially to the unusual character of this area.



Figure 8. St. Giles’ orientated with north at the top of the image. Construction of a residential or commercial character is highlighted in red. Institutional and monumental construction is highlighted in yellow

An older front wall was replaced in the same position by the current, higher wall during the 1956 refacing.³⁰ This wall is not of the same quality of the building's façade or the adjacent boundary wall of No.40 and does detract a little from the character of the setting as do the large green bins stored in the front yard. Other than the new wall and the lamppost outside, the exterior of No.41 and its immediate setting has remained unchanged since at least prior to 1956 (**Figure 9**).



Figure 9. Left, 41 St. Giles' immediately prior to its refacing in 1956. Right, 41 St. Giles today

³⁰ The wall replaced in 1956 was not the original wall, with a 1926 schedule describing 'a wrought-iron railing at the southern end of which is a remarkable piece of hand-worked scrolling, and another pleasing feature in this connection is the wreath vase termination of the gate supports.' Oxford University Archives: LA 3/OCP 272 A/1.

3.2 Architectural Significance

3.2.1 Exterior Elevations

‘Circa 1700. 3-storeyed ashlar front with 4 gables, refaced 1956. The ground floor has 3 sash windows in moulded stone frames with moulded cornices. The front doorway to the North has two engaged Doric columns, entablature, a split pediment and a rectangular fanlight. The four sash windows in the 1st and 2nd floors have moulded cornices and the two outside windows in the latter floor have triangular pediments, while the two inside ones have segmental pediments. At the back the North West wing is probably contemporary and is partly timber-framed.’³¹

A 1926 schedule of the building described it as having ‘...an elevation of the late Jacobean Period, with the Porch a Georgian addition.’³² This suggests that the frontage was thought to be original. The 1939 Royal Commission on Historical Monuments offered a similar opinion, though placing the construction later, c.1700.³³ The Royal Commission dates the construction of the west wing as contemporary



Figure 10. The façade of 41 St. Giles’ looking northwest

with the main block. This is possible, with the differences in design perhaps being because the west wing was designed as a servants’ wing and so to lower specifications, but this area certainly feels older than the main building, with less regular construction and lower ceilings and doorways. Further investigation into the chronological relationship between the two portions should be conducted prior to any major alterations. Pevsner noted that the steep gables along the St. Giles’ frontage cannot be an original feature. The illustrative value of the façade is limited by later refacing and alterations; however, the building does represent the tradition of post-mediaeval house building in Oxford, and St. Giles’ in particular, of building backwards along narrow plots as the needs of changing populations demanded.

³¹ Listed Building Description (see **Appendix 1**).

³² Oxford University Archives: LA 3/OCP 272 A/1.

³³ Royal Commission on Historical Monuments, England, *An Inventory of the Historical Monuments in the City of Oxford* (London, 1939) 178.

The aesthetic value of the main façade is extensive, though this is tied closely to its rôle as part of the group of buildings of a residential character which runs along the western side of St. Giles' from Little Clarendon Street down to Pusey Lane. This group of buildings, rather mismatched in their individual designs, actually harmonises to create an attractive whole, of which the façade of 41 St. Giles' is one of many important constituent elements.

The rear elevations are pleasant. They were not refaced when the front was in 1956 and so display more patching and evidence of repair. The back garden is a particularly attractive space, with some of the garden walls being original. The stretch of wall separating what was the yard of the flat from the rest of the garden is relatively modern, as is the rear wall, but otherwise the garden walls are probably of a similar age to the rest of the building.

The roof has been replaced at some point, as it is described in the 1926 schedule as slate, but is currently tiled.



Figure 11. The rear elevation and garden wall

3.2.2 Interior Spaces

‘Interior: Contemporary staircase with close strings square newels and turned balusters. There are some early C19 door frames.’³⁴

The interior of the building consists of two distinct sections: the main building and western wing. The main building retains various features of aesthetic and illustrative value, for instance cornice moulding in most spaces and decorative ceiling plaster in the ground-floor front room. Unfortunately, the original fireplaces have been removed and blocked up. A great deal of original joinery has been retained, notably doors and doorcases. The lion-headed doorcases off the ground-floor hall are rather nice examples (**Figure 12**). The front door is attractive, though likely not original and has a decorative light above. The staircase, with its turned balusters, close strings, and square newels, is of a particular note (**Figure 13**). This area has attractive sash windows, probably of a 19th-century date, throughout, and in the ground-floor front room these are accompanied by window cases and shutters. The large room that makes up the second floor of the west wing is of some interest: This space is part of the west wing but was never part of the flat or servants’ quarters. Its dimensions and appearance are much more in keeping with the main part of the building than the west wing, suggesting that the differences between the two wings may be more to do with the later uses of the spaces than differing original construction dates.

The western wing, which once formed Enid Starkie’s flat, is less uniform than the main wing, with lower portals and fewer extant



Figure 12. Door and doorcase in ground-floor hall



Figure 13. The staircase from the first-floor landing

³⁴ Listed Building Description (see **Appendix 1**).

decorative elements. It certainly feels more spartan than the main wing and aesthetically is a less significant space in general. That being said, it does retain some attractive elements of joinery.

There are modern floor coverings and a rather bland, institutional decorative palette throughout.

3.3 Archaeological Significance

41 St. Giles' is constructed on a site that was extensively occupied in the mediaeval and post-mediaeval periods (**Figures 2 and 3**) and it is within Oxford City Council's City Centre Archaeology Area. Occupation on the site can be traced at least to the 12th century and there may well have been a Saxon burh in the vicinity, though this has yet to be definitively shown.³⁵ It is likely that there is significant archaeological material, with potential evidential value, preserved on the site, especially beneath the garden.



Figure 14. The staircase of the western wing

3.4 Historical Significance

The heritage asset possesses illustrative value as a well-preserved example of an early-18th-century Oxford house. It also has some illustrative value as the home of Enid Starkie for 32 years. Starkie was a Somervillian Fellow and the University Reader in French Literature from 1945 and an academic of great renown. She was made an officer of the *Légion d'honneur* in 1958 and a CBE in 1967. She was responsible for the Professorship of Poetry in its modern form, having successfully campaigned for it to be held by a practicing poet rather than by a critic. By all accounts, her eccentrically-decorated flat at 41 St. Giles' was something of an Oxford institution: 'Generations of undergraduates revelled in a visit to St. Giles': it was one of the delightfully extravagant experiences of an Oxford education.'³⁶

3.5 Significance as a functioning University department

41 St. Giles' has been occupied by the Theology Faculty since 1988. It has served as offices for a variety of different occupants since the University purchased the building in 1926. Since 1988 the ground floor throughout and the first floor of the west wing have also served as library spaces, whilst the basement has served as a stack. The Library left No.41 in August 2012, but the faculty offices still occupy the space. The building was designed as a residential

³⁵ Beckley, R., and Radford, D., *Norman Oxford archaeological resource assessment* (2011) 15. Available online: <http://consultation.oxford.gov.uk/gf2.ti/f/274338/6150885.1/PDF/-/6%20Norman%20Assessment%20%20Draft.pdf>, accessed 14th August 2012.

³⁶ Richardson, J., *op cit.*, 226.

structure but, as with the other houses along St. Giles', its location and size make it well suited to an institutional use.

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4

VULNERABILITIES

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4 VULNERABILITIES

The ability of 41 St. Giles' to fulfil a contemporary function

41 St. Giles' is not necessarily well suited to provide office accommodation, being designed as a domestic structure, but periodic alterations have adapted the building to a point where it is more suitable for its needs. The larger reception rooms of the original house have allowed for library and office spaces. The areas that have retained their character and significance, notably the external façade and the ground-floor front room, have done so because the building has remained in use, and has been maintained and cared for.

The building forms part of an aesthetically- and historically-significant group, but is by no means a static monument. By remaining in use, the upkeep and conservation of the heritage asset is funded and its continued existence and significance ensured. Under the current usage, the significant areas are not threatened, and its listed status ensures that any further alterations operate within the constraints of an accepted understanding of the building's significance as a heritage asset.

4.1 Accessibility

The ability of 41 St. Giles' to be accessed and enjoyed by anyone who has a legitimate right to use the building is central to its significance. The significance of the heritage asset is lessened if any person who wishes to legitimately use and enjoy the building is hampered in doing so by inadequate access provision. The accessibility of the building is limited by its original design and traditional construction, though it has been fitted with an external access ramp to the front door. The front door is heavy and does not have a button-operated opening mechanism, though an intercom does allow one to call for assistance. Once within the building access between floors is by stairs only, with those to the basement being particularly narrow.

The limitations of access within the building are unfortunate, as ideally all users should be able to move freely around the building without disadvantage.



Figure 15. The main entrance from St. Giles'

4.2 Maintenance

4.2.1 Exterior Elevations and Setting

The external elevations of 41 St. Giles' are its most significant features, possessing historical and aesthetic value. They contribute substantially to the group of buildings whose façades define the character of this portion of St. Giles'. The primary façade was completely refaced in 1956. The northern elevation onto the garden of No.40 has clearly been cleaned and repaired at various points. The rear elevations show the most evidence of patching and repairing, with the quoins around all the windows contrasting with the surrounding stonework and the panel of wall around the first-floor rear window being heavily reconstructed at some point. The roof has also been replaced at some time with the original slate being replaced with tiles.

In general, the exterior has aged well due to timely repair, heavy refacing, and substantial patching; however, it remains open to weathering and erosion, potential vandalism, and pollution; damage which could detract from the significance of the heritage asset.

The landscape setting of the building remains pleasant and appropriate. It has no doubt changed since the original construction of the building, though the earliest history of the building is unclear. That being said, other than the introduction of motor traffic to St. Giles' in the early part of the twentieth century and the introduction of the new boundary wall in 1956, the immediate setting of the building has not greatly changed certainly in the last century. The garden at the rear remains an eminently pleasant and peaceful space.



Figure 16. Left, repairs around the first-floor rear window. Top right, the St. Giles' frontage. Bottom right, repairs around the windows of the western wing

4.2.2 Interior Spaces

The interior spaces of the building are of some aesthetic and illustrative significance. Various portions of original joinery are intact, notable doorcases and the main staircase. All of the interior spaces suffer from a bland, institutional palette and office furnishings, which make them feel somewhat utilitarian and mask their character; however, attractive original details are extant, for instance a good portion of cornice moulding and joinery.

As the interior features are in regular use and of less permanent construction than the external structure of the building, they are vulnerable to vandalism, accidents, and general wear and tear. Some of these issues should be mitigated assuming adequate security and maintenance regimes are in place, but ultimately these significant elements will have limited lifespans. These lives can be lengthened as much as possible through regular, adequate monitoring and maintenance.

As a Grade-II*-listed building, any alterations, or repairs made with non-original materials, will require listed building consent.

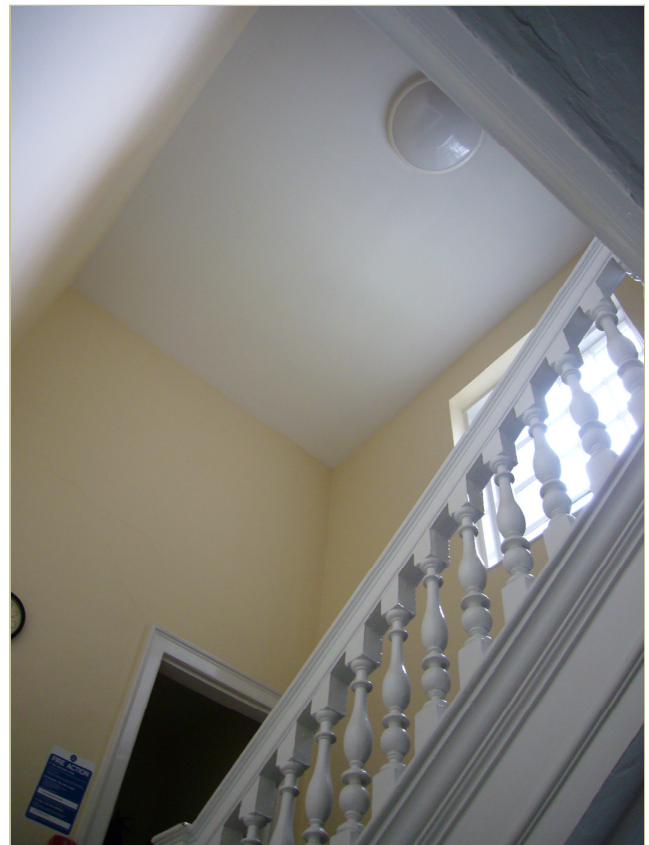


Figure 16. Top left, the utilitarian character of the first-floor common room. Bottom left, ceiling decoration in the ground-floor front room. Right, joinery on the staircase

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Chris Lattis

5

CONSERVATION
POLICY

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5 CONSERVATION POLICY

Having established the significance of 41 St. Giles' as a heritage asset, and having identified ways in which the significance of 41 St. Giles' is vulnerable to harm, it is necessary to recommend policies to reduce the probability of such harm occurring, and thereby to conserve the significance of the site. In essence, these policies set parameters for managing the fabric of the site.

The Conservation Plan is intended to be an active tool for the regular maintenance and long-term management of 41 St. Giles'. It needs to be reviewed regularly, and revised as appropriate to take account of additional knowledge and changing priorities.

5.1 **41 St. Giles' continued use in a contemporary function is important to its continued significance. Permit, in line with NPPF paragraphs 131, 132, 133, and 134, alterations intended to facilitate its continued use in this way**

The continued use of 41 St. Giles' in a contemporary function is important to its continued significance. Limited alterations will inevitably be required to allow it to retain this significance in line with modern standards and requirements. If alteration is required in the future it should be permitted with the following provisos:

- Any alterations must be sympathetic to 41 St. Giles' significance as a heritage asset and, in line with NPPF paragraph 134, any proposals that involve 'less than substantial harm to the significance' should deliver 'substantial public benefits.' In line with NPPF paragraph 132, any proposals that involve 'substantial harm or loss' should be 'wholly exceptional.'
- Any changes should: '...preserve those elements of the setting that make a positive contribution to or better reveal the significance of the asset' (NPPF paragraph 137).

5.1.1 **In order to ensure that 41 St. Giles' can operate to modern standards, and that its significance can be maintained by making access as wide as possible, special concern should be applied to ensuring that disabled access is adequate**

Ensuring that the heritage asset can be enjoyed as widely as possible will have a major positive impact on its significance. As noted in **Section 4.1**, access to the building is hampered by its historic design. Access will remain a concern in any plans developed for the site; a vigorous effort should be made to improve access to the site in any future plans, with the University seeking to exceed its statutory obligations and always viewing this as part of an ongoing process.

5.2 **Note that 41 St. Giles' is a Grade-II*-listed building and ensure that appropriate consents are obtained for works to the interior and exterior of the building**

In order to ensure the heritage asset's significance, alterations may be required in the future, and due to the listed status of the building, even minor routine repairs may need consent. Caution should be applied in order to ensure that any statutory duties are fulfilled. In cases of

doubt **Estates Services should be contacted in the first instance**, and if necessary they will refer queries on to Oxford City Council.

5.3 Ensure proper consultation in advance of any work to the building with the Local Authority conservation officer (through Estates Services) and any other interested parties

It is important to guarantee that the best advice is obtained at an early stage of any proposal to alter any part of the building in order to ensure that the significance of the building is respected.

5.4 Refer to this Conservation Plan when considering repairs or alterations in any space

The Conservation Plan gives an overview of which aspects of the building are significant or vulnerable. Where original or significant material is extant, repairs should be carried out using the same materials and techniques and should not affect the significance of the asset without providing substantial public benefits in line with NPPF paragraph 134.

5.5 Any alteration or redevelopment must respect the character of St. Giles' and the surrounding area. Notably it must respect 41 St. Giles' location adjacent to listed buildings and as part of the listed 31-46 St. Giles' group

41 St. Giles' position within the terraces of St. Giles' is vital to its significance. Any plans for alterations should take into account the relationship between the listed buildings within this significant group.

5.6 Conservation of specific factors contributing to overall significance

41 St. Giles' possesses various external and internal features of some significance (**Sections 3.1 and 3.2**). An effort should be made to identify and conserve original or significant architectural features and keep these in use where possible in line with **Section 5.1**; however, it is accepted that all materials have a natural lifespan and some degree of change must be permitted to keep the building safe, usable, and generally fit for function. Some material will have a very long life expectancy if given routine maintenance; others are impermanent and may need periodic replacement. Within the framework of understanding and valuing what is present in the building a degree of ongoing change is inevitable.

5.6.1 Any alterations to be made to the external elevations will respect their significance and the contribution they make to the setting

The exterior elevations of 41 St. Giles', especially the St. Giles' façade, are its most significant features. The visual character of the St. Giles' frontage should be maintained. If alterations are considered these should be undertaken only in the context of this significance and in line with **Section 5.1 and 5.1.1**. Further investigation should be conducted into the chronological relationship between the main building and the west wing when planning any alterations.

5.6.2 Any alterations to be made to the interior spaces will respect the significance of both the individual elements and the building as a whole

The interior spaces of the building contain various significant elements, such as historic joinery and plasterwork. Any internal alterations planned in the future should only be undertaken with a full understanding and respect for the character of the internal spaces in line with **Section 5.1** and **5.1.1**.

5.7 In conformity with NPPF paragraph 110, efforts should be made to ensure that 41 St. Giles' contribution to climate change is as minimal as is feasible for a building of its age, size, materials, and use. Any proposals for alterations should assess the feasibility of incorporating low and zero carbon technologies

Ensuring that the building is sustainable will be crucial to its long-term survival and significance. As stated in NPPF paragraph 110, development should seek to 'minimise pollution and other adverse effects on the local and natural environment.'

5.8 If during any subsequent renovations or alterations any excavation work is carried out beneath 41 St. Giles', an archaeological assessment will be made of the potential for significant finds, and if appropriate an archaeologist will be given a watching brief as excavation takes place

It is probable that there is significant archaeological material beneath 41 St. Giles' and its garden (see **Section 3.3**). Should any excavation work be carried out in this area, an assessment of the archaeological potential should be made. This should include at least a desk-based assessment, but possibly geophysics and trial trenching. A watching brief will almost certainly be required for any excavation.

5.9 A good practice of routine recording, investigation, and maintenance will be enacted and sustained. Such an approach will minimise the need for larger repairs or other interventions and will usually represent the most economical way of maintaining an asset

5.9.1 Estates Services (or its agents) will ensure that a senior member of staff has responsibility for the administration and recording of a routine maintenance programme for the building

All buildings need to routinely be maintained if they are to stay in good condition. This requires a detailed maintenance programme and, critically, someone who is responsible for ensuring that routine operations are carried out. A proper record of the repair and maintenance work in a maintenance log is a useful management tool. Such information will be recorded in the estates management software package *Planon*.

5.9.2 The Conservation Plan will be circulated to all senior staff who work in 41 St. Giles' and to all other members of the University who have responsibility for the building

The value of the heritage asset needs to be appreciated by all senior staff managing or working in the building. Only in this way will the heritage asset be properly treated, repaired, and maintained.

5.9.3 The Conservation Plan will be made available to Oxford City Council, English Heritage, and any other party with legitimate interest in the building

The Conservation Plan is intended to be a useful document to inform all parties with a legitimate interest in the building.

5.10 The Conservation Plan will be reviewed and updated from time to time as work is carried out on the building or as circumstances change. The recommendations should be reviewed at least at five-yearly intervals

Policy changes, building alterations, or other changes of circumstance, will affect the conservation duties and requirements of the building. The policy recommendations in the Conservation Plan will inform the future of the building and should be a useful tool for people carrying out maintenance work or where more significant alterations are being considered. The recommendations need to be kept up to date if they are to remain relevant.



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6.4 Reports

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6.5 Other Documents

- Listed building description courtesy of English Heritage (see **Section 6.6**).
- Historical plans, documents, photographs, and correspondences courtesy of Oxford University Archives (Refs: UD 19/3/1-30, US 21/2, LA 3/OCP 272A/1-3, LA 3/OCP 62/1-2).

6.6 Websites

- Bing Maps:
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- English Heritage Listed Buildings Online (listed building descriptions):
<http://list.english-heritage.org.uk/>, accessed 15th August 2012.
- Estates Services Conservation Management Plans:
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6.7 Image Credits

- Cover and chapter covers: Estates Services photographs.
- Figure 1: Adapted from Google Maps (see **Section 6.6**).
- Figure 2: Adapted from Oxford Historical Society, *Old Plans of Oxford* (Oxford Historical Society XXXVIII; Oxford, 1899). Available online <http://nla.gov.au/nla.map-rm1939-s11-sd-cd>, accessed 16th August 2012.
- Figure 3: Adapted from Oxford Historical Society, *Old Plans of Oxford* (Oxford Historical Society XXXVIII; Oxford, 1899). Available online <http://nla.gov.au/nla.map-rm1939-s3-sd-cd>, accessed 16th August 2012.
- Figure 4: Detail from 1878 Ordnance Survey map of Oxford.
- Figure 5: Detail of 1878 Ordnance Survey map for Oxford.
- Figure 6: Adapted from Oxford University Record Drawing.
- Figure 7: Adapted from plan in Oxford University Archives Ref: LA 3/OCP 272A/3.
- Figure 8: Adapted from Google Maps (see **Section 6.6**).
- Figure 9: Left, from Spokes, P.S., ‘Refacing of 41 St. Giles’ in *Oxoniensia* XXII (1957) 112. Right, adapted from Google Maps (see **Section 6.6**).
- Figures 10-17: Estates Services photographs.

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APPENDICES

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7 APPENDICES

Appendix 1 Listed Building Description

List Entry Summary

This building is listed under the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended for its special architectural or historic interest.

Name: No name for this Entry

List Entry Number: 1047144

Location

41, ST GILES STREET

The building may lie within the boundary of more than one authority.

County: Oxfordshire

District: Oxford

District Type: District Authority

Parish:

National Park: Not applicable to this List entry.

Grade: II*

Date first listed: 12-Jan-1954

Date of most recent amendment: Not applicable to this List entry.

Legacy System Information

The contents of this record have been generated from a legacy data system.

Legacy System: LBS

UID: 245838

Asset Groupings

This List entry does not comprise part of an Asset Grouping. Asset Groupings are not part of the official record but are added later for information.

List Entry Description

Summary of Building

Legacy Record - This information may be included in the List Entry Details.

Reasons for Designation

Legacy Record - This information may be included in the List Entry Details.

History

Legacy Record - This information may be included in the List Entry Details.

Details

ST GILES' STREET

1.

1485

(West Side)

No 41

SP 5106 NW 5/512 12.1.54.

II* GV

2.

House. RCHM 180. Circa 1700. 3-storeyed ashlar front with 4 gables, refaced 1956. The ground floor has 3 sash windows in moulded stone frames with moulded cornices. The front doorway to the North has two engaged Doric columns, entablature, a split pediment and a rectangular fanlight. The four sash windows in the 1st and 2nd floors have moulded cornices and the two outside windows in the latter floor have triangular pediments, while the two inside ones have segmental pediments. At the back the North West wing is probably contemporary and is partly timber-framed. Interior: Contemporary staircase with close strings square newels and turned balusters. There are some early C19 door frames.

Nos 31 to 46 (consec) and Nos 49 to 56 (consec) form a group.

Listing NGR: SP5114406792

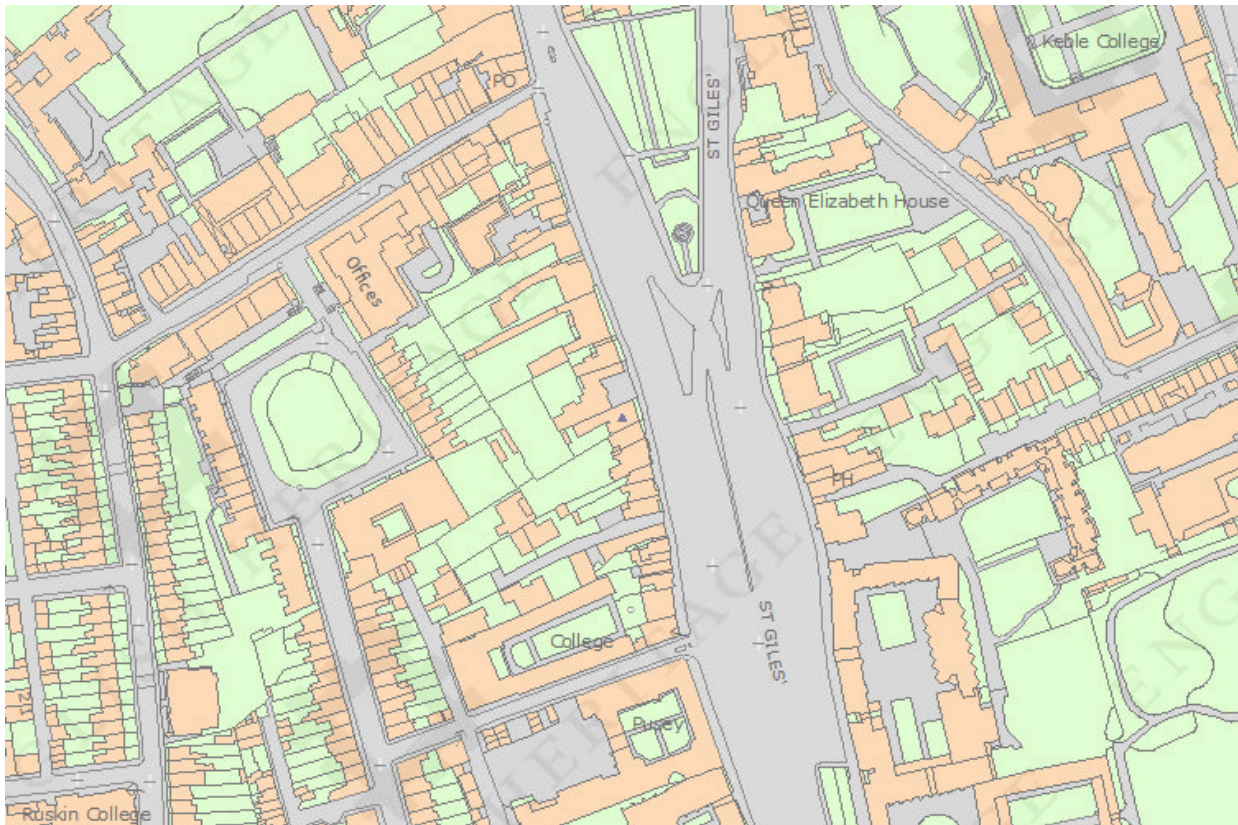
Selected Sources

Legacy Record - This information may be included in the List Entry Details.

Map

National Grid Reference: SP 51138 06808

The below map is for quick reference purposes only and may not be to scale. For a copy of the full scale map, please see the attached PDF - [1047144.pdf](#)



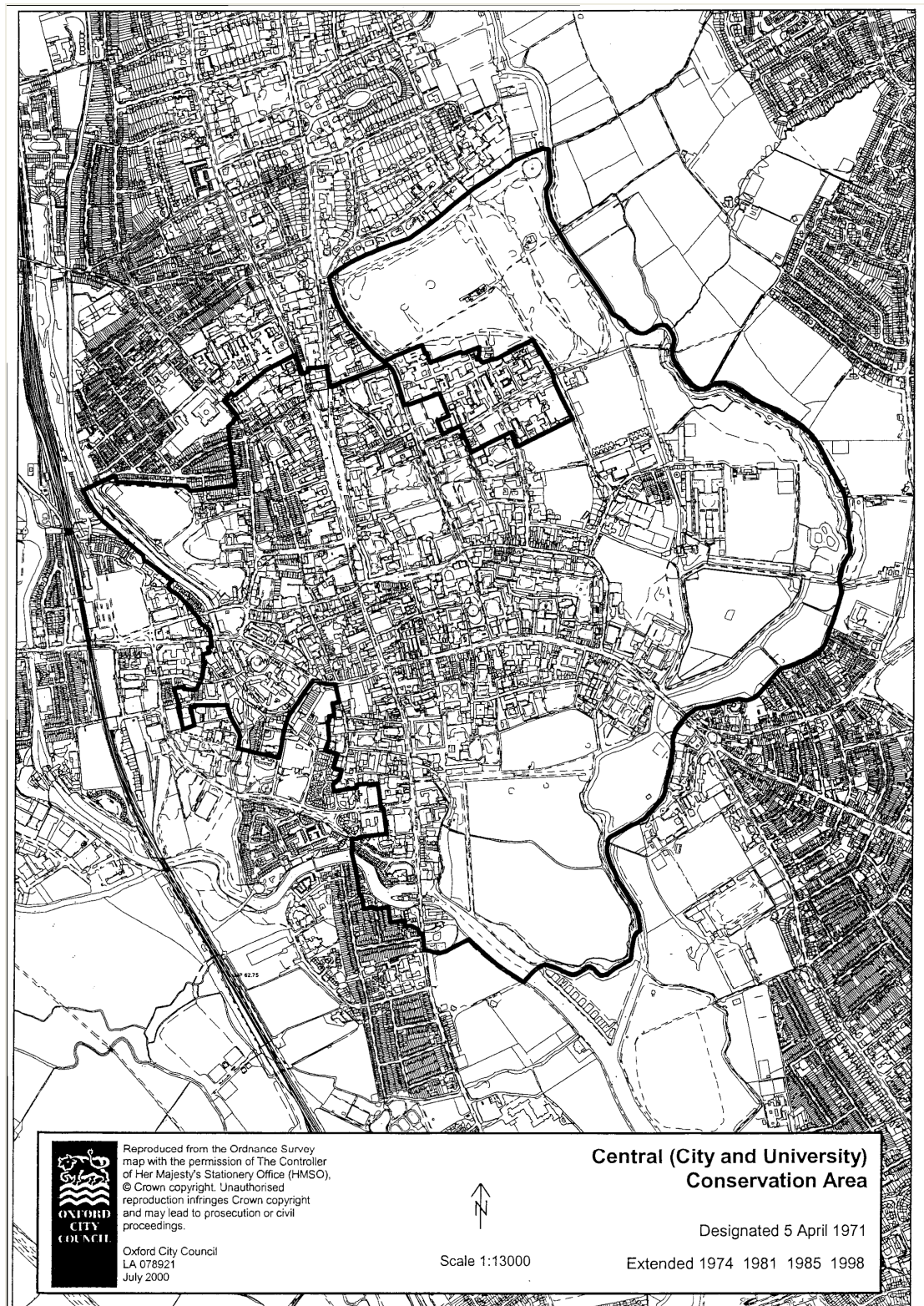
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Appendix 2 Conservation Area Description



Central Conservation Area, No. 5

The historic centre of Oxford forms one of the masterpieces of European architectural heritage. It is also a major regional commercial centre. Many of its historic buildings still function for the purpose for which they were built, and provide accommodation for the University of Oxford and its colleges.

From small beginnings as a settlement in the Saxon period, Oxford grew by the 11th century into one of the largest towns in England and a major trade centre. The Norman conquest brought the construction of the Castle and the establishment of major religious houses. The infant University arose in the 12th century and gradually grew into a major force in the city's life. The Saxons' rigid street layout and the fixed line of the 13th century defensive walls, together with the floodable river valleys, largely determined the plan of the historic centre as it is today. The gentle curve of the High Street, the great market place of St Giles and the older churches, together with the post-medieval timber-framed houses, belong to the town rather than the gown.

The University as it expanded, colonised the eastern half of the town with colleges and halls, building quadrangles of medieval and post-medieval gothic buildings, both within and without the walled town. The growth of the University's central institutions is well shown by the magnificent group of buildings situated between Broad Street and St Mary's Church. This group began in the 15th century with the building of the Divinity School and the Duke Humfrey's Library, a nucleus which expanded in the 17th century with the addition of the Schools' Quadrangle, Convocation House and Sheldonian Theatre. The group was further extended in the 18th century by the addition of the Old Clarendon Building and Radcliffe Camera to form a sequence of buildings and spaces of the highest architectural and historic interest, that today form the visual heart of the conservation area. Aspects of Oxford's 19th and 20th century change and growth may be illustrated by the considerable additions made to University and College buildings in Victorian and recent times, by the vigorous commercial and shopping centre, and by the welcome fact that the presence of the University ensures that many upper floors of buildings in the conservation area are in use for residential purposes, rather than unoccupied as in some historic towns.

Thomas Sharp, in his report to the City Council, published in 1948 as *Oxford Replanned*, set out and defined Oxford's special physical and architectural character and stressed its virtues and problems in a 20th century context. The Council, in its Review of the Development Plan, approved in 1967, approved much of the central area as an area of great historic value, and since 1962 the Council has protected the prospect of the city's unique skyline with its high buildings policy. The complementary views out of the city to its open country background have been similarly protected by the Green Belt and other policies.

The Council designated a large part of the central area as a conservation area in 1971. An extension taking in the Folly Bridge riverside was designated on 28th May 1974, a second extension covering part of Walton Street, Fisher Row and lower St

Aldate's was designated on 23rd February 1981, while a third covering Cornmarket and Queen Street was designated on 29th April 1985. On 9th December 1998, a fourth extension was made to the conservation area taking in part of the St Thomas' area, the University Observatory adjacent to University Parks and Magdalen College School playing field.

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Appendix 3 Chronology of 41 St. Giles'

c.1700	41 St. Giles' is constructed
1798	Alderman Vincent Shortland owns 41 St. Giles'
1801	Vincent Shortland dies in 1801 and leaves 41 St. Giles' to his son, Vincent John Shortland
1821	Samuel Collingwood buys 41 St. Giles' from Vincent John Shortland for £5,500
1841	Collingwood dies. The building is occupied by the Red. Robert Walker until 1846
1849	William Ward purchases 41 St. Giles' from Collingwood's trustees for £1627.5s.6d
1889	William Ward dies and 41 St. Giles' is left to his son, Henry Ward
1917	Henry Ward sells 41 St. Giles' to George Blake
1926	Blake dies and leaves 41 St. Giles' to E.J. Hall of Clifton House, London Road, Headington
January 1927	The University buys the freehold for 40, and 41 St. Giles' from Hall for £16,500. 39a is also purchased bringing the total spend to £18,500
April 1927	The previous tenant of 41B, Mlle. Rabbe, removes the electric light fittings that she had seen installed in the building
1927	HM's Office of Works (income tax office) takes over the majority of the building, with the University retaining a flat at the rear, which includes 3 bedrooms and 2 bathrooms
May-July 1927	Various quotations are obtained for alterations and rewiring of 41 St. Giles' in preparation for its occupation by A.H.M. Jones, who does not eventually move in
October-November 1927	Edith Annie Clarke specifies a series of alterations that would need to be undertaken in order to create a habitable self-contained flat in the rear portion of the property. The alterations are carried out in November and Mrs. Clarke moves in before Christmas paying a rent of £75pa
December 1927	The University asks HM's Office of Works if they can take over and partition off the first-floor lavatory for the flat, swapping it for the lavatory on the ground floor. The government is not immediately willing to make the exchange, but eventually complies in exchange for further lavatories being fitted on the ground floor
December-January 1927-28	There is a burst pipe at rear of the property and this is still not fixed as late as the end of January
June 1928	An external lavatory at the rear of 41 is partitioned off to become part of 40
October-December 1928	A crumbled wall at 41 is repaired
December 1928	The roof at 41 is leaking considerably
April 1929	There is a leaking pipe at the rear of 41
May 1929	The roof is again leaking in the area occupied by the Office of Works. This is attended to in mid May
September 1930	Mrs Clarke gives notice that she will be leaving the property. Sheila Makeson takes over the flat, asking for repainting and new wall papering

	throughout, and for the bath to be replaced
December 1930	Miss Makeson complains about damp patching in the hall and stairs
1931	The western portion of the roof of the adjacent 40 St. Giles' is replaced
October 1932	A telegraph cable is fitted to the front wall of No.41
October 1932	Miss Makeson defaulted on her rent throughout her tenancy and left the country when a summons was issued in her name. A 35-year-old Somervillian Fellow, Enid Starkie (a famous linguist, Oxford institution, and later CBE), previously resident at 6 St. Aldates's, moves into the flat
January 1934	The tenancy terms for No.41 are altered. It is clear that the Office of Works will soon be vacating the space and several University departments are interested in acquiring portions of it
September 1935	Enid Starkie and HM's Office of Works are given their notice. Starkie's notice is eventually rescinded in December. The Office of Works moves out in October, paying rent to Christmas
October 1935	The Appointments Committee inspects the building, hoping to occupy the entire building. It does not move in, though it does eventually in 1945
November 1935	The Oxford Arts Club arranges to temporarily take over 2 rooms from Christmas until Trinity 1936
January 1936	There is another burst pipe
September 1936	The Oxford Society and the Women's Appointments Committee both move into the building on 29 th September.
September 1936	Enid Starkie complains about alterations being made which she thinks might affect her flat. The basement is refurbished at this point
November 1936	The Secretary of the Colonial Administrative Service Course plans to move into an office on the top floor
Michaelmas 1936	The Delegacy of Lodgings moves into the ground floor after Michaelmas term. The Oxford Society of Home Students also moves in at some later point, though it is unclear when and where
February 1937	A quotation is made for replacing the dormer window to the flat at the rear with a new, longer one, involving cutting out portions of the wall, and fitting new guttering
May 1937	At some point prior to this, French windows have been fitted to the rear of the building in the portion occupied by the Oxford Society. The University takes over responsibility for maintaining the garden, which Miss Starkie had failed to do effectively
1938	The Society of Home Students (later St. Anne's College) vacates the building
1939	The Oxford Preservation Trust takes over, on a temporary basis, a second-floor room previously held by the Society Home Students
1939	Sir Robert McCarrison takes over the use of two rooms leased by the Oxford Society
August 1939	The waste pipe from 41 is broken and leaking onto the yard of 40
September 1939	The Indian Civil Service Delegacy and the Colonial Administrative Service Course hand over the keys to their two rooms to the Hospital Office for war time
December 1939	After the outbreak of war in September, the Casualty Bureau occupies one floor
February-	HM's Office of Works wishes to rent the building and the University has to

October 1940	decide a suitable rent, as it had previously been charging only a nominal fee to the University departments occupying the space. In October HM's Office of Works takes over the second floor, cellars, and gardens, and most of the ground and first floors, paying rent for the furniture to the peace-time tenants
July 1940	There are further complaints about the condition of the garden so the University Chest sends around a gardener
December 1940	The gutters of the offices are leaking at the corner of the east wing and the flat, causing water to flood through the side door of the flat into the hall
1941-45	41 is occupied by the Oxford Emergency Medical Service, the Oxford Division Medical War Committee, the Civil Nursing Reserve (who cause a leak in 1941 by pouring tea leaves down the ground-floor sink) and the British Red Cross Society (1945). The Women's Voluntary Service are also resident, at least in 1945
September 1942	The kitchen in the flat is flooded from a hole in the gutter pipe
December 1944	It is reported that electrical work is required in the building
August-November 1945	The Appointments Committee plans to move into the entire building (excluding the flat) in August, but the Red Cross and the Women's Voluntary Service do not leave until November.
1945-7	Sir Robert McCarrison and the Postgraduate Medical Education Committee, who had been leasing the Oxford Society's rooms, continues to occupy three rooms on the top floor on a temporary basis after the Appointments Committee moves in. He is asked to leave shortly after February 1946 and is gone by January 1947.
April 1946	Starkie's flat is given back the small cubby hole outside its front door in exchange for the front part of the basement
1947-49	The Oxford Society continues to lease the rooms vacated by St. Robert McCarrison in 1947-9 only
1947-71	The Oxford University Appointments Committee (including the Appointments Committee for Women) occupies the entire building
October 1948	The lower roof at the rear of the flat leaks again
1949	The ceiling of the flat is renewed
1950	Dr. Starkie complains that the exterior of the flat has not been painted in 18 years and that much of the woodwork is rotten and causing damp within the house. She has a step on the stairs of the flat replaced as it is rotten
1951	There is damp in the hall and the kitchen of the flat. The (possibly 17 th -century) glass in the kitchen window is replaced with modern glass
March-April 1951	A missing slate over the stairs of the flat is causing a leak. Workmen replace the slates but knock off several more in the process, causing a more substantial leak
Summer 1951	The early-nineteenth-century lavatory on the first floor of the flat leaks, causing damage to the floor below
June-September 1954	The lavatory in the flat breaks again, this time completely. It takes over 15 weeks to replace, leaving the flat without a functioning lavatory for this time
1957	Façade completely refaced in Portland stone. Doorway received minor matching repairs
1962	Dr. Starkie is still in the flat at this point

1963	The walled orchard at the rear of 41 is assigned to 40 when this let to the Principal of Linacre College
1973-76	The Mathematics Institute occupies the whole building as an annexe, the Appointments Committee having moved to 56 Banbury Road
2005	External redecoration and repairs undertaken

Appendix 4 Checklist of Significant Features

This checklist is intended for the use of those working or planning work on the site or buildings. It highlights features of architectural significance within 41 St. Giles'; these may be original features or new additions that nevertheless contribute positively to the character of the building. As this is a Grade-II*-listed building any repair or alteration work to factors that contribute to the significance of the building will require listed building consent in order to avoid prosecution under the Planning (Listed Building and Conservation Areas) Act, 1990. **If planned work will likely affect any of the aspects featured in the list below advice should immediately be sought from the Building Conservation Team at Estates Services.**

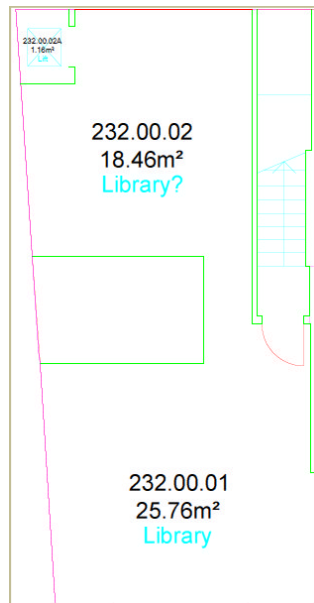
The checklist lists both general significant features that affect the building as a whole and which should be held in mind if working in any space, and specific features of particular significance that should receive special regard if working in these particular spaces. The Further Information column refers to the relevant page reference in the Conservation Plan proper.

41 St. Giles', Building # 232		
SIGNIFICANT FEATURE	✓	Further Information
General:		
External elevations, chimneys, and roof		p.27-30, 37-38, 44
Windows throughout		p.27-32, 37-39, 44-45
Joinery throughout		p.31-32, 39, 45
Staircases		p.31-32, 39, 45
Specific Features:		
External Elevations		
-Pedimented porch		p.27-30, 37-38, 44
-Sash windows and front door with light		p.27-30, 37-38, 44
-Window settings, including cornices and pediments		p.27-30, 37-38, 44
-Gables		p.27-30, 37-38, 44
-Garden walls		p.27-30, 37-38, 44
-Rubble elevations		p.27-30, 37-38, 44
Internal Spaces		
-Main staircase and associated joinery		p.31-32, 39, 45
-Cornice moulding and ceiling decoration		p.31-32, 39, 45
-Doors, frames, and doorcases		p.31-32, 39, 45
-Windows, window cases, and shutters		p.31-32, 39, 45
-Any original or historic joinery		p.31-32, 39, 45

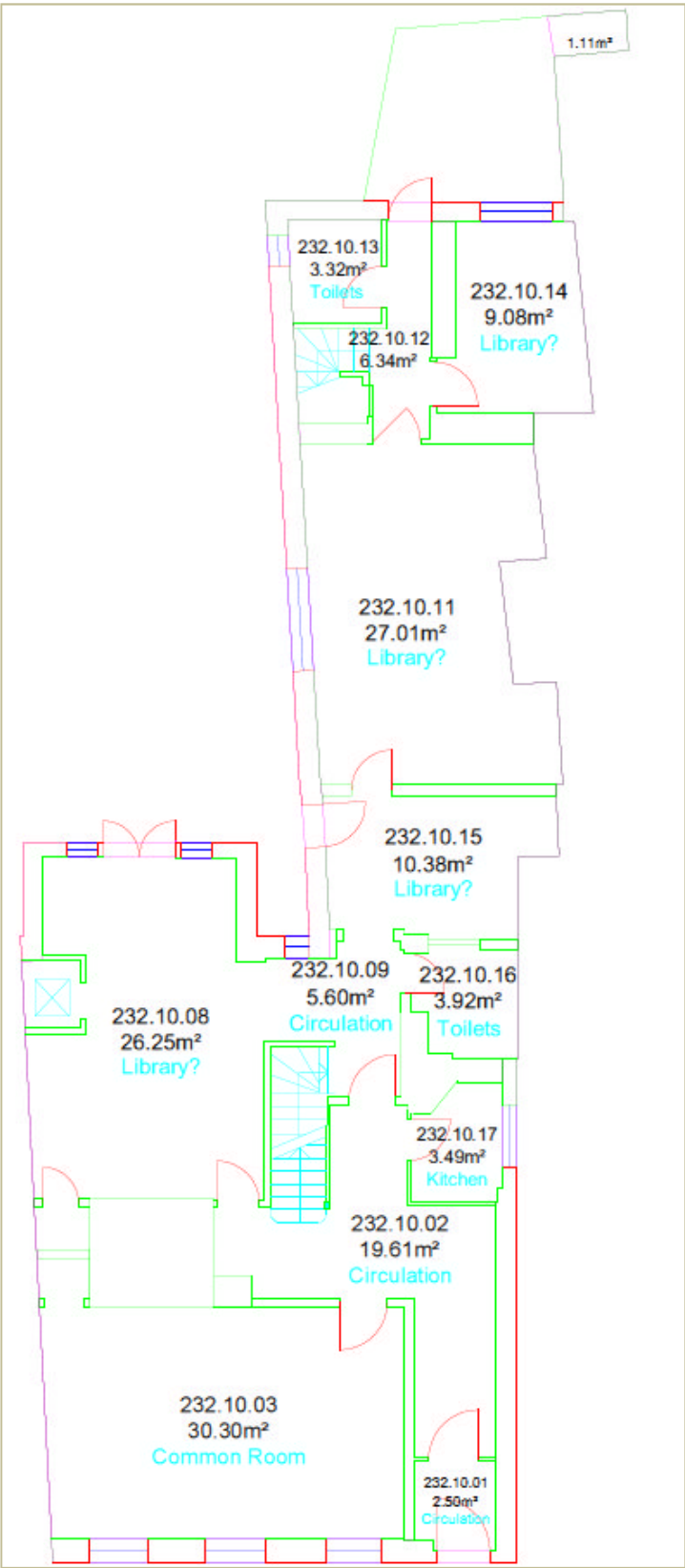
PRIOR TO UNDERTAKING ANY REPAIRS OR ALTERATIONS ON THE ABOVE-LISTED ARCHITECTURAL FEATURES, CONTACT THE CONSERVATION TEAM AT ESTATES SERVICES ON (01865) (2)78750

Appendix 5 Floor plans

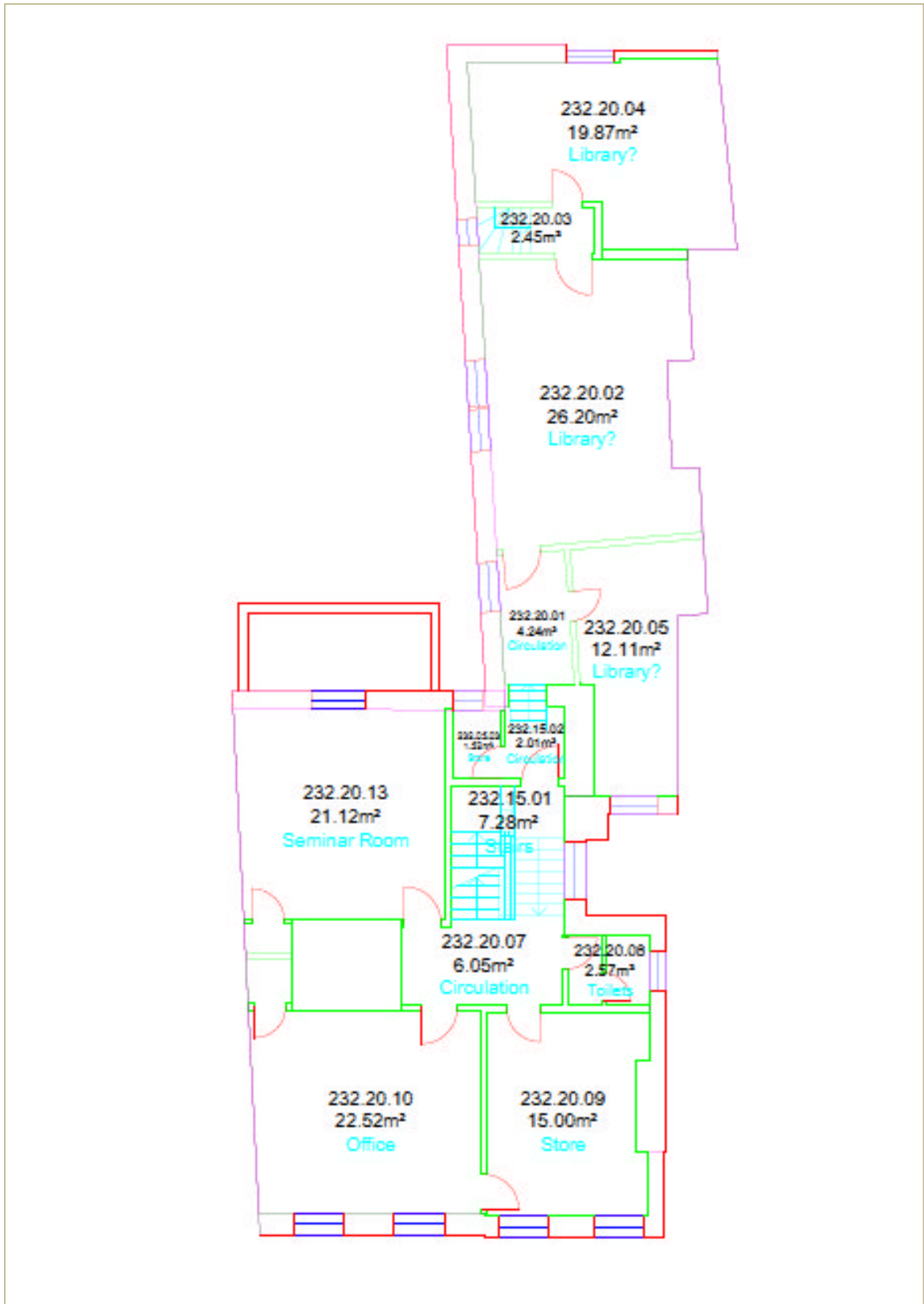
7.5.1 Basement Plan



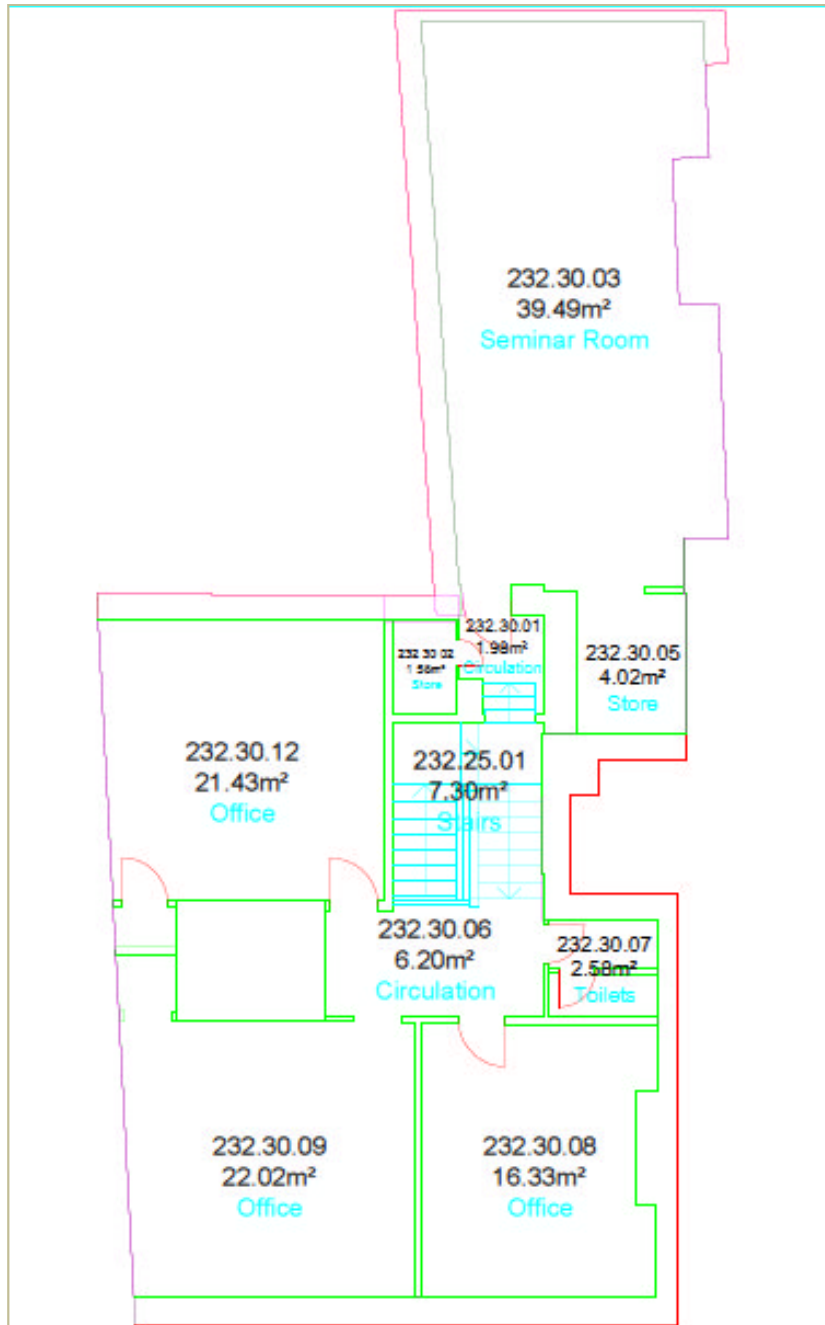
7.5.2 Ground-floor Plan



7.5.3 First-floor Plan



7.5.3 Second-floor Plan



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