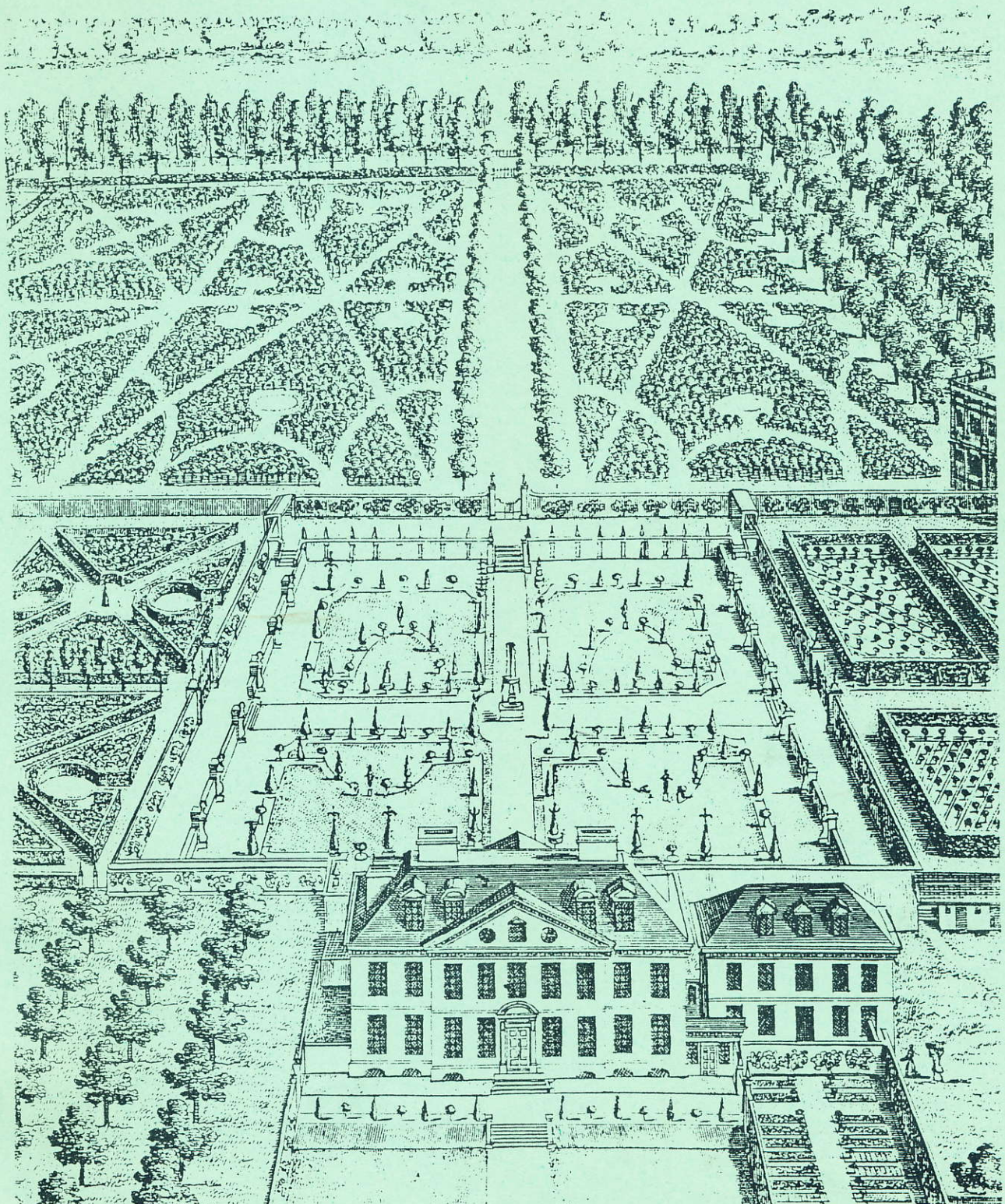


# CENTRE FOR THE CONSERVATION OF HISTORIC PARKS AND GARDENS

The Institute of Advanced Architectural Studies, University of York

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## Documenting a Garden's History





CENTRE FOR THE CONSERVATION OF HISTORIC PARKS AND GARDENS

The general objective of the Centre is to promote the study and conservation of parks and gardens of historic interest. The Centre is engaged in the organisation and coordination of a National Survey and Inventory, the purpose of which is to identify and record sites of particular interest. Other aspects of its work are the development of an Educational Programme, the production of Publications and the undertaking of Research Projects. The Centre is an integral part of the Institute of Advanced Architectural Studies of the University of York, and was established in 1982 with the support of the Countryside Commission.

COVER ILLUSTRATION: Detail of 'Goodneston, the Seat of the Hon'ble Sr Brook Bridges Bart'. From John Harris, 'The History of Kent', London 1719. The view is attributed to Thomas Badeslade (active c1715-c1750).

## DOCUMENTING A GARDEN'S HISTORY

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Methods for research together with notes on referencing, storage  
and presentation of material

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## o INTRODUCTION

Careful research to find out about the appearance of a garden or park in the past is often a first requirement when the conservation of a site is proposed. To construct a reliable picture of this requires close examination of large quantities of information. Such an investigation is likely to involve the researcher in a good deal of detective work extending to a review of prints, photographs, engravings and other illustrations, original documents such as title deeds, legal statutes and letters, as well as books, articles and other diverse publications. Careful study of records, descriptions and illustration is necessary as details, apparently insignificant at first sight, can assume importance as the picture of a site's history begins to unfold.

This paper addresses methods of researching the history of a park, garden or designed landscape from documentary sources. It does not consider field work or associated archaeological investigation; both of these are likely to be conducted in parallel with documentary research, and are essential to assemble a complete picture of a site and its past.

In undertaking studies utilising documentary sources, the level of detail into which the investigation goes is likely to be dictated by many considerations such as, time available, accessibility of source material and the requirement of sponsors. In this paper, the steps described for conducting research, are those which one might ideally hope to complete before beginning to formulate conservation management proposals. The paper is divided into three parts.

PRELIMINARY WORK: which includes notes on referencing and storage of material.

STUDY OF PUBLISHED SOURCES: which includes firstly compiling a list of sources.

STUDY OF PRIMARY SOURCES: which include maps and plans, illustrations and documentation.

PRESENTATION OF THE RESULTS: the organisation of information collected for a report.



o PRELIMINARY WORK:

At the beginning of the study it is important to decide upon a method for organising all the material that is to be collected in the study. In particular one needs to consider a system for:

1. referencing different types of material identified by the search, whether consulted or not, and
2. storage of material such as notes, photocopies, transcriptions and illustrations collected during the study.

1. Referencing

One simple and versatile way to store references is on a card index. Each item is noted on a separate card. Cards can be shuffled into chronological order, arranged alphabetically or by type of item. Chronologically ordered notes, taken from items consulted, can be particularly valuable in allowing the history of a site to be charted stage by stage. To allow this kind of grouping and sorting, certain key items of information obviously should be set out clearly on the card. This can be achieved by reserving the top line of each card for details of:

- o a reference or "identity number",
- o the date of the item,
- o the type of item,

FIGURE I: Suggested arrangement for the top line of an Index Card.

Identity number	Date	Type of Item
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FIGURE II: Suggested arrangement for a particular item: Plan of Chiswick, 1818

MAP/13	1818	Plan
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o "A Plan of the mansion (ie Chiswick House) and estate in the County of Middlesex belonging to the most noble William Spenser, Duke of Devonshire"		
o Surveyed by Peter Potter, Kentish Town 1818		
o Guildhall Library, map case 308		
o 43 x 39cm MSS on tracing paper		
o note: Peter Potter 1801 - 38/39: mentioned in Dictionary of Land Surveyors and Local Cartographers of Great Britain and Ireland. 1550-1850, Peter EDEN, 1975.		

The identity number is the link between the references and the actual material. In a study undertaken at the Centre for the Conservation of Parks and Gardens, a system of identity numbers was evolved which employed a combination of letters and numbers. Prefixed letters denoted the general class of item and serial numbers denote the order of additions to the index system. The following classes were used:

General Sources of Information (places and people)	GEN
Maps and Plans	MAP
Illustrations (prints & drawings etc.)	ILL
Photographs	PHT
Published Information	LIB
Archival Information (ie original documents)	ARC
Recent Site Surveys (notes and observations)	SSY
Miscellaneous Notes	MIS

An explanation of the referencing system should be placed at the front of the Card Index, so anyone wanting to use it can quickly comprehend the organisation.

In Fig II the identity number of the plan, selected as an example is MAP13. The type of item has been written in words and gives a more specific description of the item than the identity number.

The date of the item, in the example 1818, is located in the centre of the top line of the card. In some instances only an approximate date will be available. In these cases, information can be categorised as 'early', 'middle', or 'late' century or in decades if this seems most appropriate.

The remainder of the card illustrated in Figure II shows a suggested layout for the substance of the reference. If index cards to a particular class of information adopt a similar format the system is easy to operate, even where there are several hundred cards.

A bibliography, arranged alphabetically, is often needed when the findings of the study are written up. For books, articles and other publications identified on the index card, the surname of the author or contributor should be prominently noted on the line below the top one. It is then a simple matter to extract relevant cards, arrange them alphabetically and produce them as a list.

The card index system is only a list of sources. All items listed will not necessarily be consulted during the search. However when an item is consulted, copied or noted, it is useful to indicate this on the card. A



coloured mark or notch cut in the corner of each allows one quickly to monitor progress of the study.

## 2. Storage of Material

Notes, photocopies, transcriptions and illustrations collected during the study can be kept in files and boxes and stored by general type (as identified by the letter prefix of the identity number): all published sources in one box or file, archives in another, photographs in another and outsize items in a portfolio. Each item should be marked with the number it has been allotted. For instance, notes taken from a book and referenced as 'LIB32' would be marked with this number.

One is ready to begin the first stage of research once a notional system for referencing and storing material, likely to be collected and consulted in the course of study, has been considered: compiling a list of, and the study of, published sources.

### o STUDY OF PUBLISHED SOURCES

Consulting relevant bibliographies and indexes is the first step in compiling a list of sources. When doing this it is helpful to have a checklist of the subjects relating to the site in which one might be particularly interested. This can direct one to sources of information which may be particularly helpful. A checklist devised at the Centre is shown in Figure III.

FIGURE III Checklist of Subjects to Consider during the Search

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#### People

##### Owners

Designers (landscape architects, architects, amateurs etc)

Other associated personalities (poets, travellers etc)

Gardeners, estate managers, plant collectors

##### Features

Entrance points and circulation (gates, paths, drives etc)

Main component areas

Landform and earthworks

Water features

Plantings and Plants

Buildings, Constructions and Ornaments

##### Main zones of the site

Pleasure gardens and grounds

Parkland and other land (eg farmland) on site

Land off site (or outside the boundary of the site) but important to the design

Productive garden areas (eg orchards, kitchen gardens)

##### Area

Present boundaries

Extent of the site at different dates

##### Dates

Main periods of activity

Dates of introduction/construction of individual features.

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Only a few references to a garden or park are likely to be directly turned up by searches for the 'place name' in bibliographies and indexes and a considerable amount of detection might be needed to find material. However, useful beginnings can be made by looking through the following indexes:\*

- o Avery Index to Architectural Periodicals,
- o The British Humanities Index (annually published since 1969),
- o Country Life, Cumulative Index Vol I to CLXX (Dec 1981) IPC Magazines Ltd.,

The first two of these are organised by keywords. A particular place can be looked up by searching all the entries under the word 'garden'. Articles on gardens in the Country Life Index are noted under the historic house or property with which the site is associated.

Two other indexes, of slightly differing types, but also organised by place name should be consulted at this stage:

- o John Harris's Country House Index, (Pinhorns 1979)
- o Hugh Prince's Parks In England, (Pinhorns 1967)

The Country House Index lists views of country seats in published sources 1715-1880 and Guide Books to individual country houses 1726-1880. A particular value of these is the contemporary descriptions of major country houses and gardens which they provide. Parks in England catalogues various places illustrated by 'Country House' artists and topographers, such as Knyff and Kip and includes a useful list of places at which landscape designers, Charles Bridgeman, William Kent, Lancelot Brown, Richard Woods and Humphry Repton were engaged.

These lists are not definitive and other specialist works, in particular monographs on these designers, should be consulted.

Appropriate volumes of the Victoria History of the Counties of England, together with old parish and county histories and topographical works should be studied for any information which they might give. Sometimes they include contemporary descriptions of sites and the V.C.H. is often good in giving its sources. Local History

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\*The Bibliography of British Gardens by Ray Desmond is scheduled for publication by St Pauls Bibliographies, early in 1984. This is likely to be extremely useful as the starting place for studies of individual sites because it indexes a wide variety of references to individual parks and gardens i.e. garden journals and topographical works in which gardens were described in the past. It is likely to provide a valuable short cut to the researcher compiling a list of sources.



Transactions, such as Archaeological or Natural History Magazines compiled by County Societies, can also include useful descriptions. The amount of time required to search these latter sources might be occasionally prohibitive to their use; however when time allows these are another valuable source. The public reference library might have compiled a 'place name' index which catalogues relevant articles and books referring to a particular park, garden or designed landscape. These are often very helpful, easy to use, although cannot be relied upon as comprehensive.

A very good introduction to relevant topographical literature is:

- o E.G. Cox Reference Guide to the Literature of Travel...Great Britain vol III. Seattle 1949.

This is an annotated bibliography divided into sections dealing with such topics as county histories, town, country seats, and it includes special sections on agriculture, husbandry and gardening. Each section is chronologically organised.

Descriptions found in such topographical material is invaluable when trying to piece together the appearance of a park or garden in the past. Before the eighteenth century published accounts are hard to find but there are a few, such as:

- o Christopher Morris (ed) The Journeys of Celia Fiennes, London (Cresset Press) 1949.\*

Descriptions written by travellers in the eighteenth century are particularly useful to the researcher. The fashion for writing tours rapidly increased as the century progressed and these have left a marvellous reservoir of readily comparable descriptive accounts of gardens and parks at different periods. Of those written in the first half of the century,

- ✕ o Daniel Defoe's Tour thro the Whole Island of England and Wales

is of particular importance. First published between 1724 and 1726 as a study of social and economic conditions in England, it was revised in eight subsequent editions into what essentially became a guide book to country seats and other 'tourist attractions' little resembling the original book. Between editions descriptions of individual places were often updated thus, by comparing editions, one can gauge what a particular park or garden looked like at different points in time.\*\*

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\* 'The Illustrated Journeys of Celia Fiennes 1685-cl712' (Macdonald & Co and Webb & Bower) were published in 1983 and may be more easily accessible to researchers.

\*\* Defoe's Tour publication dates are 1726, 1738, 1742, 1748, 1753, 1764, 1769, 1778, 1779.

Many later descriptions of places which appear in published tours are borrowed from Defoe and other contemporary writings. They need care in interpretation. This is particularly true of locally produced tourist handbooks which often plagiarise other sources very extensively.

During the latter half of the 18th century the number of published descriptions increase substantially. Useful descriptions of places can sometimes be found in Arthur Young's *Tours*, those made by William Gilpin, Samuel Johnson and Mrs Thrale, Mrs Lybbe Powis and the writings of De Quincey, for instance.

For the eighteenth century, the published letters of Horace Walpole are a further illuminating source. There are several editions of these. The 1972 edition (42 vols) edited by W.S. Lewis (Yale and Oxford U.P.1971) are well indexed but not yet widely available. There are various other editions and their indexes indicate places Walpole refers to in the letters. For instance, "Selected letters....." edited by William Hartley (Dent 1926), or "Selected letters...." edited by Peter Cunningham (9 vols)(Edinburgh 1906). Furthermore, the Walpole Society has compiled a publication bringing together the main descriptions Walpole made of Country Seats. This is:

- o P Toynbee (ed) Journals of Visits to Country Seats (Walpole Society) 1928 Vol XVI.

Newspapers and magazines of the period should equally not be discounted as sources for the researcher. In particular, The Gentleman's Magazine\* often contains telling accounts of sites.

The enthusiasm among visitors for recording in descriptions the places they visited continues well into the nineteenth century and indeed only tails off after the first world war. During the nineteenth century however, guide books often became more cryptic in their style. Murray's for instance pioneered the gazetteer style of guide book which condensed the descriptive content of guide books to a minimum. Horticultural journals of the period often contain very full descriptions of gardens and parks and can be used as a complementary source of information.

- o Ray Desmond, "Victorian Gardening Magazines", Garden History, Vol 15, no 3. 1971.

Two journals stand out in particular for the descriptions they contain. Firstly,

- o John Claudius Loudon, The Gardener's Magazine, 1826-1844

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\*Gentleman's Magazine 1731-1907 is available on microfilm from University Microfilms International but many major libraries have part runs.



and secondly,

- o The Gardener's Chronicle - from 1841.

The municipal park was developing fast during the 19th century and there are descriptions in such journals of this new type of park.

A number of bibliographies on 'Old Gardening Literature' have been compiled. These are most useful for the emphasis they place on horticultural practice and planting details. The following are helpful both for their contents and the bibliographies they include:

- o Mrs Evelyn Cecil (Alicia Amherst) A History of Gardening in England, 1898.
- o William Hazlitt, Gleanings from Old English Gardens, 1878.
- o Blanche Henrey, British Botanical and Horticultural Literature before 1800: 3 vols (Oxford, 1975).

Popular publications on garden history (in general) can act as 'leads' to detailed information about a particular garden, especially if it is well known. Such items may include photographs of a garden in the past or other illustrations, such as maps and engravings. Often the personalities with which a site is associated are brought to light in such material.

In addition to topographical and horticultural sources, architectural references should also be consulted because they too can provide important evidence about the development of the garden and park. Buildings, besides being components of a layout, have often already been researched in some detail and their histories published. The relevant county volume of:

- o Nikolaus Pevsner's Buildings of England

generally provides useful initial guidance on designers and architectural details.

- ✕ o Ruth H.Kamen British and Irish Architectural History: A Bibliography and Guide to Sources of Information (Architectural Press 1982)

brings together in one book, guidance on how to find out about architects, their buildings and architectural photographic sources. It also has a select bibliography which includes sections on country houses, follies, gardens, garden architecture and town parks.

Other valuable sources are:

- o H.M.Colvin's Biographical Dictionary of British Architects 1600-1840, (Murray, 1979).

- o Miles Hadfield et al. British Gardeners:  
A Biographical Dictionary, (Zwemmer 1980).
- o RIBA Drawings Collection Catalogues.

Colvin's Dictionary is comprehensive and contains an index of places with which the architects listed were associated.

Miles Hadfield's book is a 'Who's Who' of garden designers and landscape architects in which to find first references to garden designers. It too contains a place name index.

Through the combined study of published sources and bibliographies, the list of sources will rapidly expand to include sections on illustrations, plans, photographs, as well as books and original documents. The next stage of the study is to track down, transcribe, copy or take notes from the less accessible documentary sources and obtain copies of maps and illustrations held locally or in the major national collections.

The secondary sources studied will often indicate where the archives about a particular site are kept but if not,

- o The National Register of Archives, Lists  
Indexes and Bulletins,

can be consulted. This is available at some major libraries or at the National Register of Archives, Quality House, Quality Court, Chancery Lane, London WC2. The register notes the general availability and contents of archives.

#### o STUDY OF PRIMARY SOURCES

Primary sources for a garden or park include maps, plans, accounts, letters, contemporary published topographical accounts, unpublished diaries, descriptions and letters, title deeds and family correspondence, engravings, etchings, paintings and other contemporary illustrative material. A fairly comprehensive list will most probably have emerged through the study of secondary sources and these should now be investigated.

Most of the material will be held in record offices, libraries or private collections. A search may involve visits to major national collections, such as the British Library and Public Record Office. Rarely are all the records locally available. (In the case of public parks established by a Municipal Corporation in the 19th century most records can be obtained from the Local Authority administering the area in which it currently exists).

It is not advisable to make visits to libraries, record offices or country house muniment rooms without first writing to establish the extent of the relevant holdings. Replies can indicate the likely usefulness of material held and will help to programme a schedule of visits. The



names and addresses of all public record offices are listed in a pamphlet:

- o Record Depositories in Great Britain,  
(HMSO 16th ed. 1979)

Many libraries and archives catalogue their holdings into general subject areas. This can be helpful although they are sometimes too general to indicate the extent of holdings on a specialist topic such as gardens and parks. For instance household account books may be listed in a catalogue. It is only a visit to the archive which can confirm whether the accounts include material about the garden, garden plants and numbers of gardeners or other material relevant to the search in progress.

Each new item studied should be noted on a card and added to the list of sources, and notes or photocopies or transcriptions taken.

#### o Maps and Plans

Maps and plans are invaluable to those involved in garden and park research. At an early stage in the study it is useful to establish the range of published maps and plans covering the site. Apart from giving purely topographical information, they shed light on less obvious matters, such as field names, names of land owners and tenants, places and people who might be mentioned in title deeds or other documents. Prior to the 19th century, maps and plans are not always easy to obtain at a large enough scale to be of value in the detailed study of a park or garden. Estate plans however can sometimes be found, perhaps where they were drawn up for management purposes or in connection with the design or planting of part of a garden or landscape park. Plans outlining these latter, together with written specifications, occasionally turn up and are a much valued "find".

County maps for the 17th and 18th century are usually available at a small scale and despite this should be consulted for details they show. Sometimes they provide clues about, for example, the extent of a park or the course of a road.

Maps drawn up for the purposes of an Enclosure Award can illuminate the general pattern of physical features, such as woods, roads, field boundaries and buildings at the time of enclosure and therefore at a fixed date. To locate a particular enclosure map see:

- o W.E.Tate (ed), A Domesday of English Enclosure Acts and Awards, (Reading 1978.)

Alternatively consult the Public Record Office or the local Record Office, the two places where the awards or maps are most likely to be kept.

Equally tithe maps may cover a site of interest. These

are large scale and often give detailed information on land ownership, field patterns, river courses, drainage and land use. Some date from the 18th and early 19th century but many are much later because, following the Tithe Commutation Acts of 1836-1860, parishes which had not converted tithe payments from corn or other produce to cash payments, did so.

For information about sites existing in the 19th century one can turn to the Ordnance Survey Maps. The ~~large~~ scale editions (6 inches and 25 inches) will be most useful in research of gardens and parks. Maps at the six inch scale date from 1840 and 25 inch, from 1853. The original editions of Ordnance Survey Maps (the 1st) were published at the scale of one inch to the mile and date from between 1805 and 1873. Subsequent editions date from 1840 (the 2nd edition), 1901 (3rd edition), and 1913 (4th edition). The one inch series however tend to be less useful for the garden researcher than those at a larger scale because details of sites do not always show up. Most County Libraries maintain sets of Ordnance Survey Maps in the various editions and at various scales with coverage for the county. Where they do not completely cover the area of interest in the research, the British Museum Map Room may have to be visited. The Museum holds a complete set.

There are numerous published guides to Ordnance Survey Maps which may be helpful before beginning a study of the Ordnance Survey coverage of the area being investigated: i.e.

X o J.B.Hartley & C.W.Phillips, The Historians Guide to Ordnance Survey Maps, 1964

Where possible, copies of maps and plans should be obtained which illustrate the state of the site at various dates because these are obviously of primary importance when trying to construct a picture of a site's appearance in the past. If it is not possible to obtain photographs or photocopies of relevant maps and plans, tracings can be made to chart the main features of a site at different points in time. A series of tracings plotted onto a base map will indicate graphically, changes, additions, and alterations to a landscape over time.

#### o Illustrations

Paintings, engraving, etchings, photographs and postcards are all useful indicators of the development of a garden or park at various dates. The fashion for taking views of country seats has left a rich source of material for would-be researchers. However, with the exception of photographic material care must be taken in the interpretation of illustrations. Artistic licence may have distorted reality. Illustrations sometimes show proposals for garden designs which were not executed or include fictitious additions to enhance the illustration as a 'work of art'.

Initially, images of a place will probably be found as illustrations within books and periodicals. These can often be complemented, in the first instance, from material available from a local reference library. Libraries tend to keep files of photographs, press cuttings and other illustrations of important places, in their local history collections. The County Record Office may have others.

After local sources and those approached through bibliographies have been exhausted, one can investigate those available in National Collections such as:

- o British Museum Print Room,
- o Courtauld Institute of Art, Witt & Conway Collections,
- o The National Monuments Record.

All hold various prints and photographs of gardens and landscapes and the country houses or other buildings they surround.

Source books for illustrations often give the name of the collection where a particular item is held. For paintings and engraving the following publication is of great value:

- o John Harris The Artist and the Country House, 1979.

Collections held abroad must not be neglected as many archives (such as the Gertrude Jekyll Collection) are no longer in Britain. A useful William Kent illustration for a garden building at Chiswick was found at the Yale Centre for British Art (New Haven, Connecticut) during a research project conducted at the Centre for the Conservation of Parks and Gardens. For drawings in American collections (public and private) one can turn to

- o John Harris Catalogue of British Drawings for Architecture..... landscape gardening 1560-1900 in American Collections (Gregg Press, New Jersey, 1971).

As with the printed maps and other classes of material consulted, each item should be recorded on an individual record card, giving the type of item, date and the identity number. The card should include a description of the image, particularly noting conspicuous features such as statuary and location of trees.

Photographs have particular value to the researcher because of the detail they record. Sometimes they can even be found dating from the mid 19th century. The camera, a novelty for the Victorians, was often employed by country house owners to record their estates, family, staff and friends. Sometimes unwittingly, sometimes deliberately,



they can provide evidence about aspects of the gardens and parks; the position and size of trees, shrubs and other plants; the condition of garden ornaments and buildings.

Aerial photographs are a further inexhaustible source of information. They can provide cogent records of, not only main features, but also a wealth of transient detail. They can show up archaeological features and remnants of former structures not necessarily evident from positions on the ground. An aid to interpretation of aerial photographs is:

- o Maurice Beresford History on the Ground:  
Six Studies in Maps and Landscapes,  
(Methuen 1971).

Two types of aerial photographs are generally available: oblique views, taken at low levels and particularly useful in the registration of detail, and high altitude vertical photographs which can be helpful in identification of boundaries and setting a site in the context of the surrounding landscape or townscape.

Techniques of aerial photography most particularly developed in the inter-war period and it is often possible to find photographs dating from the 1920s which can be contrasted to more recent images. The major source of aerial photographs is:

- X o Aerofilms Ltd. Gate Studio, Station Road,  
Boreham Wood, Herts WD6 1EJ.

In general, there are numerous specialist photographic libraries, some commercial and some non-commercial, which maintain photographic records useful for garden and park related research. In locating the relevant collection, an invaluable source is:

- X o The Directory of British Photographic Collections.  
(William Hienemann 1981)

It includes a comprehensive list of all photographic agencies and libraries, and notes the speciality of each. In the section entitled "Physical and Life Sciences", collections specializing in plants and gardens are listed.

The following photographic libraries are of especial interest:

- o The National Monuments Record
- o The Mary Evans Picture Library
- o Country Life Library of Photographs

The National Monuments Record Library often holds useful photographs. The collection is extensive. For areas outside Greater London, this is organised on a county basis, whilst in Greater London it is organised by County Borough. (The Courtauld Institute also have a large

collection).

The Mary Evans Picture Library holds an extensive collection of images of social history interest. It includes many images of public parks which can be hard to find elsewhere. Country Life hold negatives of photographs taken for their journals and books dating from 1898. They are arranged by individual site, can be seen by appointment and seem most useful where a garden or park is attached to a private house. There is an index to the negatives.

#### o Documentation

Accounts, correspondence, title deeds and other miscellaneous documentation such as inventories of estate property are vital as evidence to establish particular designs which were carried out.

The names of designers, gardeners and nurserymen who have been engaged in the development of a particular site in the past, the dates at which a garden or park was extended or land sold off, with consequent changes to the estate boundaries, the costs of developments and the details of statuary, garden furniture, planting, and when particular species were introduced, can all be established ( if history has left the evidence) from such documents.

Original planting, the variety of species and dimensions it was intended it should reach, are all particularly difficult matters to establish. Accounts sometimes assist as a source from which this information can be gauged. Nurserymen's bills might list species purchased and can also be used to indicate dates of introductions. A special note of plants mentioned in original documentation should always be made. Notes of plants do not assist however in gauging an idea of how the plants should look in terms of composition and scale; this requires an understanding of the philosophy or aesthetic aims of the composition.

Almost all documentary material will be found, where it exists at all, amongst estate records. In the case of Urban Parks where the development from the outset was a public authority venture, records can usually be located in the relevant City or County Archive.

The Catalogues of Archive Collections are helpful in selecting material of interest to the search, but often one has to make a careful study of the uncatalogued information which may be held in bundles of letters and other records.

The written evidence of documentation can corroborate the evidence from illustrations. A letter, for instance, may indicate the appointment of a professional designer or give an impression of the state of the gardens at a particular date. Indeed unpublished correspondence is always worth studying although is rarely catalogued and therefore time consuming to use.

Unpublished manuscripts of 'tours', or the journals of travellers, which are held in County Records or Library Collections may add to information. They can contain key 'word pictures' of the state of a garden at a particular point in time.

With the completion of searches of documentary material, one should finally consider the developments of the site within living memory, and once the research reaches this stage it can be useful to interview those who are able to record the state of a particular garden or park, private or municipal, in the past. Methods of conducting such 'Oral History' researches are reviewed in:

- o Paul Thompson, The Voice of the Past; Oral History, (Oxford, 1978)

This book gives many tips on how to conduct research in this way. Undoubtedly, one of the most useful contributions such interviews can have is to clarify the planting of a garden at a particular period. But much valuable information about social aspects of gardeners' lives and routines, and actual working methods, can be turned up; areas of interest generally rather poorly documented.

#### o PRESENTATION OF THE RESULTS

A clear framework is required for the organisation of material for the final report. There are many ways of organising the material for this and the classifications given to notes and references already collected will help.

In historical research it can be logical to begin the task of digesting the results of the research by preparing a chronology, pinpointing key dates in the site's development. This can be produced directly from the index cards. Items can be shuffled into order utilising the dates on the cards. The ownership of the site in all its periods, and the management regimes through which a site may have passed can be charted, and gradually details of the developments at the site can be added within the context of ownership and occupation.

The final format of the report, and the level of detail described, will be tempered by its purpose and the evidence the research revealed. It is important in such work to clearly distinguish 'fact' from interpretations of the past, emphasising where knowledge is uncertain.

- 1) For conservation management, the details of a design at a particular period can be important. The report may aim to demonstrate the appearance of a garden or park at a series of key dates by comparing features, planting, overall structure and so on. A report for such purposes can usefully be divided into sub sections within each key date period; these would detail the planting, water features, earthworks, ornamental features and design theories which influenced the plan, together with any other important information about the site.



The use of maps and illustrations are likely to be integral to the report. Indeed, a report may not need to be a written document at all, but might be presented as a series of maps for each important period in the past, then annotated with detailed information and supplemented by a folio of illustrations. Where maps are plotted at the same scale, the evolution of a garden or park can be charted and easily be compared in all its stages of development.

The final work should indicate any gaps in information about the history of a site. Future research might fill them. There are numerous general publications which can be of assistance in writing reports.\* The report should include a title page, summary, introduction, main text, reference and appendices. Such practical aspects should not be overlooked, and although research of this kind never seems entirely complete, to construct a picture of a park or garden in the past can be rewarding and absorbing.

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\*General publications on 'how to write reports' include: Turabian, Kate L. A Manual for Writers of Research Papers, Theses and Dissertations, (1937). W Heinemann. First British ed 1982; and, Cooper, Bruce M. Writing Technical Reports, Penguin Books, 1964.