

# Contacts for further information

## SUMMARY OF WHO TO CONTACT FOR WHAT

Contact details follow below.

The starting point for **information about specific carved stones** is the National Monuments Record of Scotland (NMRS), which is part of the Royal Commission on the Ancient and Historical Monuments of Scotland (RCAHMS) ([www.rcahms.gov.uk](http://www.rcahms.gov.uk) for CANMORE and PASTMAP) or your local Sites and Monuments Record (maintained by the local archaeological service – see below). CANMORE allows you on-line access to the database of the RCAHMS. The database contains details of many thousands of archaeological sites, monuments, buildings and maritime sites in Scotland together with an index to the drawings, manuscripts and photographs in the collections of the RCAHMS. CANMORE enables this data to be searched by location (place name, area or Ordnance Survey 1:10,000 map sheet), by type (the classification or function of a site, monument or building) or by keyword.

You can obtain **images** of individual carved stones from the RCAHMS and also through the photographic libraries of the National Museums of Scotland and Historic Scotland.

There is much you can do to help, particularly in the **recording** of carved stones. You will probably be able to do this most effectively through membership of a national or local society. For information on local societies in your area contact your local museum, the Council for Scottish Archaeology ([www.britarch.ac.uk/csa](http://www.britarch.ac.uk/csa)) or the RCAHMS. For more information about Scottish carved stones, as well as links to research projects and other relevant groups, see the website of the National Committee on Carved Stones in Scotland ([www.carvedstonesscotland.org](http://www.carvedstonesscotland.org)). For information on recording of graveyards and gravestones in particular see [www.scottishgraveyards.org.uk](http://www.scottishgraveyards.org.uk). The RCAHMS is a good source of advice on standards

for **recording of carved stones for survey, record and archive** purposes; Historic Scotland for **recording for assessment and monitoring of condition**.

If the **conservation** of particular carved stones interests or concerns you, bear in mind there is a possibility that the carving may have **legal protection**. For advice and any necessary permission that may be required before undertaking any works, you should contact Historic Scotland for **scheduled sites** and the local authority conservation officer for **listed sites** and **conservation areas**. For details of what is scheduled or listed you should consult PASTMAP ([www.pastmap.org.uk](http://www.pastmap.org.uk)), an electronic, map-based source of information. In the case of Category A listed buildings, the conservation officer will be able to advise you whether or not you need to contact Historic Scotland. If a carving is neither scheduled nor listed your first contact for conservation advice is your local archaeological service, local authority conservation officer or local museum. General guidance on **technical conservation** issues relating to the conservation of carved stones is available from Historic Scotland (see Further Reading), advice on **stone conservators** from Scottish Conservation Bureau.

To **report a problem** with a carved stone that is not in a museum you are advised to contact the local authority archaeologist, or Historic Scotland if you already know the monument is scheduled.

For information on **Historic Scotland grants**, see Appendix D.

**New discoveries** and queries about **treasure trove** should be directed to the Treasure Trove Advisory Panel ([www.treasuretrove.org.uk](http://www.treasuretrove.org.uk)).

For generic guidance on **interpretation and presentation** of monuments see the publications of Interpret Scotland ([www.interpretscotland.org.uk](http://www.interpretscotland.org.uk));

see also Further Reading for details of Historic Scotland's own initiatives with carved stones.

## LOCAL AUTHORITY CONTACTS

To contact a local authority conservation officer you can either get in touch with your local authority direct or find out who to contact through the Administrative Secretary, Institute of Historic Buildings Conservation (IHBC) (Scotland), c/o The Glasite Meeting House, 33 Barony Street, Edinburgh, EH3 6NX, e-mail [alison@gbpt.org](mailto:alison@gbpt.org). Further information on [www.ihbc.org.uk/](http://www.ihbc.org.uk/) Note: not all local authorities are served by members of IHBC.

For full details of local archaeological services either ring your Council Offices, or consult [www.britarch.ac.uk/csa/otherorgs\\_arcs.html](http://www.britarch.ac.uk/csa/otherorgs_arcs.html).

In summary, local archaeological services are provided as follows:

### **Aberdeen City**

Judith Stones 01224 523 658  
e-mail: [Judiths@arts-rec.aberdeen.net.uk](mailto:Judiths@arts-rec.aberdeen.net.uk)

### **Aberdeenshire, Moray, Angus**

Aberdeenshire Archaeology Service (Ian Shepherd)  
01224 664 723  
e-mail: [ian.shepherd@aberdeenshire.gov.uk](mailto:ian.shepherd@aberdeenshire.gov.uk)

### **Argyll and Bute, City of Glasgow, East Ayrshire, East Renfrewshire, Inverclyde, North Ayrshire, North Lanarkshire, Renfrewshire, South Ayrshire, South Lanarkshire, West Dunbartonshire, West Lothian**

West of Scotland Archaeology Service 0141 287 8332/3  
e-mail: [enquiries@wosas.glasgow.gov.uk](mailto:enquiries@wosas.glasgow.gov.uk)

### **Clackmannan, Stirling**

Lorna Main 01786 442 752  
e-mail: [mainl@stirling.gov.uk](mailto:mainl@stirling.gov.uk)

### **Dundee City**

No archaeological provision, but note Dundee Historic Environment Trust, Adam Swan 01382 902244  
e-mail: [adam.swan@dundeecity.gov.uk](mailto:adam.swan@dundeecity.gov.uk)

### **Dumfries and Galloway**

Jane Brann 01387 260 154  
e-mail: [janeb@dumgal.gov.uk](mailto:janeb@dumgal.gov.uk)

### **East Lothian, Midlothian**

Biddy Simpson 01620 627158  
e-mail: [bsimpson1@eastlothian.gov.uk](mailto:bsimpson1@eastlothian.gov.uk)

### **Edinburgh, City of**

John Lawson 0131 558 1040  
e-mail: [John.Lawson@cecas.freeserve.co.uk](mailto:John.Lawson@cecas.freeserve.co.uk)

### **Falkirk**

Geoff Bailey 01324 503 783  
e-mail: [geoff.bailey@falkirk.gov.uk](mailto:geoff.bailey@falkirk.gov.uk)

### **Fife**

Fife Archaeology Service (Douglas Speirs) 01592 416 153  
e-mail: [Douglas.Speirs@fife.gov.uk](mailto:Douglas.Speirs@fife.gov.uk)

### **Highland**

Highland Archaeology Service 01463 702 250  
e-mail: [archaeology@highland.gov.uk](mailto:archaeology@highland.gov.uk)

### **Orkney**

Orkney Archaeological Trust (Julie Gibson) 01856 569 341  
e-mail: [oat@lineone.net](mailto:oat@lineone.net)

### **Perth and Kinross**

David Strachan 01738 477 080  
e-mail: [DLStrachan@pkc.gov.uk](mailto:DLStrachan@pkc.gov.uk)

### **Scottish Borders**

Scottish Borders Archaeology Service (John Dent) 01835 826 513  
e-mail: [jdent@scotborders.gov.uk](mailto:jdent@scotborders.gov.uk)

### **Shetland**

Shetland Amenity Trust (Val Turner) 01595 694 688  
e-mail: [val@shetlandamenity.org](mailto:val@shetlandamenity.org)

### **Western Isles**

Mary MacLeod 01851 643251  
e-mail: [mary-macleod@cne-siar.gov.uk](mailto:mary-macleod@cne-siar.gov.uk)

### **East Dunbartonshire**

No Council Archaeology Service.

## OTHER USEFUL ORGANISATIONS

### **Association of Burial Authorities**

139 Kensington High Street, London W8 6SU.

Tel: 020 7937 0052

ABA represents the interests of organisations engaged in the management and operation of burial grounds. It has taken on some of the functions of the Memorial Advisory Bureau and is a useful source of advice on conservation and maintenance issues in churchyards and cemeteries.

### **Church of Scotland Committee on Artistic Matters**

121 George Street, Edinburgh, EH2 4YN.

Tel: 0131 225 5722; Fax: 0131 220 3113.

The Church of Scotland Committee on Artistic Matters is a standing committee of the General Assembly of the Church of Scotland. All works, internal and external, affecting the appearance of a church in the care of the Church of Scotland require the permission of this Committee before taking place.

### **Confederation of Burial Authorities**

The Gatehouse, Kew Meadow Path, Richmond, TW9 4EN. Tel: 0208 392 9487

website: [www.iccm-uk.com](http://www.iccm-uk.com)

CBA aims include to: develop, promote and encourage proper practice for the service; encourage professional competence amongst those engaged in the service and to foster mutual co-operation in all matters affecting the service; provide opportunities and facilities for the discussion of questions which may arise from time to time as to the establishment, maintenance and management of cemeteries and burial grounds and other matters related to the service; provide technical, legal and administrative advice on all aspects of the service and to promulgate codes of practice; prepare and publish literature about the service; establish a central reference library for the collection and study of any aspect of the service for the purpose of research or of supplying information.

### **Council for Scottish Archaeology**

c/o National Museums of Scotland (see below).

Tel: 0131 247 4119.

Website: [www.britarch.ac.uk/csa](http://www.britarch.ac.uk/csa)

Website: [www.scottishgraveyards.org.uk](http://www.scottishgraveyards.org.uk)

The CSA is an independent voluntary organisation that represents both individual members and local

societies. Its remit covers promotion and support of the archaeological heritage of Scotland and the encouragement of policies to ensure adequate measures for the preservation, management and interpretation of this resource. It also has a strong educational remit and organises outreach events, an annual Summer School, a research conference and co-ordinates Scottish Archaeology Month each September. The CSA has also appointed a Carved Stones Adviser (promotion and enabling of good practice in the recording and conservation of carved stones, in particular gravestones and graveyards; contact point for basic conservation advice - see website, above).

### **Graveyard and Cemetery Liaison Group**

c/o TCRE, Historic Scotland (see below)

A Scottish forum with role of identifying and integrating the efforts of all relevant bodies who can influence practice in the management of burial grounds and cemeteries.

### **Historic Scotland**

Longmore House, Salisbury Place, Edinburgh, EH9 1SH. Tel: 0131 668 8600.

Website: [www.historic-scotland.gov.uk](http://www.historic-scotland.gov.uk)

Government Agency responsible for the built heritage. If ringing, please ask to speak to the ancient monument or historic building team (as applicable) for the relevant Council area.

### **Historic Scotland Conservation Bureau**

Historic Scotland. See above.

[hs.conservation.bureau@scotland.gsi.gov.uk](mailto:hs.conservation.bureau@scotland.gsi.gov.uk)

Advice on stone conservators; distribution and sales of Historic Scotland's Technical and Policy Publications, including *Carved Stone Decay in Scotland Assessment Methodology Handbook*.

### **Institute of Cemetery and Crematorium Management**

ICCM National Office, City of London Cemetery, Aldersbrook Road, Manor Park, London, E12 5DQ. Tel: 020 8989 4661.

Website: [www.iccm-uk.com](http://www.iccm-uk.com)

An Institute that has represented professionals working in burial and cremation authorities and companies throughout the UK since 1913. Its aim is to improve standards of services to the bereaved by providing professionals, authorities and companies with policy and best practice guidance and educational and training programmes.

**The National Association of Memorial Masons**

27a Albert Street, Rugby, Warwickshire V21 2SG.  
Tel: 01788 542264 Fax: 01788 542276  
e-mail: enquiries@namm.org.uk

NAMM was founded in 1907 by a small group of British monumental masons anxious to raise standards of workmanship in the craft. This still remains one of the Association's prime objectives

**National Committee on Carved Stones in Scotland (NCCSS)**

c/o Society of Antiquaries of Scotland (see below).

Website: [www.carvedstonesscotland.org](http://www.carvedstonesscotland.org)

An independent body that exists to draw attention to the threats to Scottish carved stones of all periods, to promote their understanding and appreciation, and to encourage a common approach to their recording and preservation. Representative members drawn from Scottish national organisations include many of those listed here, plus the Association of Regional and Island Archaeologists, Institute of Historic Building Conservation (website: [www.ihbc.org.uk](http://www.ihbc.org.uk)) and the National Trust for Scotland (website: [www.nts.org.uk](http://www.nts.org.uk))

**National Monuments Record of Scotland**

See Royal Commission on the Ancient and Historical Monuments of Scotland.

**National Museums of Scotland**

Chambers Street, Edinburgh, EH1 1JF. Tel: 0131 225 7534.

Website: [www.nms.ac.uk](http://www.nms.ac.uk)

Responsible for the national collections of archaeology, natural sciences, science and technology, world cultures, the decorative arts and Scottish history and culture. Displays internationally important Scottish archaeological material in the Museum of Scotland and offers specialist archaeological, historical and conservation advice.

**Public Monuments and Sculpture Association**

72 Lissenden Mansions, Lissenden Gardens, London, NW5 1PR.

Database and Sculpture Journal c/o Courtauld Institute, Somerset House, Strand, London, WC2R 0RN. Tel 020 7848 2614.

Website: [www.pmsa.org.uk](http://www.pmsa.org.uk)

Exists to heighten public appreciation of Britain's public sculpture, and to contribute to its preservation, protection and promotion.

**Royal Commission on the Ancient and Historical Monuments of Scotland (National Monuments Record of Scotland)**

John Sinclair House, 16 Bernard Terrace, Edinburgh, EH8 9NX. Tel: 0131 662 1456.  
Website: [www.rcahms.gov.uk](http://www.rcahms.gov.uk)

RCAHMS is the national body responsible for surveying and recording Scotland's archaeology, buildings and maritime heritage. The NMRS, which is a publicly available archive, is one of the main resources for information and archive material (photographs, drawings, etc) relating to carved stones. Opening hours: Monday to Friday 0930-1630 hrs.

**Scottish Association of Preservation Trusts**

c/o Cockburn Conservation Trust, Trunk's Close, 55 High Street, Edinburgh EH1 1SR. Tel: 0131 557 8744 Fax: 0131 557 9387

The Scottish Association of Preservation Trusts offers members practical advice and support on running a Building Preservation Trust and undertaking building restoration projects.

**The Scottish Churchyard Lichen Group**

c/o John Douglass, Countryside Ranger Service, Chatelheraut Country Park, Hamilton, South Lanarkshire, ML3 7UE

e-mail: [john.douglass@southlanarkshire.gsx.gov.uk](mailto:john.douglass@southlanarkshire.gsx.gov.uk)

This group (established 2003) aims to promote an understanding and appreciation of lichens within churchyards, to help conserve and enhance the quality of habitats for lichens within churchyards, and to record churchyard lichens throughout Scotland.

**The Scottish Civic Trust**

The Tobacco Merchants House, 42 Miller Street, Glasgow G1 1DT. Tel: 0141 221 1466 Fax: 0141 248 6952

An important feature of the Trust's routine work is casework - ongoing consultations with local authority planning departments on proposals which affect the character of listed buildings, conservation areas and local townscapes. On behalf of Historic Scotland, the Trust operates Scotland's *Buildings at Risk Register* which offers the public a much-valued service designed to find new uses for a wide range of endangered buildings. The Trust co-ordinates annually throughout Scotland the increasingly popular Doors Open Day events during September weekends, when fine buildings of many types and uses, normally closed to the public, are opened free of charge.

**Scottish Genealogy Society**

Library and Family History Centre, 15 Victoria  
Terrace, Edinburgh EH1 2JL. Tel: 0131 220 3677  
Fax: 0131 220 3677

The Library and Family History Centre contains  
books and manuscripts including reference books and  
directories, biographies, topographies, gazetteers,  
trades and profession lists, general Scottish history,  
peerage, heraldry, school and university rolls and  
individual family collections, both published and  
unpublished.

**Scottish Museums Council**

20/22 Torphichen Street, Edinburgh EH3 8JB. Tel:  
0131 229 7465.

Website: [www.scottishmuseums.org.uk](http://www.scottishmuseums.org.uk)

For information on your local museum.

**Scottish Records Association**

Scottish Records Office, HM General Register  
House, Princes Street, Edinburgh EH 1 4YY. Tel:  
0131 535 1314 Fax: 0131 535 1360

The Scottish Records Association is concerned with  
the preservation and use of historical records in  
Scotland. It provides a forum where users, owners  
and custodians of records can discuss matters  
relating to their custody, conservation and  
accessibility.

**Society of Antiquaries of Scotland**

National Museums of Scotland (see above). Tel:  
0131 247 4115/4133.

Website: [www.socantscot.org](http://www.socantscot.org)

National society; volunteer administrator and  
researcher/archivist for NCCSS.

**Treasure Trove Advisory Panel for Scotland**

c/o National Museums of Scotland (see above).  
Tel: 0131 247 4082; email: [j.shiels@nms.ac.uk](mailto:j.shiels@nms.ac.uk) and  
[info@treasuretrove.org.uk](mailto:info@treasuretrove.org.uk)

Website: [www.treasuretrove.org.uk](http://www.treasuretrove.org.uk)

Government-appointed Panel responsible for  
advising on the claiming, valuation and museum  
allocation of all portable antiquities found in  
Scotland.