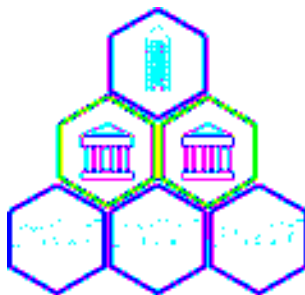


# The Historic Environment Consultancy



## BUILDING RECORDING

Mac's Café  
Bath Road  
Padworth  
Berkshire

National Grid Reference: SU611685

*Colin Lacey BA MSc PIFA*  
24/07/2008

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## 1. Summary

<i>Site Name</i>	Mac's Café
<i>Site Address</i>	Bath Road, Padworth, Berkshire
<i>NGR</i>	SO84975495
<i>Planning Reference</i>	
<i>Material</i>	Red brick, lime mortar, timber frame, hung tiles
<i>Date</i>	1930s
<i>Function</i>	Roadside café
<i>Original Form</i>	The core of the building is in its original form
<i>Alterations</i>	Extensions to sides and rear
<i>Original Features</i>	Core of building
<i>Associations</i>	None
<i>Historic Interest</i>	Low
<i>Architectural Merit</i>	Low
<i>Degree of Alteration</i>	High
<i>Rarity</i>	Common
<i>Proposal</i>	Redevelopment of site for residential housing

The building reported herein is a northwest-southeast oriented roadside café, constructed in the early 20<sup>th</sup> century. This report was commissioned in order to record the café prior to redevelopment of the site.

A building recording exercise was carried out on the 9<sup>th</sup> June 2008, although access to the roof space was not possible at the time of recording.

The café has undergone a number of modifications and extensions over the course of its existence and this is clearly reflected in the fabric and layout of the building. Evidence from historic maps and other local sources suggests that the café was built in the 1930s.

## 2. Introduction

### 2.1 The Client

This report was commissioned by Mr N J Bundy of Woolhampton Design Centre.

### 2.2 Confidentiality Copyright

This document is to remain confidential for a period of 12 months or until it forms part of a formal planning application or until otherwise indicated by the client. The copyright of this report belongs to the Historic Environment Consultancy. No liability to third parties is accepted for advice and statements made in this report.

### 2.3 Location

Site Address: Mac's Café, Bath Road, Padworth, RG7 5HR  
County: West Berkshire  
Grid Reference: SU611685

The general site location is shown in Figure 1 and the specific location in Figure 2.



Figure 1: General location map, not to scale



Figure 2: Detailed location plan, building highlighted, not to scale

## **2.4 Topography**

Mac's Café is located between the A4 to the northwest and the 'Berks & Hants Railway' / Great Western Railway Hungerford Branch to the southeast. Further southeast of the railway, the Kennet and Avon canal is situated.

## **2.5 Site Visit**

Peter Wardle and Colin Lacey visited the site on 9<sup>th</sup> June 2008.

## **2.6 Current Building Use**

The building is currently used as a café.

## **2.7 Historic Building Use**

The property was purpose-built in the 1930s as a roadside café.

## **2.8 Conservation Area**

The development area is not located within a conservation area.

## **2.9 Previous Work**

The site has not previously been the subject of any archaeological work.

# **3. THE EXISTING BUILDING**

Mac's Café, now known as Max Café, is a small roadside café located off of the A4 dual carriageway in Padworth, Berkshire. The café has been in operation since at least the 1930s when a Scotsman named McEwan owned it. The property changed hands several times in the years up to the present but has always been an operational café. Accommodation was at one point offered, in disused railway carriages located around the yard behind the café which borders the railway line. One carriage is reputed to have been a royal dining car for Queen Victoria.

Below is a brief history of Mac's Café, summarised from notices found in the building, which are reproduced in entirety as Appendix II.

1930s: Mac's Café built, run by Mr McEwan

October 1948: Café and adjoining land to north bought by Jones brothers, Charles and Lesley (Jack) for c. £12,000. Café is open 24 hours per day, six and a half days per week.

1958: Charles Jones emigrates to Australia. Jack Jones and family continue running Mac's Café. Opening hours reduced to 6am – 10pm.

1964: Dual carriageway constructed outside Mac's Café.

1971: M4 opened although trade not greatly affected.



Early 1970s: Railway carriages scrapped despite efforts of railway preservation societies to raise funds for restoration of royal dining car.

1978: Jack and Hilda Jones sell Mac's Café and retire to the West Country.

2005: Hilda Jones died.

2008: By this point, Max Café is owned by Mrs Annie Brazil and Raff Vigliotti runs the café business.

### 3.1 Exterior



Plate 1: Detail of apex, sign and large teapot



**Plate 2: Northern aspect, Mac's Café**

The walls of the original building and of the northwest extensions are largely pebbledashed and painted white with a black lower section. This is not apparent on the front elevation owing to the presence of raised flowerbeds obscuring this part of the wall.



**Plate 3: Eastern aspect, Mac's Café**



Mock Tudor timbers are located across the walls of the building, painted black to contrast against the white of the walls. These timbers appear to be decorative.

It is apparent from the exterior of the building that several extensions have been added in the years since its construction.

The roof of the original rectangular building is clad in grey slates.

### *3.1.1 Front (Northwest)*

The front (northwest) elevation is thought to be similar to its original form with small projecting wings on each side providing extra seating space. Evidence from historic maps proves that these side wings were in place by 1936, suggesting they may be original features of the building.

There are no windows on the front elevation of the northeast extension. To the left of the porch on the front of the building, a large window can be found consisting of tall lower panes with lights over in a 4x2 configuration.

The porch is situated centrally to the front wall and is of glazed timber construction, painted black to match the surrounding timbers. A door is fitted to the front face of the porch, with corresponding door opening into the café. The flat roof of the porch supports a large ornamental teapot, fabricated from sheet metal and painted yellow. A notice inside the café states that the teapot dates from the construction of the building and, combined with evidence from historic photographs, has undergone several repairs and colour changes. It was at one point painted pink by students from Reading University on rag-week and at another point it exhibited a smiling face (see Plate 39).

A further window to the right of the porch mirrors that found to the left, again in 4x2 configuration. The front face of the extension to the right features a window consisting of two vertical panes.

### *3.1.2 Northeast Side*

The northeast extension again features a felted sloping roof with a reduced, capped chimney occupying the corner between the eastern end of the extension and the original building. This extension has a modern aluminium window central to its northern elevation, fitted with external security bars.

Left of the chimneybreast, the wall of the original building features a pair of windows, each again protected with external grilles. The rightmost window comprises two side-hung casements bordering a shorter pane with opening light over (see Plate 3). This window is not considered to be original, owing to the cut-out in the wall being larger than the window itself, the difference being made up with timber infill.

The left window consists of a vertical pane to the right with a similar sized side-hung casement to the left.

### **3.1.3 Rear (Southeast)**

A door to the east of the rear elevation provides access to the external toilets from the dining area. A timber frame clad in clear corrugated plastic provides a roof between the buildings.

Immediately to the south, a recent brick extension is situated. This houses a storeroom and features a window central to its southeast wall, with a door alongside a window to the southwest, opening into a small fenced-off yard area. The yard is bordered by the café to the northwest, the lavatory block to the northeast, a static caravan to the southeast and a fence and gate to the southwest.



**Plate 4: Southwest aspect, recent extension**

### 3.1.4 Southwest Side



**Figure 3: Southwest elevation**



**Plate 5: Southeast aspect, southwest rear extension**



**Plate 6: Southwest aspect, southeast extension**

The southwest front extension was constructed in at least two phases with the felted roofline of the southern section being lower than that of the northern. It is considered that this southern part with its plain rendered walls is a later addition. The northern part of the original extension is clad in timber sheeting although the remainder is pebbledashed.



**Plate 7: Southwest front extension**



A similarly dimensioned rear extension houses storage and food preparation areas. The gap between the extensions has a partial roof of clear corrugated plastic.

In the northwest and southwest walls of the rear extension timber-framed windows are present. A door in the southeast wall opens into the small fenced-off yard area. The windows again are protected with external grilles. The location of a former ventilation duct is marked by a hole to the right of the windows.

The southwest roof pitch is punctuated by two chimneys, one of brick, the second a steel flue with rain cowl.



**Plate 8: Chimneys, southwest roof**





**Plate 9: Panoramic view of front of Mac's Café site**



**Plate 10: Panoramic view of yard behind Mac's Café**

### 3.2 Interior

The dining area of the café is L-shaped, arranged around the kitchen to the northeast and northwest. The walls are lined with textured paper painted red. A dado rail is fitted around the walls at table height to prevent damage to the walls from furniture. This rail is stained in a deep red-brown colour. All other woodwork including posts and beams where visible is painted green. The ceiling is plastered and painted white. A paper border bearing illustrations of fruit and leaves is fixed to the head of each wall along the ceiling line.



**Plate 11: Northeast wing, dining area**

At the front of the dining area, the ceiling is situated partly into the slope of the roof although from the level of the kitchen southeast, a level ceiling is present at eaves level. The ceiling over the dining area in the northeast wing features recessed light fittings, whereas in the northwest wing, a pair of timber cartwheel-style chandeliers with electric fittings is installed. Between these, a section of ceiling is lower than the remainder, on which a ceiling fan is mounted.

Immediately opposite the front door to the café, a counter runs to the original southwest wall. The counter is topped with a modern chipboard work surface on a white tiled plinth with glass window to display stock.

The wall behind the counter, through which a door opening and hatch give access to the kitchen, is also tiled in white.



**Plate 12: Detail of northwest window, northeast wing**



**Plate 13: View into northeast extension**

The northeast wall of the original building has been removed for almost the entirety of the northeast extension, excepting a short section at the northwest end. The extension features a cast iron fireplace corresponding with the chimneybreast on the outside of the building. Around the resultant opening,



substantial timber mouldings are present. These are echoed in the northeast wing of the dining area.

Access to the southwest extension of the dining area is via an irregular angled archway through the original southwest wall of the building (see Plate 14). Southeast of the opening, a blocked doorway is visible originally leading to the area occupied by the part of the southwest extension with the lower ceiling.



**Plate 14: View into southwest extension**



**Plate 15: View behind counter, blocked doorway visible behind milk cooler**



**Plate 16: Front of counter with cartwheel lights and ceiling fan visible to left**





**Plate 17: Beam in ceiling of southwest extension, highlighting differing ceiling heights**



**Plate 18: Rear doorway, northeast wing**

The difference in ceiling heights in this extension is clear, demarcated by the presence of an irregularly shaped beam running across the room where the original rear wall once stood.

At the southeast end of the northeast wing, a short partition of timber and frosted glass partially obscures a passageway leading to the rear door with lavatories beyond. The northeast part of this passageway has been converted into a storage cupboard in the recent past using a stud wall constructed from white painted weatherboarding. A door is present central to the southwestern face of this partition.

A doorway towards the southeast end of the southwest wall of the dining area leads into a short northwest-southeast corridor. To the southeast of this corridor, a door leads from the right into a further storage cupboard, opposite which, a blocked doorway once led into the kitchen. Adjacent to the blocked doorway and opposite the opening to the dining area a further opening gives access to the rear preparation area of the kitchen. It is believed that this opening is a more recent construction owing to the lack of doorframe and that the layout of this corridor area was clearly altered in order to give more storage space at its southeast end.

Above the blocked door and at a similar height on the southeast wall, electrical distribution equipment is located.

The main kitchen area is situated in the room behind the serving counter. Various appliances were fitted around the walls with a large extractor unit built into the ceiling along the southeast wall. This wall is part of the chimneybreast feeding the brick chimney above and is covered in white tiles from floor to ceiling. Adjacent to the extractor and chimneybreast, an opening leads into the rear kitchen preparation area.

The southwest wall of the kitchen area has a large window with louvered lights and is tiled to a little below the ceiling. White tiles again cover the northeast wall to a similar height to the southwest.

A proportion of the ceiling in the kitchen is covered with timber sheeting, painted white. This is thought to cover the gaps left by a previous ventilation system.



Plate 19: View southeast into corridor area with blocked door to right



Plate 20: View from corridor into kitchen / preparation area





**Plate 21: View northwest along northeast wing**



**Plate 22: Rear kitchen preparation area**

The rear kitchen area was used for storage and food preparation. The chimneybreast and a built-in cupboard to the northeast dominated the northwest wall. Shelves are fitted around the walls, the northeast and

southwest of which were tiled to a level just short of the ceiling. The northwest and southeast walls are painted in the same colour scheme as the dining area.

A large opening in the southeast wall leads into the most recent extension, used for storage. The opening is finished with timber mouldings similar to those used in the dining area and is considered either to be contemporary or to have been intentionally matched with the rest of the building. The extension itself, however, appears more recent suggesting it may have replaced an earlier structure at this point. The presence of white paint on the exterior masks any evidence to prove this.

The door to the southwest is of timber construction although the adjacent windows are modern UPVC. Timber windows are situated centrally to the southeast wall. A vinyl floor is present in this extension. This area also follows the dining area colour scheme.



**Plate 23: Southern aspect, kitchen lean-to extension**





**Plate 24: Southwest aspect, kitchen lean-to extension**

The final extension, attached to the southwest side of the rear kitchen preparation area, is a similar lean-to structure to those found in the dining area. The ceiling slopes to the southwest following the line of the roof above. The walls are partially tiled. Yellow paint adorns the remainder of the walls, whereas the ceiling is white. Dilapidated windows are located in the walls to the southwest and northwest. A door is situated in the southeast wall.

Work surfaces are fitted around the northwest and southwest walls with large sinks located to the west and south.

Timbers running the length of this extension, central to the ceiling, support a fluorescent strip-light.

#### **4. Discussion**

Mac's Café is a building built as a roadside café in the 1930s and still used as such to the present. The development of the building has reflected the changes in demand from the motorist since the 1930s, namely the massive growth in road haulage following the Second World War. The kitchen, storage and dining areas have all been extended in several episodes to cope with the increased demand for refreshment. Whereas the arrival of motorways was the beginning of the end for many 'local' transport cafés, this was not the case for Mac's. The business continued to attract commercial and recreational motorists, and locals alike, and the continued demand was met by the continued supply of traditional British roadside fare.

## **4.1 Phasing**

It is clear from the historic maps found in Appendix I that Mac's Café gradually evolved into its current form. Owing to lack of dating evidence, it is difficult to give firmer dates to these episodes in the life of Mac's Café beyond what is included below.

### *4.1.1 Phase 1: Original*

It is difficult to discern the original form of Mac's Café. If generally held assumptions are to be believed, the building was first constructed in the period between 1930 and 1936. Map evidence proves the café was in existence in 1936 with its two front extensions giving it a T-shaped plan, although there is no evidence to suggest either way that the extensions were part of the original build.

### *4.1.2 Phase 2*

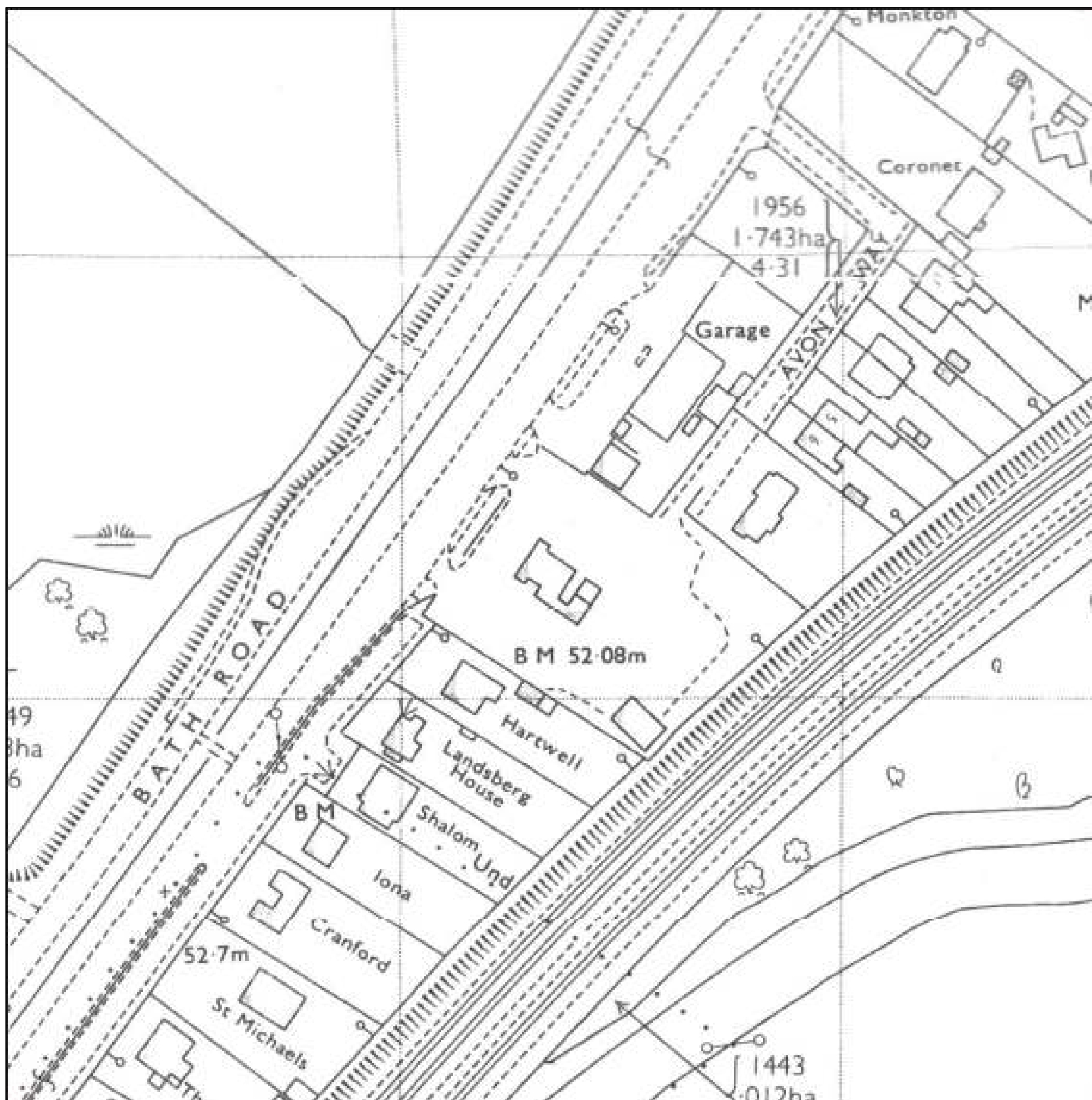
In the years between 1936 and 1970, the present rear extension on the southwest side of the kitchen was added. This stretched beyond the line of the rear of the original building before turning parallel with the café and running northeast to incorporate the lavatory block. A small yard was left at the back of the café between the kitchen and the lavatory.

### *4.1.3 Phase 3: Modern*

The small yard mentioned in phase 2 has been covered by the extension to the rear of the kitchen. A new yard has been created with the removal of the southeast part of the rear southwest extension mentioned in phase 2, excepting the lavatory block. At some point, the southeast part of the front southwest extension has been rebuilt albeit with a slightly lower roof.

### *4.1.4 Internal Phasing*

A great number of alterations have been carried out inside Mac's Café, especially around the kitchen area. Without further investigation using destructive techniques, which by the virtue of the café business active in the building are unfeasible, it is difficult to assign particular phases to individual modifications although in some cases, particularly that of the cupboard installed alongside the rear door of the dining area, a modern date is obvious.



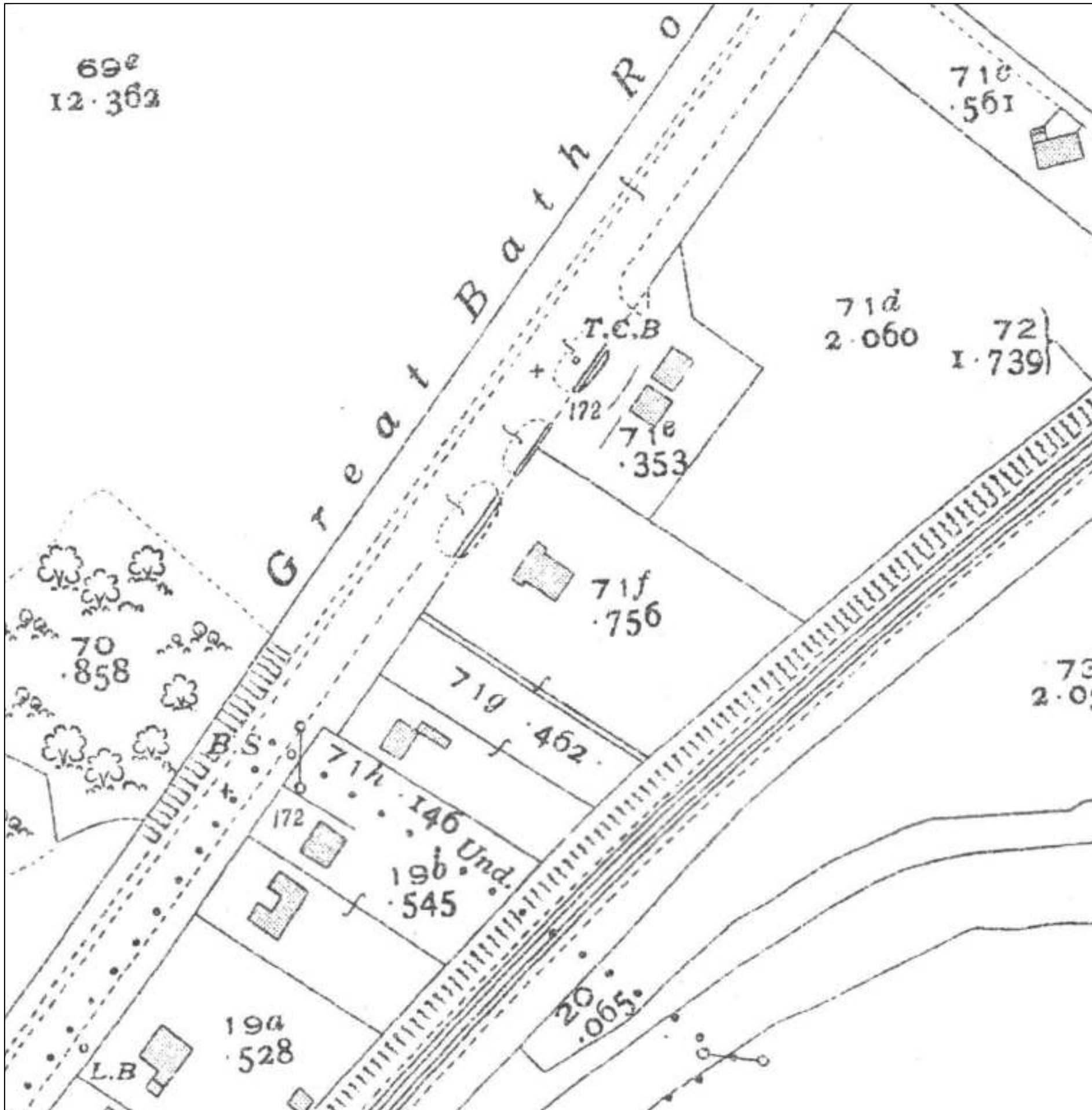
## 5. Appendix I: Map Regression

Figure 4: Ordnance Survey map, 1970, 1:1000 @ A3

Mac's Café is clearly visible in the centre of its plot, with the front and rear elevations present on the southwest wall. The modern central rear extension is not present, its area occupied by a small yard. There is no roof covering the gap between the café and the lavatories, and the southwest rear extension is larger than its present form, stretching back to a structure level with the lavatories. This part of the building is in a similar location to the current yard area.

A large building is present in the southern corner of the yard.

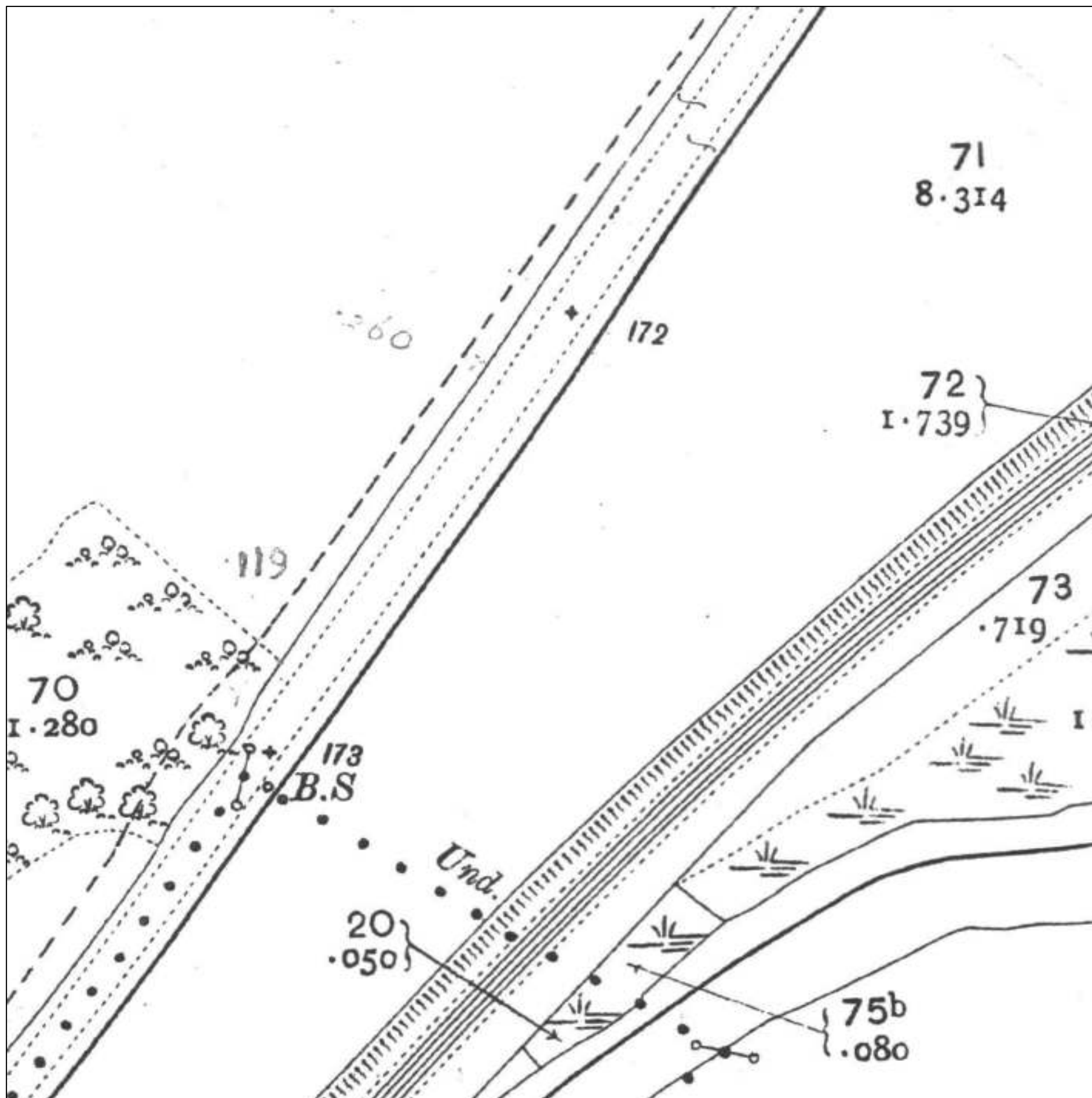
Substantial development of the railway has been carried out and the widening of Bath Road is apparent.



**Figure 5: Ordnance Survey map, 1936, 1:1000 @ A3**

Mac's Café is present in its present location with only the front extensions intact.

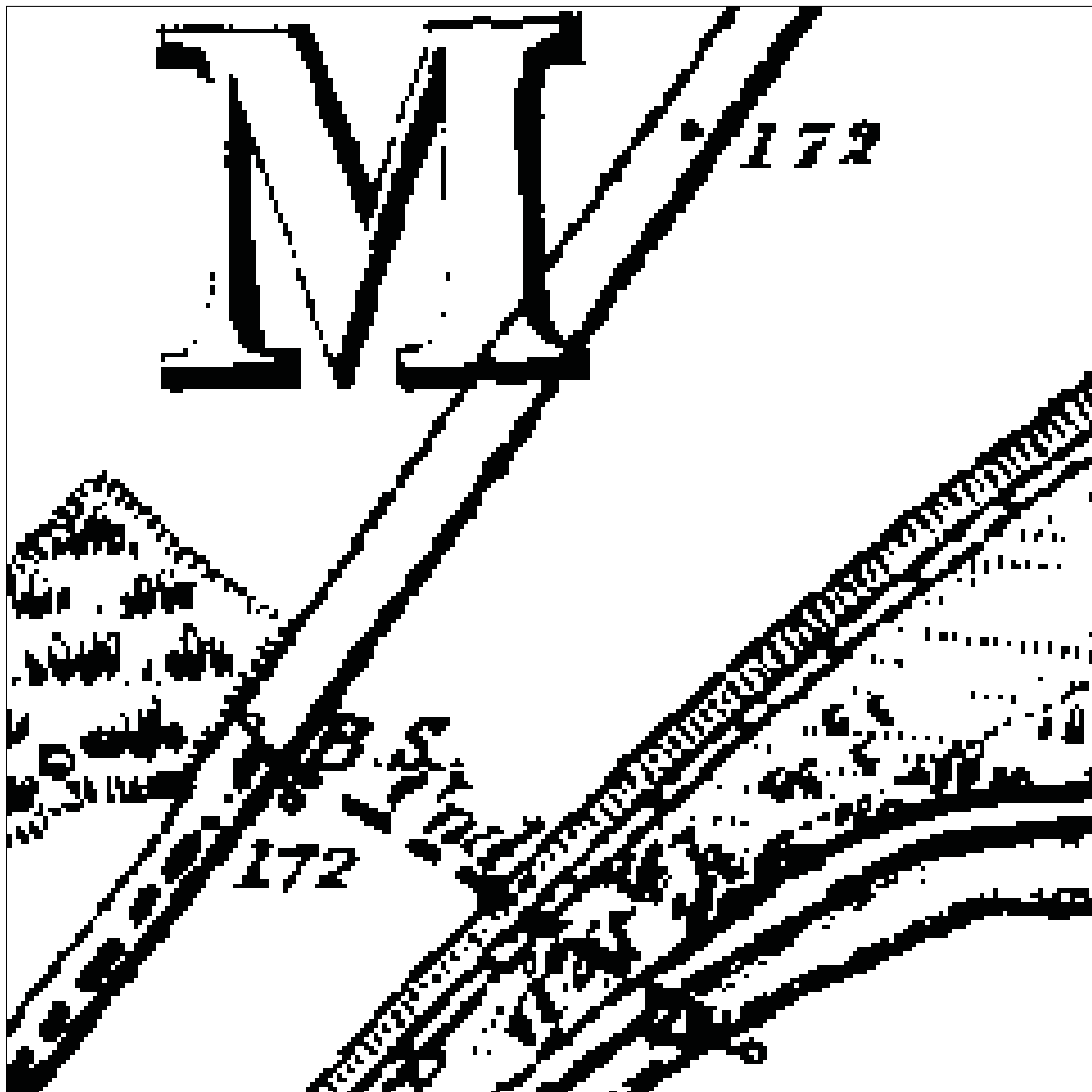
The exact date of construction of the café is unknown, although anecdotal evidence suggests it was built within six years of the survey for this map.



**Figure 6: Ordnance Survey map, 1911, 1:1000 @ A3**

The site of Mac's Café prior to any development in the area.  
The railway exists as a pair of tracks.

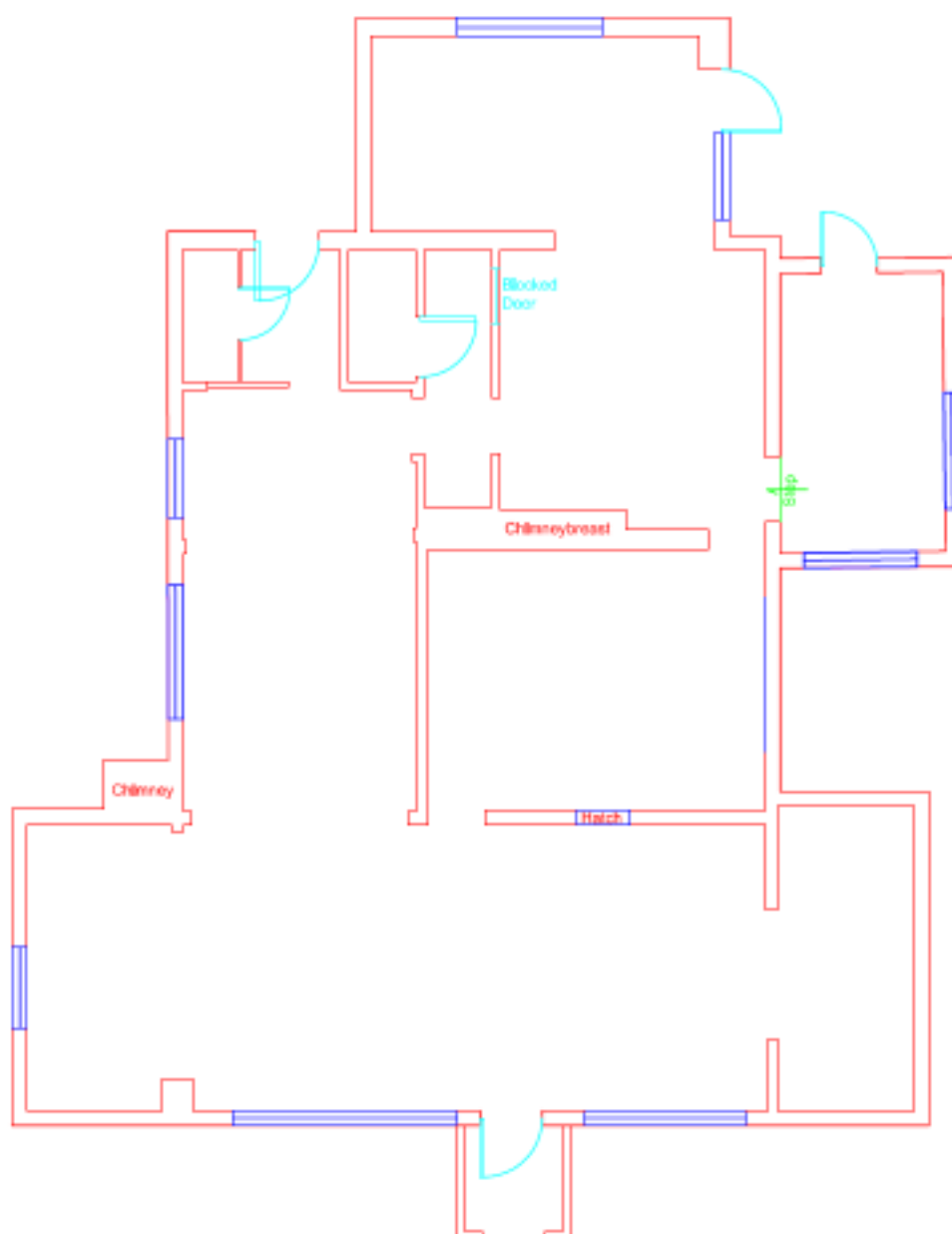




**Figure 7: Ordnance Survey map, 1877, 1:1000 @ A3**

Again, the site of Mac's Café, and of the surrounding buildings, is empty. The railway has been built.

## 6. Appendix II: Plans of Mac's Cafe



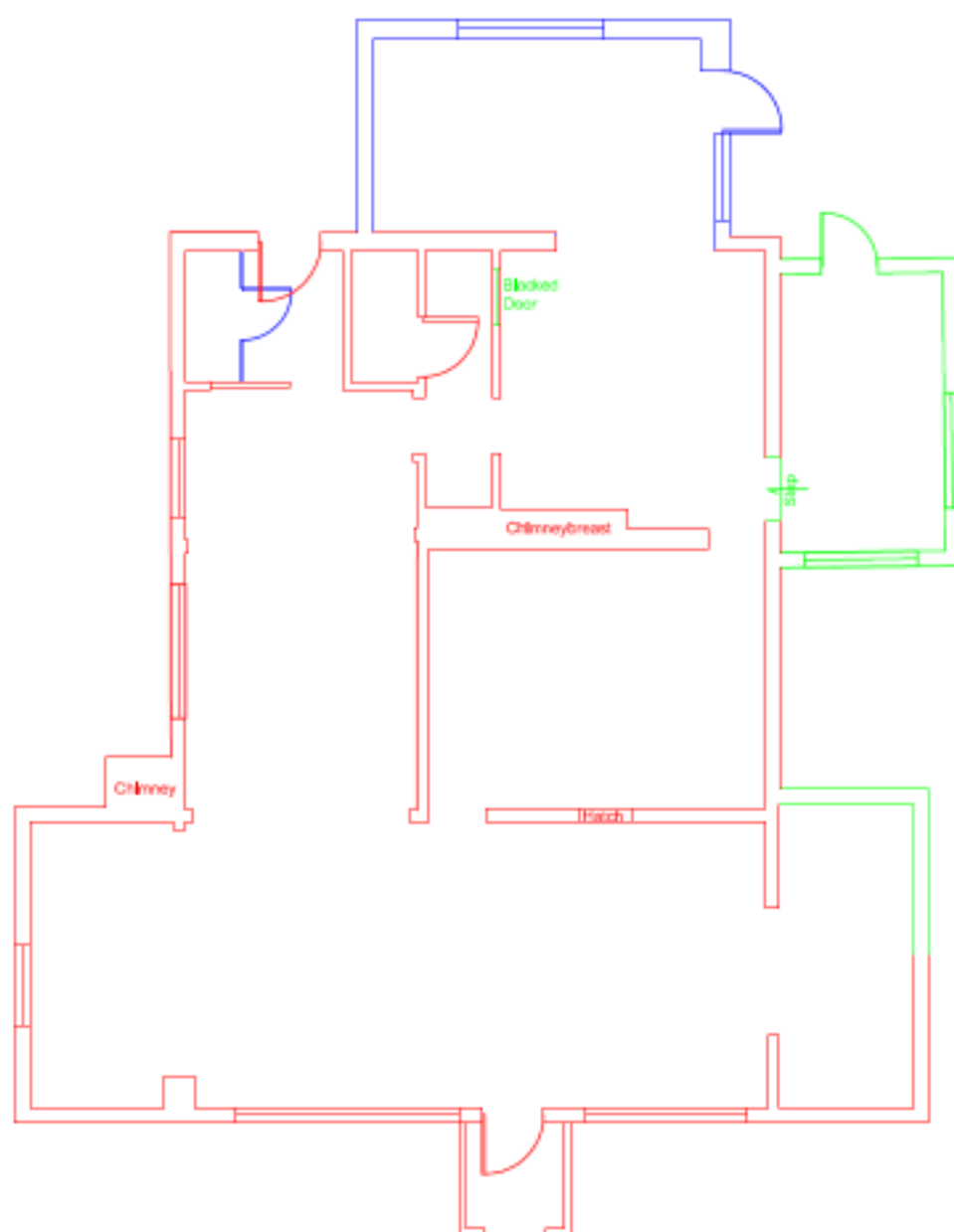
**Mac's Cafe Plan**  
*Unchecked*

1:100 @ A4

This image © The Historic Environment Consultancy 2008



0 5m



# **Mac's Cafe Phase Plan**

Unchecked 1:100 @ A4

Phase 1: Original

Phase 2: Intermediate

Phase 3: Modern

This image © The Historic Environment Consultancy 2008



0 5m

## 7. Appendix III: Transcriptions of texts from the walls of Mac's Café

### MAX CAFÉ

Was built in about 1935. It was a Transport Café for long distant lorry drivers and local people. It was an overnight stop for the drivers from London.

I first went to this café because I used to do a lot of road racing between the years of 1941-1945. This was quite a while before the M4 was built. When the M4 was built it took a lot of trade away from the Café, but it did not close down and it is still here today. It is the same building except the old railway carriages have been removed, which we used to stay in overnight before racing from Pangbourne (50 miles there and back).

We all loved Max Café but sadly all the lads have now gone.

Mr A J Dance  
London Clarion Road Racing Club  
(Kensington and Fulham section)

---

(Hand written, included with above)

Dear Mr Vigliotti,

Please find enclosed details of some history of your Café. As for the date I have mentioned, your Café may go back further. 1935 is only a date I think is near as I can imagine. If you can get in touch with a local history group, they may tell you it could go back still further, date wise.

I hope you like the story so far. When you get the pictures up I would like a photo of them, as I have two of the club still living. I have told them all about my visit to your Café, and they are so surprised that it is still there and still open. Best of luck

Mr A J Dance  
49, Osterley Court  
Gt West Road  
Isleworth, Middx  
TW7 4PY

---



## **History of Mac's Café.**

Built sometime between the wars, probably in the 1930s, it was originally owned by a Mr McEwan, (a Scot) hence the name Mac's. It was subsequently bought by a Mr Rice just after the Second World War.

Mr Rice sold the business to brothers Charles and Lesley (Jack) Jones in October 1948, (financed by their father Charles senior.) Charles was an accountant and Jack was a vehicle mechanic. The price paid was around £12,000 for the café, the bungalow where Jack lived (Coronet) and all the land in-between (now Avon Way and the Fiesta Centre garage).

They worked with the owner for a few months to learn the ropes, before taking over for themselves. At that time they employed 4 chefs, 3 during the day and one at night,.

Charles Jones left the business after 10 years (1958), selling his share to Jack, and emigrated to Australia with his family, where he became an accountant again. Up until this time, they had stayed open 24 hours a day, six and a half days a week, only closing on Sunday nights to do essential maintenance work.

After this time, Mac's was run by Jack, his wife Hilda and their son Roger. They opened from 6am until 10pm – taking turns at cooking, serving and collecting supplies. By 1965 they were joined by their daughter Jackie. They also employed numerous staff for jobs like clearing tables, serving customers, washing-up and vegetable preparation. Nearly all the food was freshly prepared on the premises. Typical dishes included home made steak and kidney pudding, roast beef and Yorkshire pudding, and delicious jam roly-poly pudding with custard.

A lot of the produce came from local suppliers. The milk came from Larcombe's Farm in Beenham and the Old Mill dairy in Aldermaston; the eggs from Jack's own chickens and the bread from the Coop Bakery in Reading and Jeffrey's in Thatcham.

Throughout the 1960 and 70s, the café thrived due to the hard work and long hours put in by Jack and his family. From opening time and for most of the day, there was a queue to door of regular customers.

Some of the companies who regularly used Mac's included:

- Sparks of Glastonbury.
- Harris's of Calne
- Bridgewater Haulage.
- Quantock Liquid Sugar
- Express & United Dairies.

In the evenings and at weekends the café was a regular stopping off point for coaches, including parties from Swindon visiting London for a show, RAF personnel in transit, and various entertainers, from big bands to 'up and coming' pop groups.

The teapot over the front door is as old as the café itself. It has needed periodic repairs and renovation after minor collisions and on one occasion it was painted bright pink during Reading University's 'rag week' celebrations. Needless to say, Jack had to return it to its original livery pretty quickly after getting his leg pulled by numerous customers.

The dual carriageway alongside the café was constructed in 1964 with turning slips in both directions to allow the lorries to access the café. When the M4 motorway was opened in 1971, it was feared that the café trade would suffer, but the reputation of Mac's and the extortionate prices charged by the motorway services ensured that the regular customers continued to support the business. They would leave the M4 at Theale, and after visiting Mac's they would rejoin the motorway at Newbury.

Throughout all these years they also provided overnight accommodation for long distance drivers, who were put up in converted railway carriages around the perimeter of the car park. The cost for a bed was five shillings a night – that's 25p in modern money. One of these coaches was believed to be Queen Victoria's dining carriage and then original splendour was still evident in the quality of the fittings. Various railway preservation societies tried to obtain this carriage for renovation, but sadly they could never raise the finance to carry out the work and it was eventually scrapped in the early 70s.

To help maintain the car park, Jack would occasionally be offered loads of excess tarmac by drivers on road building contracts. To help lay this tarmac he bought a vintage steam roller manufactured around the turn of the century in Basingstoke by Wallace and Stevens. Due to the pressure of work, running this old steam engine was really Jack's only hobby.

Jack and Hilda eventually sold the business as a going concern upon their retirement in the 1978, and moved to Burnham on Sea. After many happy years in the West Country, they then moved to Kent to be near their second son Richard. Sadly, Hilda died last year (2005) after suffering from Alzheimer's, but Jack is still going strong and is now in his 90<sup>th</sup> year.

After getting married, their daughter Jackie, moved to Newbury, but continued to work in Mac's on a part-time basis until it was sold.

Their son Roger still lives locally and after leaving Mac's, he ventured into the wine business planting his own vineyard in Beenham. Unfortunately due to the unfair levels of duty imposed on English wine, the business could never compete with cheap imports and he reluctantly closed it down after a few years. Roger now works as sales manager for Collins Caravans – only a stone's throw from Mac's Café.

March 2006

## 8. Appendix IV: Historic photographs of Mac's Café

These photographs are copies of those decorating the walls of the dining area. Captions and dates below are assumed as none of the photographs were dated or captioned. All images have been digitally manipulated.



Plate 25: Aerial photograph, Mac's Café, c. 1980s-90s



**Plate 26: Mac's Cafe from Bath Road, c. 1970s – 80s**



**Plate 27: Motorcycles outside Mac's Café, c. 1970s**

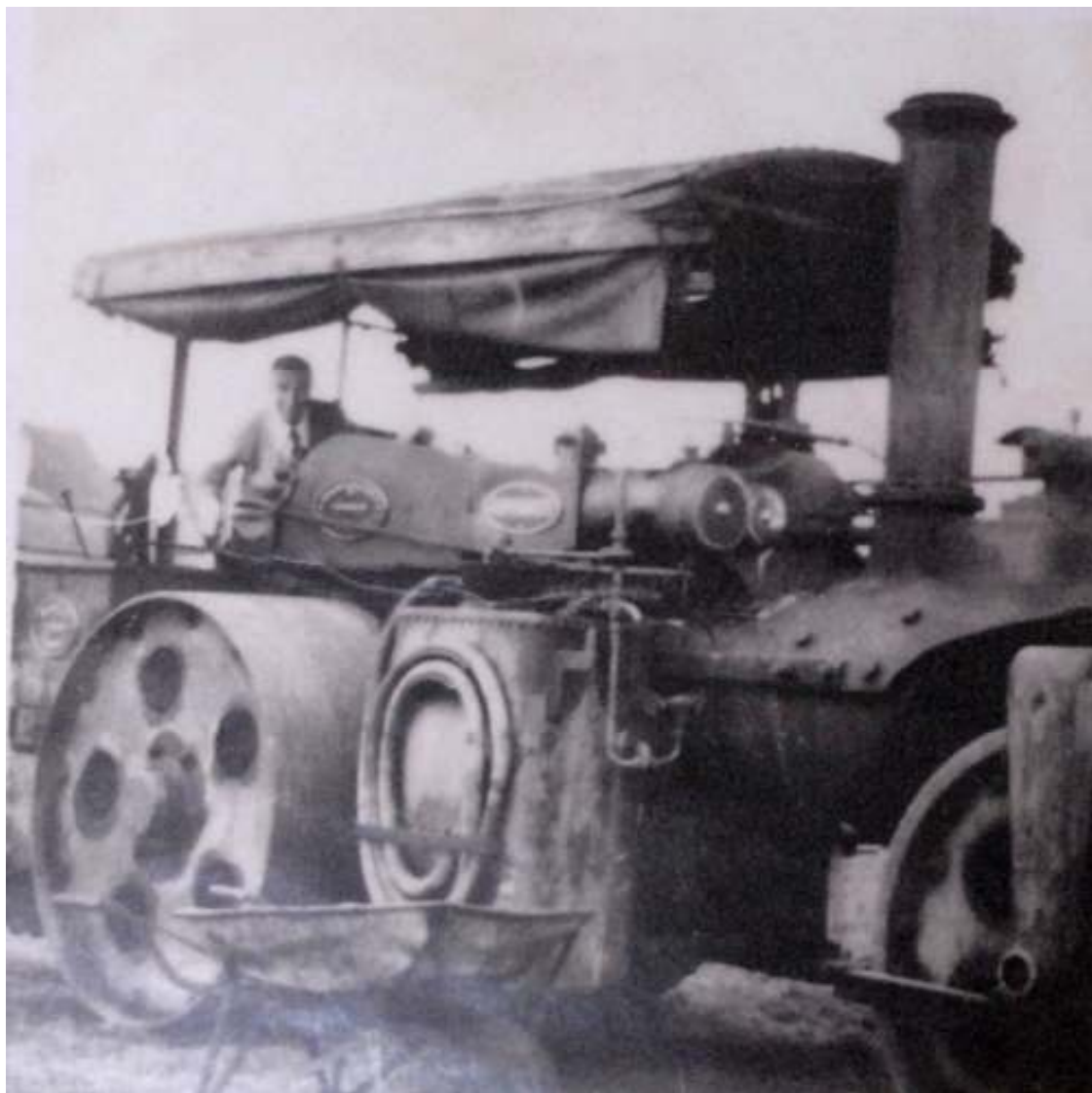




**Plate 28: Jack and Hilda Jones examining a bottle of whisky behind the counter at Mac's Cafe, 1960s**



**Plate 29: Jack Jones with his Wallace & Stevens steamroller outside Mac's Cafe**



**Plate 30: Jack Jones driving his Wallace & Stevens steamroller**



**Plate 31: Interior of Mac's Café, c. 1960s-70s**





**Plate 32: Interior of railway carriage prior to removal in the 1970s**



**Plate 33: Mac's Café from Bath Road, 1950s - 60s.**

Sign reads 'MAC'S CAFÉ – NEVER CLOSÉS – OPEN TO ALL



**Plate 34: Mac's Café from Bath Road, taken following heavy snow, with railway carriages visible behind**



**Plate 35: Bath Road outside Mac's Café, following heavy snow**  
(Café out of shot to right)



**Plate 36: Area opposite Mac's Café during construction of dual carriageway, early 1960s**

Mac's Café possibly visible to left of photograph



**Plate 37: Painting of vintage lorries outside Mac's Café**

The sign on the wall of the café reflects the name change to Max's Café (sic) which hints at this being painted in the 1970s.



**Plate 38: Mac's Cafe, 1990s - 2000s**



**Plate 39: Mac's Café with vintage lorry, c. 1980s-90s**





Plate 40: Poster of Mac's Café and vintage lorry, c. 1990s-2000s



## 9. Appendix V: Building Recording Criteria

Below is the English Heritage building recording criteria relevant to this project, adapted from *Understanding Historic Buildings – A guide to good recording practice* (2006).

Level 1 is essentially a **basic visual record**, supplemented by the minimum of information needed to identify the building's location, age and type. This is the simplest record, not normally an end in itself but contributing to a wider aim. Typically it will be undertaken when the objective is to gather basic information about a large number of buildings for statistical sampling, for area assessments or historic landscape characterisation, for a pilot project, to identify buildings for planning purposes, or whenever resources are limited and much ground has to be covered in a short time. It may also serve to identify buildings requiring more detailed attention at a later date.

Level 1 surveys will generally be of exteriors only, although they may include superficial interior inspection for significant features. Only if circumstances and objectives allow will any drawings be produced, and these are likely to take the form of sketches.

A Level 1 record will typically consist of:

<i>Drawings</i>	sometimes 1
<i>Photography</i>	1, sometimes 2
<i>Written account</i>	1-4

### Level 2

This is a **descriptive record**, made in circumstances similar to those of Level 1 but when more information is needed. It may be made of a building which is judged not to require any fuller record, or it may serve to gather data for a wider project. Both the exterior and the interior will be viewed, described and photographed. The record will present conclusions regarding the building's development and use, but will not discuss in detail the evidence on which these conclusions are based. A plan and sometimes other drawings may be made but the drawn record will normally not be comprehensive and may be tailored to the scope of a wider project.

A Level 2 record will typically consist of:

<i>Drawings</i>	sometimes 1, or sometimes one or more of 2-7
<i>Photography</i>	1,2,4
<i>Written record</i>	1-3,6

### Level 3

Level 3 is an **analytical record**, and will comprise an introductory description followed by a systematic account of the building's origins, development and use. The record will include an account of the evidence on which the analysis has been based, allowing the validity of the record to be re-examined in detail. It will also include all drawn and photographic records

that may be required to illustrate the building's appearance and structure and to support an historical analysis.

The information contained in the record will for the most part have been obtained through an examination of the building itself. If documentary sources are used they are likely to be those which are most readily accessible, such as historic Ordnance Survey maps, trade directories and other published sources. The record will not normally discuss the building's broader stylistic or historical context and importance at any length. It may, however, form part of a wider survey – thematic or regional, for example – of a group of buildings, in which additional source material contributes to an overall historical and architectural synthesis. A Level 3 record may also be appropriate when the fabric of a building is under threat but time or resources are insufficient for detailed documentary research, or where the scope for such research is limited.

A Level 3 record will typically consist of:

<i>Drawings</i>	normally 2; sometimes one or more of 3–12
<i>Photography</i>	1–9
<i>Written account</i>	1–3, 6–9, 11–13, 22; sometimes 5, 14–16, 18–20, 23

***A set of drawings may contain one or more of the following:***

1. Sketched plan, section, elevation or detail drawings (if a more thorough drawn record is not made). Sketches may be roughly dimensioned.
2. Measured plans (to scale or fully dimensioned) as existing. These may extend to all floors, or may be limited to one or a few. The latter option may be appropriate, for example, in a town-centre building where upper floors have been little altered but modern retail use has obscured evidence for an earlier form of the ground floor. Buildings with a repetitive structure (such as some industrial buildings) may also be planned on one floor only, but a note or sketch plan should indicate the arrangement of other floors. Plans should show the form and location of any structural features of historic significance, such as blocked doors, windows and fireplaces, masonry joints, ceiling beams and other changes in floor and ceiling levels, and any evidence for fixtures of significance, including former machinery.
3. Measured drawings recording the form or location of other significant structural detail, such as timber or metal framing.
4. Measured cross-sections, long-sections or elevational sections illustrating the vertical relationships within a building (floor and ceiling heights or the form of roof trusses, for example).
5. Measured drawings showing the form of any architectural decoration (the moulding profiles of door surrounds, beams, mullions and cornices, for example) or small-scale functional detail not more readily captured by photography. A measured detail drawing is particularly valuable when the feature in question is an aid to dating.

6. Measured elevations, where these are necessary to an understanding of the building's design, development or function and not more readily obtained by photography.
7. A site plan, typically at 1:500 or 1:1250, relating the building to other structures and to related topographical and landscape features.
8. A plan or plans identifying the location and direction of accompanying photographs.
9. Copies of earlier drawings throwing light on the building's history.
10. Three-dimensional projections when these are of value in understanding the building. If these are to be considered as components of the record they must always be supported by measured plans, sections and elevational details.
11. Reconstruction drawings and phased drawings, when these are of value. Since these are by their nature interpretative, the evidence on which any reconstruction or phasing is based must always be given. Successive phases of a building's development may be shown by graded tone (dark to light, with the darker being the earlier), by colour, by sequential diagrams or by annotation. Whenever phased drawings are included in a record, they must be accompanied by the unmarked drawings on which they are based.
12. Diagrams interpreting the movement of materials (process flow) or people (circulation), or the segregation of people or activities (e.g. permeability diagrams), where these are warranted by the complexity of the subject. As with items 10 and 11, the evidence supporting the interpretations must be provided.

***Site photography may include:***

1. A general view or views of the building (in its wider setting or landscape, if the views noted in 2 below are also adopted).
2. The building's external appearance. Typically a series of oblique views will show all external elevations of the building, and give an overall impression of its size and shape. Where an individual elevation embodies complex historical information, views at right angles to the plane of the elevation may also be appropriate.
3. Further views may be desirable to indicate the original design intentions of the builder or architect, where these are known from documentary sources or can be inferred from the building or its setting. In the case of building elevations which have been conceived as formal compositions, views at right angles to the plane of the elevation may again be appropriate.

4. The overall appearance of the principal rooms and circulation areas. The approach will be similar to that outlined in 2 above.
5. Any external or internal detail, structural or decorative, which is relevant to the building's design, development or use and which does not show adequately on general photographs. When photographing details it can be helpful to include a clearly marked and suitably sized scale next to the subject and parallel to one edge of the photograph.
6. Any machinery or other plant, or evidence for its former existence.
7. Any dates or other inscriptions, any signage, makers' plates or graffiti which contribute to an understanding of the building or its fixtures or machinery, if not adequately captured by transcription. A contemporaneous transcription should be made wherever characters are difficult to interpret.
8. Any building contents or ephemera which have a significant bearing on the building's history (for example, a cheese press or a malt shovel), where not sufficiently treated in general photographs.
9. Copies of maps, drawings, views and photographs, present in the building and illustrating its development or that of its site. The owner's consent may be required.

***The main components of the account will generally be selected from the following list, according to the level of record adopted:***

1. The building's precise location, as a National Grid reference and in address form.
2. A note of any statutory designation (listing, scheduling or conservation area). Non-statutory designations (historic parks and gardens registers, local lists etc) may be added.
3. The date of the record, the name(s) of the recorder(s) and, if an archive has been created, its location.
4. A summary (if no further details are called for) of the building's type or purpose, historically and at present, its materials and possible date(s), in so far as these are apparent from a superficial inspection.
5. A table of contents and a list of illustrations or figures.
6. An expansion of 4, if appropriate, summarising the building's form, function, date and sequence of development. The names of architects, builders, patrons and owners should be given if known. The purpose of such an expansion is to describe the building when no fuller record is necessary, to serve as an introduction to the more detailed body of the record that may follow, and to satisfy those users who may need no more than a summary of the report's findings.
7. An introduction, setting out the circumstances in which the record was made, its objectives, methods, scope and limitations, and any constraints which limited the achievement of objectives. Where appropriate the brief for the work or the project design should be stated or appended.

8. Acknowledgements to all those who made significant contributions – practical, intellectual or financial – to the record or its analysis, or who gave permission for copyright items to be reproduced.
9. A discussion of published sources relating to the building and its setting, an account of its history as given in published sources, an analysis of historic map evidence (map regression) and a critical evaluation of previous records of the building, where they exist.
10. An expansion of 9, if appropriate, drawing additionally on primary documentary sources.
11. An account of the building's overall form (structure, materials, layout) and its successive phases of development, together with the evidence supporting this analysis.
12. An account of the past and present uses of the building and its parts, with the evidence for these interpretations. An analysis of any circulation pattern or decorative, iconographic or liturgical scheme. An account of any fixtures, fittings, plant or machinery associated with the building, and their purposes. For an industrial building, a sequential account of the ways in which materials or processes were handled.
13. Any evidence for the former existence of demolished structures or removed plant associated with the building.
14. A summary of the findings of any specialist reports (dendrochronology or paint analysis, for example).
15. A discussion of the building's past and present relationship to its setting: for example its relationship to local settlement patterns, to a field system, to a park, garden, moat, graveyard or other artificial landscape; its part in any larger architectural or functional group of buildings; its visual importance as a landmark.
16. An assessment of the potential for further investigative or documentary work, and of the potential survival of below-ground evidence for the history of the building and its site.
17. A discussion of the architectural or historical context or significance of the building locally, regionally or nationally, in terms of its origin, purpose, form, construction, design, materials, status or historical associations.
18. Copies of historic maps, drawings, views or photographs illustrating the development of the building or its site (the permission of owners or copyright holders may be required).
19. Copies of other records of the building, including specialist reports (again with any necessary permissions), or a note of their existence and location.
20. Any further information from documentary sources, published or unpublished, bearing on any of these matters, or bearing on the circumstances of its building, designer, craftsmen, ownership, use and occupancy, with a note on the sources of the information.
21. Relevant information from owners, builders, architects or others who may be acquainted with the building, including oral history. The sources of the information must be given and it is important that the particular strengths and weaknesses of oral information are weighed.
22. Full bibliographic and other references, or a list of the sources consulted (in long reports it is preferable to include both). Websites which may prove to be ephemeral should be avoided as references



wherever possible; where their use is unavoidable the date on which the site was consulted should be noted.

23. A glossary of architectural or other terms likely to be unfamiliar to readers. If few in number, terms may be explained more economically within the text or in foot or endnotes.