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Figure 1: Site Location (site arrowed)



Figure 2: Late nineteenth century photograph of The Black Horse Hotel

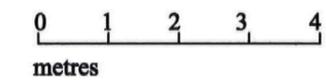


PROJECT:

**THE BLACK HORSE
PUBLIC HOUSE
SKIPTON**

DRAWING No:

7805bh9801



SCALE 1:100

DRAWN BY: I.S. P.R. M.T.

DATE: 17th August 1998

LOCATION:



KEY	
	TRENCH NUMBER
	BRICK
	STONE
	IRON
	BACKFILL
	BREEZE BLOCK

TITLE:

**GROUND FLOOR PLAN
SHOWING TRENCH LOCATIONS**

COMMISSIONED BY:

**McGOFF & BYRNE
BUILDERS & CONTRACTORS**

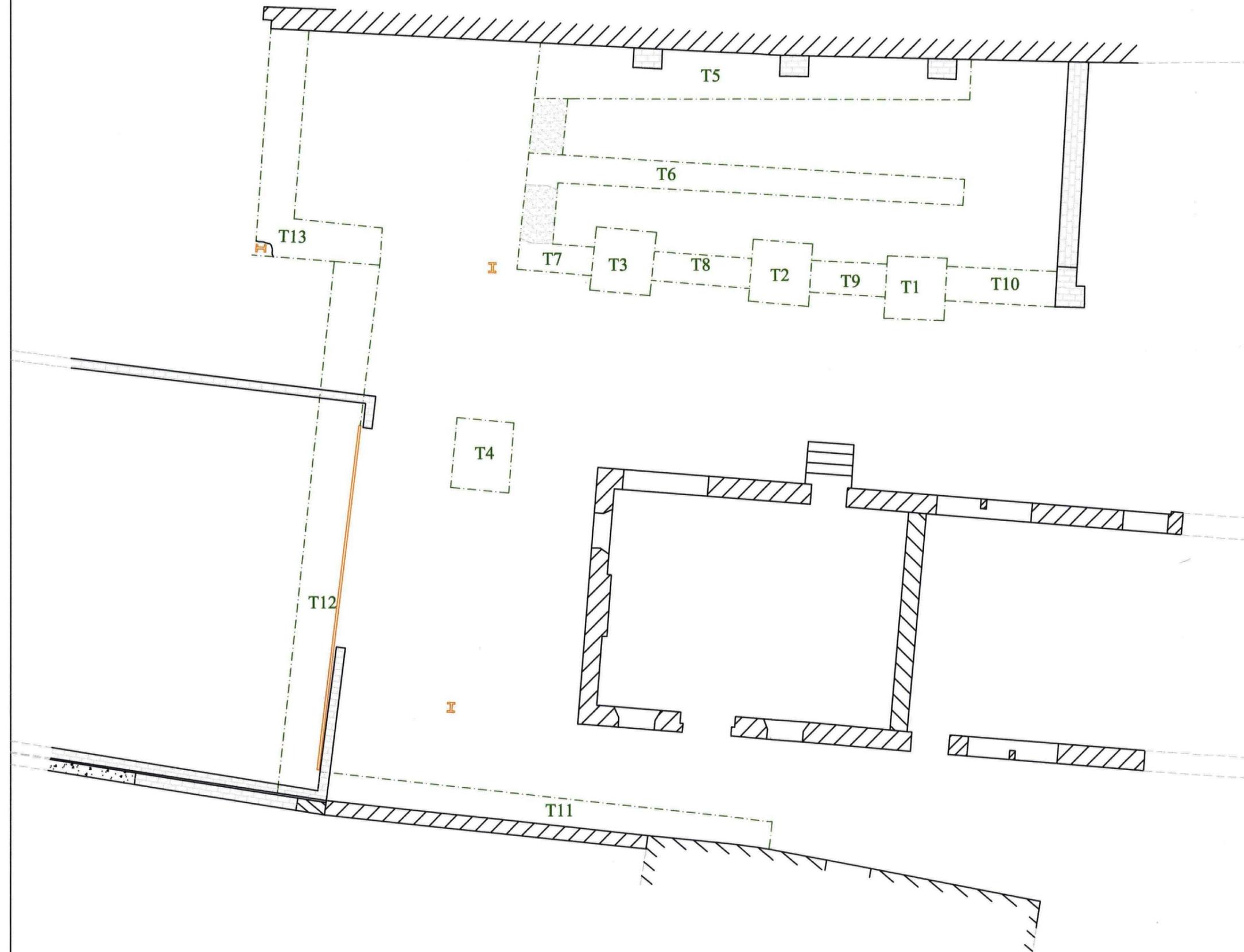
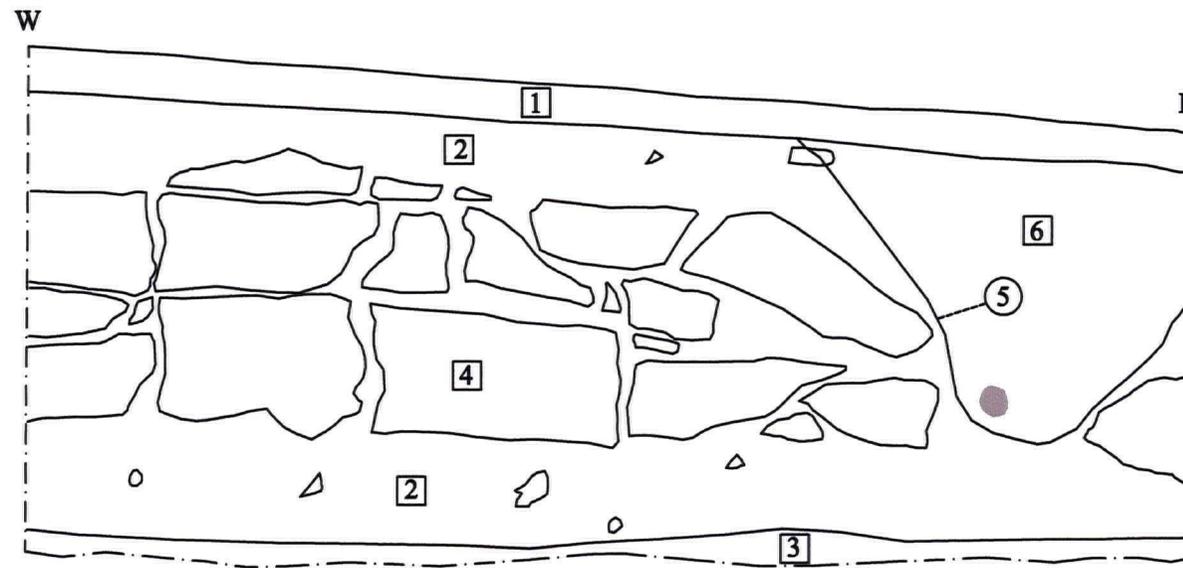


Figure 3 : Ground floor plan - showing trench locations



- 1 context
- 5 cut
- lead
- ⬭ stone

0 10 20 30 40 50
centimeters

Figure 4 : Trench 1, south facing section

APPENDIX 1: PROJECT BRIEF

NYCC STANDARD WATCHING BRIEF

1. The aim of the archaeological watching brief is to enable recording and recovery of archaeological remains which are:
 - a) affected by proposed development only to a very limited and clearly defined extent,
 - b) inaccessible by standard area excavation techniques, or
 - c) of limited importance or potential.

The watching brief should not require construction work within the development site to be held up while archaeological investigation takes place, although some developers may give such a facility.

2. Contractors removing overburden (that is vegetation, turf, loose stones, rubble, modern sterile fill materials, Tarmac, concrete, hardcore, building debris and topsoil) shall be supervised by the Archaeologist undertaking the brief.
3. Overburden should be removed by machine, using a back-acting excavator fitted with a toothless or ditching bucket only. Where overburden is exceptionally difficult to lift, a toothed bucket may be used temporarily. Subsoils and other soil materials below the overburden may be removed by machine but only in areas specified by the Archaeologist on site, and only with constant archaeological supervision. Bulldozers or wheeled scraper buckets should not be used to remove overburden above archaeology.
4. Metal detecting within the development area, including the scanning of topsoil and spoil heaps, should only be permitted subject to archaeological supervision and recording such that metal finds are properly located, identified and conserved.
5. The contractors shall inform the Archaeologist of the correct timing and schedule of overburden removal.
6. Where structures, soil features and finds of archaeological interests are exposed or disturbed by construction works, the Archaeologist shall be provided with the opportunity to observe, clean, assess, and where appropriate hand excavate, sample and record these features and finds. Heavy plant or excavators shall not be operated in the near vicinity of archaeological remains until the remains have been recorded and the Archaeologist on site has allowed operations to recommence at that location. Where archaeological remains are observed by contractors or plant operators, they shall immediately notify the Archaeologist.
7. Upon completion of fieldwork, samples shall be processed and all finds shall be cleaned, identified, assessed, spot dated, and properly stored. A field archive shall be compiled consisting of all primary written documents, plans, sections and photographs. Arrangements should be made for the transfer of the archive to a museum or records office.
8. A summary report shall be produced following NYCC guidelines on reporting. The report shall contain planning details about the site, a summary of the works carried out, a description and interpretation of the findings, an assessment of the importance of the archaeology including its historical context, and a catalogue of finds, features and primary records. All excavated areas should be accurately mapped with respect to nearby buildings and roads. All significant features should be illustrated with conventionally scaled plans, sections, or photographs. Where few or no finds are made, it may be acceptable to provide the report in the form of a letter with plans attached.
9. Copies of the summary report should be sent to the developer and the County SMR.

APPENDIX 2: PROJECT DESIGN

1. INTRODUCTION

1.1 As part of the planning application for the refurbishment works at the Black Horse, High Street, Skipton, the developer (i.e. McGoff & Byrne Ltd) is required to conduct an archaeological watching brief. The watching brief shall be contained to the rear of the seventeenth century building within the limits of the extension to that building and the adjacent stone structure. This document forms a project design for the proposed watching brief.

1.2.1 The Lancaster University Archaeological Unit has considerable experience of archaeological watching briefs, together with evaluation and excavation of sites of all periods, having undertaken a great number of small and large scale projects during the past 15 years. Fieldwork has taken place within the planning process and construction programmes, to fulfil the requirements of clients and planning authorities, to very rigorous timetables. Numerous watching briefs have been undertaken during initial site preparations for both landscape projects (e.g. the North West Ethylene Pipeline for Shell UK Limited etc.) and construction (e.g. Lancaster Market Hall and numerous small developments in Ribchester). A watching brief is currently being undertaken of the White Bull, Ribchester and most recently at the Olde man and Scythe in Bolton. LUAU has the professional expertise and resource to undertake the project detailed below to a high level of quality and efficiency. LUAU and all its members of staff operate subject to the Institute of Field Archaeologists (IFA) Code of Conduct.

2. OBJECTIVES

2.1 The following programme has been designed to provide a suitable level of archaeological observation, recording, and response during the groundworks as part of the refurbishment of the Black Horse. The required stages to achieve these ends are as follows:

2.1.2 PERMANENT PRESENCE WATCHING BRIEF

- (i) To record accurately any surviving archaeological features or deposits by means of detailed observation and recording.
- (ii) To record the presence of buried features by appropriate recovery techniques, where applicable.
- (iii) To generate a large scale plan, showing the extent of the ground disturbance.

2.1.2 ARCHIVE/REPORT

2.3.1 A written report will assess the significance of the data generated by the entire programme of work, in a local and regional context, and will be suitable for deposition as part of a permanent archive of the work undertaken.

3. METHOD STATEMENT

3.1 The following work programme is submitted in line with the stages and objectives of the archaeological work outlined above.

3.2 PERMANENT PRESENCE WATCHING BRIEF

3.2.1 **Methodology:** A permanent programme of observation will accurately record the location, extent, and character of any surviving archaeological features within the excavations in the course of the proposed development. This work will comprise observation during the excavation for these works, the systematic examination of any subsoil horizons exposed during the course of the service works, and the accurate recording of all archaeological features and horizons, and any artefacts, identified during observation.

3.2.2 During this phase of work, recording will comprise a full description and preliminary classification of features or materials revealed, and their accurate location (either on plan and/or section, and as grid coordinates where appropriate). All archaeological information collected in the course of fieldwork will be recorded in standardised form, and will include accurate national grid references. Features will be planned accurately at appropriate scales and annotated on to a large scale plan provided by the Client. A photographic record will be undertaken simultaneously. The recording techniques and procedures employed by LUAU for such detailed recording represent current best practice.

3.2.3 A plan will be produced of the areas of excavations showing the location and extent of the ground disturbance and one or more dimensioned sections will be produced.

3.2.4 It is assumed that LUAU will have the authority to stop works for up to one hour to enable the recording of important deposits. It may also be necessary to call in additional archaeological support if a find of particular importance is identified, but this would only be called into effect in agreement with the Client and the County Archaeological Curator and will require a variation to costing. In normal circumstances, field recording will also include a continual process of analysis, evaluation, and interpretation of the data, in order to establish the necessity for any further more detailed recording that may prove essential.

3.2.5 Full regard will, of course, be given to all constraints (services etc.), as well as to all Health and Safety regulations. LUAU provides a Health and Safety Statement for all projects and maintains a Unit Safety policy. All site procedures are in accordance with the guidance set out in the Health and Safety Manual compiled by the Standing Conference of Unit Managers.

3.3 ARCHIVE/REPORT

3.3.1 **Archive:** The results of all archaeological work carried out during fieldwork will form the basis for a full archive to professional standards, in accordance with current English Heritage guidelines (*The Management of Archaeological Projects*, 2nd edition, 1991). The project archive represents the collation and indexing of all the data and material gathered during the course of the project. The deposition of

a properly ordered and indexed project archive in an appropriate repository is considered an essential and integral element of all archaeological projects by the IFA in that organisation's code of conduct. LUAU conforms to best practice in the preparation of project archives for long-term storage. This archive will be provided in the English Heritage Central Archaeology Service format and a synthesis will be submitted to the North Yorkshire Sites and Monuments Record (the index to the archive and a copy of the report). LUAU practice is to deposit the original record archive of projects (paper, magnetic and plastic media) with the appropriate County Record Office, and a full copy of the record archive (microform or microfiche) together with the material archive (artefacts, ecofacts, and samples) with an appropriate museum. Wherever possible, LUAU recommends the deposition of such material in a local museum approved by the Museums and Galleries Commission, and would make appropriate arrangements with the designated museum at the outset of the project for the proper labelling, packaging, and accessioning of all material recovered.

- 3.3.2 **Report:** One bound and one unbound copy of a written synthetic report will be submitted to the Client within four weeks of completion of fieldwork, and a further copy submitted to the North Yorkshire Sites and Monuments Record following any comments from the Client. The report will include a copy of this project design, and indications of any agreed departure from that design. It will present, summarise, and interpret the results of the programme detailed above and will include a full index of archaeological features identified in the course of the project, with an assessment of the overall stratigraphy, together with appropriate illustrations, including detailed plans and sections indicating the locations of archaeological features. Any finds recovered from the excavations will be assessed with reference to other local material and any particular or unusual features of the assemblage will be highlighted and the potential of the site for palaeoenvironmental analysis will be considered. The report will also include a complete bibliography of sources from which data has been derived.
- 3.3.3 This report will identify areas of defined archaeology. An assessment and statement of the actual and potential archaeological significance of the site within the broader context of regional and national archaeological priorities will be made. Illustrative material will include a location map, section drawings, and plans. This report will be in the same basic format as this project design; a copy of the report can be provided on 3.5" disk (IBM compatible format), if required.
- 3.3.4 **Confidentiality:** All internal reports to the client are designed as documents for the specific use of the Client, for the particular purpose as defined in the project brief and project design, and should be treated as such. With the agreement of the Client, reports may be circulated to the County Archaeologist for discussion and approval as necessary, but are not suitable for publication as academic documents or otherwise without amendment or revision. Any requirement to revise or reorder the material for submission or presentation to third parties beyond the project brief and project design, or for any other explicit purpose, can be fulfilled, but will require separate discussion and funding.
- 3.4 **PROJECT MONITORING**
- 3.4.1 **North Yorkshire County Council Environmental Services:** Any proposed

changes to the project design will be agreed with the North Yorkshire County Archaeologist in coordination with the Client. The North Yorkshire County Council Environmental Services will be informed in writing at the commencement of the project and LUAU will arrange a preliminary meeting with them at the outset of the project, if required. All significant developments will also be related to the County Archaeologist, who would be involved in the decision to call out a response team, should this be necessary. LUAU will give access to the County Archaeologist for the purpose of monitoring the proposed works, in consultation with the Client.

- 3.4.2 LUAU will consult regularly with the Client during fieldwork, and this will include the attendance of a representative of the Client, if required, at any meetings convened with the County Archaeologist, to discuss the report or any other matter. Any decision to invoke a rapid response team would be taken with the Client and County Archaeologist.

4. WORK TIMETABLE

- 4.1 The various stages of the project outlined above will fall into two distinct phases, which would follow on consecutively, where appropriate. The phases of work would comprise:

4.2 PERMANENT PRESENCE WATCHING BRIEF

- 4.2.1 Monitoring of groundwork excavation, and observation and recording of any archaeological features and materials revealed. The timescale of this phase will be dictated by the development programme.

4.3 ARCHIVE/REPORT

- 4.3.1 LUAU generally calculates a 1:0.5 ratio of fieldwork : post-fieldwork (archive, analysis, and report preparation) if the level of archaeology observed is low or 1:1 if the level of archaeology is high.
- 4.3.2 LUAU can execute projects at very short notice once an agreement has been signed with the client. The date for completion of the works would be dictated by the site construction programme. The report will be submitted to the Client within four weeks of the completion of field work.

5. OUTLINE RESOURCES

- 5.1 The following resource base will be necessary to achieve the proposals detailed above. The cost on the accompanying sheet is quoted as a day rate, inclusive of all management, overheads, and other disbursement costs (travel and expenses), to undertake the programme of work as defined in the project design. It incorporates provision for the post-excavation recording element of the project (archive and recording) and is costed at 0.5 man-day office time for each day in the field. It should be noted that should significant archaeological deposits be discovered,

making more detailed recording necessary, then these costs may need to be revised to 1 man-day office time for each day in the field.

- 5.2 The duration of the watching brief depends upon that of that of the contractor undertaking the ground work. A finds and environmental specialist will be consulted as necessary.
- 5.3 The project will be under the management of **Alison Plummer BSc (Hons)** (Project Manager) to whom all correspondence should be addressed. The on-site watching brief is likely to be undertaken by an LUAU supervisor. Present timetabling constraints preclude detailing who this will be, but it should be noted that all Unit supervisors are experienced, qualified archaeologists, each with several years professional expertise.