

Peninnis Farm St Mary's, Isles of Scilly

Archaeological recording



Katharine Sawyer

Report No: 2013/01

A Report for Mr J May and Mr D May

Peninnis Farm St Mary's, Isles of Scilly

Archaeological recording

Katharine Sawyer, MA(Cantab)

May 2013

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Acknowledgements

This study was commissioned by Mr J May and Mr D May.

The fieldwork was carried out and the report written by Katharine Sawyer.

Advice was provided by Phil Markham, Historic Environment Planning Advice Officer, Cornwall Council.

The views and recommendations expressed in this report are those of Katharine Sawyer and are presented in good faith on the basis of professional judgement and on information currently available.

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Abbreviations

EH	English Heritage
HER	Cornwall and Scilly Historic Environment Record
HE	Historic Environment, Cornwall Council
IfA	Institute for Archaeologists
NGR	National Grid Reference
NMR	National Monuments Record
OS	Ordnance Survey
PRN	Primary Record Number in Cornwall and Scilly HER
SM	Scheduled Monument

1. Summary

This report describes the results of the archaeological recording carried out by Katharine Sawyer during groundworks for a campsite at Peninnis Farm, St Mary's, Isles of Scilly (SV 9084 1022) between May 2012 and January 2013.

The excavation of service trenches for the tents in the western field and a septic tank pit and associated soakaway in the eastern field was observed. The stratigraphy consisted of topsoil to a depth of 0.3m to 0.4m with ram underlying it. The only finds were a total of eight sherds of 19th or 20th century glazed pottery.

2. Introduction

2.1 Project background

In May 2012, Mr J May and Mr D May were granted planning permission, in respect of application number P/11/101, for a change of use of land at Peninnis Farm from agricultural to a serviced campsite for seven tents. Condition 5 of the permission states that:

“A) No development shall commence until a programme of archaeological work including a Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:

- 1. The programme and methodology of site investigation and recording*
- 2. The programme for post investigation assessment*
- 3. Provision to be made for analysis of the site investigation and recording*
- 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation*
- 5. Provision to be made for archive deposition of the analysis and records of the site investigation*
- 6. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.*

B) No development shall take place other than in accordance with the Written Scheme of Investigation approved under condition (A).

C) The development shall not be occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under condition (A) and the provision made for analysis, publication and dissemination of results and archive deposition has been secured.”

Reason 5 states that: *“The site comprises an area of known archaeological interest where it is the Local Planning Authority’s policy to provide for the examination of archaeological remains.”*

Katharine Sawyer was asked by Mr J May to act as the archaeological contractor and to provide a written scheme of investigation (WSI) (Sawyer 2012) for a programme of archaeological recording during this project.

2.2 Aims and objectives

The specific aims of the watching brief were:

- To establish the presence/absence of archaeological remains
- To determine the extent, condition, nature, character, date and significance of any archaeological remains encountered

- To record any archaeological remains including above ground or buried field boundaries
- To establish the nature of the activity on the site
- To identify any artefacts relating to the occupation of the site
- To provide further information on the archaeology of the area from any archaeological remains encountered
- To create a record of the area disturbed by this development.

2.3 Methods

2.3.1 Desk-based assessment

During the desk-based assessment historical databases and archives were consulted in order to obtain information about the history of the site. The main sources consulted were as follows:

- Cornwall and Scilly HER
- Historical maps of St Mary's.

2.3.2 Fieldwork

Fieldwork was carried out on 30 May, 12 June and 8 October 2012 and 11 January 2013 by Katharine Sawyer, according to the WSI (Sawyer 2012). All trenches were dug by machine.

Colour digital photographs were taken of the work in progress.

3. Background

3.1 Location and setting

St Mary's, the largest of the Isles of Scilly, is located in the centre of the archipelago. The main part of the island is roughly circular, measuring approximately 3km north to south and 2.5km east to west, with promontories extending from this at Peninnis in the south and the Garrison in the south-west. It rises to a maximum height of 49m above sea level at Telegraph.

The island has a varied topography with the main settlement at Hugh Town on a low-lying sandy isthmus between the main part of the island and the Garrison. The interior is mainly undulating agricultural land with two areas of pools and marshland; the coast includes both rocky stretches with heathland above and sandy areas with dunes.

Geologically, the island is of granite with areas of blown sand in places around the coast and on the neck joining the Garrison to the rest of St Mary's, decomposed granite (known as ram) in some inland parts and alluvium at Lower and Higher Moors (Land Use Consultants 2002, 44).

Peninnis Farm is located on the southern promontory of the island to the south-east of Hugh Town. The development site is approximately 200m from the coast and about 30m above sea level. The location of the site is shown in figure 1 and a layout plan in figure 2.

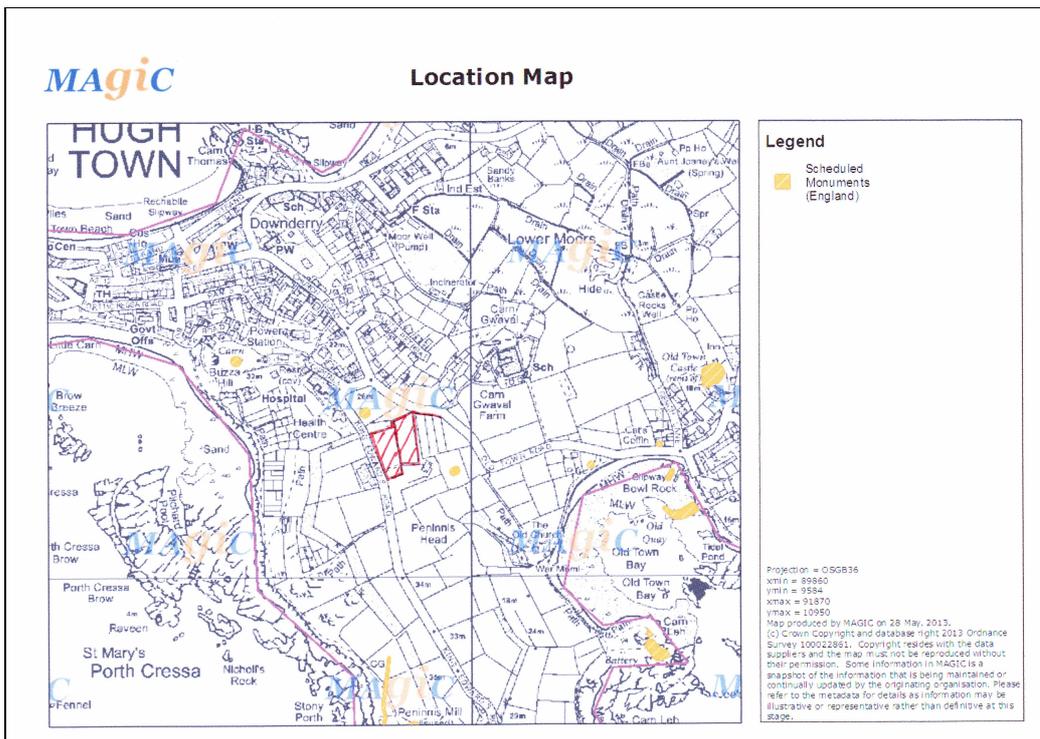


Figure 1 Location map of site, shown hatched in red (Scale approx 1:12,000)

3.2 Archaeological and historical background

The development site is located within the vicinity of two scheduled monuments:

- Prehistoric platform cairn (SM 15345, SV 9081 1028), to the north of the site
- Iron Age to Romano-British fogou (SM 15560, SV 9097 1018), to the south-east of the site.

There is no record of any previous archaeological work at the development site.

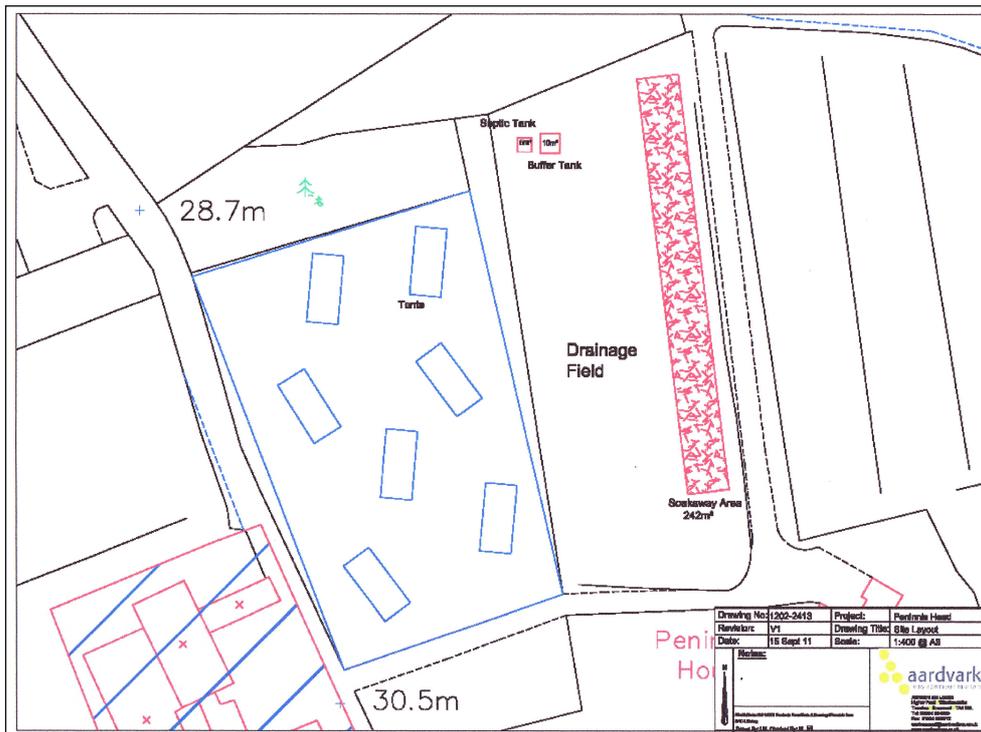


Figure 2 Layout plan of site

4. Results

4.1 Desk-based assessment

The First and Second Edition OS maps were examined. They both show that the area of the development site was agricultural in nature in the late 19th and early 20th centuries. Buildings are shown on both maps to the west of King Edward Road, where Peninnis Farm's barns are now located.

4.2 Fieldwork

4.2.1 Campsite

Archaeological monitoring started in the more westerly of the two fields on 30 May 2012 when the excavation of service trenches for the tents was observed. Topsoil of up to 0.3m depth and then ram were recorded but no structures or features. The only finds were 5 small sherds of 19th or 20th century glazed china and earthenware.

Further trenches were inspected on 12 June 2012 when a similar stratigraphy was observed with many large boulders in the ram in the trench on the northern edge of the field. No structures, features or finds were recorded.



Figure 3 Section of campsite service trench

4.2.2 Septic tank and soakaway

On 8 October 2012 the pit for the septic tank was dug in the north-east corner of the more easterly field. Here there was about 0.4m of topsoil lay over a stony ram; again there were no features or finds. On 11 January 2013 the soakaway trenches were dug to the south of the septic tank (on the western side of the field, rather than the eastern side as shown in figure 2). One sherd of 19th or 20th century china and two of earthenware were found.

5. Discussion

No evidence of previous occupation or use of the area was found during the archaeological recording, other than the pottery sherds which probably originate from manuring of the land, which the early OS maps show was agricultural. No structures, features or deposits were noted.

6. References

6.1 Primary sources

- Historic Environment Service, Cornwall Council Cornwall and Scilly Historic Environment Record
- Ordnance Survey, 1890 1:2,500 (25 inch) First Edition map
- Ordnance Survey, 1906 1:2,500 (25 inch) Second Edition map
- Viewed online at www.old-maps.co.uk.

6.2 Publications

- Markham, P. 2012 *Brief for Archaeological Recording, Peninnis Farm, St Mary's, Isles of Scilly*. Cornwall Council, Historic Environment Service
- Land Use Consultants, 2002 *The Isles of Scilly: A landscape assessment of the Area of Outstanding Natural Beauty*, Cheltenham: The Countryside Agency
- Sawyer, K, 2012 *Land at Peninnis Farm, King Edward's Road, St Mary's, Isles of Scilly: Written Scheme of Investigation for a Programme of Archaeological Recording during Groundworks*

7. Project archive

The main paper records, plans and artefacts retrieved during the project will be stored at the Isles of Scilly Museum, Church Street, St Mary's. The site code is PF12. The archive will be deposited by the end of July 2013.

The archive consists of:

- This report
- The site notebook
- Site plans
- Photographic register
- Digital photographs
- Pottery sherds.

8. Appendices

8.1 Project brief

BRIEF FOR ARCHAEOLOGICAL RECORDING

Date: 9th May 2012

Address: Peninnis Farm, St Mary's, Isles of Scilly TR21 0NA

Site: Field located at OS Grid Reference SV 9084 1022

Application: P-11-101

HBSMR: CCO4790

Applicant: Jon & Daniel May at the above address

Agent: N/A

Historic Environment Planning Advice Officer: Phil Markham, Cornwall Council, Historic Environment Service, Dolcoath Avenue, Camborne, Cornwall TR14 8SX e. pmarkham@cornwall.gov.uk t. 07973 813572

Local Planning Authority Officer: Craig Dryden, Planning & Development Department, Council of the Isles of Scilly, Old Wesleyan Chapel, Garrison Lane, St Mary's, Isles of Scilly TR21 0JD e. cdryden@scilly.gov.uk

This brief is only valid for six months. After this period the Historic Environment Planning Advice Officer (HEPAO) should be contacted. Any written scheme of investigation (WSI) resulting from this brief shall only be considered for the same period. The contractor is strongly advised to visit the site before completing their WSI as there may be implications for accurately costing the project.

Contractors Written Scheme of Investigation (WSI)

No ground works are to be undertaken until the HEPAO and the Local Planning Authority (LPA) have approved the archaeological contractor's WSI.

1 Introduction

- 1.1 This brief has been written by the HEPAO and sets out the minimum requirements for archaeological recording at the above site to discharge condition 5 of planning application P-11-101.

2 Site Location and Description

- 2.1 The site is located at Ordnance Survey Grid Reference SV 9084 1022 on Peninnis Head, St Mary's Isles of Scilly. The site is in a rural location and is currently an agricultural field.

3 Planning Background

3.1 Planning application P-11-101 was submitted on the 20th October 2011 and was for the change of use of the land from agricultural to a serviced campsite for 7 tents. This application has been approved subject to a number of conditions. Condition 5 states:

3.2 A) No development shall commence until a programme of archaeological work including a Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:

1. The programme and methodology of site investigation and recording
2. The programme for post investigation assessment
3. Provision to be made for analysis of the site investigation and recording
4. Provision to be made for publication and dissemination of the analysis and records of the site investigation
5. Provision to be made for archive deposition of the analysis and records of the site investigation
6. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.

3.3 B) No development shall take place other than in accordance with the Written Scheme of Investigation approved under condition (A).

3.4 C) The development shall not be occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under condition (A) and the provision made for analysis, publication and dissemination of results and archive deposition has been secured.

3.5 Reason 5

The site comprises an area of known archaeological interest where it is the Local Planning Authority's policy to provide for the examination of archaeological remains.

3.6 The applicant, their agents and any subcontractors should note that where there are other conditions requiring satisfaction in advance of the commencement of works on site; it is the responsibility of the applicant to liaise with the planning officer concerned to ensure that the timetabling of these works is managed.

4 Archaeological Background

4.1 The Cornwall and Scilly Historic Environment Record (HER) records that there are two Scheduled Monuments within the vicinity of the proposed

development, a Bronze Age platform cairn to the north and an Iron Age fogou to the south. These indicate a high potential for buried archaeological remains.

5 Requirement for Work

- 5.1 Ground works associated with the development may disturb buried archaeological remains. It is therefore important that a suitably qualified archaeologist(s) is/are present during these works in order to identify and record any features of interest.
- 5.2 The site specific aims are to:
- Establish the presence/absence of archaeological remains
 - Determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
 - To establish the nature of the activity on the site
 - To identify any artefacts relating to the occupation or use of the site
 - To provide further information on the archaeology of the site from any archaeological remains encountered

6 General Methodology

- 6.1 All stages of the investigation shall be supported by a written scheme of investigation (WSI).
- 6.2 The archaeological contractor is expected to follow the code of the Institute for Archaeologists (IfA).
- 6.3 Details including the name, qualifications and experience of the site director and all other personnel (including specialist staff) shall be included within the WSI.
- 6.4 All of the latest Health and Safety guidelines shall be followed on site.
- 6.5 The IfA's Standards and Guidance should be used for additional guidance in the production of the WSI, the content of the report and the general execution of the project.
- 6.6 Terminology will be consistent with the English Heritage Thesaurus.

7 Archaeological Recording Methodology

- 7.1 Prior to the commencement of on site works the archaeological contractor should familiarise themselves with the site by examining the information held by the Cornwall and Scilly Historic Environment record (HER), the Cornwall Records Office at Truro and the Cornwall Centre at Redruth, where appropriate.
- 7.2 An archaeologist shall be present during all ground works associated with the development, unless circumstances dictate a different approach. A toothless ditching bucket can be used for the removal of any overburden until the first

archaeological horizon is exposed. This will then be hand cleaned as appropriate.

- 7.3 Any surviving remains which will be disturbed or destroyed by the development shall be archaeologically excavated and recorded.
- 7.4 Details of how all archaeological contexts and artefacts will be excavated, surveyed, recovered and recorded shall be provided. The site will be tied into the national grid.
- 7.5 Details of the site planning policy shall be given in the WSI. The normal preferred policy for the scale of archaeological site plans is 1:20 and sections 1:10, unless circumstances indicate that other scales would be more appropriate.
- 7.6 The photographic record shall consist of prints in both black and white and colour together with the negatives. Digital photography may be used for report illustration. For both general and specific photographs, a photographic scale shall be included. In the case of detailed photographs it may be appropriate to include a north arrow. The photographic record shall be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.
- 7.7 If significant archaeological deposits are exposed, all works must cease and a meeting convened with the client and the HEPAO to discuss the most appropriate way forwards.

8 Finds

- 8.1 All finds, where appropriate, will be retained from each archaeological context excavated.
- 8.2 All finds, where appropriate, shall be washed.
- 8.3 All pottery, and other finds, where appropriate, shall be marked with the site code and context number.
- 8.4 The WSI shall include an agreed list of specialist consultants, who may be required to conserve and/or report on finds, and advise or report on other aspects of the work including environmental sampling.
- 8.5 The requirements for conservation and storage shall be agreed with the Royal Cornwall Museum prior to the start of work, and confirmed in writing to the HEPAO.
- 8.6 Finds work should be to accepted professional standards and adhere to the Institute for Archaeologists *Guidelines for Finds Work*.

- 8.7 Environmental sampling should be guided by *Environmental Archaeology* (English Heritage Centre for Archaeological Guidelines. 2001/02).
- 8.8 Further English Heritage guidance that may be helpful includes *Geoarchaeology* (2004) and *Archaeometallurgy* (2001).
- 8.9 The English Heritage Advisor for Archaeological Science will be able to provide archaeological science advice if required (Vanessa Straker 0117 975 0689).

9 Human Remains

- 9.1 Any human remains which are encountered must initially be left in situ and reported to the HEPAO and the appropriate authorities (the Coroner), where appropriate. If removal is necessary this must comply with the relevant Government regulations. If burials are encountered their legal status must be ascertained and recording and/or removal must comply with the legal guidelines.
- 9.2 If human remains are not to be removed their physical security must be ensured, preferably by back filling as soon as possible after recording.
- 9.3 If human remains are to be removed this must be done with due reverence and in accordance to current best practice and legal requirements. The site must be adequately screened from public view. Once excavated, human remains must not be exposed to public view.

10 Results

- 10.1 The full report including all specialist assessments of artefact assemblages shall be submitted within a length of time (but not exceeding six months) to be agreed between the applicant and the archaeological contractor, Cornwall Council Historic Environment Service and the Isles of Scilly Museum. A further digital copy shall be supplied on CD-ROM preferably in 'Adobe Acrobat' PDF format.
- 10.2 The archaeological contractor will undertake the English Heritage/ADS online access to the index of archaeological investigations (OASIS).
- 10.3 This report will be held by the Cornwall and Scilly Historic Environment Record (HER) and made available for public consultation.
- 10.4 The report must contain:
- A concise non-technical summary of the project results.
 - The aims and methods adopted in the course of the investigation.
 - A discussion of the archaeological findings in terms of both the site specific aims and the desk based research.

- A location map, a drawing showing those areas examined as part of the archaeological recording, and copies of any archaeological plans and sections. All plans shall be tied to the national grid.
 - All specialist reports and assessments.
 - A summary of the archive contents and date of deposition.
 - A context register with brief descriptions shall be included as an appendix.
 - A copy of the brief and the approved WSI will be included as an appendix.
- 10.5 A contingency shall be made within the costs for full publication in an appropriate journal. The HEPAO will notify the contractor of such a need within four weeks of receipt of the report.

11 Archive Deposition

- 11.1 An ordered and integrated site archive will be prepared in accordance with: *Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006* upon completion of the project. The requirements for archive storage shall be agreed with the Isles of Scilly Museum. Please check the accessioning and deposition requirements with the Museum.
- 11.2 If the finds are to remain with the landowner a full copy of the documentary archive shall be housed with the Isles of Scilly Museum.
- 11.3 The archive including a copy of the written report shall be deposited with the Isles of Scilly Museum within two months of the completion of the full report and confirmed in writing with the HEPAO.
- 11.4 Where there is only a documentary archive this will be deposited with the Isles of Scilly Museum.
- 11.5 A copy of the report will be supplied to the National Monuments Record (NMR) in Swindon.
- 11.6 A summary of the contents of the archive shall be supplied to the HEPAO.
- 11.7 Only on completion of 11.1 to 11.5 (inclusive) will there be a recommendation for the discharge of any archaeological recording condition.

12 Monitoring

- 12.1 The HEPAO will monitor the work and should be kept regularly informed of progress.
- 12.2 Notification of the start of work shall be given preferably in writing to the HEPAO at least one week in advance of its commencement.
- 12.3 Any variations to the WSI shall be agreed with the HEPAO, preferably in writing, prior to them being carried out.

8.2 Approved Written Scheme of Investigation

**Land at Peninnis Farm, King Edward's Road,
St Mary's, Isles of Scilly TR21 0NA:
Written Scheme of Investigation for a Programme
of Archaeological Recording during Groundworks**

Client: Mr J May and Mr D May
Tel: 01720 422122/07721 501936

1 Site location and description

Land at Peninnis Farm, adjacent to King Edward's Road, is to be changed from agricultural use to a serviced campsite for seven tents. The site is in the north of Peninnis at NGR SV 9084 1022.

2 Project background

Following a planning application submitted on 20 October 2011 (application number P-11-101), Messrs May were granted planning permission for the development.

Permission for development was granted subject to a number of planning conditions, condition 5 being that:

"A) No development shall commence until a programme of archaeological work including a Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:

- 1. The programme and methodology of site investigation and recording*
- 2. The programme for post investigation assessment*
- 3. Provision to be made for analysis of the site investigation and recording*
- 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation*
- 5. Provision to be made for archive deposition of the analysis and records of the site investigation*
- 6. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.*

B) No development shall take place other than in accordance with the Written Scheme of Investigation approved under condition A).

C) The development shall not be occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under condition A) and the provision made for analysis, publication and dissemination of results and archive deposition has been secured."

The reason is that *“The site comprises an area of known archaeological interest where it is the Local Planning Authority’s policy to provide for the examination of archaeological remains.”*

This WSI has been based on the brief provided by Cornwall Council’s Historic Environment Planning Advice Officer (HEPAO) (Markham 2012).

3 Archaeological and historical background

The Cornwall and Scilly Historic Environment Record records that there are two scheduled sites within the vicinity of the proposed development:

Prehistoric platform cairn (SM 15345, SV 9081 1028)
Iron Age to Romano-British fogou (SM 15560, SV 9097 1018)

There is no record of previous archaeological work at the site of the development.

4 Project aims

The site specific aims are:

- to establish the presence/absence of archaeological remains
- to determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
- to establish the nature of the activity on the site
- to identify any artefacts relating to the occupation or use of the site
- to provide further information on the archaeology of the site from any archaeological remains encountered.

5 Methodology

The Institute for Archaeology’s *Standards and Guidance for Archaeological Investigation and Recording* will be followed in the execution of the project.

The recording will involve the following phases of work:

1. Desk-based study
2. Archaeological fieldwork
3. Analysis and archiving
4. Report production
5. Archive deposition

5.1 Desk-based study

Prior to the commencement of on-site works, the project archaeologist will familiarise themselves with the site by examining the information held in the Cornwall and Scilly Historic Environment Record, on the 1st and 2nd edition Ordnance Survey maps of the area and in any other relevant publications.

5.2 Archaeological fieldwork

An archaeologist will be present during all further ground works associated with the development, unless circumstances dictate a different approach. If work is carried out by machine, where possible a toothless ditching bucket will be used for the removal of any overburden until the first substratum is exposed. This will then be hand cleaned

to test for the presence of archaeological features, deposits and finds and recorded as appropriate.

Any surviving remains which will be disturbed or destroyed by the development will be archaeologically excavated and recorded.

Any significant features or layers identified in plan or section will be recorded using the following methodology:

(a) each feature or layer will be assigned a context number from a continuous block of context numbers and recorded on a standard pro forma context sheet, where possible noting the location, extent, nature, character and stratigraphic relationships of any archaeological evidence revealed;

(b) location will be plotted onto a 1:100 plan (drawn in 4H pencil on gridded drafting film);

(c) if appropriate the feature/layer will be planned at 1:20 scale or recorded in section at 1:10 scale (unless circumstances indicate that other scales would be more appropriate);

(d) scaled archive photographs will be taken (35mm black and white prints and negatives and digital colour photographs at 3MP or higher). In the case of detailed photographs a north arrow will be included, where appropriate. A photographic register detailing the feature number, location, direction of shot and other relevant information will be drawn up.

(e) any artefacts from the site (excluding post-1800 unstratified ceramics) will be collected in sealable plastic bags which will be labelled immediately with the site code (PF12) and context number if appropriate. They will be removed from the site for processing and conservation where necessary, in preparation for analysis and archiving.

(f) if human remains are discovered they will initially be left *in situ* and reported to the HEPAO and the appropriate authorities (including the Coroner). If they are to be removed this will be done in accordance with the relevant Government regulations, with due reverence and in accordance with current best practice and legal requirements. The site will be screened from public view during excavation and, once excavated, the human remains will not be exposed to public view. If human remains are not to be removed their physical security will be ensured by back-filling as soon as possible after recording.

(g) the English Heritage Advisor for Archaeological Science (Vanessa Straker 0117 975 0689) will be consulted for advice, if necessary.

All recording work will be undertaken according to the Institute of Field Archaeologists "*Standard and Guidance for an Archaeological Watching Brief*".

Finds work, sampling, etc will be guided by the English Heritage Centre for Archaeology Guidelines on Archaeometallurgy, Environmental Archaeology and Geoarchaeology.

If significant archaeological deposits are exposed all works will cease and a meeting will be convened with Messrs May and the HEPAO to discuss the most appropriate way forward.

5.3 Analysis and archiving

During this phase the results of the fieldwork will be collated for archiving. This will involve the following tasks:

- washing or other cleaning of finds, where appropriate
- marking of pottery, and other finds where appropriate, with the site code and context number
- indexing of site drawings and photographs;
- identification of finds, with the assistance of specialists from Cornwall Council Historic Environment Service and/or elsewhere, if appropriate.

5.4 Report production

A report presenting the results of the archaeological recording will be produced within a time period, not exceeding six months, to be agreed between Messrs May, Cornwall Council Historic Environment Service, the Isles of Scilly Museum and Katharine Sawyer.

Two copies of the report (one hardcopy and one digital in PDF format) will be submitted to the Cornwall Council Historic Environment Service for addition to the Cornwall and Scilly Historic Environment Record. Copies will also be provided to the Planning Department of the Council of the Isles of Scilly, Messrs May and the Isles of Scilly Museum and to the English Heritage/ADS online index via OASIS.

The report will have the following contents:

- a concise non-technical summary of the project results
- the aims and methods adopted in the course of the investigation
- a discussion of archaeological findings in terms of both the site specific aims and the desk based research
- location map, a drawing showing those areas examined as part of the archaeological recording, and copies of any archaeological plans and sections. All plans will be tied to the Ordnance Survey national grid
- all specialist reports and assessments
- a summary of the archive contents and date of deposition
- a context register with brief descriptions will be included as an appendix
- a copy of the project brief and the approved written scheme of investigation will be included as an appendix.

The HEPAO will advise, within four weeks of receipt of the reports, whether full publication in an appropriate journal is required. (A contingency for this will be included in the estimate for the work.)

5.5 Archive deposition

A site archive will be prepared, in accordance with *Management of Research Projects in the Historic Environment* (English Heritage 2006), upon completion of the project.

The Isles of Scilly Museum have agreed to accept the archive, which will be deposited within two months of the completion of the full report. Confirmation of the deposition of the archive and a summary of its contents will be supplied to the HEPAO.

6 Monitoring

Groundworks will not commence until written approval for this WSI has been received from the HEPAO. Notification of the proposed start of work will be given to the Local Planning Authority and the HEPAO, in writing, at least one week in advance. Work is anticipated to start in late May or early June 2012.

The HEPAO will be kept regularly informed of progress. Following completion of the fieldwork a summary of results will be submitted to the HEPAO within 10 working days.

Any variations to this WSI will be agreed with the HEPAO, normally in writing, prior to them being carried out.

7 Copyright

Copyright of all material gathered as a result of the project will be reserved to Katharine Sawyer. Existing copyrights of external sources will be acknowledged where required. Use of the material will be granted to the client.

8 Project staff

Katharine Sawyer MA (Cantab) is the archaeological contractor for the project. She is an archaeologist who lives on St Mary's and she will carry out the work in person. A c.v. of her relevant qualifications and experience is at Appendix 1 of this document.

If any archaeological finds or features come to light for which she does not have the necessary resources or expertise, she will contact Charlie Johns, Senior Archaeologist at Historic Environment Projects, Cornwall Council (HEP) with special responsibility for Scilly, for advice and assistance. (A contingency for this is included in the estimate for the work.)

The relevant qualifications and experience of Charlie Johns, Sean Taylor and Carl Thorpe (the other HEP members of staff who may be involved) and the external specialists, who have agreed to provide contingency support for the work outlined in the WSI, are included at Appendix 2.

9 Health and safety statement

Katharine Sawyer holds the NEBOSH National General Certificate in Occupational Safety and Health. Prior to starting on-site work she will carry out a Risk Assessment and will liaise with the contractors to ensure a safe system of work in relation to the archaeological recording. She is covered by public liability insurance for this work.

10 References

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Katharine Sawyer
18 May 2012

Appendix 1: Curriculum Vitae for Katharine Sawyer

Employment History

May 2000 to date	<u>Freelance Archaeologist/Tour Guide/Lecturer</u> <ul style="list-style-type: none">• Archaeological watching briefs at a number of sites in Scilly and Cornwall<ul style="list-style-type: none">◦ carried out both independently and in association with Historic Environment Projects, Cornwall Council• Historic environment aspects of environmental impact assessments, Isles of Scilly• Site recording in Scilly• Leading of guided walks, boat trips and short break holidays, teaching of adult education classes• Research and writing of a series of guided walk leaflets for the AONB Unit of the Council of the Isles of Scilly• As a Trustee of the Isles of Scilly Museum, identification of artefacts, interpretation and arrangement of displays.
October 1978 to May 2000	A variety of management and consultancy roles in both private and public sector organisations (including English Heritage), mainly in personnel and training.
July 1977 to October 1978	Various temporary jobs in shops and offices Work on archaeological excavations at Shaugh Moor, Devon (volunteer), Hambledon Hill, Dorset (volunteer) and Long Ashton, Avon (site supervisor).

Relevant Educational and Professional Qualifications

1977	BA (Hons) in Archaeology and Anthropology, Class 2i King's College, University of Cambridge
1981	MA, University of Cambridge
1983-84 and 1985-86	Part-time study for PhD on "Social and economic aspects of the early second millennium BC in Wessex" – not completed Institute of Archaeology, University of London
2001	NEBOSH National General Certificate in Occupational Safety and Health - Credit
2006-date	Part-time study for PhD on "Isles of the Dead? The Setting and Function of the Neolithic and Bronze Age Chambered Cairns and Cists of the Isles of Scilly", University of Exeter

Appendix 2: Qualifications and experience of other possible project staff

Historic Environment, Cornwall Council Staff

Charlie Johns (BA, MIFA) is a Senior Archaeologist with HE (1991- present). Charlie has special responsibility for HE projects in the Isles of Scilly where he has worked on numerous projects: notably directing the excavation of the Bryher Iron Age sword and mirror burial in 1999 (Johns 2002-3); updating 'Scilly's Archaeological Heritage', the popular archaeological guide to the islands, in 2003 (Ratcliffe and Johns 2003), managing the Tresco Playing Field watching brief for the Tresco Estate in 2003 (Taylor and Johns forthcoming), compiling the Isles of Scilly Rapid Coastal Zone Assessment Survey for English Heritage in 2003-4 (Johns *et al* 2004) and managing archaeological recording during refurbishments to the off-island quays for the Duchy of Cornwall (Johns and Sawyer 2008). Since 2005 he has co-directed the 'Islands in a Common Sea' research project in Scilly with Dr Jacqui Mulville of Cardiff University. He is currently an Honorary Research Fellow in Cardiff University's School of History and Archaeology.

Sean Taylor (BA, MIFA) has worked for Historic Environment Projects since December 2000. During this period he has worked on assessments, watching briefs, excavations, buildings surveys, and landscape surveys. The emphasis has been on developer-funded work and Sean has run three large excavations for HE Projects, at Scarcewater, Camelford, and Plympton, as well as a large number of smaller sites. These have involved managing teams of up to 15 archaeologists, making decisions on site strategy, and supervising site recording. The smaller projects have involved site excavation and recording (context recording, planning, photographing), and include Tresco Playing Field (Taylor and Johns forthcoming), Carn Thomas, St Mary's watching brief (Taylor 2008) and the recent Bryher, St Martin's and St Agnes Affordable Housing development (Taylor 2010a, Taylor 2010b, Taylor and Johns, 2010). He is experienced in the use of EDM survey equipment for planning and landscape and buildings surveys, and GPS equipment for assessments. He is practised in the use of AutoCAD and GIS for analysing data and presenting the results of projects. He has also been responsible for post-excavation analysis, writing archive reports, and publishing the results in academic journals, and producing reports for clients required as part of the planning process.

If required, finds processing, identification and cataloguing will be carried out by **Carl Thorpe BSc**, HE's finds archaeologist who has carried out similar work for Scillonian projects in the last two decades. Carl or another suitably experienced archaeologist from HE will provide Katharine with assistance in fieldwork and taking environmental samples if necessary.

Specialists

Henrietta Quinnell BA, MIFA, FSA – Prehistoric and Roman pottery: Henrietta is a freelance pottery specialist and the leading authority on prehistoric pottery in the south-west. She will carry out the pottery assessment and analysis in the event of prehistoric pottery being recovered.

John Allen MPhil – Mediaeval/post-mediaeval pottery: John works for the Exeter Archaeological Field Unit. He is the leading authority on mediaeval and post-mediaeval pottery in the south-west and will carry out the pottery assessment and analysis in the event of mediaeval or post-mediaeval pottery being recovered.

Julie Jones BA – Archaeobotanist: An experienced freelance archaeobotanical specialist based in Bristol, Julie has carried out palaeoenvironmental assessments and analyses for numerous HE projects.

Dana Challinor MA, MSc – Freelance Charcoal Specialist: Dana's main area of expertise is charcoal analysis and wood species identification, but she also has experience with charred plant remains. She has produced numerous assessment and evaluation reports, as well as reports for publication in journal and monograph formats and was formerly Head of the Environmental Department at Oxford Archaeology. She will undertake assessment and analysis of any suitable charcoal samples, including identification of samples suitable for radiocarbon dating.

Ralph Fyfe PhD – Palynologist: Ralph is lecturer in environmental change in the School of Geography at the University of Plymouth and will carry out any assessment and analysis of pollen samples which is required.

Laura Ratcliffe BSc – Conservationist, Royal Cornwall Museum, Truro: Laura graduated in archaeological conservation from Cardiff University in 2001 and is currently based at the Royal Cornwall Museum. Laura will carry out the assessment and conservation of pottery and metalwork on a freelance basis if required.

Radiocarbon Dating Laboratory, University of Waikato, New Zealand: Samples for radiocarbon dating will be sent the University of Waikato.