

Penwith College Cricket Pavilion

Penzance, Cornwall

Archaeological Recording

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Acknowledgements

This study was commissioned by Sophie Ashton on behalf of Interserve Project Services Ltd and carried out by Archaeological Consultancy Ltd.

Help with the historical research was provided by staff at the Cornwall Records Office and Bryn Tapper of the Historic Environment Service, Cornwall Council.

The Project Manager was Matt Mossop whilst the fieldwork was undertaken by Matt Mossop, Hayley Goacher and volunteers Graham Hill and Matt Cahill.

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

Cover illustration

Study area in advance of excavation looking northeast.

Penwith College

Cricket Pavilion

Penzance, Cornwall.

Archaeological Recording

Author:	Hayley Goacher BA (Hons) PlfA
Report Date:	July 2011
Client:	Sophie Ashton, Interserve Project Services Ltd
Proposal:	Erection of a cricket pavilion and alterations to the existing cricket pavilion
Planning Reference:	PA10/07394
Statutory Protection:	None
Project No:	AC11004E
Townland/Tenement:	N/A
Civil Parish:	Penzance
District:	West 1
Postal Address:	Penwith College, St. Clare Street, Penzance
Postcode	TR18 2SA
National Grid Reference:	SW 46660 30930
Fieldwork Dates:	June 2011
Accession No:	Forthcoming

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Abbreviations

AC	Archaeological Consultancy Ltd
BGS	British Geological Survey
CC	Cornwall Council
CRO	Cornwall Record Office
DBA	Desk-Based Assessment

EH	English Heritage
HEPAO	Historic Environment Planning Advice Officer
HER	Cornwall and the Isles of Scilly Historic Environment Record
HE	Historic Environment (Projects), Cornwall Council
NGR	National Grid Reference
NMR	National Monuments Record, Swindon
OASIS	Online Access to the Index of Archaeological Investigations
OS	Ordnance Survey
SMR	Sites and Monuments Record

1 Summary

AC Ltd was commissioned by Sophie Ashton on behalf of Interserve Project Services Ltd to undertake archaeological recording on works associated with the construction of a new cricket pavilion and alterations to the existing pavilion. The recording was required as a condition of planning permission for the proposed works. Previous work by Historic Environment (Projects), Cornwall Council included excavation of the West Car Parks area revealing Prehistoric activity.

This fieldwork was undertaken in June 2011, it did not record any archaeological features.

2 Introduction

2.1 Project Background

Planning application PA10/07394 for the alterations to the existing pavilion and erection of a new pavilion building subject to several conditions including Condition 2, which states:

No works pursuant to the consent are to be commenced or the development beneficially occupied before a relevant part or the whole of a Written Scheme of Investigation is carried out. This Written Scheme of Investigation will be submitted by the applicant and approved by the Local Planning Authority in consultation with Cornwall Council Historic Environment Advice.

A brief for the works was provided by the Historic Environment Planning Advice Officer (Markham 2011).

2.2 Site Location

The site is located on St. Clare Street approximately one kilometre west-northwest of the centre of Penzance at OS grid reference SW 46660 30930.

2.3 Topography

The site is located on urban land, on a slight east facing slope.

2.4 Geology

The bedrock is recorded as being Mylor slate formation with Denbigh 2 (Loam over shale) soil type (Markham, 2011; 1; British Geological Survey Website).

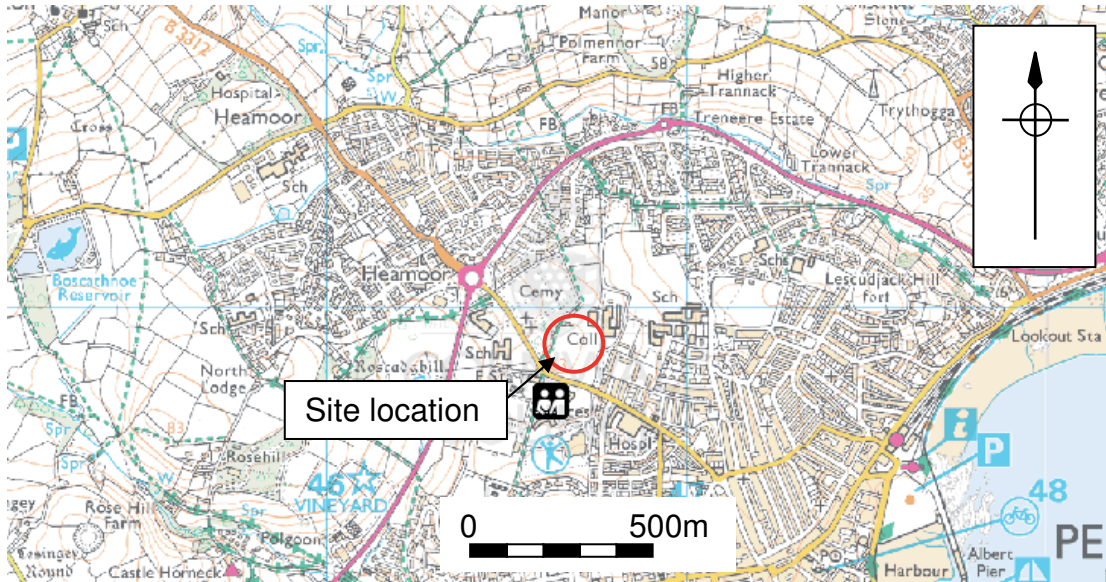


Figure 1 Site location. Courtesy of Cornwall Council

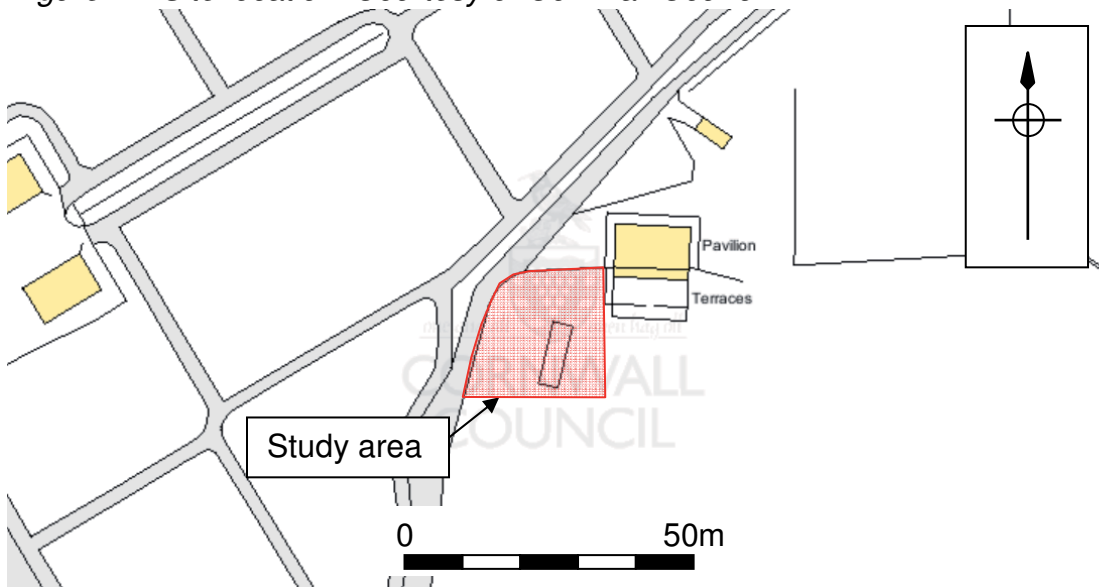


Figure 2 Study area. Courtesy of Cornwall Council

2.5 Archaeological and Historical Background

The Penwith district of Cornwall is scattered with numerous Prehistoric archaeological sites but little detail is known of the Prehistoric activity within Penzance and its environs. Within a 500m radius of the site, PastScape (Heritage Gateway website) lists a possible Bronze Age barrow site (Monument No. 423968), though it was not visible in 1960. Also listed is another round barrow (Monument No. 424021) from which were recovered two Bronze Age collared urns and a cremation. This barrow was allegedly demolished in 1824.

Two further possibly Bronze Age urns (Monument No. 423937) were recovered from the cemetery next to the cricket pavilion.

There is limited survival of earthworks at Lescudjack hillfort half a kilometre to the northeast of the cricket pavilion site, which is presumably of Iron Age date (Weatherhill, 1989; 52). Lesingey Round, located 1.5km to the southwest may be of Iron Age or Romano-British date. Gossip and Thorpe (2010; 21) also mention that place name evidence is suggestive of additional rounds at Heamoor (SMR No. MCO8025), half a kilometre to the northeast and also at Mount Misery, 2km southwest of the site.

Previous archaeological investigation has taken place in the vicinity of the cricket pavilion. Firstly, an evaluation was undertaken by AC Archaeology Ltd (Valentin et al, 1995; Cox et al, 1995) in 1995 prior to the erection of a new sports hall immediately to the northeast of the cricket pavilion. This identified Late Iron Age or Romano British settlement activity within a possible round or enclosure, pottery of the same date and a pre-Roman bow brooch. Also highlighted was the discovery of the two Bronze Age urns and Roman coins, when the adjacent cemetery was extended in the 19th Century (Gossip and Thorpe, 2010; 8).

A second phase of excavation was carried out by the Historic Environment (Projects) Cornwall Council, in 2009/10 in advance of the erection of the Porthcurno Building and a wind turbine at the West Car Parks area (Gossip and Thorpe, 2010). The Porthcurno site, to the north of the cricket pavilion revealed evidence for field systems and water management throughout the Late Iron Age and Romano British periods with peripheral settlement in the later period. The pottery assemblage had a date range of 150BC-AD50 (Gossip and Thorpe, 2010; 8). The West Car Parks area was a small open area excavation on the same site as the previous evaluation. It recorded a probable enclosure ditch and pits representing settlement activity over several phases but confirming the Late Iron Age or Romano British dates of the other investigations. It was noted that there had not been substantial destructive ploughing, resulting in some pottery being found in situ. The assemblage generally was of a fresh condition associated with primary settlement waste. Other finds included fragments of quern-, muller-, whet-, and hammer-stones and a Late Iron Age iron knife blade with tang. Earlier activity was suggested in the form of Neolithic or Early Bronze Age lithics but these were not diagnostic (Gossip and Thorpe, 2010; 8, 21-23).

The site may have been part of the manor of Gulval or the manor of Alverton, listed in the Domesday Book (Morris, 1979). Gulval is to the northeast of Penzance and is the smaller of the two. It was held by Roland from the Bishop of Exeter and before 1066 tax was paid for one hide, although the land there was one and a half hides. There was land for twelve ploughs with thirteen villagers and four small holders, a meadow of two acres, pasture two leagues long and one league wide, one cob, three cows and thirty sheep. In lordship there was one plough and three slaves. It was valued at £3. Alverton Manor was held prior to 1066 by Alfward who paid tax on two of the three hides and the land was valued at £8. After 1066 it was held by the Count of Mortain and the value increased to £20. There was land for sixty ploughs; thirty-five

villagers, twenty-five small holders with twelve ploughs. The meadow was three acres and the pasture two leagues long by one league wide. There was one cob, seventeen unbroken mares, nine cattle, four pigs and one hundred sheep. In lordship there were three ploughs and eleven slaves.

Within the confines of the cricket field is the site of St. Clare's Chapel (SMR No. MCO10112) first recorded in 1584 and mentioned by Henderson (1925; 178) as a ruin in 1668. Although foundations could still be seen in the 18th Century no surface traces are visible now.

There is nothing recorded for the area on Norden's c.1580 map of Cornwall and Gascoyne's c.1695 map highlights only 'Trenear.' Treneere House (now called Treneere Manor) is still extant and is an 18th Century Grade II* listed small mansion house and walled garden to the north of the cricket pavilion and college site. The name Treneere derives from the Cornish Trenyer first recorded in 1280; *tre* meaning farming estate and *yar* meaning hen (Dudley, 2008; 12). Dudley (2008; 7) notes the possibility that buried remains of an earlier house may survive at the northwest end of the property. The 1841 Tithe Apportionment for Madron lists 'The Barton of Trenheere' with the mansion house and gardens under the control of the executors of Henry Pendarves (Trenheere?) Esq. The 1840 Tithe Map clearly shows the house and parkland. A Barton usually refers to the head farm of an estate. The current name 'Treneere Manor' is probably a 20th Century invention.

Also on the Tithe Map, the area around and to the south of Treneere House is labelled Carneggoes which, according to Gossip and Thorpe, implies the presence of a Prehistoric enclosure. The prefix *carn* usually refers to a natural pile of rocks (Padel, 1988; 66) or cairn. This is interesting given the evidence for barrows in the immediate area.

The Tithe Apportionment records the owner as Darrell Jagoe Esq. and the occupier as John Fox. They also own and occupy arable land relating to Treneere. The Carneggoes area is arable land and the field names relate only their location, such as Treneere Higher Field; as it is nearer to Treneere Barton, or Middle Field which is centre-most of the five. To the west of Carneggoes is the caption 'The Chapel Fields' and though no chapel is depicted it presumably relates to St. Clare's Chapel. The Apportionment names the arable land as 'Chapel Closes' and lists it as belonging to the Rev. Charles Valentine Le Grice, a substantial landowner in the area, and occupied by Richard Brewer. It is this area that later came to be used as a cemetery.

The 1880 OS map (25 inch) shows the cemetery and mortuary chapels, not unusually located just outside the municipal boundary of Penzance. Local sources record that the cemetery was opened in 1856 (Penzance Timeline Website). The cricket ground is already marked on the 1880 OS map, the club having been instituted in 1858, though with the pavilion at the southwest end of the field (Penzance Timeline Website). St. Clare's chapel is marked but only as 'supposed site of' implying that it is not visible on the surface at this time. On the 1906 OS map (1:2500) the cemetery has been extended to the northeast, thus straightening the northern edges of the cricket ground. The pavilion has also been moved further west to the southwest corner of the ground. Little has

changed by the time of the 1930 OS map (1:2500) except for the extension of the cemetery, this time to the northwest.

2.6 Project Aims and Objectives

The principal aims were 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
- To identify the nature of an upstanding mound on site

To achieve these aims this report will:

- Characterise and draw together the historical and archaeological information about the site and its environs.

2.7 Methodology

2.7.1 Desk-based assessment (DBA), and walk over survey

An initial DBA concentrated on Sites and Monuments Records (SMR), Listed Buildings information, a review of available aerial photographs, detailed searches and analyses of registers of archaeological sites and a map regression exercise, including the Tithe and historic OS mapping. This drew together existing published and unpublished records pertinent to the site from the Cornwall HER, the Cornwall Record Office, material available on Heritage Gateway, recent excavation reports and other material held in the AC library as appropriate.

A walk over and photographic survey recorded a low mound on site, in advance of alteration works.

2.7.2 Controlled topsoil stripping and test trenching of exposed features

Soil was removed by machine with a toothless ditching bucket, under archaeological supervision down to the natural subsoil, or the depth required for the foundations as appropriate.

No significant archaeological remains were recorded.

2.8 Archive and Report

This report describes the results of the archaeological work. Copies of the archive report will be submitted to: the client; the County Historic Environment Record; Cornwall Record Office; National Monuments Record in Swindon and all significant contributors where (with the exception of the client's and contributors' copies) they will be available for public consultation.

Given the non-archaeological nature of the site and in consultation with the HEPAO this report will be the sole component of the archive. The report will be deposited with the Cornwall Record Office, within two months of completion and confirmed in writing with the Historic Environment Planning Advice Officer.

The online OASIS record will be completed when the report is submitted.

3 Results

The foundations for the new pavilion cut through a low mound of topsoil beside the existing cricket pitch. The revealed topsoil was up to 0.6m in depth and consisted of grey-brown friable sandy-silt with lenses of redeposited natural and occasional slate fragments. The natural subsoil below was light yellow-brown slightly silty-clay with slate and quartz fragments. No archaeological finds or deposits were visible in either layer.

4 Discussion

The lack of archaeological remains may be due to the creation of the cricket pitch. The hill-top site appears to have required some levelling, explaining the redeposited natural lenses within the topsoil and the lack of features cut into the natural subsoil. The mound is likely redeposited excess resulting from the levelling.

5 Conclusion

No archaeological deposits or artefacts were found.

6 Recommendations

No further archaeological work is recommended.



Plate 1 Excavated foundation trenches looking southwest.



Plate 2 Excavated foundation pit looking north.

7 Bibliography

- Cox, P. Chandler, J. and Geophysical Surveys of Bradford. 1995. *An Archaeological Evaluation of the Site of a Proposed New Sports Hall, Penzance Cricket Ground: Results of the Phase 1 Evaluation*. Report Number 4595/1/0. Unpublished report for AC Archaeology
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Weatherhill, C. 1989. *Belerion: Ancient Sites of Land's End*. Alison Hodge, Penzance.

Appendix 1 Brief for Archaeological Recording

Date: 24th February 2011

Address: Cricket Pavilion, Penwith College, St Clare Street, Penzance, TR18 2SA

Applicant: Penzance Cricket Club and Truro-Penwith College, Penwith College, St Clare Street, Penzance, TR18 2SA

Application: PA10/07394

HBSMR Ref: CCO4352

Agent: Tony Martin, CSA Architects, 9 Heron Way, Newham, Truro TR1 2XN 01872 265310 tony@csa-architects.co.uk

Historic Environment Planning Advice Officer: Phil Markham, Cornwall Council, Historic Environment Service, Kennall Building, Old County Hall, Truro TR1 3AY. 01872 322546 pmarkham@cornwall.gov.uk

Local Planning Authority Officer: Phil Brookes, Cornwall Council, Planning & Regeneration, St Clare, Penzance TR18 3QW 01736 331166 planning@cornwall.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

This brief has been written by the HEPAO and sets out the minimum requirements for archaeological recording at the above site to discharge condition 2 of planning application PA10/07394.

2 Site Location and Description

The site is located within Penzance at Ordnance survey Grid Reference SW 4666 3093. The site is relatively level at an approximate height of 65m Ordnance Datum on an east facing slope. The soil is recorded as being Denbigh2 (Loam over Shale) overlying a geology recorded as being Mylor Slates.

3 Planning Background

Planning application PA10/07394 was submitted on the 9th November 2010 and was for the erection of a cricket pavilion and alterations to the existing pavilion. This application has been approved subject to 5 conditions. Condition 2 states:

No works pursuant to the consent are to be commenced or the development beneficially occupied before a relevant part or the whole of a Written Scheme of Investigation is carried out. This Written Scheme of Investigation will be submitted by the applicant and approved by the Local Planning Authority in consultation with Cornwall Council Historic environment Advice.

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

The Cornwall and Scilly Historic Environment Record (HER) records that the application site is adjacent to an area which has had previous archaeological investigation. Trial trenches and an archaeological excavation were undertaken in the car park area to the north-east of the site which recorded evidence for late Iron Age/Romano-British settlement (Historic Environment Projects Report 2010R040). The foundations required for this application may disturb buried archaeological remains associated with these known remains.

5 Requirement for Work

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.

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 County Council Historic Environment Service and the Royal Cornwall 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 Royal Cornwall Museum.
- 11.2 If the finds are to remain with the landowner a full copy of the documentary archive shall be housed with the Cornwall County Record Office.
- 11.3 The archive including a copy of the written report shall be deposited with the Royal Cornwall 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 Cornwall Record Office.
- 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.

Appendix 2 Penwith College Cricket Pavilion. Penzance, Cornwall. Archaeological Recording: Written Scheme of Investigation.

Author: Hayley Goacher BA (Hons) PlfA and
Matt Mossop MA MGSDip MIAI

Report Date: 12/05/2011

Client: Interserve Project Services Ltd

Proposal: Erection of a cricket pavilion
and alterations to the existing pavilion

Planning Reference: PA 10/07394

Statutory Protection: None

Project No: AC11004E

Townland/Tenement: N/A

Civil Parish: Penzance

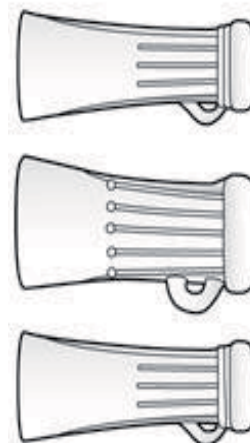
District: West 1

County: Cornwall

National Grid Reference: SW 46660 30930

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Archaeological
Consultancy Ltd.



1 Summary

Archaeological Consultancy Limited (AC) have been commissioned by Sophie Ashton of Interserve Project Services Ltd on behalf of Truro-Penwith College and Penzance Cricket Club, to provide a Written Scheme of Investigation for archaeological recording, in accordance with a brief provided by Phil Markham, Historic Environment Advisor (Archaeology), in advance of alterations and new development at the cricket ground.

2 Site location

2.1 Location

The site is located on St. Clare Street approximately one kilometre west-northwest of the centre of Penzance at OS grid reference SW 46660 30930.

2.2 Topography

The site is located on urban land, on a slight east facing slope.

2.3 Geology

The bedrock is recorded as being Mylor slate formation with Denbigh 2 (Loam over shale) soil type (Markham, 2011; 1; www.bgs.ac.uk/geologyviewer).

3 Project background

3.1 Development background

Planning permission was granted for the alteration of the existing pavilion and erection of a new pavilion, subject to a number of conditions including condition 2:

No works pursuant to the consent are to be commenced or the development beneficially occupied before a relevant part or the whole of a Written Scheme of Investigation is carried out. This Written Scheme of Investigation will be submitted by the applicant and approved by the Local Planning Authority in consultation with Cornwall Council Historic Environment Advice.

3.2 Archaeological and Historical background

Markham (2011; 2) notes that trial trenches and an archaeological excavation were undertaken in an adjacent car park to the north east of the site. It recorded evidence for Late Iron Age/Romano British settlement.

4 Project aims and objectives

The principal aims will be 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
- To identify the nature of an upstanding mound on site

To achieve these aims the report will:

- Characterise and draw together the historical and archaeological information about the site and its environs.

5 Method statement

5.1 General methodology

AC complies with the guidelines set out in the IfA's Standards and Guidance and follows the IfA code of conduct. Terminology will be consistent with the English Heritage Thesaurus.

5.2 Desk-based assessment (DBA), and walk over survey

An initial DBA will concentrate on Sites and Monuments Records (SMR), Listed Buildings information, review of available aerial photographs, detailed searches and analyses of registers of archaeological sites and a map regression exercise, including the Tithe and historic OS mapping. This will draw together existing published and unpublished records pertinent to the site from the Cornwall HER, the Cornwall Record Office, the Courtney Library, the Cornish Studies Library, material available on Heritage Gateway, recent excavation reports and other material held in the AC library as appropriate.

Further research will be undertaken as necessitated by the findings.

A walk over and photographic survey will record any extant visible remains on the site, concentrating especially on aspects most likely to be affected by the alteration works. Archive quality scaled monochrome photography may be augmented with digital colour photography to provide general and detailed shots. All negatives, contact prints and where appropriate, CDs, will be included in the archive accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot. Where necessary the shots will be added to existing base maps.

5.3 Controlled topsoil stripping and test trenching of exposed features

Soil will be removed by machine with a toothless ditching bucket, under archaeological supervision down to the natural subsoil or the top of any archaeological deposits as appropriate.

Any significant archaeological remains shall be excavated by hand, down to the base of the required foundations. Archaeological deposits will be photographed (see above) and recorded at 1:10 (sections) and 1:20 (plans) as standard, though other scales may be used.

If very significant archaeological deposits are exposed, or objects with very significant conservation costs, all work will cease and a meeting will be convened with AC staff, the client, the HEPAO and relevant RCM staff member if appropriate, to discuss the most appropriate way forwards.

Finds

Finds work will be to accepted professional standards and adhere to the Institute for Archaeologists *Guidelines for Finds Work*. Significant finds will be cleaned, stabilised and marked with accession and context number and packed in accordance to RCM's guidelines. Finds will be described and illustrated as appropriate in advance of any necessary specialist analysis, conservation, or discard. Any discard follows guidance from RCM and will be more specifically advised at post-excavation stage.

The requirements for conservation and storage shall be agreed in outline with the RCM prior to the start of work, though detailed requirements will be re-assessed following completion of fieldwork and confirmed in writing to the HEPAO.

Treasure

Any finds believed to be defined by the recent Treasure Act will be recorded appropriately using the above methodology. Advice will be sought from the Portable Antiquities Scheme Officer and the find(s) will then be reported to the coroner within 14 days as appropriate.

Human remains

Any human remains which are encountered will initially be left *in-situ* and reported to the HEPAO and Coroner and accorded appropriate respect. Their legal status will be ascertained and recording and/or removal will comply with legal guidelines.

If human remains are not to be removed their physical security will be ensured, preferably by back filling as soon as possible after recording.

If human remains are to be removed this will be done with due reverence and in accordance to current best practice and legal requirements. The site will be adequately screened from public view and excavated human remains will not be exposed to public view.

Environmental Sampling

Environmental sampling will be guided by *Environmental Archaeology* (English Heritage Centre for Archaeological Guidelines. 2001/02).

Where appropriate, samples will be retrieved to obtain evidence for the date and function of significant features. Animal and burnt bone will be sampled by context as appropriate with 100% samples standard for likely medieval or earlier material. Other samples may include worked wood, structural timbers and other structural materials, 40 litre or smaller soil samples from primary deposits for wet sieving, chemical, lipid and pollen analysis and soil profiling. A number of these samples are likely to be discarded following initial post-excavation analysis if they are found to be of less significant contexts.

Monitoring

The HEPAO will monitor the work and should be kept regularly informed of progress.

Notification of the start of work shall be given preferably in writing to the HEPAO at least one week in advance of its commencement.

Any variations to the WSI shall be agreed with the HEPAO, preferably in writing, prior to them being carried out.

5.4 Report

A single archive report, including specialist assessments, will be prepared to describe the results of the archaeological work. A digital version will also be supplied on CD-ROM. The final report will contain: summary, aims and methods, discussion, conclusions, location and other relevant plans tied in to the OS grid.

Copies of the archive report will be submitted to: the client; the County Historic Environment Record (HER); Cornwall Record Office; National Monuments Record (NMR) in Swindon and all significant contributors where (with the exception of the client's and contributors' copies) they will be available for public consultation.

5.5 Archive

The site archive will be prepared in accordance with Management of Research Projects in the Historic Environment (MoRPHE)

The archive will be deposited in a suitable form with the Royal Cornwall Museum or Cornwall Record Office (if only a documentary archive exists), following the completion of the final report and confirmed in writing with the HEPAO. Appropriate interim storage will be provided.

5.5.1 Web-based publications

The online OASIS record will be completed when the report is submitted.

6 Project management and structure

6.1 Staff

The project will be managed by Matt Mossop of Archaeological Consultancy Ltd who will also direct the desk-based assessment, walk-over survey, test-trenching and compile the reports and publications assisted by Hayley Goacher (AC) or other similarly qualified archaeologist.

Matt Mossop MA MGSDip MIAI Project Manager

Matt has extensive archaeological experience in England, France and Ireland from 1992 onwards, becoming a licensed director in Ireland (2001). He has directed numerous excavations and presented papers for the World Archaeological Congress, Royal Society of Antiquaries of Ireland, universities and local groups in Ireland and the UK.

Hayley Goacher BA (Hons) PlfA Project Officer

Hayley completed her BA in archaeology at The University of Durham in 2009 and has archaeological experience from 2004 onwards, of both excavation and post-excavation, principally with contractual archaeological firms. She joined AC in July 2010 and has since undertaken a number of site assessments, walkover surveys photographic surveys, watching briefs and evaluations, most recently including Gwel An Mor, Bilberry Dry, Nancegollan Farm, 54-55 Castle St and Perranporth Airfield.

Specialist contractors:

Carl Thorpe	Finds	HES
Imogen Wood	Ceramics	SWA
Laura Ratcliffe	Conservation	RCM
Gordon Cook	C14 dating	SUERC
Dr Ben Gearey	Environmental Analysis, Osteology	Birmingham Archaeo-Environmental

Whilst we endeavour to avoid changes to senior project staff, AC reserve the right to change the nominated personnel if necessary.

6.2 Project facilities and infrastructure

The project will be based at the AC office in Halvasso, Penryn. AC has a computer network running Windows XP Professional and Vista. Report texts are generated in Word 2007.

6.3 Timetable

The work is anticipated to commence at the end of May. The fieldwork stage of the project is expected to take three-five days.

An archive report will be completed within 6 months of the end of the fieldwork. If the site proves complex or specialist reports are required, an interim statement will be produced in the same time-frame. The deposition of the archive will be undertaken within 2 months of the completion of the report (Cornwall Record Office) or when an appointment can be secured at the Royal Cornwall Museum.

6.4 Health and safety

AC complies with all relevant health and safety guidelines and legislation. A risk assessment will be prepared for the site work and all staff will be briefed on the contents of the final version. PPE will be issued and used as required.

AC will ensure that all work is carried out to standards defined in the Health and Safety at Work Act 1974 and The Management of Health and Safety Regulations 1992, and in accordance with Health and Safety in Field Archaeology (2006) endorsed by the Standing Conference of Archaeological Unit Managers.

6.5 Insurance

AC has adequate insurance for employer's liability, public liability and professional indemnity. Further details are available on request.