

Island Hall Extension St Agnes, Isles of Scilly

Archaeological Evaluation



Historic Environment Projects

Island Hall Extension, St Agnes, Isles of Scilly

Archaeological Evaluation

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Acknowledgements

This project was commissioned by Diana Mompoloky, Strategic Investment Manager for the Council of the Isles of Scilly and carried out by Historic Environment Projects, Cornwall Council and facilitated by Emma Hosking of Poynton-Bradbury-Wynter-Cole Architects Limited and the Island Hall Steering Group.

The Project Manager was Charles Johns.

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

Freedom of Information Act

As Cornwall Council is a public authority it is subject to the terms of the Freedom of Information Act 2000, which came into effect from 1st January 2005.



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Cover illustration

Trench 3 post excavation, facing south

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Abbreviations

EH English Heritage

HER Cornwall and the Isles of Scilly Historic Environment Record

HE Historic Environment, Cornwall Council

NGR National Grid Reference

OS Ordnance Survey

PRN Primary Record Number in Cornwall HER

1 Summary

Historic Environment Projects (HE Projects) were commissioned by the Council of the Isles of Scilly to undertake an archaeological evaluation of the site of the proposed extension of the Island Hall, St Agnes. This was to guide mitigation measures required by a planning condition on the proposal.

Three evaluation trenches were excavated. Although no archaeological features were identified many finds were recovered from the topsoil and subsoil, including two flint flakes, a sherd of prehistoric pottery and sherds of early medieval and medieval pottery and it recommended that an archaeological watching brief should be carried out during the construction phase of the project to identify any isolated features that may lie outside of the evaluation trenches and collect finds within the topsoil and subsoil.

2 Introduction

2.1 Project background

Historic Environment Projects (HE Projects) were commissioned by Diana Mompoloky, Strategic Investment Manager for the Council of the Isles of Scilly to undertake an archaeological evaluation of the site of the proposed extension of the Island Hall, St Agnes. The project forms part of mitigation measures applied as part of a planning condition on the refurbishment and extension of the Island Hall. The site had previously been the subject of an archaeological assessment (Johns 2012a)

2.2 Aims

The purpose of the evaluation trenching was to help identify and understand the potential for buried archaeological remains on the site and specifically to:

- Inform the level of further archaeological recording which might be required (i.e. watching brief, controlled soil strip and mapping, or full excavation); and
- Inform whether palaeoenvironmental sampling will be required.

2.3 Methods

2.3.1 Fieldwork

Three evaluation trenches were excavated and recorded (Figure 1) according to the methodology set out in Written Scheme of Investigation (WSI) for the archaeological evaluation (Johns 2012b and Appendix). In addition a photographic and descriptive record was made of the Island Hall.

2.3.2 Post-fieldwork

During this stage the results of the fieldwork were evaluation were collated for archiving, the pottery and flint were identified and labelled and this evaluate report was produced. The results of the building record will be presented in the final report on the archaeological recording.

3 Location and setting

The site is located on the north coast of St Agnes, Isles of Scilly in a rural position at National Grid Reference SV 8785 0838, at an approximate height of 5m OD. It is low-lying, level, and enclosed by mature evergreen shelter hedges. The field to the north of the chapel is currently grassed, and had contained a polytunnel used as a storage area, which was removed prior to the start of the evaluation. To the west, the adjacent enclosure contains the island's tennis court and to the west again is an electricity substation, the latter previously the subject of an archaeological watching brief (Shepherd 2011).

The geology of St Agnes is granite, with weathered periglacial head, known locally as *ram*, covering the lower hill slopes and valley floors and supporting soils suitable for cultivation and pasture (Geological Survey of Great Britain, 1975, Isles of Scilly, Sheets 357 and 358). The presence of what appears to be kaolinised clay below the *ram* has been reported at this end of the island (Ben Hicks pers comm) and was observed during the evaluation (see trench 1, below).

3.1 Historic Landscape Character

The land on which the chapel is built is characterised as late 19th century/early 20th century bulb strips. These are small narrow enclosures designed for the cultivation of

flowers (daffodils and narcissi). Most of these strips are related to 20-year period between 1888 and 1908. The vast majority of bulb strips were created by the subdivision of Anciently Enclosed Land (AEL), and to a lesser extent, Late Post-medieval Enclosures (LPE) and there are only few cases of rough ground being newly taken in for this purpose. Despite being mainly subdivided AEL the distinctive pattern of parallel strips formed by the bulb fields tends to obscure the earlier field pattern, and it is often only by referring back to the 1888 map that this can be picked out. As the bulb strips are mainly modified AEL, there is always potential for prehistoric or medieval settlement remains (settlement or artefactual) to survive below ground within this landscape site (Land Use Consultants 1996, 3-4; Johns 2012a).

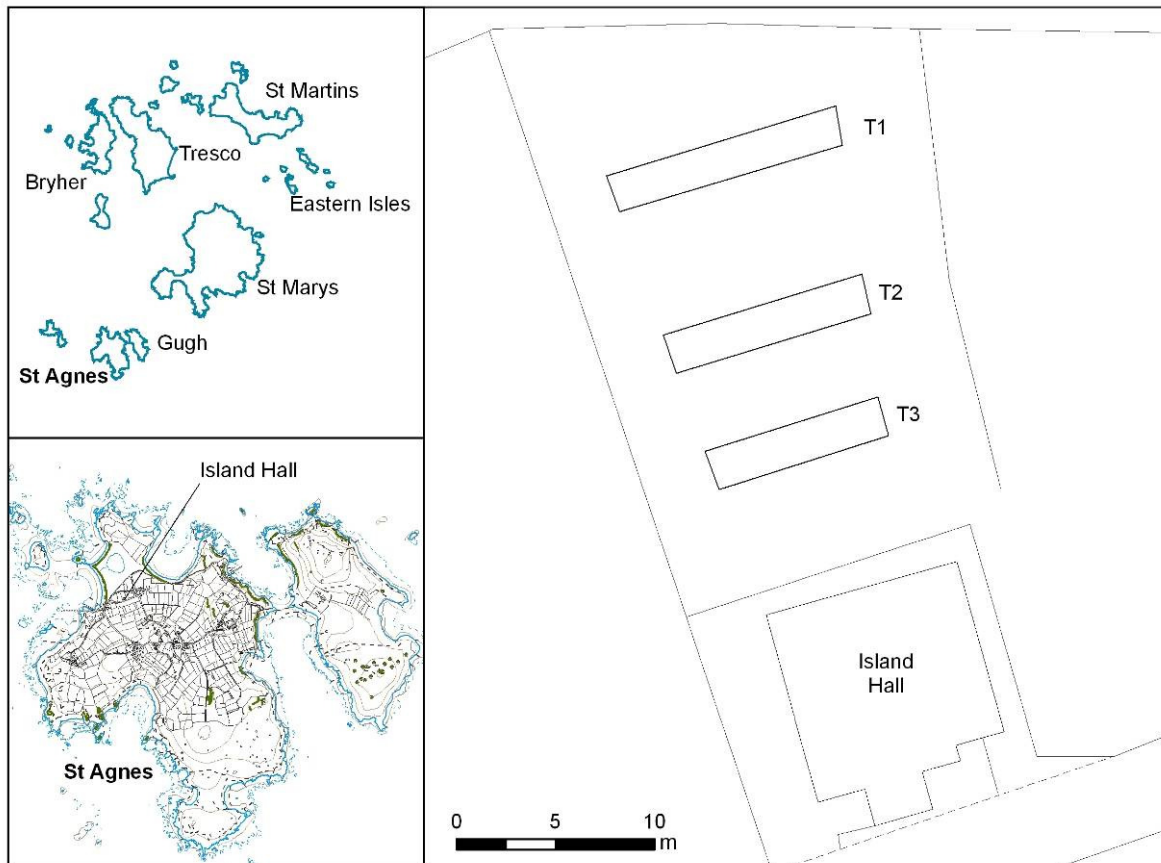


Fig 1 Location map © Crown copyright. All rights reserved. Cornwall Council (100049047) 2012

4 Archaeological results

The results of the evaluation trenching are presented by trench. All trenches were excavated with a 2m-wide grading bucket, under archaeological supervision, down to the level of the natural *ram*. Context numbers were assigned to archaeological layers and features for each trench. Archaeological deposits are given in round brackets, (101), and cut features in square brackets, [305].

4.1 Trench 1

This trench lay furthest from the Island Hall and was also the longest at 12m. A topsoil 0.2m thick, (101), overlay a subsoil horizon 0.38m thick, (102). These deposits sealed a buried soil horizon 0.3m thick, (103), a light reddish grey silty sand. The sand content of the latter appeared to be derived from the underlying *ram*, (104), rather

than beach deposits. The *ram* had a high clay content compared to other sites on the island where recent fieldwork has been undertaken (for instance Taylor and Johns 2010; 2011) and contained a linear band of darker material within the trench and a discrete deposit of water-rounded pebbles. A sondage was excavated at the western end of the site and this revealed that there were water-rounded pebbles within discrete patches throughout the deposit, which was 1.8m thick. It overlay a white clay, possibly a kaolinised deposit, at the level of the water table 2.6m below the surface.

Finds from the deposits in this trench included 19th to 20th century ceramics and glass from topsoil (101), and sherds of early medieval grass-marked ware and Cornish medieval coarseware and a waste flint flake from subsoil (102).

4.2 Trench 2

This trench was 10m long and crossed the site of where the polytunnel had been situated. The deposits within the trench were the same as those identified in trench 1 with the exception of three deposits of recent origin associated with the construction and use of the polytunnel.

Finds from this trench included 18th to 20th century ceramics and glass from topsoil (201) and a post medieval iron object from subsoil (202).

4.3 Trench 3



Fig 2 Dog skeleton in Trench 3

This trench was the shortest at 9m and crossed the site of the polytunnel had been situated. The deposits within the trench were the same as those identified within trench 2 with the exception of a pair of pits, [306] and [310], and an additional deposit lining the base of the eastern end of the trench, (309).

Feature [306] was part of a pit or trench extending into the trench from the south. The exposed section was L-shaped in plan, 1m long, 0.4m wide and 0.3m-0.4m deep. The fill, (303), was a mid grey loose sand containing lenses of white sand and redeposited *ram*.

Feature [310] was a sub-circular pit 0.76m by 0.64m and 0.2m deep. It contained a single fill, (311), a dark brownish grey friable clayey sand, which contained a number of small water-rounded pebbles.

Both features cut *ram* (304) and deposit (309). The latter was a dark greyish brown plastic silty clay 0.2m thick which overlay the *ram*. It was moist and appeared to lie at the level of the water table, which seemed to be much higher in this trench than in trench 1 even though the two trenches were only 15m apart. The deposit may be the result of waterlogging of the *ram*. This may be caused by local geological conditions or it may be that one or both of the two pits are the result of the excavation of a soakaway from the Island Hall leading to localised wetting.

Finds from the trench included a post-medieval bolt from topsoil (301), a waste flint flake from fill (303) from pit [306], 18th to 20th century ceramics and glass from the topsoil within the polytunnel, (305), a similar assemblage from buried subsoil horizon (308) with the addition of a sherd of prehistoric pottery and a sherd of Cornish medieval coarseware, several animal bones and the articulated skeleton of what appeared to be a dog (Fig 2). The bones are all likely to be of recent origin.

5 Recommendations

In light of the limited archaeological results from the evaluation trenching, it is recommended that a watching brief be undertaken during the construction phase of the project, which should identify any isolated features that may lie outside of the evaluation trenches and collect finds within the topsoil and subsoil.

No deposits suitable for palaeoenvironmental analysis were identified and therefore no recommendations are made in this respect.

6 References

6.1 Primary sources

Ordnance Survey, c1880. *25 Inch Map* First Edition (licensed digital copy at HE)

Ordnance Survey, c1907. *25 Inch Map* Second Edition (licensed digital copy at HE)

Ordnance Survey, 2007. *Mastermap Digital Mapping*

6.2 Publications

Allan, J P, 1984. *Medieval and Post-Medieval Finds from Exeter 1971-1980*, Exeter Archaeological Reports 3

Johns, C, 2012a. *St Agnes Island Hall Refurbishment and Extension, St Agnes, Isles of Scilly: Archaeological Assessment*, HE Projects, Truro

Johns, C, 2012b. *Island Hall Extension, St Agnes, Isles of Scilly: Written Scheme of Investigation for archaeological evaluation*, (Historic Environment Projects,

Taylor, S R and Johns, C, 2010. *St Agnes Affordable Housing, Higher Town, St Agnes, Isles of Scilly: Archaeological Mitigation Phase 1: Archive Report*, HE Projects, Truro

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Thorpe, C, 2011. The Early Medieval Native Pottery of Cornwall (c400-1066), in Pearce, S (ed), 2011. The Archaeology of South Western Britain: Recent Research. Papers in Honour of Henrietta Quinnell. *BAR British Series* **548**.

7 Project archive

The HE project number is **146151**

The project's documentary, photographic and drawn archive is housed at the offices of Historic Environment, Cornwall Council, Kennall Building, Old County Hall, Station Road, Truro, TR1 3AY. The contents of this archive are as listed below:

1. A project file containing site records and notes, project correspondence and administration (file no 146151)
2. Field plans and copies of historic maps stored in an A2-size plastic envelope (GRE 774).
3. Electronic drawings stored in the directory R:\Historic Environment (CAD)\CAD Archive\Scilly\St Agnes Island Hall 2012 146151
4. Digital photographs stored in the directory R:\Historic Environment (Images)\Scilly\St Agnes\St Agnes Island Hall Evaluation and Building Recording 2012\Evaluation
5. English Heritage/ADS OASIS online reference: cornwall2-129072

This report text is held in digital form as: G:\TWE\Waste & Env\Strat Waste & Land\Historic Environment\Projects\Sites\SCILLY\SITES.Q-T\St Agnes\St Agnes Island Hall Evaluation 2012\Report\Island Hall report

Artefacts of archaeological interest retrieved during the project will be stored at the Isles of Scilly Museum, St Mary's. Modern artefacts will be discarded. The site code is SH12

8 Appendix 1: St Agnes Hall finds report

C M Thorpe

8.1.1 Introduction

A total of 122 items of all categories were recovered during this project. Bone comprises the largest category, (84 fragments or 68.85% of the collection). There is also pottery (23 sherds or 18.85%), flint, tile, brick, glass, and metalwork within the assemblage.

Currently all the artefacts are being temporarily stored in the HES finds store, Kennall Building, Old County Hall, Truro, Cornwall.

All the artefacts were collected from sealed features or layers and were recorded by context. An animal skeleton (dog?) was assigned a small find number, SF1.

The total number of finds from each context are summarised in the tables below.

Context No: (101)

MATERIAL	WEIGHT (g)	NO OF ITEMS	OBJECT NO	INTERIM BOX NO
Pottery				
Modern	11g	3		1
Clay				
Tile: Roofing	46g	1		1
Other: Drain pipe	108g	1		1
Other: Brick	16g	1		1
Glass				
Modern	15g	2		1

3 sherds Modern White Glazed Stoneware (china). 19th to 20th centuries.

1 fragment of brick. 19th to 20th centuries.

1 terracotta roofing tile fragment. Bridport. 19th century.

1 ceramic drain pipe. 19th century.

1 shard Modern green bottle glass. 19th to 20th centuries.

1 Modern green glass bottle stopper. Marked 'GARTONS'. Gartons (HP Sauce between 1895 and 1903). 19th to 20th centuries.

Context No: (102)

MATERIAL	WEIGHT (g)	NO OF ITEMS	OBJECT NO	INTERIM BOX NO
Pottery				
Early Medieval	12g	1		1
Medieval	35g	1		1
Stonework				
Flint	3g	1		1
Bone				
Animal	3g	1		1

1 bodysherd. Gabbroic fabric. Hard fired. Exterior has very slight traces of grass-marking. (Grass-Marked ware) Early-medieval, 10th to 12th centuries AD.

1 basal angle sherd Cornish Medieval Coarseware. Part of the base of a jug with exaggerated sagging base. External spotted glaze. 13th to 14th centuries.

1 animal bone fragment.

1 waste flint flake. Prehistoric.

Context No: (201)

MATERIAL	WEIGHT (g)	NO OF ITEMS	OBJECT NO	INTERIM BOX NO
Pottery				
Post-Medieval	44g	2		1
Modern	103g	4		1
Bone				
Animal	23g	4		1
Glass				
Modern	15g	1		1

2 sherds Post-Medieval Glazed Red Earthenware. 18th to 19th centuries.

3 sherds Modern White Glazed Stoneware (china). 19th to 20th centuries.

4 animal bone fragments.

1 ceramic door handle. Modern brown glazed Stoneware. 19th to 20th centuries.

1 shard Modern bottle glass. 19th to 20th centuries.

Context No: (202)

MATERIAL	WEIGHT (g)	NO OF ITEMS	OBJECT NO	INTERIM BOX NO
Metalwork				
Iron	185g	1		1

1 iron object. Post-Medieval?

Context No: (301)

MATERIAL	WEIGHT (g)	NO OF ITEMS	OBJECT NO	INTERIM BOX NO
Metalwork				
Iron	137g	1		1

1 iron object. Possible bolt. Post-Medieval?

Context No: (303)

MATERIAL	WEIGHT (g)	NO OF ITEMS	OBJECT NO	INTERIM BOX NO
Stonework				
Flint	2g	1		1

1 waste flint flake. Prehistoric.

Context No: (305)

MATERIAL	WEIGHT (g)	NO OF ITEMS	OBJECT NO	INTERIM BOX NO
Pottery				
Post-Medieval	19g	2		1
Modern	45g	4		1
Bone				
Animal	6g	2		1
Glass				
Modern	8g	1		1

- 2 sherds Post-Medieval Glazed Red Earthenware. 18th to 19th centuries.
- 4 sherds Modern White Glazed Stoneware (china). 19th to 20th centuries.
- 2 animal bones.
- 1 shard Modern bottle glass. 19th to 20th centuries.

Context No: (308)

MATERIAL	WEIGHT (g)	NO OF ITEMS	OBJECT NO	INTERIM BOX NO
Pottery				
Medieval	27g	1		1
Post-Medieval	54g	2		1
Modern	4g	2		1
Unknown: Prehistoric	12g	1		1
Bone				
Animal	198g	81	SF1	1
Clay				
Tile: Roofing	30g	1		1

- 1 undiagnostic sherd Prehistoric pottery (Granitic fabric). Prehistoric.
- 1 rimsherd Cornish Medieval Coarseware. Cooking vessel. 12th to 13th centuries.
- 1 rimsherd North Devon Post-Medieval Gravel Tempered Glazed Red Earthenware (Barnstaple Ware). 18th to 19th centuries.
- 1 sherd North Devon Post-Medieval Gravel Tempered Glazed Red Earthenware (Barnstaple Ware). 18th to 19th centuries.
- 2 sherds Modern White Glazed Stoneware (china). 19th to 20th centuries.
- 1 roofing tile terracotta fragment. Bridport. 19th century.
- 21 animal bones.
- 60 Animal bones from 1 skeleton (dog?). SF1.

The two flints recovered are the earliest finds recovered coming from contexts (102) and (303). Neither were particularly diagnostic being waste flakes, but are most likely of Neolithic or Bronze Age date.

The earliest pottery identified is an undiagnostic body sherd in a gabbroic fabric recovered from context (102). There are possible traces of grass-marking on the exterior surface suggesting this may be Grass-Marked ware. This is pottery of Early-medieval date, from the 7th to 12th centuries AD, the nature of firing suggesting that this particular sherd is more likely towards the end of that range, c 10th to 12th centuries AD.

Two sherds of Cornish Medieval Coarseware coming from contexts (102) and (308) indicate continued activity in the area from the 12th to 14 centuries AD.

There is a scattering of post-medieval pottery and modern ceramics coming from contexts (101), (201), (305) and (308) which is typical of assemblages obtained from most fields close to farming communities, the finds being derived from domestic midden material being utilised for the manuring and improvement of the fields.

The skeleton of an animal, probably a dog from context (308) is most likely modern in date.

9 Appendix 2: Written Scheme of Investigation

Client: Council of the Isles of Scilly
Client contact: Emma Hosking, Poynton-Bradbury-Wynter-Cole Architects Ltd
Client tel: 01736 792000
Client email: architects@pbwc.co.uk

9.1 Project background

In March 2012 Historic Environment Projects (HE Projects) were commissioned by Emma Hosking of Poynton-Bradbury-Wynter-Cole Architects Limited (PBWC) on behalf of the Council of the Isles of Scilly to undertake an archaeological assessment of the proposed Island Hall refurbishment and extension on St Agnes, Isles of Scilly to inform consideration of the planning application by the Council Isles of Scilly planning committee (Johns 2012).

On 19 April 2012 planning permission was granted for the application subject to Condition 6 which states that:

Condition 6

A) No development/demolition 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, including evaluation trenching and archive quality photographic record of the former chapel.
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 demolition/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 6

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 Written Scheme of Investigation (WSI) is for evaluation trenching of the site and an archive quality photographic record of the former chapel and was prepared following consultation with the Historic Environment Planning Advice Officer, Cornwall Council (HEPAO)

It is anticipated that the results of the evaluation trenching will be presented in an evaluation report which will inform a subsequent WSI for the further archaeological recording required and including provision for post-excavation assessment, analysis, full publication and compilation and deposition of the project archive.

9.2 Site location

The site is located on the north coast of St Agnes, Isles of Scilly in a rural position at National Grid Reference SV 8785 0838; at an approximate height of 5m OD.

9.3 Site history

The Cornwall and Scilly Historic Environment Record (HER) records that the application site has numerous archaeological records in the vicinity dating from the prehistoric to the post medieval. The HER records the following for the Island Hall, *A Bible Christian chapel at Lower Town was built in 1832 and is recorded on both the 1890 and 1908 OS maps. The Bible Christian Society established itself in 1821 and in the following year numbered 144 adherents. After 1827 when Mr William O'Bryan visited Scilly the members became known as Bryanites. It is now the public hall on St Agnes. Early C19 chapel with gabled end walls, later rendered on three sides and added porch to the south. Tall round arched windows with keystones and similarly arched entrance inside porch. The interior, lined with a dado of vertical boarding and retains traces of a rostrum pulpit at the north end and fragments of seating. Described, listed and illustrated in plan by Stell.* The proposed development may affect the material remains of the hall and the ground works associated with the creation of the foundations for this application may disturb buried archaeological remains.

9.4 Aims and objectives

9.4.1 Building recording

The present proposals will culminate in the destruction of the material remains of a number of buildings. It is therefore important that the site is recorded to an appropriate level; and that the results are made available to interested parties. In this particular instance, an English Heritage Level 2 record will be undertaken (English Heritage 2006a). For the photographic record, the recorder will consider:

- Site layout and organisation
- Function
- Materials, method of construction
- Fenestration
- Internal arrangements
- Original fixtures and fittings
- Subsequent fixtures and fittings
- Evidence of use and status

Date/period of initial build and subsequent alterations

9.4.2 Evaluation trenching

The purpose of the evaluation trenching is to help identify and understand the potential for buried archaeological remains on the site and specifically to:

- Inform the level of further archaeological recording which is required (i.e. watching brief, controlled soil strip and mapping, or full excavation); and
- Inform whether palaeo-environmental sampling will be required.

9.5 Working methods

All recording work will be undertaken according to the Institute for Archaeologists *Standards and Guidance for Evaluations (IFA 2001)*. Staff will follow the *IfA Code of Conduct* and *Code of Approved Practice for the Regulation of Contractual Arrangements*

in Archaeology. The Institute for Archaeologists is the professional body for archaeologists working in the UK.

9.5.1 Building recording

The building recording will be undertaken to be equivalent to an English Heritage Level 2 survey (see English Heritage 2006). It will comprise a walk-over, photographic survey and the production of brief building descriptions.

Fieldwork: photographic recording

The principal recording medium will be a photographic survey. This will include:

1. Black and white photographs using a 35mm camera on fine grain archive quality film.
2. Supporting colour photographs taken with a digital camera (5MP or higher), to be used to illustrate the report.

The photo record will comprise:

- general views
- principal exterior and interior elevations (where accessible)
- examples of structural and architectural detail.

Methodology for the archive standard photography is set out as follows:

- Photographs of details will be taken with lenses of appropriate focal length.
- A tripod will be used to take advantage of natural light and slower exposures.
- Difficulties of back-lighting will be dealt with where necessary by balancing the lighting by the use of flash.
- A metric scale will be included in all views, except where health and safety considerations make this impractical.

Fieldwork: description

Brief analysis of the building fabric will be undertaken on site (recorded as notes and annotations to existing architect's measured drawings).

9.5.2 Evaluation

Three evaluation trenches will be excavated and recorded (see below Figure 1). An archaeologist will be present during all ground works. A toothless ditching bucket will be used for the removal of any overburden (ostensibly topsoil and disturbed modern deposits). The first revealed substratum will then be hand cleaned to test for the presence of archaeological features, deposits and finds with resulting evidence being recorded as appropriate.

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

If significant archaeological deposits are exposed, all works will cease and a meeting convened with the client and the HEPAO to discuss the most appropriate way forwards.

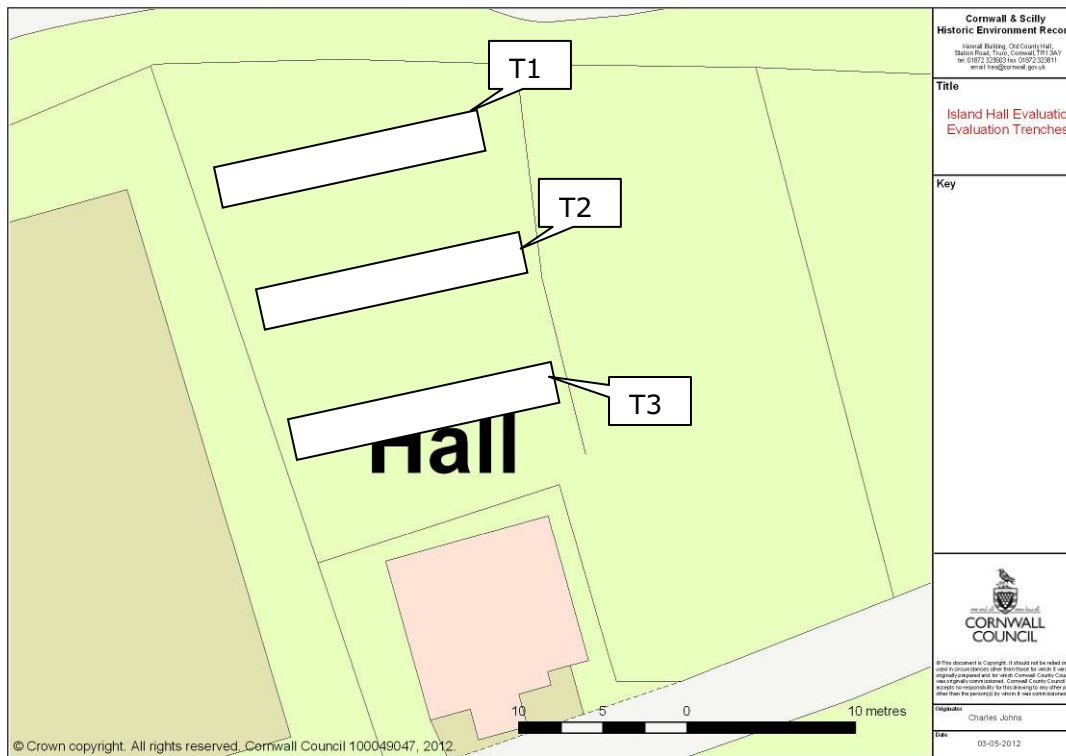


Fig 1 Suggested evaluation trench array

Recording

- A location plan will be made, plotting the areas of ground works onto the Ordnance Survey Mastermap at 1:200.
- The heights of all features identified will be tied into the Ordnance Datum if appropriate.
- The location of features recorded during the watching brief will be plotted onto a drafting film overlay to the prepared location plan.
- All finds from significant stratified contexts will be accurately located on the location plan at an appropriate scale.
- All archaeological contexts will be described to a standard format linked to a continuous numbering sequence. All contexts recorded will be recorded via the medium of HES pro forma context recording sheets.
- Registers of drawings, photographs, finds and contexts, samples will be maintained during the fieldwork.
- The excavated spoil will be carefully inspected for finds.

Site planning policy

- Site drawings (plans, sections, locations of finds) will be made by pencil (4H) on drafting film; all plans will be linked to the prepared location map and to the national grid; all drawings will include standard information: site details, personnel, date, scale and north-point.
- Site plans will be drawn at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be more appropriate.
- Site drawings (plans and sections) will be digitised and converted into AutoCAD drawings.

Photographic record

- The photographic record will consist of prints in both black and white and colour together with the negatives. Digital photography will be used for report illustration.
- For both general and specific photographs, a photographic scale will be included.
- In the case of detailed photographs a north arrow will be included if appropriate.
- The photographic record will be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.

Finds

- All finds will be retained from each archaeological context excavated.
- All retained finds, where appropriate, will be washed.
- All pottery and other finds where appropriate, will be marked with the site code and context number.
- This WSI includes an agreed list of specialist consultants, who might be required to conserve and/or report on finds, and advise or report on other aspects of the project including environmental sampling.
- The requirements for conservation and storage will be agreed with the appropriate museum prior to the start of work, and confirmed in writing to the HEPAO.
- Finds work will be to accepted professional standards and adhere to the Institute for Archaeologists' *Guidelines* (IfA 2001b).

Sampling

- The potential for environmental sampling will be assessed.
- The English Heritage Advisor for Archaeological Science will be consulted for advice if required (Vanessa Straker 0117 975 0689).

Human remains

Any human remains which are encountered will initially be left *in situ* and reported to the HEPAO and the appropriate authorities. If removal is necessary this will comply with the relevant Government regulations. If burials are encountered their legal status will be ascertained and recording and/or removal will comply with the legal guidelines.

If human remains are not to be removed their physical security will be ensured, if possible 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. Once excavated human remains will not be exposed to public view.

9.5.3 Archiving

During this phase the results of the desk-based assessment will be collated for archiving. This will involve the following task indexing of site drawings and photographs.

9.5.4 Report production

An interim report will be produced which will describe the results of the evaluation trenching, the circumstance and conditions under which it occurred, the results that were obtained, and recommendations for the level of further recording required. **N.B.**

The results of the building record will be presented in the final report on the archaeological recording.

Production of the report will involve:

- Producing a descriptive text.
- Producing maps, scaled plans and section drawings.
- Selecting photographs.
- Report design.
- Report editing.
- Dissemination of the finished report.

The report will have the following contents:

- Summary
- Introduction - Background, aims, methods
- Results - A concise non-technical summary of the results of the evaluation trenching
- Recommendations - Recommendations for further archaeological recording as appropriate
- Archive - A summary of archive contents and date of deposition
- Appendices Copy of the WSI
- Illustrations
 - Location map
 - Site location plan
 - Plans and section drawings of the evaluation trenches
 - Copies of relevant historical cartography & plans
 - Illustrative photographsNote: All plans will be tied to the national grid.

9.5.5 Contingency for analysis and publication

A contingency is made within the HE Project' estimate for assessment for specialist analysis and full publication in an appropriate journal. The HEPAO will notify the contractor of such a need within four weeks of receipt of the report.

9.5.6 Report dissemination

The evaluation report will be submitted within a length of time (but not exceeding six months) to be agreed between the applicant and HE, with copies supplied to the client (two), Cornwall and Scilly Historic Environment Record, the Isles of Scilly Museum and the Courtenay Library of the Royal Institution of Cornwall, River Street, Truro and national archive centres. A further digital copy shall be supplied on CD-ROM in 'Adobe Acrobat' PDF format. A draft will initially be submitted to the HEPAO for comment.

The report will be held by the Cornwall and Scilly Historic Environment Record and made available for public consultation. Additional copies will be submitted to the National Monuments Record *via* OASIS and to the Planning Department of the Council of the Isles of Scilly.

9.5.7 Archive deposition

- An ordered and integrated site archive will be prepared in accordance with *the Management of Research Projects in the Historic Environment (MoRPHE)* (English

Heritage 2006b) upon completion of the project. The requirements for final deposition of the project archive will be agreed by HEPAO and HE Projects, but it is anticipated that the evaluation trenching and building record archive will be incorporated to the final site archive for this project.

- The archive including a copy of the written report will be deposited at the Isles of Scilly Museum within two months of the completion of the full report and confirmed in writing with the HEPAO.
- A summary of the contents of the archive shall be supplied to the HEPAO.

9.5.8 Monitoring and Signing Off Condition

Monitoring of the project will be carried out by the HEPAO. Where the HEPAO is satisfied with the archive report and the deposition of the archive written discharge of the planning condition will be expected from the Council of the Isles of Scilly.

Notification of the start of work will be given in writing to the HEPAO as far in advance of its commencement as possible. HEPAO will monitor the work and will be kept regularly informed of the progress.

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

Monitoring points during the study will include:

- Approval of the WSI
- Completion of the building record and evaluation trenching
- Completion of the evaluation report
- Deposition of the archive

9.5.9 Timetable

It is anticipated that the evaluation trenching will be carried out in late May or early June and the evaluation report completed by the end of June 2012.

The deposition of the archive will be completed within 3 months of the completion of the final archaeological report.

9.6 Project team

The project will be managed by Senior Archaeologist **Charlie Johns (BA, MIFA)**, who will also direct the evaluation trenching. As a Senior Archaeologist with HE Projects (1991- present) Charlie has special responsibility for 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 the popular archaeological field guide 'Scilly's Archaeological Heritage' (Ratcliffe and Johns 2003); managing the Tresco Playing Field watching brief for the Tresco Estate (Taylor and Johns 2009-10); compiling the Isles of Scilly Rapid Coastal Zone Assessment Survey for English Heritage (Johns *et al* 2004) and managing archaeological recording during construction of the off-island quays for the Duchy of Cornwall (Johns and Sawyer 2008) and the St Agnes Affordable Housing site for the Cornwall Rural Housing Association (Taylor and Johns 2010 and 2011).

Current projects include the management of Lyonesse Project, a two-year study of the evolution of the coastal and marine environment of Scilly and the preparation of a Research Framework for the Historic Environment of Scilly (both for English Heritage). Since 2005 he has co-directed the ongoing 'Islands in a Common Sea' research project in Scilly with Dr Jacqui Mulville of Cardiff University (Johns and Mulville forthcoming; Johns *et al* 2006), and is currently an Honorary Research Fellow in Cardiff University's School of History and Archaeology and representative for Scilly on the CBA SW committee.

The building recording will be carried out by **Sean Taylor BA, AIFA**, who will also assist with the evaluation trenching.

Sean Taylor has worked for HE 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 2009-10), Carn Thomas, St Mary's watching brief (Taylor 2008) and the recent St Agnes Affordable Housing development (Taylor and Johns forthcoming). 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. Sean has been an Associate Member of the Institute for Archaeologists since 2006.

Carl Thorpe MSc will undertake initial finds processing, identification and cataloguing and has carried out all similar work for Scillonian projects in the last two decades including the Isles of Scilly Electrification Project (Ratcliffe 1991), the Bryher cist burial, Tresco Playing Field and the off-island quays refurbishment. He is currently reassessing the pottery assemblage from the 1971 excavations at East Porth, Samson with a view to final publication in *Cornish Archaeology* (forthcoming).

9.6.1 Historic Environment Projects

Historic Environment Projects is the contracting arm of Historic Environment, Cornwall Council (HE). HE employs some 20 project staff with a broad range of expertise, undertaking around 100 projects each year.

HE is committed to conserving and enhancing the distinctiveness of the historic environment and heritage of Cornwall and the Isles of Scilly by providing clients with a number of services including:

- Conservation works to sites and monuments
- Conservation surveys and management plans
- Historic landscape characterisation
- Town surveys for conservation and regeneration
- Historic building surveys and analysis
- Maritime and coastal zone assessments
- Air photo mapping
- Excavations and watching briefs
- Assessments and evaluations
- Post-excavation analysis and publication
- Outreach: exhibitions, publication, presentations

9.6.2 Standards

HE is a Registered Organisation with the Institute for Archaeologists and follows their Standards and Code of Conduct.

As part of Cornwall Council, the HES has certification in BS9001 (Quality Management), BS14001 (Environmental Management), OHSAS18001 (Health, Safety and Welfare), Investors in People and Charter Mark.

9.6.3 Terms and conditions

Contract

HE Projects is part of Historic Environment, Cornwall Council. If accepted, the contract for this work will be between the client and Cornwall Council.

The views and recommendations expressed will be those of the HE projects team and will be presented in good faith on the basis of professional judgement and on information currently available.

Report distribution

Paper copies of the report will be distributed to the client, to local archives and national archaeological record centres.

A digital copy of the report, illustrations and any other files will be held in the Cornwall HER and also supplied to the client on CD or other suitable media.

Copyright

Copyright of all material gathered as a result of the project will be reserved to the Historic Environment, Cornwall Council. Existing copyrights of external sources will be acknowledged where required.

Use of the material will be granted to the client.

Freedom of Information Act

As Cornwall Council is a public authority it is subject to the terms of the Freedom of Information Act 2000, which came into effect from 1st January 2005.

HE will ensure that all information arising from the project shall be held in strict confidence to the extent permitted under the Act. However, the Act permits information to be released under a public right of access (a "Request"). If such a Request is received HE may need to disclose any information it holds, unless it is excluded from disclosure under the Act.

Health and safety statement

HE follows the Council's *Statement of Safety Policy*. For more specific policy and guidelines HE uses the manual *Health and Safety in Field Archaeology* (2002) endorsed by the Standing Conference of Archaeological Unit Managers and also the Council for British Archaeology's Handbook No. 6 *Safety in Archaeological Field Work* (1989).

Prior to carrying out on-site work HE will carry out a Risk Assessment.

Insurance

As part of Cornwall Council, HE is covered by Public and Employers Liability Insurance and Professional Negligence Insurance.

9.7 References

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16 May 2012

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