



Porthcressa Regeneration Project St Mary's, Isles of Scilly

Building recording and archaeological watching brief



Porthcressa Regeneration Project, St Mary's, Isles of Scilly

Building recording and archaeological watching brief

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The Project Manager was Charles Johns. The building recording was carried out by Jo Sturgess. The watching brief was carried out by Jo Sturgess and Charles Johns with help from Trevor Kirk.

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.

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Cover illustration

Porthcressa from Buzza Hill in February 2012 (photo: HE Projects)

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Abbreviations

EH	English Heritage
HEPAO	Historic Environment Planning Advice Officer, Cornwall Council
HER	Cornwall and Scilly Historic Environment Record
HE	Historic Environment, Cornwall Council
NGR	National Grid Reference
OS	Ordnance Survey
PRN	Primary Record Number in Cornwall HER
WSI	Written Scheme of Investigation

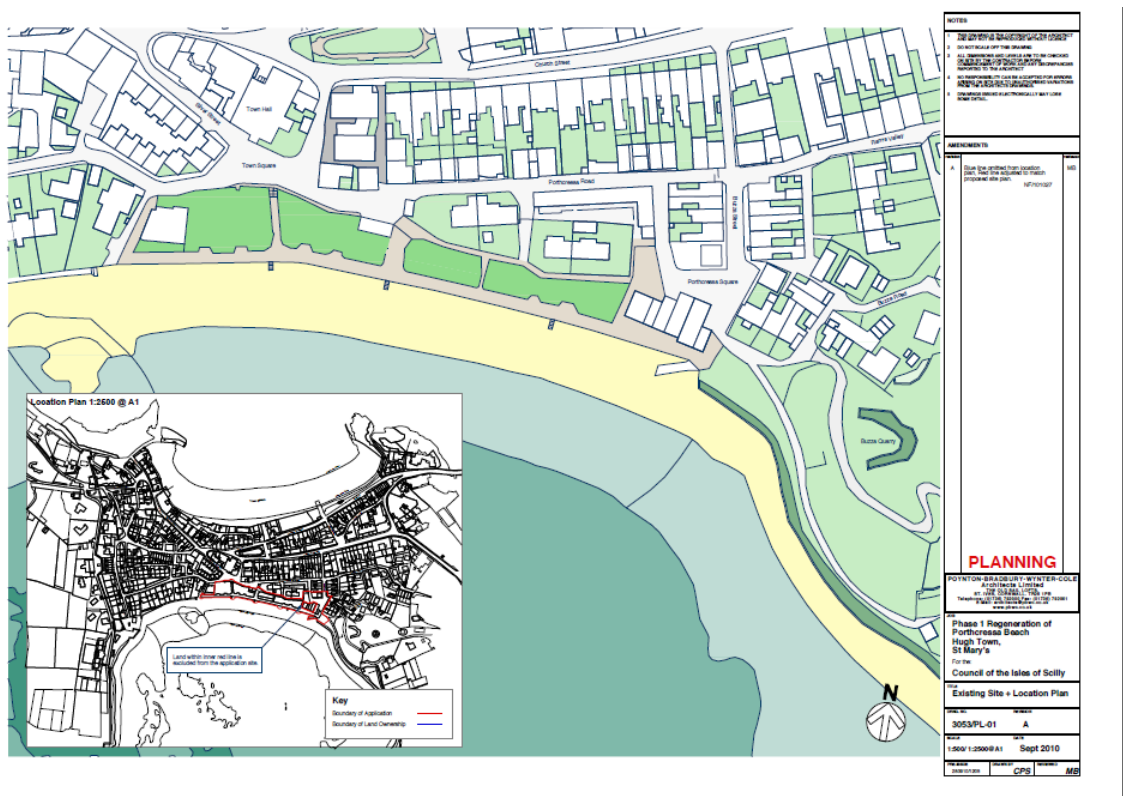


Fig 1 Existing site plan and location (Poynter Bradbury Wynter Cole Architects Ltd)



Fig 2 Proposed site plan (Poynter Bradbury Wynter Cole Architects Ltd)

1 Summary

In January 2012 Historic Environment Projects, Cornwall Council were commissioned by Kier Construction - Western & Wales to undertake historic building recording of buildings to be demolished during the Porthcressa Regeneration Project, St Mary's, Isles of Scilly (NGR SV 9040 1044) and to carry out a watching brief during groundworks for the development.

The building recording of four of the buildings within the development area (three of which were later demolished) was carried out in February 2012. These were Building 1 (former lifeboat house and later bulb treating station), Building 1a (former garage adjoining Building 1), Building 2 (library) and Building 3 (public shelter and toilet block).

The watching brief was carried out between February 2012 and early March 2013, when the delayed groundworks were finally completed. Despite the extent and duration of the excavations associated with the scheme no finds, features or deposits of archaeological significance were recorded, only modern made-ground or sand deposits were disturbed.

A reassessment of the history of Porthcressa Bank during the twentieth century shows that this is not surprising. In 1902 the recently created Council of the Isles of Scilly cleared the remaining traces of shipbuilding activity on the Porthcressa shore, levelled and grassed the area and provided seating.

Following severe storm damage to Porthcressa Bank in 1962 new wooden sea defences were put in place but during the winter of 1989/90 much of the beach and the bank behind the wooden shuttering was washed away so new concrete defences were built in 1994/5 and the damaged area re-landscaped.

2 Introduction

2.1 Project background

In January 2012 Historic Environment Projects, Cornwall Council (HE Projects) were commissioned by Kier Construction- Western & Wales to undertake historic building recording of buildings to be demolished during the Porthcressa Regeneration Area Project on St Mary's, Isles of Scilly (Figs 1 and 2) and to carry out a subsequent watching brief during groundworks for the development in order to satisfy a planning condition.

2.2 Aims

2.2.1 Building recording

The regeneration project involved the demolition of a number of buildings. It was therefore important that the site was recorded to an appropriate level and the results are made available to interested parties. In this particular instance, an English Heritage Level 2 record was undertaken. For the photographic record, the recorder considered:

- 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

2.2.2 Archaeological recording

The site specific aims for the watching brief 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 Porthcressa area from any archaeological remains encountered

2.3 Methods

The building recording and archaeological investigation were carried out according to the general methodology set out in the Written Scheme of Investigation (WSI) for the work (Johns 2012, see Appendix 2) which was based on the Brief for Building Recording and Archaeological Investigation prepared by the Historic Environment Planning Advice Officer, Cornwall Council (HEPAO) for the Planning and Development Department, Council of the Isles of Scilly (Markham 2011, see Appendix 1).

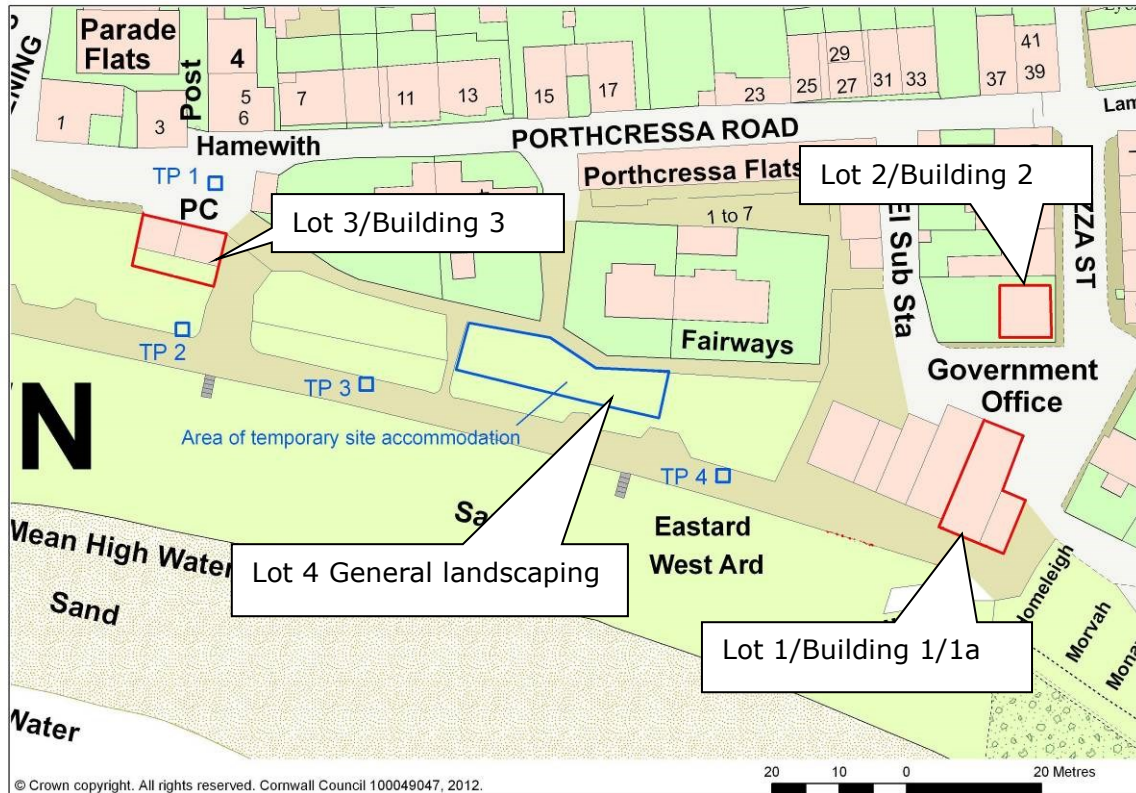


Fig 3 Locations of buildings and watching brief areas

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 and the structures and features that were likely to survive. The main sources consulted were as follows:

- Cornwall and Scilly HER.
- Images of England online listed buildings database.
- Early maps and photographs (see Section 8.1).
- Published histories (see Section 8.2).

2.3.2 Building recording

The building recording of four of the buildings within the development area (three of which were later demolished) was carried out in early February 2012. These were Building 1 (former lifeboat house and later bulb treating station), Building 1a (former garage adjoining Building 1), Building 2 (library) and Building 3 (public shelter and toilet block) (Fig 3).

The principal requirement set out in the brief was a photographic survey. This was carried out to archive standard and includes black and white photographs taken with a 35mm SLR camera loaded with fine grain archive quality film. Supporting colour photographs were taken with a digital SLR camera (with a resolution of 12 megapixels).

All photographs were taken with a single-lens reflex camera supported on a heavy tripod, and most using available natural light. Flash-light was used to balance the lighting where there was heavy back-light. The buildings were photographed externally and internally. Within the buildings all accessible room spaces were photographed, the larger room spaces from a number of directions designed to present the design and character of the room spaces. A metric scale was included in all views, except where health and safety considerations made this impractical.

2.3.3 Archaeological investigations

A construction programme setting out the groundworks-related activities for the scheme was provided by Matt Coates (Quantity Surveyor, Kier Western) on 5 December 2011.

An initial watching brief was carried out in early February 2012 during groundworks for the positioning of the site accommodation and the excavation of test pits, but subsequent works were carried out rapidly on an *ad hoc* basis so a variation to the approved WSI was agreed with the HEPAO to the effect that Trevor Kirk, the IOS AONB Officer, and a qualified archaeologist, would monitor the works during demolition and removal of foundations of Katie's bus garage (Lot 1/Building 1a), the existing Library (Lot 2/Building 2), Shelter and Toilets (Lot 3/Building 3), and removal of the existing floor in the former Lifeboat/Bulb Treatment Station (Lot 1/Building 1) and report back to HE Projects, with the proviso that any archaeological features which required further investigation and recording would be dealt with by the HE Projects team.

It became apparent from the watching brief that the groundworks were only disturbing twentieth century made-up ground so, at a meeting at the end of February between Charles Johns (HE Projects), Bryan Trethewey (Senior Project Manager, Kier Western), Andy Shepherd (Site Manager, Kier Construction) and Diana Mompoloki (Strategic Investment Manager, Council of the Isles of Scilly), a pragmatic approach to the archaeological watching brief was agreed upon whereby Kier Construction would:

- continue works providing they did not dig any deeper than the level they were at;
- keep HE Projects updated on progress and provide digital photos; and
- inform HE Projects if they uncovered anything of potential archaeological interest and if necessary arrange for a site visit/inspection.

The ongoing works were monitored by HE Projects, combined with other visits to St Mary's.

The groundworks, which were initially planned to be completed by the end of July 2012, were not finally completed until early March 2013 owing to various delays.

2.3.4 Post-fieldwork

During this phase the results of the building recording and the archaeological investigations were collated for archiving, and this report was produced.

3 Location and setting

Porthcressa is an area of Hugh Town located on the sea-facing southern side of the narrow isthmus upon which the town is built (NGR SV 9040 1044). It is accessible from both eastern and western ends and from the north where numerous small roads and paths connect the beach to the town (Figs 1 and 2).

Hugh Town is located on a flat sandy isthmus; however, the hills to the east and west afford good views across the town and its two beaches, Town Beach and Porthcressa Beach. The proximity of the beaches to the town defines the character of the built environment in addition to the architectural quality of its small urban form.

4 Site history

A historic building report and historic report for the Porthcressa Regeneration Area were produced for the Council of the Isles of Scilly in 2010 (Leung 2010a and 2010b) and a desk-based archaeological assessment of the impact of the development was carried out by HE Projects in 2011 (Johns 2011).

The Cornwall and Scilly HER records only three sites within the regeneration area: the findspot of an early medieval granite pillar, a demolished World War Two pillbox and the twentieth century fire station.

Although there was the possibility of chance finds or discoveries the results of the assessment indicated that the potential for buried archaeological remains dating from the prehistoric, Romano-British, early medieval and medieval remains to be affected by scheme was low.

The assessment indicated that the potential for buried archaeological remains associated with nineteenth century shipbuilding was high (Fig 7), although its recorded site lies just outside the study area. However, the assessment did not take into account clearance of the remaining traces of shipbuilding activity by the Council of the Isles of Scilly in 1902 (Bennett *et al* 1991) or severe storm damage to Porthcressa Bank and beach in the second half of the twentieth century.

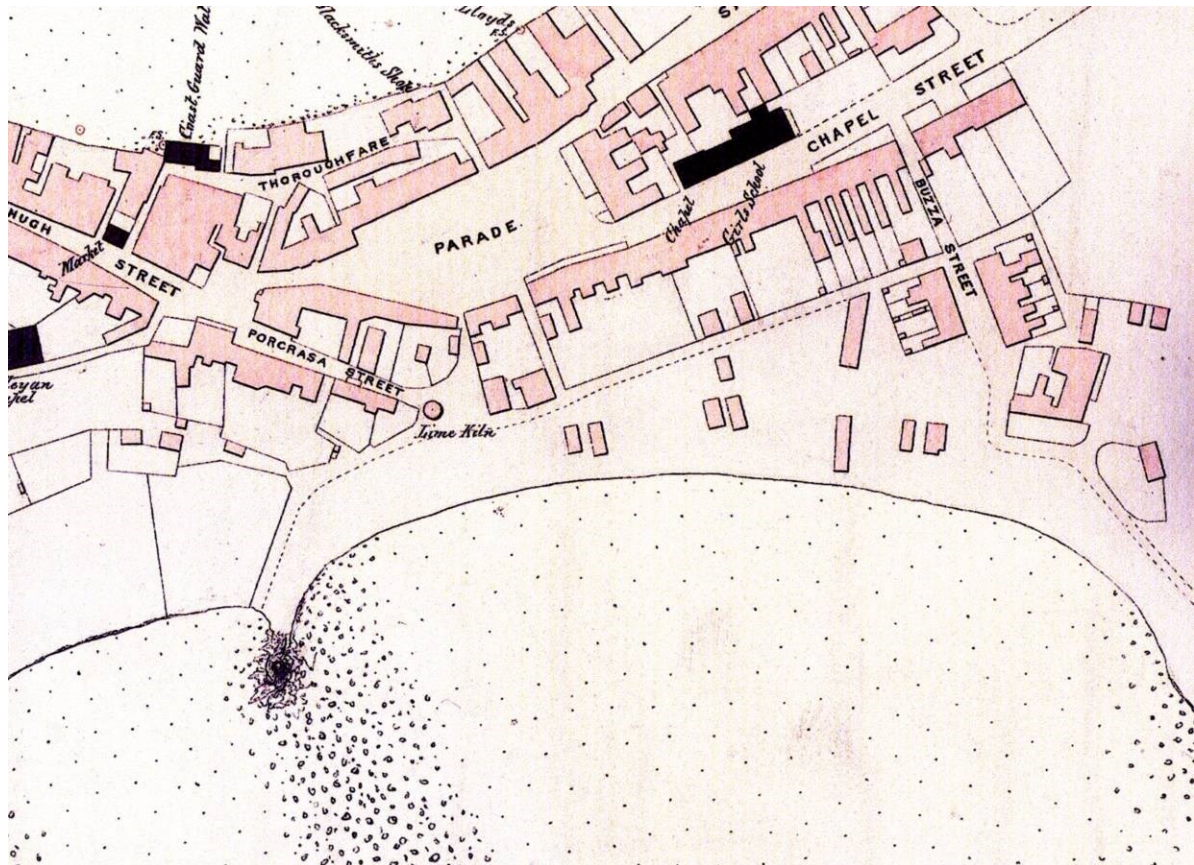


Fig 4 Porthcressa from an 1862 survey of St Mary's Town by Captain Williams (UKHO D6365 0h)



Fig 5 Detail from the 1899-91 OS map

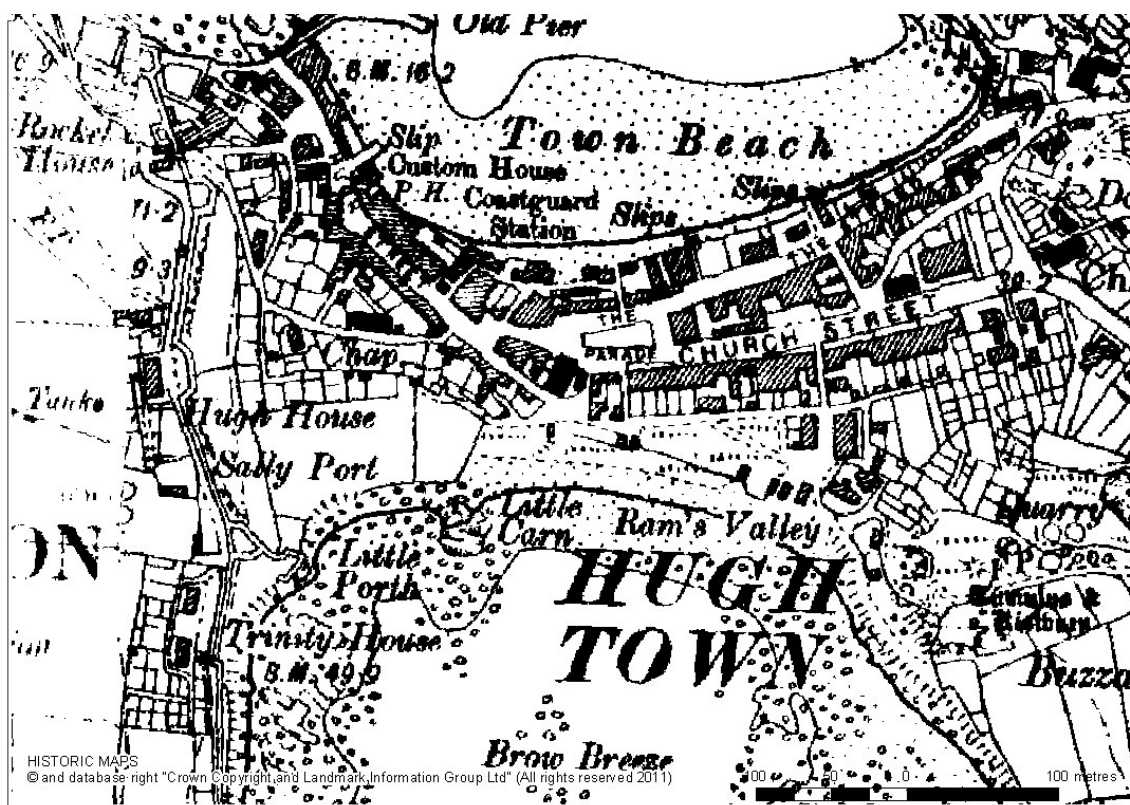


Fig 6 Detail from the 1909 OS map



Fig 7 Shipbuilding on Porthcressa, St Mary's c 1870 (photo: © Gibson Collection)



Fig 8 Late nineteenth-century view of Porthcressa with former lifeboat station (south elevation) on far right (photo: © Isles of Scilly Museum)

5 Building recording results

The redevelopment work at Porthcressa included the conversion of a former lifeboat house (later bulb treating station) into a new library, the demolition of a former garage (Katie's Bus Garage) for the construction of a new register office, the demolition of the existing library for the construction of new work units and apartments, the demolition of the existing public shelter and toilet facilities for the construction of a new amenity building and re-landscaping of the surrounding waterfront and foreshore.

A building record was created for four of the buildings within the development area (three of which were later demolished). These were Building 1 (former lifeboat house and later bulb treating station), and Building 1a (former garage adjoining Building 1), Building 2 (library) and building 3 (public shelter and toilet block) (see Fig 3 for building locations).

5.1 Building 1- former Lifeboat House/Bulb Treating Station

(see Figs 9-16)

The first two lifeboats for the Isles of Scilly were kept in a boathouse on Town Beach at Hugh Town in 1837. That station closed in 1855 and new lifeboat station was opened by the RNLI. This boathouse (Building 3) was built on the beach at Porthcressa in 1874 (Fig 8). In 1889 a large self-righting lifeboat was kept moored in the harbour at St Marys until a smaller carriage-launched lifeboat was sent to the station in 1891. In 1899 a new boathouse and slipway were built at Carn Thomas and Building 1 was no longer used as the lifeboat house (www.visiting-cornwall.co.uk/LBS/St_Marys_LBS).

The lifeboat house was converted for use as a Bulb Treating Station in 1923 when an extension was added to the southern end of the building. This Bulb Treating Station was in operation until the 1970s when it closed. Since then the Council has used the building as a store. The chimney was removed and the entire building re-roofed in slate in the late twentieth century.

The building is positioned on the eastern end of a row of buildings facing Porthcressa Bay. Its main elevation is towards the north facing the wide road, designated as 'Porthcressa Square' (Leung 2010). It is constructed from granite rubble with squared granite quoins. It is single storey with an inserted first floor within the southern extension only. It has a hipped roof extension at the southern end (added in 1923) and the north end is bonnet-hipped with a twentieth century slate roof covering. The original set of large wooden doors remain *in situ* at the north end of the building but those at the south end were removed when the extension was added in 1923 and the building converted for use as a bulb treating station.

The original lifeboat house was rectangular in plan with a seaward-facing gable end with double wooden doors from which the lifeboat would exit onto Porthcressa beach. Original features associated with the lifeboat house include the large double door opening and doors in the north elevation, a ventilation window above these doors and the barge boards in the apex of this elevation (Fig 9). There are also two vertical rectangular windows on both the east and west elevations with stone lintels over. Three of these have been blocked by subsequent buildings constructed adjoining the east and west elevations. The remaining visible window opening in the west wall has been boarded from within and does not allow any light into the building. The original lifeboat house doors at the south end of the building were removed when the 1923 southern extension was added but the original granite door jambs remain *in situ* (Fig 16). The brick floor with granite sett runs (Fig 14) is also original and extends as far as the early southern door jambs, but not within the 1923 southern extension; here the floor is concrete. Another original feature is the king post roof structure although the slate covering is of twentieth century date.

The 1923 extension was built in granite rubble to match the existing building, with a vertical window facing south and a chimney on the eastern roof (since removed) for the operation of the hot water treatment of bulbs. There is a wide blocked door opening at

ground floor level in the west elevation with timber lintel over and matching wide, blocked opening at first floor level (Fig 12).



Fig 9 North elevation of Building 1 (former lifeboat station)



Fig 10 East elevation of Building 1 (former lifeboat station) and building 1a (garage)



Fig 11 South elevation of Building 1 (former lifeboat station) and building 1a (garage)



Fig 12 West elevation of south extension to Building 1 (former lifeboat station)

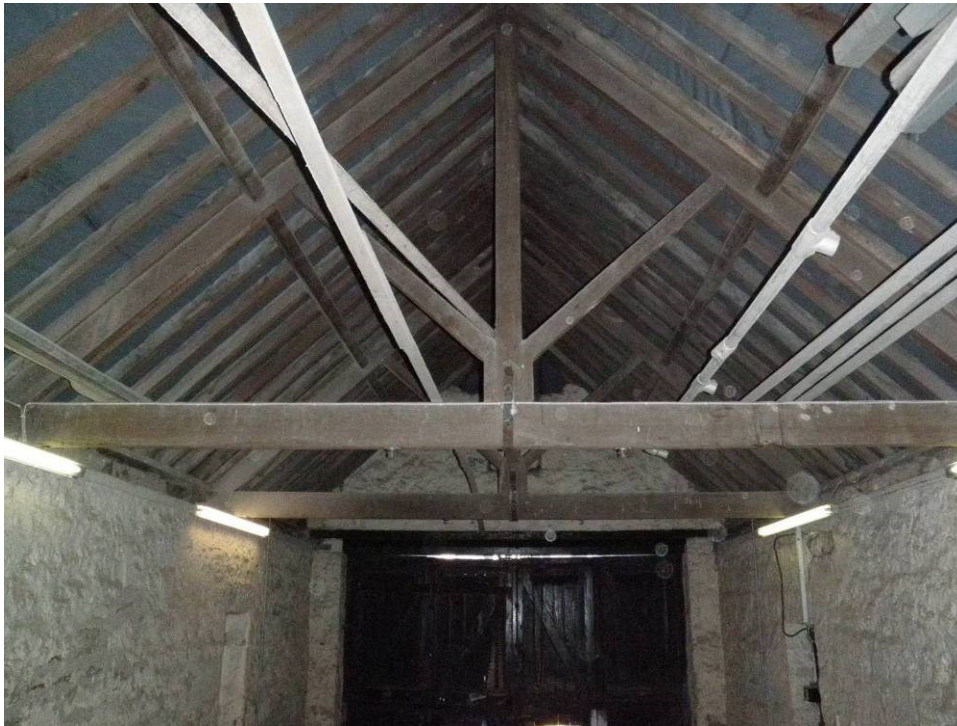


Fig 13 Interior of Building 1 (former lifeboat station) looking north showing king post trusses

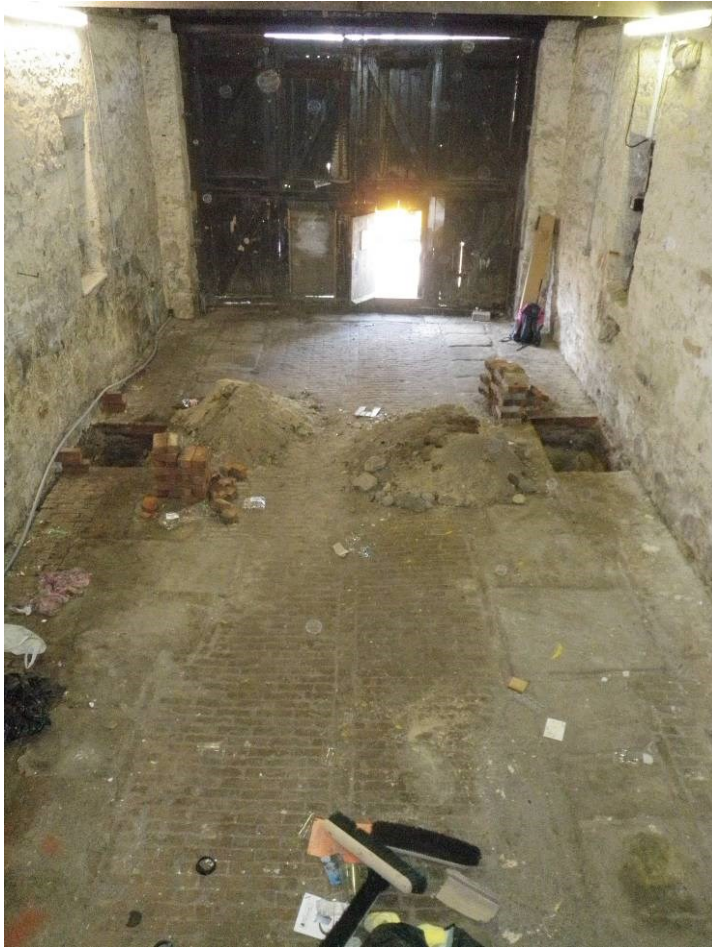


Fig 14 Interior of Building 1 (former lifeboat station) looking north showing original brick floor with granite wheel runs



Fig 15 Interior of Building 1 (former lifeboat station) looking south-east showing blocked window opening in east wall



Fig 16 Interior of Building 1 (former lifeboat station) looking west showing door jamb at the south end of the original building where the later extension has been added

5.2 Building 1a - Katie's Bus Garage

(see Figs 10, 11, 17 and 18)

Adjoining the lifeboat house / bulb treating station to the east is a flat roofed, cement rendered garage. This building was built in the post-war period and replaced a mono-pitch roofed structure which previously stood on the site. It functioned originally as 'Katie's bus garage' but has recently been used for storage. It has wide double doors in its north elevation and metal framed windows in both the west and south elevations.



Fig 17 North elevation of Building 1a (former bus garage)



Fig 18 East elevation of Building 1a (former bus garage) with building 1 behind

5.3 Building 2- St Mary's Library

(see Figs 19-21)

This building originally functioned as a DHSS office until it was adapted for use as a library. It is an entirely modern structure and has been built on land which is shown as undeveloped on the 1889-91 and 1909 OS maps (Figs 5 and 6). It is a single storey building with a pyramid hip roof which has a slate covering with ceramic ridge tiles and a central finial. The walls are concrete block-built and the openings all have timber frames. There are door openings in both the north and east walls. Internally the space is divided into two large rooms and a third smaller toilet and washroom in the north-west corner. All the internal surfaces and fittings are modern.



Fig 19 South elevation of Building 2 (St Mary's Library)



Fig 20 East elevation of Building 2 (St Mary's Library)

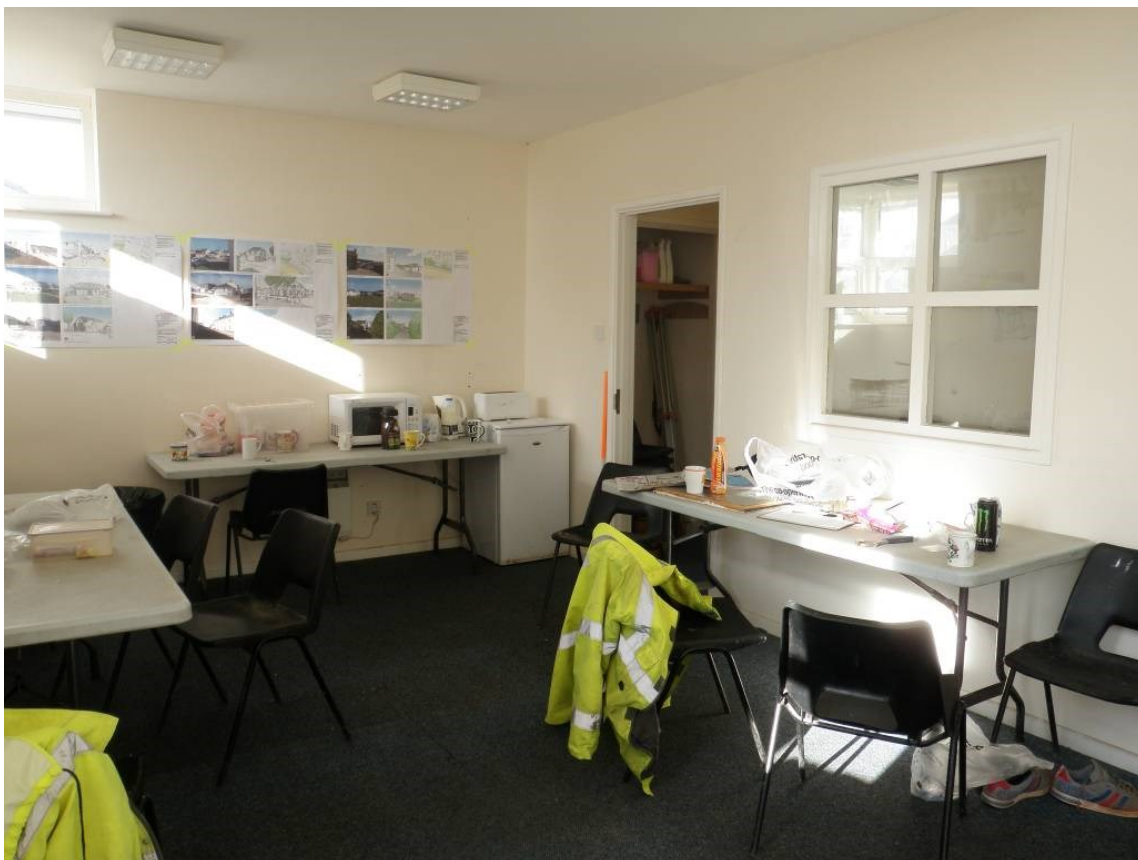


Fig 21 Interior of southern room of Building 2 (St Mary's Library) looking north-west

5.4 Building 3 - Shelter and toilet block

(see Figs 22-25)

The public shelter was built in 1977, after the German Government gave the islands £1,500 in 1975 to commemorate the centenary of the wreck of the SS Schiller and the heroic life-saving efforts of the islanders (Leung 2010).

On the 1862 map, the 1889-91 and 1909 OS maps (Figs 4, 5 and 6) two earlier buildings are shown on the site, both aligned north-south and both almost certainly boat houses. By the mid twentieth century these two structures had been demolished and replaced with a single square building occupying the same spot. This early to mid twentieth century building appears on a c 1950s/60s photograph (Fig 10). It is a flat roofed structure which seems to share the same dimensions as the present building and has been terraced into the seaward bank (compare Figs 10 and 11). It is possible that this building was constructed originally as a pill box or gun emplacement and was converted for use as a public toilet after the war.

The early to mid twentieth century building appears to have been mostly demolished and the northern half substantially rebuilt in 1977 with a shelter added at upper ground floor level within the northern half of the former footprint. The footprint of the former building to the south (seaward side) is now marked by a low granite wall; possibly a survival of the earlier building.

The present building is a modern slope-roofed structure comprising public toilets on the lower ground floor accessed from the north (roadside) and a public shelter on the upper ground floor accessed from the top of a flight of concrete steps immediately to the west of the building. The walls of the lower ground floor level comprise granite rubble bonded with cement mortar, whilst those at upper ground floor level are concrete with overlain weatherboarding to the upper portion of the wall except the southern (seaward) wall which is plate glass windows with steel frames. The roof slopes down towards the south (seaward) side and has an asphalt covering.

Internally the building is divided into two room spaces on the lower ground floor providing separate 'Ladies' and 'Gents' toilets. All the surfaces, openings and fittings in these two rooms are modern. The upper ground floor (the public shelter) is a single open room space, and again all the surfaces, openings and fittings are modern.

Between 1988 and 1999 half of the public shelter functioned as Hugh Town's Tourist Information Centre, however, local opposition ensured that the shelter reverted to its original use in 1999 (Leung 2010).



Fig 22 South elevation of Building 3 (shelter and toilet block)



Fig 23 North elevation of Building 3(shelter and toilet block) during demolition



Fig 24 West elevation of Building 3 (shelter and toilet block) during demolition



Fig 25 East elevation of Building 3 (shelter and toilet block) during demolition



Fig 26 Area for temporary site accommodation during topsoil stripping, 8/2/2103



Fig 27 Interior of the old lifeboat station after removal of the existing floor (Building 1)

6 Archaeological watching brief results

(see Fig 3 for area locations)

6.1 Positioning of temporary site accommodation

In early February 2012 an area located on a raised lawn adjacent to the sea-front parade (Figs 3 and 26) was stripped of turf and topsoil to accommodate the site cabins for the duration of the works. The area, measuring approximately 30m east-west by 6m north-south was stripped using a 360 excavator equipped with a grading bucket. This work was monitored by the project archaeologist. The area was excavated to a depth of approximately 0.35m revealing a layer of dark greyish brown topsoil 0.22m deep overlying made ground comprising modern re-deposited sand lenses and mid greyish brown sandy silt containing twentieth century pottery, roof slate fragments, brick fragments and plastic. No archaeological deposits were revealed.

6.2 Site inspection (test pits)

Four small test pits were also excavated in February 2012 as part of the site works (Fig 3).

Test pit 1, measuring 0.5m² was located in the Porthcressa Road to the north of the Shelter. This revealed only disturbed, re-deposited sand below the road make-up from which a clay pipe bowl was recovered.

Three other pits (TP2, TP3 and TP4) measuring approximately 0.8m wide by 1.5m long and up to 2m deep were excavated on the sea-front parade spaced approximately 50m apart. All three pits demonstrated that the parade had been entirely rebuilt during the 1990s after damage caused by a severe storm in 1989 (Fig 35). The parade was found to be constructed from re-deposited sand containing occasional pieces of plastic stacked up behind the modern concrete block defence wall.

6.3 General groundworks

6.3.1 Lot 1 Library/Register Office (Lifeboat House/Bulb Treatment Station, Katie's Bus Garage Buildings 1 and 1a)

In February 2012, the lean to bus garage (Building 1a) was demolished (Fig 28) No features of archaeological interest were revealed and no finds were recovered. The existing floor of the old Lifeboat House was taken up, underneath was compacted sand. No archaeological features were revealed and no finds recovered (Fig 27).

6.3.2 Lot 2 Works Units/Apartments (formerly St Mary's Library, Building 2)

Excavations on this site commenced in the week beginning 11 June 2012, digging to depth of 1.4m and revealing only sand. No features or finds of archaeological interest were found (Fig 29).

6.3.3 Lot 3 Amenity Building (formerly shelter and toilet block, Building 3)

The excavations were through layers of redeposited sand. Nothing of archaeological interest was found, although the site had clearly been used as a backfill storage area. Excavations were completed on 5 March 2013 (Fig 30).

6.3.4 Lot 4 General landscaping/external works

General landscaping works along Porthcressa Bank removed twentieth make up deposits of sand and rubble up to 1.2m deep, containing modern artefacts such as bottle glass and china (Fig 31).

Groundworks on the sea-front parade revealed the tops of wooden posts which are interpreted as part of the wooden shuttering erected in the winter of 1964/65. The tops of the posts measured 8" by 6" and they were spaced approximately 2m apart (Fig 32). The ground was capped at this level so the posts have been preserved *in situ*.

Excavations for footings for new wall opposite to Sibley's Estate Agents during week commencing 18 June 2012 did not reveal any features or finds of archaeological interest.

The existing tarmac was removed and excavations undertaken to a depth of approximately 0.4m through rubble and sand for the new surfacing works in the Porthcressa Square in October 2012. A length of chain fixed to a bracket was uncovered but this was not attached to anything, and was not retained (Fig 33).



Fig 28 Site of Building 1a (garage) after demolition



Fig 29 Lot 2, site of former library (Building 2)



Fig 30 Amenity area (Lot 3), site of former shelter and toilet block (Building 3)



Fig 31 General landscaping works (Lot 4) on Porthcressa Bank showing modern made up ground



Fig 32 Tops of wooden posts associated with 1960s shuttering



Fig 33 Chain and bracket uncovered during resurfacing work at Porthcressa Square

7 Conclusions/discussion

A reassessment of the history of Porthcressa Bank during the twentieth century shows that despite of the extent of the excavations associated with the Porthcressa Regeneration scheme the lack of archaeological features and finds is unsurprising because the area had been severely affected by storm damage and re-landscaped on number of occasions.

Firstly, in 1902 the remaining traces of shipbuilding activity on the Porthcressa shore were cleared away by the Council of the Isles of Scilly. The area was then levelled and grassed the area and seating provided (Bennett *et al* 1991).

Then, in March 1962, severe storms ripped up the entire bank bordering Porthcressa beach with 'granite boulders weighing many, many tons being tossed about like playthings' (Mumford, 1972, 33). New sea defences in the form of wooden shuttering were put in place in the winter of 1964/65.

Further severe gales in the winter of 1989/90 also caused much damage. Porthcressa beach took the full force of the wind and sea, a good deal of the beach and a vast amount of the bank behind the barrier boards were washed away (Gibson *nd*, 45, 47). Figure 35 shows the extent of the damage and also the form of the 1964/65 shuttering; it is likely to be the tops of these wooden uprights that were revealed below the surface of the sea-front parade.

Urgent remedial works were undertaken by the Council of the Isles of Scilly at that time, but the general state of dilapidation and damage caused by the event greatly increased the risk of breaching in similar storm conditions and so in 1994/95 a concrete wall was constructed in front of the existing bulkhead as a defence along the seafront (Fig 36) and the damaged area re-landscaped (cf Landmark Environmental Consultants, 1994).



Fig 34 Winter storms lash Porthcressa beach in 1974 (photo: © The Gibson Collection)



Fig 35 Damage at Porthcressa beach caused by the 1989/90 storms (© Gibson Collection)

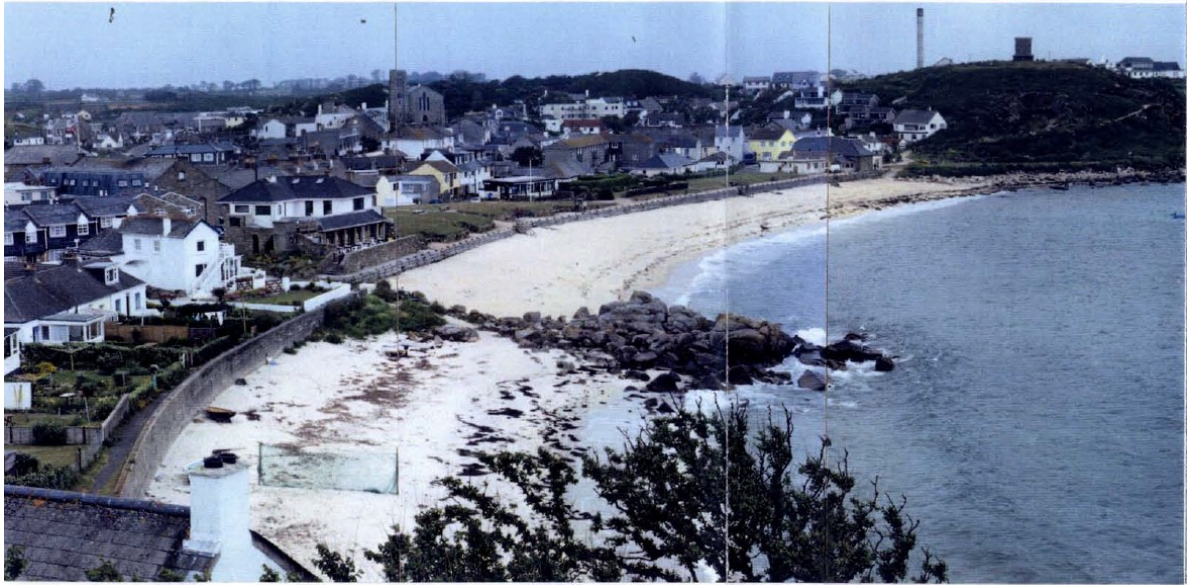


Fig 36 Porthcressa in 1994, showing the repaired timber bulkhead (photo: Landmark Environmental Consultants)

8 References

8.1 Primary sources

- Survey of St Mary's Town by Captain Williams, 1862. (UKHO D6365 0h)
- Ordnance Survey, 1889-91. *25 Inch Map* First Edition (licensed digital copy at HE)
- Ordnance Survey, 1909. *25 Inch Map* Second Edition (licensed digital copy at HE)
- Ordnance Survey, 2007. *Mastermap Digital Mapping*

8.2 Publications

- Bennett, M, Bushell, R, Mumford, C T, Pritchard, S, and Watt, S, 1991. *One Hundred Years of the Council of the Isles of Scilly, St Mary's*
- Gibson, F, nd. *The Isles of Scilly Eye Witness: a continuation 1985-1990*, St Mary's
- Johns, C, 2012. *Porthcressa Area Regeneration, St Mary's, Isles of Scilly: Written Scheme of Investigation for historic building recording and archaeological investigation. 09/06/2011*, HE Projects, Truro
- Johns, C, 2011. *Porthcressa, St Mary's, Isles of Scilly: Archaeological Assessment*, HE Projects, Truro
- Landmark Environmental Consultants, 1994. *Porth Cressa Coast Protection, St Mary's, Isles of Scilly: Environmental Statement*, Bristol
- Leung, R, 2010a *Historic Building Report: Former Lifeboat Station/Bulb Treating Station, Porthcressa Beach, St Mary's, Isles of Scilly*, Council of the Isles of Scilly
- Leung, R, 2010b *Historic Report, Porthcressa, St Mary's, Isles of Scilly*, Council of the Isles of Scilly
- Markham, P, 2010. *Brief for Historical Building Recording and Archaeological Investigation, Porthcressa Area, St Mary's, Isles of Scilly, TR21 0LW*, Cornwall Council
- Mumford, C, 1972. *Portrait of the Isles of Scilly*, London

8.3 Websites

<http://www.heritagegateway.org.uk/gateway/> English Heritage's online database of Sites and Monuments Records, and Listed Buildings

<http://www.scilly.gov.uk/environment/PorthcressaRegeneration.htm>

<http://porthcressa.info/page/4>

9 Project archive

The HE project number is **146111**

The project's digital and photographic 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 and copies of documentary/cartographic source material (file no 146111).
2. Black and white photographs archived under the following index numbers: GBP 2238 and 2240
3. Digital photographs stored in the directory ..\Images\Sites\Scilly\St Mary's\Porthcressa Regeneration Project Building Recording and Watching Brief 146111
4. English Heritage/ADS OASIS online reference: cornwall2-147603
5. This report text is held in digital form as: ..\HE Projects\Sites\ Scilly\St Mary's\Porthcressa Regeneration Project Building Recording and Watching Brief 146111\Final Report\Porthcressa Report

The project's documentary archive is stored at the Isles of Scilly Museum, Church Street, St Mary's, Isles of Scilly TR21 OJT.

Appendix 1: Brief

BRIEF FOR HISTORIC BUILDING RECORDING AND ARCHAEOLOGICAL INVESTIGATION

Date: 17th November 2011

Site: Porthcressa Area, St Mary's, Isles of Scilly

Application: P-10-097

HBSMR: CCO4771

Applicant: Council of the Isles of Scilly, Town Hall, St Mary's, Isles of Scilly
TR21 0LW

Historic Environment Planning Advice Officer: Phil Markham, Cornwall Council,
Historic Environment Service, Kennall Building, Old County Hall, Truro TR1 3AY
t. 07973 813572 e. pmarkham@cornwall.gov.uk

Local Planning Authority Officer: Andrew King, Planning & Development
Department, Council of the Isles of Scilly, Old Wesleyan Chapel, Garrison Lane, St
Mary's, Isles of Scilly TR21 0JD t. 01720 424350 e. aking@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 planning condition 11.

2 Site Location and Description

- 2.1 Porthcressa is located at Ordnance Survey Grid Reference SV9040 1044 and is an area of Hugh Town, located on the sea facing southern side of the narrow isthmus upon which the town is built. It is accessible from both eastern and western ends and from the north where numerous small roads and paths connect the beach to the town.
- 2.2 Hugh Town is located on a flat sandy isthmus; however the hills to the east and west afford good views across the town and its two beaches, Town Beach and Porthcressa Beach. The proximity of the beaches to the town defines the character of the built environment in addition to the architectural quality of its small urban form.

3 Planning Background

- 3.1 Planning application P-10-097 was submitted on the 27th October 2010 and was for the redevelopment of Porthcressa area including the conversion of an existing store (Bulb Store) into a new library, demolition of an existing store

(Katie Bus Garage) for the construction of a new register office, demolition of the existing library for the construction of new work units and apartments, the demolition of the existing shelter and toilet facilities for the construction of a new amenity building and re-landscaping of the surrounding waterfront and foreshore. This application has been approved subject to a number of conditions. Condition 11 states:

- 3.2 *No development shall take place within the site until the applicant has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has previously been submitted to and approved in writing by the Local Planning Authority. The programme of archaeological work shall include archive standard scale photographic recording of the existing buildings to be demolished and the old lifeboat station/bulb store prior to its conversion.*
- 3.3 *Reason: 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 and to ensure that there is an accurate recording of the bulb store prior to recording.*
- 3.4 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/ Historic Building Background

- 4.1 An archaeological assessment has been undertaken by Cornwall Council Historic Environment Projects (Report 2010R139); the summary includes:
- 4.2 *This report describes the results of an historic audit/archaeological assessment of the proposed Porthcressa Beach Phase 1 Regeneration area carried out by Historic Environment Projects, Cornwall Council (HE Projects) for the Council of the Isles of Scilly in November 2010 to accompany the planning application for the scheme.*
- 4.3 *The redevelopment area includes conversion of an existing store (Bulb Store) into a new library, demolition of existing store (Katie Bus Garage) for construction of a new register office, demolition of existing library for construction of new work units and apartments, demolition of existing shelter and toilet facilities for construction of a new amenity building and re-landscaping of the surrounding waterfront and foreshore.*
- 4.4 *There are only three recorded sites within the application area. These are the findspot of an early medieval granite pillar, a demolished World War II pillbox and the 20th century fire station.*
- 4.5 *Although there is the possibility of chance finds or discoveries the results of this assessment indicate that the potential for buried archaeological remains dating from the prehistoric, Romano-British, early medieval and medieval remains to be affected by scheme is low.*

- 4.6 *The assessment indicates that the potential for buried archaeological remains associated with the 19th century shipyards and other activity is considered to be high, although its recorded site lies just outside the study area,*
- 4.7 *The historic importance of the former Lifeboat Station/Bulb Treating Station has been demonstrated in the 'Historic Buildings Report' (Leung 2010a); historic features and fabric are likely to be affected in the course of any conservation and refurbishment associated with its proposed change of use.*
- 4.8 *It is recommended that mitigation should be undertaken according to an Archaeological Written Scheme of Investigation (WSI) which will be agreed with the Local Planning Authority and English Heritage.*
- 4.9 Reports have also been produced by Rachel Leung, Historic Environment Researcher for the Council of the Isles of Scilly, on historic Porthcressa and the historic buildings affected by this application.

5 Requirement for Work

5.1 Building Recording

- 5.1.1 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. For the photographic record, the recorder needs to 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

5.2 Archaeological Recording

- 5.2.1 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 any ground reduction works, including the establishment of any compound, 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 Porthcressa area 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 Building Recording Methodology

- 7.1 Prior to the commencement of on site works the historic building 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 Details of how all buildings and structures are surveyed and recorded shall be provided. The site plan will be tied to the national grid.
- 7.3 The photographic record shall be a comprehensive record to archive standard of the existing buildings and structures. This should include both external and internal coverage with black and white prints and negatives. Colour photography may be utilised for general shots and where it is appropriate for detail shots (negatives and where appropriate CD shall be included in the archive). For both general and specific photographs, a photographic scale shall be included. The photographic record shall be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.

8 Archaeological Recording Methodology

- 8.1 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.

- 8.2 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.
- 8.3 Any surviving remains which will be disturbed or destroyed by the development shall be archaeologically excavated and recorded.
- 8.4 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.
- 8.5 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.
- 8.6 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.
- 8.7 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.

9 Finds

- 9.1 All finds, where appropriate, will be retained from each archaeological context excavated.
- 9.2 All finds, where appropriate, shall be washed.
- 9.3 All pottery, and other finds, where appropriate, shall be marked with the site code and context number.
- 9.4 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.
- 9.5 The requirements for conservation and storage shall be agreed with the appropriate museum prior to the start of work, and confirmed in writing to the HEPAO.
- 9.6 Finds work should be to accepted professional standards and adhere to the Institute for Archaeologists *Guidelines for Finds Work*.
- 9.7 Environmental sampling should be guided by *Environmental Archaeology* (English Heritage Centre for Archaeological Guidelines. 2001/02).

- 9.8 Further English Heritage guidance that may be helpful includes *Geoarchaeology* (2004) and *Archaeometallurgy* (2001).
- 9.9 The English Heritage Advisor for Archaeological Science will be able to provide archaeological science advice if required (Vanessa Straker 0117 975 0689).

10 Human Remains

- 10.1 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.
- 10.2 If human remains are not to be removed their physical security must be ensured, preferably by back filling as soon as possible after recording.
- 10.3 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.

11 Results Building Recording

- 11.1 The full report including any specialist assessments 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.
- 11.2 The archaeological contractor will undertake the English Heritage/ads online access to the index of archaeological investigations (OASIS).
- 11.3 This report will be held by the Cornwall and Scilly Historic Environment Record (HER) and made available for public consultation.
- 11.4 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 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 recording. All plans shall be tied to the national grid.
 - Any specialist reports and assessments.
 - A summary of the archive contents and date of deposition.
 - A copy of the brief and the approved WSI will be included as an appendix.

- 11.5 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.

12 Results Archaeological Recording

- 12.1 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 appropriate museum. A further digital copy shall be supplied on CD-ROM preferably in 'Adobe Acrobat' PDF format.
- 12.2 The archaeological contractor will undertake the English Heritage/ads online access to the index of archaeological investigations (OASIS).
- 12.3 This report will be held by the Cornwall and Scilly Historic Environment Record and made available for public consultation.
- 12.4 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.
- 12.5 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 the receipt of the report.

13 Archive Deposition

- 13.1 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 appropriate Museum.
- 13.2 If the finds are to remain with the landowner a full copy of the documentary archive shall be housed with the appropriate Museum.
- 13.3 A copy of the report will be supplied to the National Monuments Record (NMR) in Swindon.
- 13.4 A summary of the contents of the archive shall be supplied to the HEPAO.

- 13.5 Only on completion of 14.1 to 14.5 (inclusive) will there be a recommendation for the discharge of any archaeological recording condition.

14 Monitoring

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

Appendix 2 Written Scheme of Investigation

Porthcressa Area Regeneration WSI, Rev00, CJ, 31/01/2012

Historic Environment Projects, Cornwall Council



Porthcressa Area Regeneration, St Mary's, Isles of Scilly: Written Scheme of Investigation for historic building recording and archaeological investigation

Client: Council of the Isles of Scilly
Client contact: Matt Coates (Kier Western)
Client tel: 01392 261770
Client email: Matt.Coates@kier.co.uk

Project background

Planning application P-10-097 was submitted on the 27 October 2010 and was for the redevelopment of Porthcressa area including the conversion of an existing store (Bulb Store) into a new library, demolition of an existing store (Katie Bus Garage) for the construction of a new register office, demolition of the existing library for the construction of new work units and apartments, the demolition of the existing shelter and toilet facilities for the construction of a new amenity building and re-landscaping of the surrounding waterfront and foreshore. This application has been approved subject to a number of conditions. Condition 11 states:

No development shall take place within the site until the applicant has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has previously been submitted to and approved in writing by the Local Planning Authority. The programme of archaeological work shall include archive standard scale photographic recording of the existing buildings to be demolished and the old lifeboat station/bulb store prior to its conversion.

Reason: 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 and to ensure that there is an accurate recording of the bulb store prior to recording.

This Written Scheme of Investigation (WSI) for historic building recording and archaeological investigation during the development has been prepared by Historic Environment Projects, Cornwall Council (HE Projects) for Mr Matt Coates of Kier Western. It is based upon a Brief written by the Historic Environment Planning Advice Officer, Cornwall Council (HEPAO) which sets out the minimum requirements for archaeological recording to discharge Condition 11 of the planning consent (Markham 2011).

Site location and description

Porthcressa is an area of Hugh Town located on the sea-facing southern side of the narrow isthmus upon which the town is built (NGR VV 9040 1044). It is accessible

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from both eastern and western ends and from the north where numerous small roads and paths connect the beach to the town.

Hugh Town is located on a flat sandy isthmus; however the hills to the east and west afford good views across the town and its two beaches, Town Beach and Porthcressa Beach. The proximity of the beaches to the town defines the character of the built environment in addition to the architectural quality of its small urban form.

Archaeological/historic building background

An archaeological assessment of the area was undertaken by HE projects in 2010 (Johns 2010); the summary of the report includes:

This report describes the results of an historic audit/archaeological assessment of the proposed Porthcressa Beach Phase 1 Regeneration area carried out by Historic Environment Projects, Cornwall Council (HE Projects) for the Council of the Isles of Scilly in November 2010 to accompany the planning application for the scheme.

The redevelopment area includes conversion of an existing store (Bulb Store) into a new library, demolition of existing store (Katie Bus Garage) for construction of a new register office, demolition of existing library for construction of new work units and apartments, demolition of existing shelter and toilet facilities for construction of a new amenity building and re-landscaping of the surrounding waterfront and foreshore.

There are only three recorded sites within the application area. These are the findspot of an early medieval granite pillar, a demolished World War II pillbox and the 20th century fire station.

Although there is the possibility of chance finds or discoveries the results of this assessment indicate that the potential for buried archaeological remains dating from the prehistoric, Romano-British, early medieval and medieval remains to be affected by scheme is low.

The assessment indicates that the potential for buried archaeological remains associated with the 19th century shipyards and other activity is considered to be high, although its recorded site lies just outside the study area,

The historic importance of the former Lifeboat Station/Bulb Treating Station has been demonstrated in the 'Historic Buildings Report' (Leung 2010a); historic features and fabric are likely to be affected in the course of any conservation and refurbishment associated with its proposed change of use.

It is recommended that mitigation should be undertaken according to an Archaeological Written Scheme of Investigation (WSI) which will be agreed with the Local Planning Authority and English Heritage.

Reports were also produced by Rachel Leung, Historic Environment Researcher for the Council of the Isles of Scilly, on historic Porthcressa and the historic buildings affected by this application (Leung 2011a and 2011b).

Aims and objectives

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. For the photographic record, the recorder will consider:

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- 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

Archaeological recording

Ground works associated with the development may disturb buried archaeological remains. Therefore the Project Archaeologist(s) will be present during any ground reduction works, including the establishment of any compound, 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 Porthcressa area from any archaeological remains encountered

Working methods

All recording work will be undertaken according to the Institute for Archaeologists *Standards and Guidance for Archaeological Investigation and Recording*. 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.

Desk-based assessment

Prior to the commencement of on site works the project archaeologist will familiarise themselves with the site by examining the information held by the Cornwall and Scilly Historic Environment record (HER) and in published sources.

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.

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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).

Archaeological recording

An archaeologist will be present during all ground works associated with the development, including the establishment of any compound, unless circumstances dictate a different approach. 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.

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.

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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 English Heritage Advisor for Archaeological Science will be consulted for advice if required (Vanessa Straker 0117 975 0689).
- Environmental sampling will be guided by *Environmental Archaeology* (English Heritage 2004).
- Other English Heritage guidance will be consulted as appropriate including *Geoarchaeology* (2004) and *Archaeometallurgy* (2001).
- The archaeologist undertaking the watching brief will assess the potential for environmental sampling.
- If suitable deposits are identified the following types of sample will be taken as appropriate:
 - Bulk sampling
 - Monolith sampling

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- Macro & Micro Flora Analysis (including pollen analysis)
- Macro & Micro Fauna Analysis
- Radiocarbon dating for artefact analysis

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.

Archiving

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

- Indexing of site drawings and photographs
- Vernacular building records
- Processing and analysis of artefacts and environmental samples, if appropriate.

Note: The requirements for Archiving and Reporting will be reviewed in the light of the fieldwork results

Report production

A report will be produced which will describe the results of the desk-based study and the nature of the fieldwork undertaken, the circumstance and conditions under which it occurred and the results that were obtained. 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 of building recording - A concise non-technical summary of the results including building recording descriptions
- Results of archaeological - A concise non-technical summary of the results
- Discussion - A discussion of archaeological findings in terms of both

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- Specialists' reports the site specific aims and the desk based research Specialists' reports or assessments as appropriate
- Archive - A summary of archive contents and date of deposition
- Appendices Copies of the Brief and WSI, context register
- Illustrations
 - Location map
 - Site location plan
 - A drawing showing those areas examined as part of the archaeological watching
 - Copies of relevant historical cartography & plans
 - Plan and section drawings resulting from the archaeological recording.
 - Finds drawings (if appropriate)
 - Illustrative photographs
 - Note: All plans will be tied to the national grid.

Contingency for analysis and publication

A contingency is made within the accompanying 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.

Report dissemination

The full report including all specialist assessments of artefact assemblages 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.

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.
- 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.
- Completion of the English Heritage/ADS OASIS online archive index.
- A summary of the contents of the archive shall be supplied to the HEPAO.

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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 fieldwork. When this has been approved by the HEPAO, then it should be possible for the client to commence building works
- Completion of archive report
- Deposition of the archive

Timetable

The study is anticipated to be commenced during February 2011 and to last for about four months.

The archive report will be completed within 3 months of the end of the fieldwork. The deposition of the archive will be completed within 3 months of the completion of the archive report.

Project team

The project will be managed by Senior Archaeologist **Charlie Johns (BA, MIFA)**. 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 forthcoming); 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 '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 **Joanna Sturgess BA**, an Archaeologist with HE projects, with a wide range of experience in recording historic buildings, landscapes, excavation and post-excavation. Past historic building works have included Cutmadoc Farmhouse, Lanhydrock; City Wharf, Truro; Harvey's Foundry, Hayle; Boswednack Serpentine works, Porthmeor farm and various mining sites. Other projects include Gwithlan's past excavations, Lemon Quay excavation, Goonhilly Earth Station survey, Lower Boscawell and Treveasa in

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West Penwith landscape surveys. Joanna carried out the building recording on the new Five Islands School, Carn Gwaval, St Mary's site in 2010 (Johns et al 2010). Expertise includes archaeological use of CAD software and survey.

The archaeological recording will be carried out by Joanna and/or **Sean Taylor BA, AIFA** and **Carl Thorpe BSc**.

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 forthcoming), 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 will also 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 (Neal and Johns forthcoming). Carl also has extensive experience as field archaeologist having undertaken many watching briefs and excavations.

Specialists

John Allan MPhil – Medieval/post-medieval pottery specialist: John works for the Exeter Archaeological Field Unit. He is the leading authority on medieval and post-medieval pottery in south-west England and author of many publications. He will carry out the pottery assessment and analysis in the event of medieval or post-medieval pottery being recovered.

Henrietta Quinnell BA, MIFA, FSA – Prehistoric, Roman, post-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.

Julie Jones BA – Archaeobotanist: An experienced freelance archaeobotanical specialist based in Bristol, Julie has carried out palaeoenvironmental assessments and analyses for numerous HES 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. For her Masters degree she specialised in Archaeobotany and received a distinction for her dissertation on charcoal in Bronze Age cremation burials. 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.

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Ralph Fyfe, PhD, Palynologist: Ralph is lecturer in environmental change in the School of Geography at the University of Plymouth. He has carried out numerous archaeological evaluations for a variety of organisations, including English Heritage, County Councils, National Parks and Archaeological Consultancies and will undertake assessment and analysis of pollen samples if required.

Laura Ratcliffe-Conservationist, BSc, The Royal Cornwall Museum, Truro: Laura graduated in Archeological Conservation from Cardiff University in 2001. Since then she has gained a wide variety of experience both on excavations and in a lab working on a wide variety of archaeological and historical material. She is currently based at the Royal Cornwall Museum where she is the museum's Collections Manager. Laura will carry out the assessment and conservation of pottery and metalwork on a free lance basis if required.

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

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

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.

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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.

Project staff

The project will be managed by Charlie Johns who will:

- Discuss and agree the detailed objectives and programme of each stage of the project with the client and the field officers, including arrangements for health and safety.
- Monitor progress and results for each stage.
- Edit the project report.
- Liaise with the client regarding the budget and related issues.

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.

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Charles Johns

Senior Archaeologist

31 January 2012

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