



Land off Molesworth Street, Trevena, Tintagel, Cornwall

Findings of a geophysical survey



Historic Environment Projects

Land off Molesworth Street, Trevena, Tintagel, Cornwall

Findings of a geophysical survey

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Report Number	2014R037
Date	1 May 2014
Status	Final
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Acknowledgements

This study was commissioned by Mrs P A Collins, Mrs B Old and Mrs C Grose Callan and carried out by Historic Environment Projects, Cornwall Council.

The Project Manager was Adam Sharpe.

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.



Historic Environment, Cornwall Council is a Registered Organisation with the
Institute for Archaeologists

Cover illustration

The geophysical survey in progress on 3 April 2014 with, in the foreground, an indication of the unfavourable conditions on the site for survey. (Photograph: ArchaeoPhysica Ltd.)

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Abbreviations

HER	Cornwall and the Isles of Scilly Historic Environment Record
HE	Historic Environment, Cornwall Council
HEPAO	Historic Environment Planning Advice Officer
NGR	National Grid Reference
OD	Ordnance Datum – height above mean sea level at Newlyn
OS	Ordnance Survey

1 Summary

Historic Environment Projects was requested by Mrs P A Collins, Mrs B Old and Mrs C Grose Callan to undertake a geophysical survey of a site off Molesworth Street, Tintagel.

A rapid desk-based assessment carried out for the purposes of this report indicated that the site formed part of the historic pattern of burgage plots associated with the planned medieval settlement of Trevena, established in the early thirteenth century. A medieval chapel and the site of a building reputed to be a priest's house formerly lay immediately to the north of the site. No archaeological or historic features are known within the site and no previous archaeological investigations are known to have taken place, although the archaeological potential of the area of former burgage plots has been said to be significant.

The unfavourable condition of the site – it was partly covered by scrub and trees, disused structures and fencing, demolition debris and quantities of litter and rubbish – meant that the magnetometer survey could only be carried out over a limited area. The presence of strongly magnetic debris potentially limited the effectiveness of the survey for detecting buried features of archaeological interest.

A report detailing the findings of the assessment was prepared for the client.

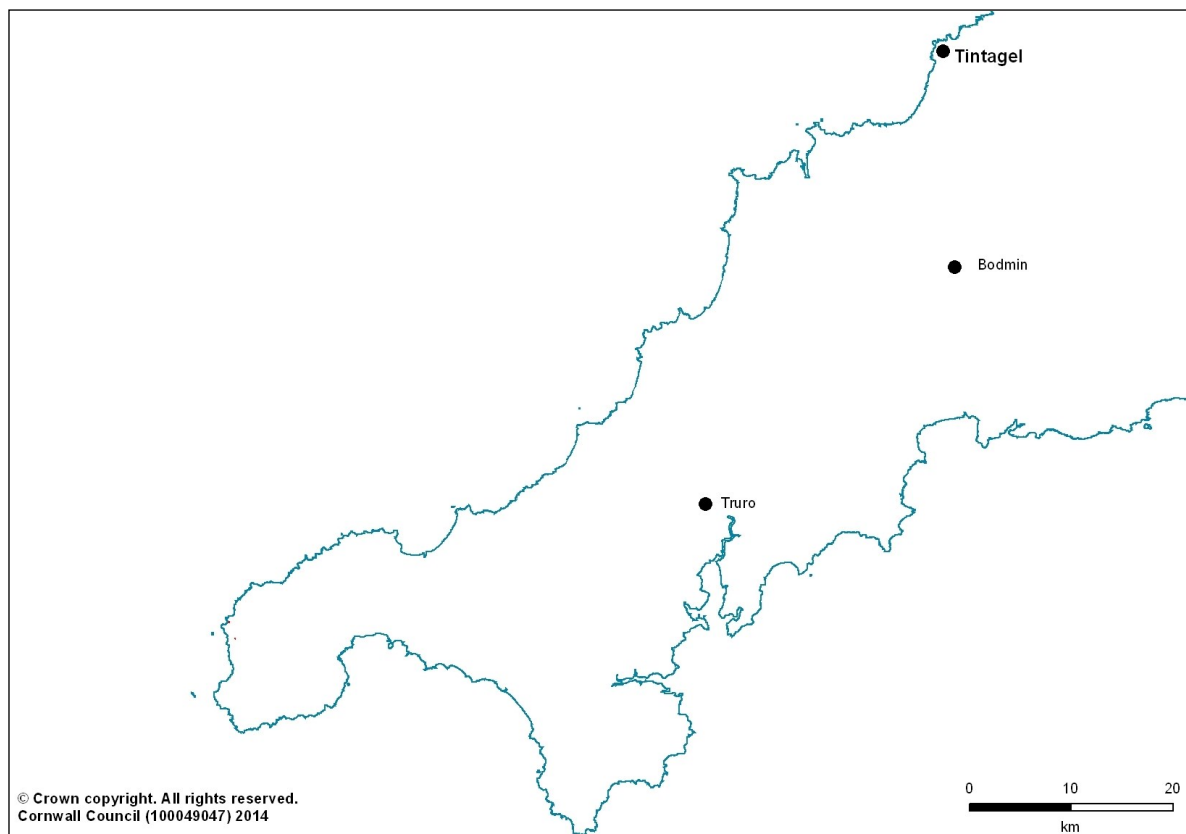


Fig 1 Location map

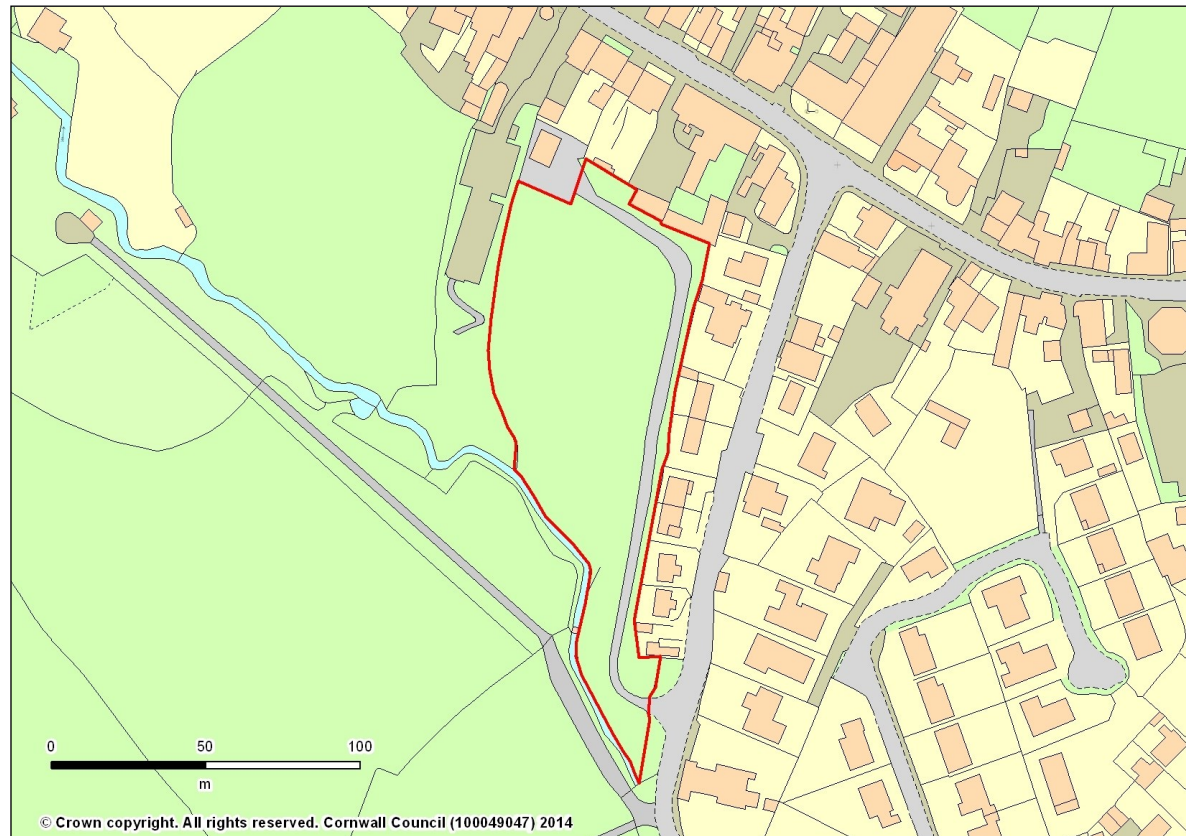


Fig 2 Site extent

2 Introduction

2.1 Project background

Planning application E1/2009/01745 for the construction of 22 dwellings was submitted on 10 December 2009. The application has subsequently been approved subject to 17 conditions. Condition 11 states:

"No development shall take place within the area to be developed until the applicant has secured the implementation of a programme of archaeological recording based on a written scheme of investigation submitted to and approved by the Local Planning Authority. Reason: To ensure that provision is made to record finds of archaeological interest in accordance with the requirements of PPG16 Archaeology and Planning." [now superseded by NPPF (March 2012), Section 12]

The development area is recorded on the Cornwall and Scilly Historic Environment Record (HER) as within land characterised as Anciently Enclosed Land with significant potential for the survival of buried archaeological remains. The site is located immediately adjacent to and south of the historic core of the medieval planned settlement of Trevena, within the area of medieval burgrave plots associated with the settlement. Immediately to the north is the reputed site of St Denys' Chapel.

As far as is known, there have been no previous archaeological investigations within the development area. However, there have been a number of archaeological landscape assessments undertaken which include Tintagel, the most relevant of which to this proposal is *Tintagel, Cornwall: characterisation assessment* (Berry *et al* 2003) (below).

Historic Environment Projects was requested by Mrs P A Collins, Mrs B Old and Mrs C Grose Callan on 7 January 2014 to provide costs and a timetable for an archaeological assessment and geophysical survey of the site. A brief prepared by Mr P Copleston, Historic Environment Planning Advice Officer (HEPAO) (east), dated 6 November 2013, was attached.

2.2 Aims

Ground works may disturb buried archaeological remains. In order to understand the site and its potential for recording archaeological remains an assessment and geophysical survey is recommended. This would provide evidence for any recommendations for further archaeological recording.

As stated in the brief, the site-specific aims are to:

- Draw together historical and archaeological information about the site;
- Undertake an archaeological magnetometer survey;
- Produce a report containing the geophysical data and the data in interpreted form;
- Inform whether an archaeological evaluation or further archaeological recording of any potential buried remains is recommended.

The project objectives are to produce a written report on the findings of the investigations and to produce an English Heritage / ADS OASIS online entry for the assessment.

2.3 Methods

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

2.3.1 Desk-based assessment

A rapid desk-based assessment was carried out to inform this report. This comprised examination of:

- Historic maps, including:
 - Joel Gascoyne's map of Cornwall (1699)
 - Thomas Martyn's map of Cornwall (1748)
 - OS 1 inch survey (c 1809)
 - Tintagel tithe map (c 1840)
 - 1st and 2nd editions Ordnance Survey 25in: 1 mile maps (c 1880 and c 1907)
- Modern Ordnance Survey digital mapping
- GIS layers curated by Cornwall Council and Historic Environment, Cornwall Council.

2.3.2 Fieldwork: geophysical survey

A specialist geophysical survey contractor was commissioned to undertake a magnetometer survey of the area of the proposed development site. All survey work was undertaken to nationally recommended standards and was carried out by appropriately qualified field staff. The results of the geophysical survey were made available to Historic Environment Projects in the form of a suitably illustrated summary report (Fry 2014). This includes a full description of the methodologies employed during the fieldwork and any subsequent data processing.

2.3.3 Creation of site archive

This included:

- Project materials stored according to HER guidelines.
- Completion of an English Heritage / ADS OASIS online archive entry.

2.3.4 Archive report

An archive report (this report) was prepared summarising the findings of the desk-based assessment and geophysical survey, together with recommendations, a summary of the archive contents, a copy of the approved WSI and supporting illustrations.

A paper copy and a digital (PDF) copy of the report, illustrations and any other files will be deposited in the Cornwall HER. Paper copies of the report will be distributed to the client, to local archives and national archaeological record centres. The information contained within the report will be deemed to be within the public domain.

2.3.5 Archive deposition

An index to the site archive was created and the archive contents prepared for long term storage, in accordance with HE standards.

An ordered and integrated site archive was prepared in accordance with Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006 upon completion of the project. As the project produced solely a documentary archive this will be deposited with the Cornwall Record Office as well as the Courtney Library of the Royal Institution of Cornwall.

A summary of the contents of the archive will be supplied to the HEPAO.

The archiving comprised the following:

1. All correspondence relating to the project, the WSI, a single paper copy of the report together with an electronic copy on CD, stored in an archive standard (acid-free) documentation box.

2. The project archive will be deposited initially at ReStore PLC, Liskeard, and in due course (when space permits) at Cornwall Record Office.

3 Location and setting

The development site occupies approximately 7500 sq m of land to the south of Fore Street and west of Molesworth Street in Tintagel. The area is centred on NGR SX 05680 88300 and lies on a south west-facing slope between 92m OD at the upper, northern end of the site and 86m OD at the southern end.

At the time the geophysical survey was carried out the site had been partly cleared of trees and scrub but retained overgrown areas, traces of concrete structures, heaps of apparent demolition debris, decayed fencing and a general coverage of rubbish and litter (Fry 2014; cover photograph).

The underlying geology is recorded as Trambly Cove Formation slates (Fry 2014).

4 Designations

4.1 National

No national designations fall within the development site. A Scheduled cross is located in Fore Street to the north and the Grade I Listed Old Post Office lies about 80m north west of the site. The Grade II Listed King Arthur's Hall is approximately 70m to the north east.

4.2 Regional/county

No county, regional or local designations apply to the site.

4.3 Access

The development site is crossed at the southern end by public rights of way 554/35/3 and 554/35/4 (Gold).

5 Site history

The proposed development site lies within an area characterised as Anciently Enclosed Land (Cornwall County Council 1996). This is land which forms the agricultural heartland of Cornwall, enclosed and cultivated since at least the seventeenth century but in most cases from at least the medieval period. The pattern of boundaries defining field systems in this historic landscape character Type is often derived from enclosure of groups of medieval cultivation strips.

In the current instance the area formerly fell within an area of medieval burgage plots. These were elongated strips of land formerly associated with buildings on the south side of what is now Fore Street, the principal axis of the planned medieval urban settlement of Trevena, probably established about 1233 (Berry *et al* 2003, 13). The curving form of the north-south boundaries defining the boundaries of some of these plots shown on historic maps (Figs 3, 4, 5) closely resembles the characteristic shape of medieval cultivation strips and it is possible that the burgage plots here were themselves laid out to respect pre-existing strips.

The current development site was therefore part of the medieval settlement of Trevena. The name Trevena includes the Cornish element *tre-* and may indicate an early medieval settlement in the area (Berry *et al* 2003, 13). However, areas falling within Anciently Enclosed Land frequently reveal evidence for settlement and field systems extending back to the Middle Bronze Age (c 1500 BC) and on occasion earlier

monuments and features. This historic landscape character Type is regarded as having a high potential for the survival of buried archaeological remains.

The Tintagel tithe survey of 1842 recorded the proposed development area as divided between two former burgage plots (Fig 3). That to the west (identified on the tithe survey as parcel 803) was noted as Meadow, with land use logged as arable and 3 roods 15 perches in extent. That to the east (804) was named as Backside, also in use as arable and measuring a little under 3 roods in area. (The burgage plot immediately to the west of the current development site (802) was also recorded as Backside and this may have been the traditional name for these parcels of land in Trevena.)

The division of the site into two parts continues to be shown on the 1st and 2nd edition Ordnance Survey 25in: 1 mile maps of c 1880 and c 1907 (Figs 4, 5). There is some indication that the course of the stream which forms the southern boundary of the site had been altered between the tithe survey of 1842 and the 1st edition map of c 1880. The first of these (Fig 3) showed the stream diverting to the north around a small plot numbered 805 on the tithe map and recorded by the tithe apportionment as 7 perches of waste. The 1st edition map (Fig 4) appears to show this small parcel as having been incorporated into the parcel shown on the tithe map as 803.

The 1st edition 25in: 1 mile map of c 1880 (Fig 4) shows a spring close to the southern end of the western burgage plot, approached by a path from the buildings on the street frontage to the north. Neither feature appears on the 2nd edition map of c 1907 (Fig 5).

Current digital Ordnance Survey mapping (Fig 6) shows the boundary which formerly divided the present development site as almost completely removed. However, it depicts what appears to be a small stub of this feature surviving at the southern end, adjacent to the stream. An access road has been constructed along the eastern and northern sides of the site.

Details of recent land use in the development area are unknown. However, recent aerial photographs (Figs 7 and 8) show the site partly overgrown with scrub and small trees. Photographs taken by the geophysical contractors during the survey show what appear to be heaps of demolition debris, remains of structures, decayed fencing and a general spread of litter. These latter factors considerably reduced the potential for effective geophysical survey (below).

Earlier maps at smaller scales – Gascoyne's map of 1699, Martyn's of 1748 and the 1st edition Ordnance Survey 1in map of c 1809 – provide no additional detail on the site.

The Cornwall and Scilly Historic Environment Record provides no information on features within the site. Immediately to the north, however, it records the former site of a chapel dedicated to St Denys (Cornwall and Scilly Historic Environment Record MCO 10244). This was licensed in 1400 but may have been much older. The site of a 'priest's house' supposedly associated with the chapel is also shown on the 1st and 2nd edition Ordnance Survey 25in: 1 mile maps of c 1880 and c 1907 to the north of the present site. These locations are both now occupied by the footprint of the Tintagel Hotel.

As far as is known, there have been no previous detailed archaeological investigations within the development area. However, it falls within the area covered by the *Tintagel, Cornwall: characterisation assessment* (Berry *et al* 2003). This report makes a general assessment of archaeological potential within the Tintagel area, referring to the potential 'survival of below-ground archaeology and elements of historic building fabric within the core area of Fore Street', and the 'survival of below-ground archaeology within the area of the surviving burgage plots' (*ibid*, 18). It also points out that 'surviving burgage plot boundaries are likely to seal earlier soil horizons and contain dating and ecofactual evidence'.

6 Geophysical results

The geophysical survey was undertaken by ArchaeoPhysica Ltd on 3 April 2014. The survey report (Fry 2014) notes that '[A]pproximately 1540 square meters (0.15ha) were able to be surveyed over a field which had been partly cleared prior to survey but was rough to traverse and retained overgrown areas, some with signs of concrete structures. Trees, shrubs and general rubbish was around the site, making some areas, especially around the margins, unsuitable for survey.'

The report noted that in the centre of the block surveyed 'an area containing large dipolar anomalies [1] perhaps contains modern debris judging by the surrounding area, however, the exact cause is uncertain. It seems unlikely to be of archaeological interest unless this is material filling an earlier depression or perhaps sealing an earlier land surface.' Other strongly dipolar anomalies, for example those marked [2] and [3] in Figure 8, could possibly be related to near-surface geological variations.

Overall, nothing of archaeological interest was identified within the geophysics dataset. However, the unfavourable site conditions meant that the geophysical survey was only able to cover part of the site and, over significant parts of this area, the ground conditions limited the usefulness of the data which was gathered. The report noted that the 'presence of strongly magnetic debris potentially limited the effectiveness of the survey for detecting buried features of archaeological interest' (Fry 2014).

7 Recommendations

The rapid desk-top assessment indicates that the development site is historically and potentially archaeologically significant as part of the planned medieval settlement of Trevena, now known as Tintagel. Current Ordnance Survey mapping shows a small portion of a boundary on the alignment of the historic division between the medieval burgage plots as surviving.

The unfavourable condition of the site for geophysical survey means that buried archaeology may survive but was not detected. Further investigation would be required to determine whether significant archaeological features are present on the site.

The HEPAO retains the option to require further investigation or recording of the potential archaeology of the area.

8 References

8.1 Primary sources

Ordnance Survey 1st edition 1in: 1 mile map, c 1809 (licensed digital copy at HE)
Tithe map and apportionment, parish of Tintagel, 1842 (licensed digital copy at HE)
Ordnance Survey 1st edition 25in: 1 mile map, c 1880 (licensed digital copy at HE)
Ordnance Survey 2nd edition 25in: 1 mile map, c 1907 (licensed digital copy at HE)
Ordnance Survey Mastermap digital mapping, 2014.

8.2 Publications

Berry, E, Cahill, N, Mattingly, J, and Thomas, N, 2003. *Tintagel, Cornwall: characterisation assessment*, Truro (Historic Environment Service, Cornwall County Council)

Cornwall County Council 1996. *Cornwall: a landscape assessment, 1994*, Truro

Fry, R, 2014. *Land off Molesworth Street, Tintagel, Cornwall. Geophysical survey report produced for Cornwall Council HES*, Hereford (ArchaeoPhysica Ltd)

8.3 Websites

Heritage Gateway (English Heritage's online database of Sites and Monuments Records, and Listed Buildings): www.heritagegateway.org.uk/gateway/

9 Project archive

The HE project number is **146344**

The project's documentary, photographic and drawn archive is housed at the offices of Historic Environment, Cornwall Council, Fal Building, County Hall, Treyew 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.
2. English Heritage / ADS OASIS online reference: cornwall2-178026

This report text is held in digital form as: G:\TWE\Waste & Env\Strat Waste & Land\Historic Environment\Projects\Sites\Sites T\Trevena Tintagel geophysical survey 146344 2014\Tintagel geophysics report 146344 2014.docx

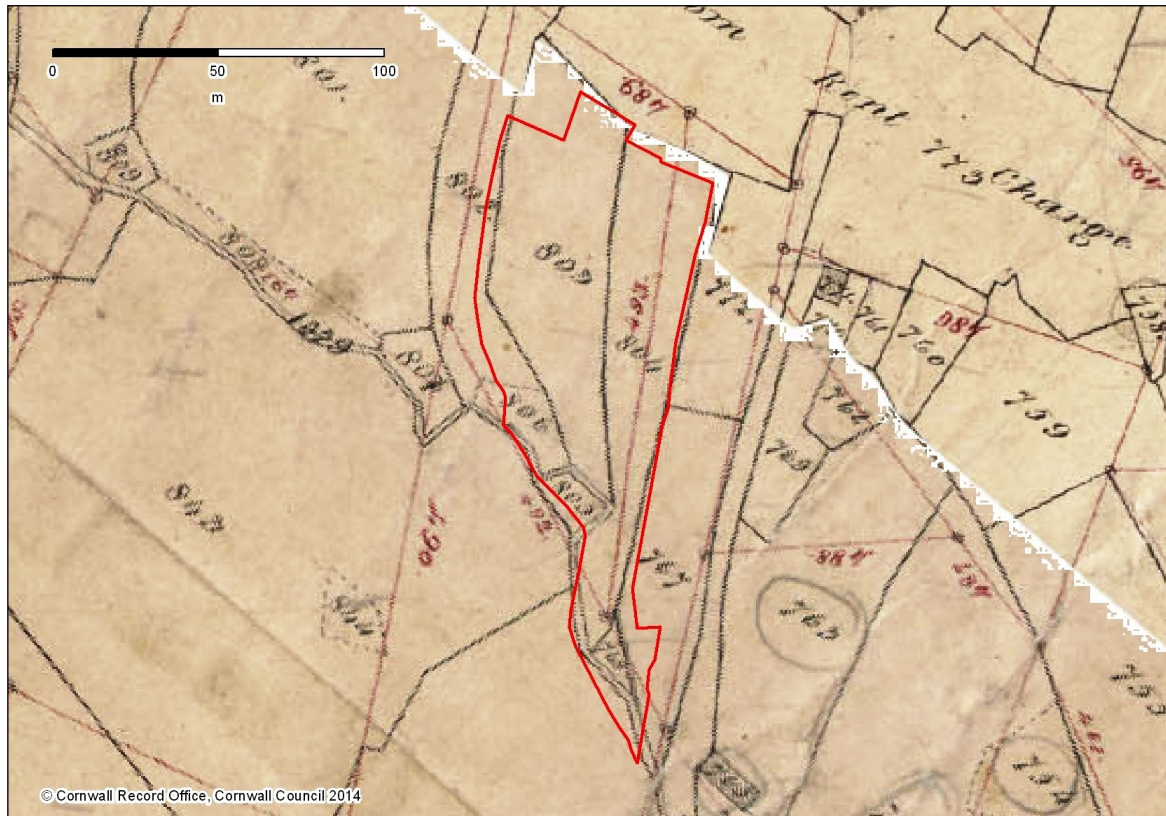


Fig 3 Extract from Tintagel tithe map, c 1840. The proposed development site is outlined in red on this and subsequent maps. **NB.** The outline is derived from modern OS mapping and the 'fit' to historic maps is approximate.

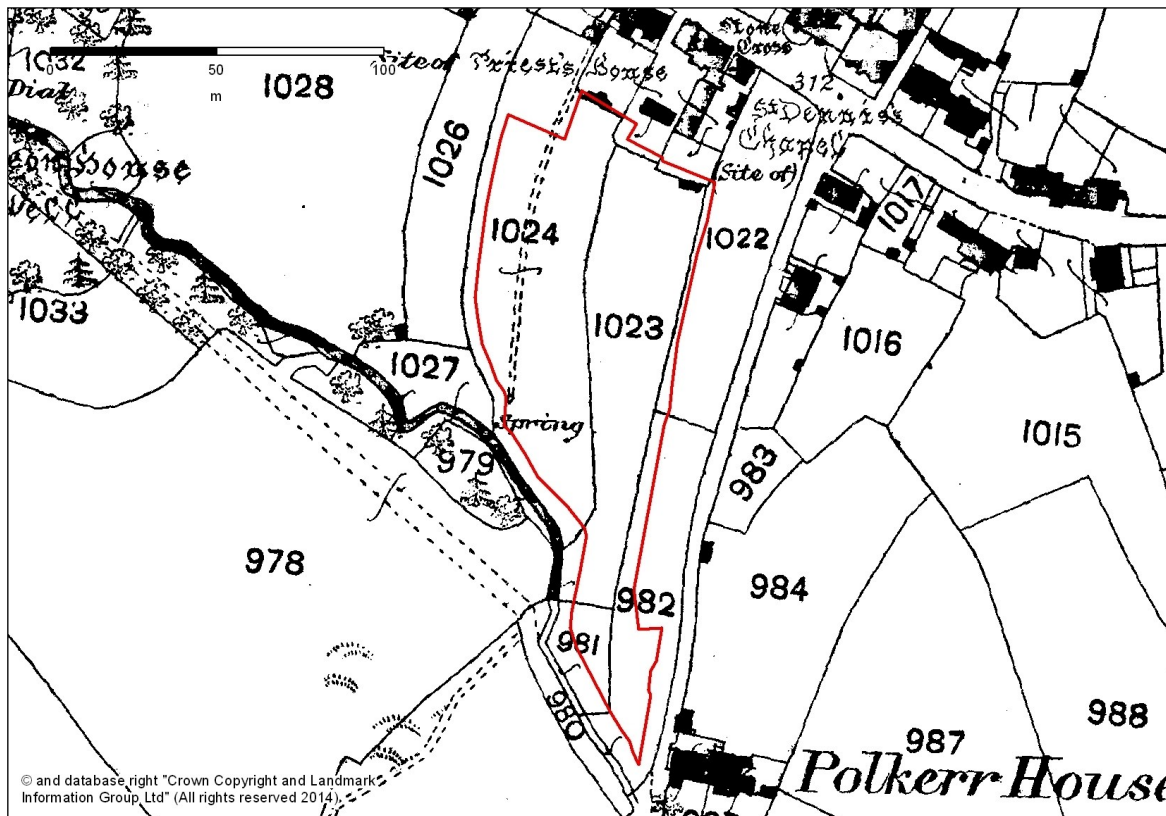


Fig 4 1st edition Ordnance Survey 25in: 1 mile map, c 1880

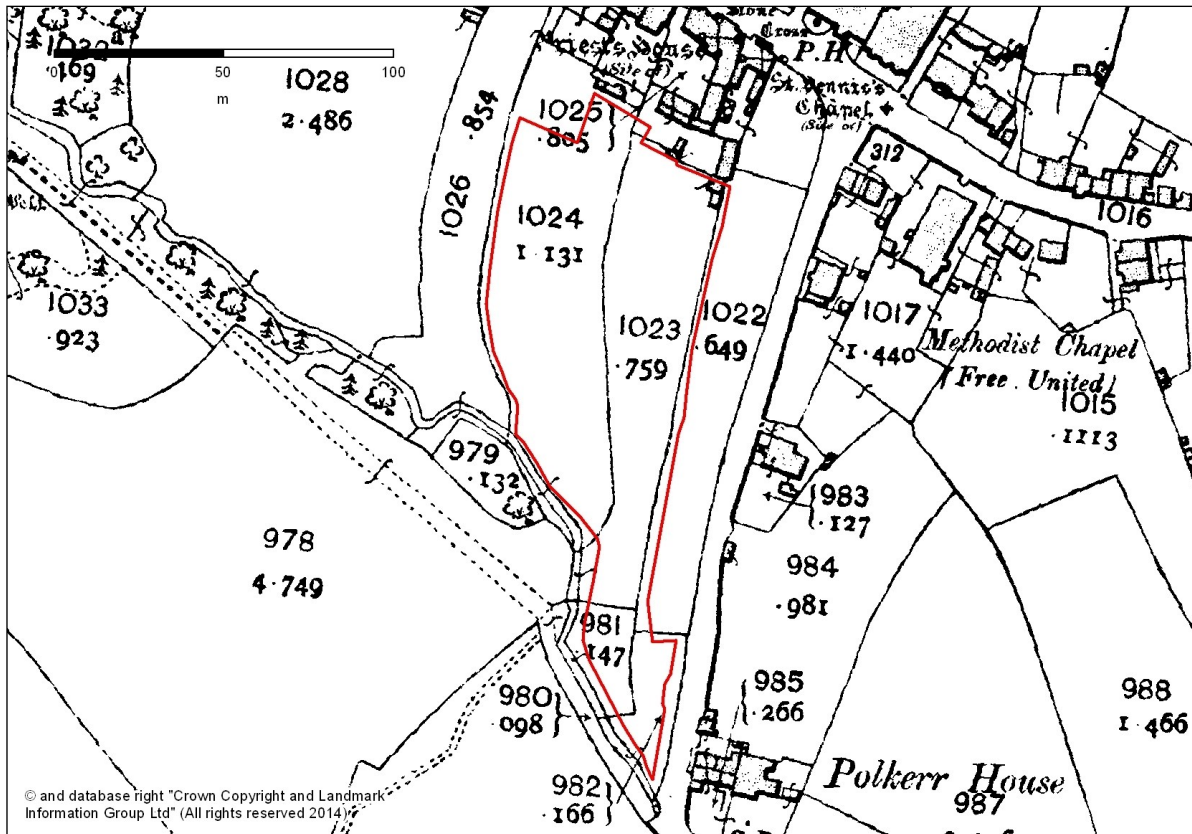


Fig 5 2nd edition Ordnance Survey 25in: 1 mile map, c 1907

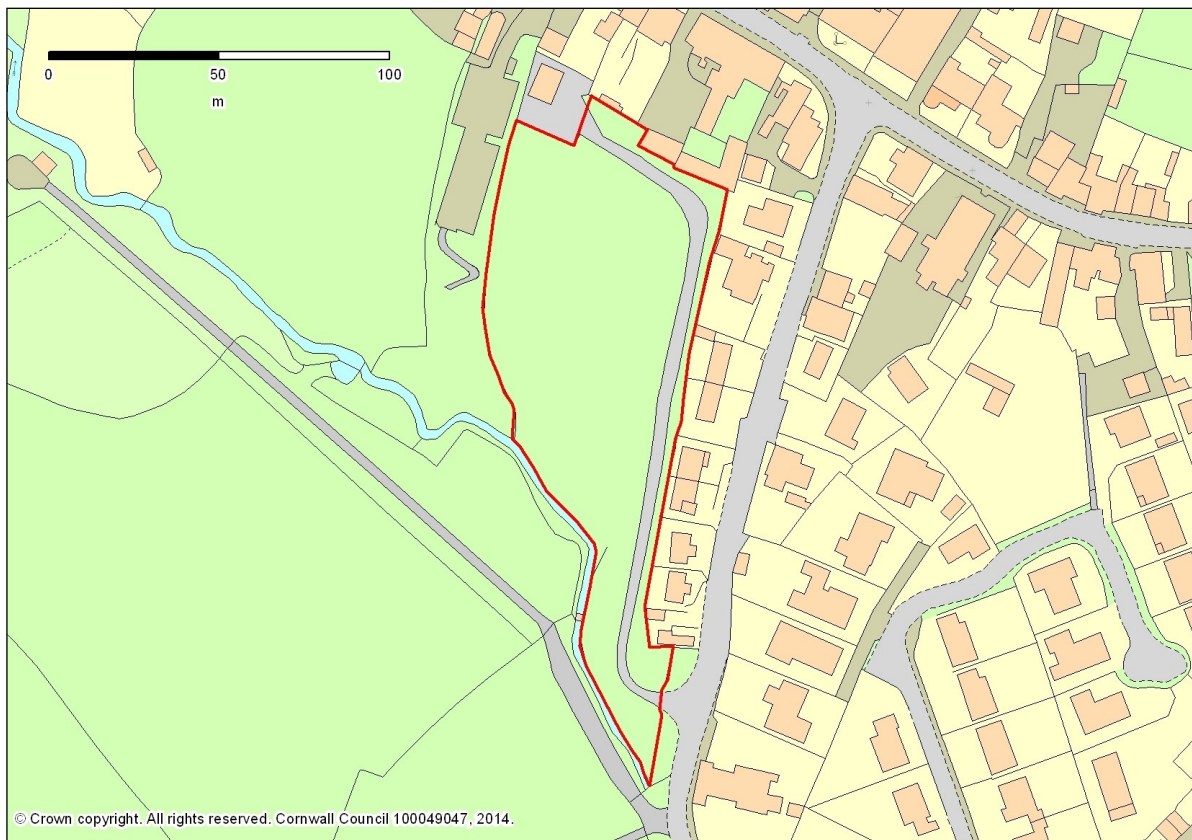


Fig 6 Ordnance Survey digital mapping showing the site and its environs (2014)



Fig 7 The geophysics data plot for the Trevena development site.

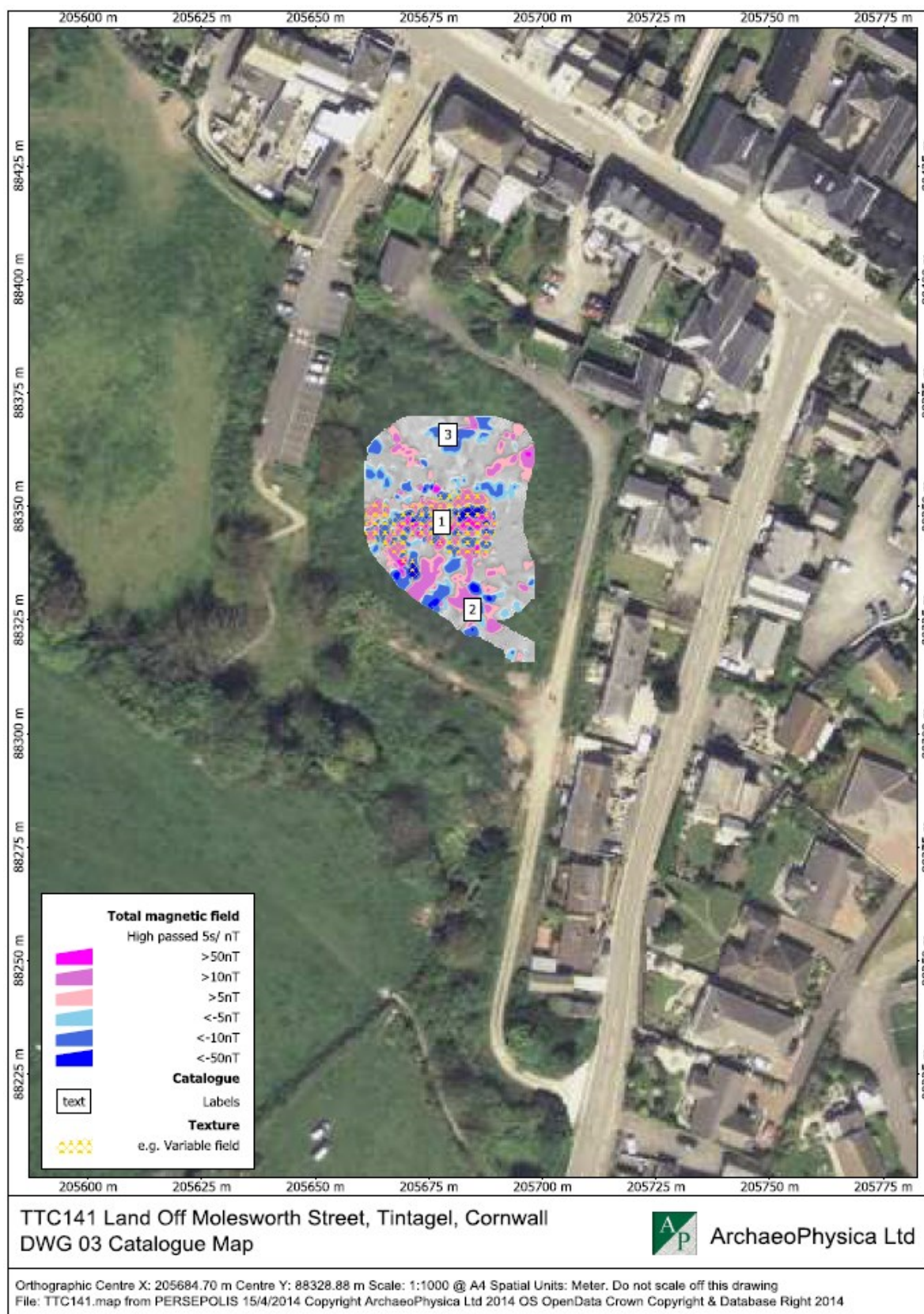


Fig 8 The interpreted geophysical data for the site. See section 6 of this report for descriptions and interpretation of the features identified.

Appendix 1: Written Scheme of Investigation

Land west of Trevena, Tintagel: assessment/geophysics: Rev01, AS, 10/01/14

Historic Environment Projects, Cornwall Council



Land west of Trevena, off Molesworth Street, Tintagel: Written Scheme of Investigation for archaeological assessment and geophysical survey

Client: Mrs P.A. Collins
Client contact: Mrs. P.A. Collins
Client email: anne.collins@trelawneyestates.co.uk

Project background

Planning application E1/2009/01745 was submitted on the 10th December 2009 and was for the construction of 22 dwellings. This application has been approved subject to 17 conditions. Condition 11 states:

"No development shall take place within the area to be developed until the applicant has secured the implementation of a programme of archaeological recording based on a written scheme of investigation submitted to and approved by the Local Planning Authority. Reason: To ensure that provision is made to record finds of archaeological interest in accordance with the requirements of PPG16 Archaeology and Planning."
[now superseded by NPPF (March 2012), Section 12]

The development area has been recorded on the Cornwall and Scilly Historic Environment Record (HER) as within land characterised as 'Anciently Enclosed Land' with a high potential for the survival of buried archaeological remains. The site is located immediately adjacent to and south of the historic core of Tintagel village and within the area of Medieval burgage plots (strip fields) surrounding the settlement. Immediately to the north is the site of St Denys Chapel.

As far as is known, there have been no previous archaeological investigations within the development area. However, there have been a number of archaeological landscape assessments undertaken which include Tintagel, but the most relevant to this proposal is probably 'Tintagel, Cornwall: Characterisation Assessment (Cornwall Archaeological Unit, June 2003, Report No. 2003R057). Page 18 of this report discusses archaeological potential, mentioning the likely "survival of below-ground archaeology and elements of historic building fabric within the core area of Fore Street", and the "survival of below-ground archaeology within the area of the surviving burgage plots". This section also suggests that "surviving burgage plot boundaries are likely to seal earlier soil horizons and contain dating and ecofactual evidence".

Historic Environment Projects were approached by Mrs. Collins on behalf of Trelawney Estates with a request for the costs and timetable for an archaeological assessment and geophysical survey of the site on 07 January 2014, a brief prepared by Mr. P. Copleston, HEPAO (east) dated 6 November 2013 being attached.

Site history

The project area lies immediately to the west of the main street of Trevena – the medieval settlement more commonly now known as Tintagel which was first mentioned in 1137. The area in question formerly sited a pair extended burgage plots (elongated strips of land associated with medieval dwellings within the settlement) extending southwards towards the stream in the nearby valley. The boundaries of these plots survived until at least 1907, mapping dating to the last decades of the 19th century and to the first decade of the 20th century recording the 'site of St. Dennis' Chapel' and 'site of priest's house' near the northern boundary of the proposed development area, these apparently now both overlain by the present Tintagel Hotel. The 1877 OS mapping also shows a spring near the centre of the southern boundary of the plot, with a well-established path running from the settlement down to the spring. Comparison with the 1840 Tithe Award mapping shows that the course of the stream forming the southern boundary of the development area changed to some degree between 1840 and 1877.

Project extent

The development area is centred at SX 05679 88317, and consists of a broadly triangular area of land between the stream to the west of Trevena and existing houses on the west side of Molesworth Street, Tintagel, near the historic core of the village. The development area extends to 7,500m² and slopes westwards from 92m OD to the north east to 86m OD to the south.

Aims and objectives

Ground works may disturb buried archaeological remains. In order to understand the site and its potential for recording archaeological remains an assessment and geophysical survey is recommended. This would provide evidence for any recommendations for further archaeological recording.

As stated in the brief, the site specific aims are to:

- Draw together the historical and archaeological information about the site
- Undertake an archaeological magnetometer survey
- Produce a report containing the geophysical data and the data in interpreted form
- Inform whether an archaeological evaluation or further archaeological recording of any potential buried remains is recommended

The results of this geophysical survey may lead to a requirement for further archaeological assessment in the form of evaluation trenching or a 'watching brief' during the early phases of site development, depending on the nature and extent of any discoveries.

The project objectives are to produce a written report on the findings of the investigations and to produce an ADS/ONLINE entry for the assessment.

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

A desk-based assessment will be carried out to inform the fieldwork stage. This will comprise:

- Published sources...
- Historic maps, including
 - Joel Gascoyne's map of Cornwall (1699)
 - Thomas Martyn's map of Cornwall (1748),
 - OS 1 inch survey (c1810)
 - Tintagel Tithe map (c1840),
 - 1st and 2nd Editions of the OS 25 inch maps (c1880 and c1907)
- Modern maps
- GIS layers curated by Cornwall Council and Historic Environment Projects.

Fieldwork: geophysical survey

A magnetometer survey of the whole of the project area will be commissioned from a suitably qualified specialist contractor. Nationally agreed standards will be followed for the undertaking of the survey. The extent of the surveyable part of the development site may be restricted by vegetation cover.

Creation of site archive

- Completion of the English Heritage/ADS OASIS online archive index.

Archive report

A written report will include:

- Summary
- Project background
- Aims and objectives
- Methodology
- Location and setting
- Designations
- Site history
- Archaeological results
- Impacts
- Recommended mitigation measures
- Conclusions
- References
- Project archive index
- Supporting illustrations: location map, historic maps, plans, elevations/sections, photographs

A digital (PDF) copy of the report, illustrations and any other files will be held in the Cornwall HER. Paper copies of the report will be distributed to the client, to local archives and national archaeological record centres.

Archive deposition

An index to the site archive will be created and the archive contents prepared for long term storage, in accordance with HE standards.

The archiving will comprise the following:

1. All correspondence relating to the project, the WSI, a single paper copy of the report together with an electronic copy on CD, stored in an archive standard (acid-free) documentation box
2. The project archive will be deposited initially at ReStore PLC, Liskeard and in due course (when space permits) at Cornwall Record Office.

Timetable

The study is anticipated to be commenced during early 2014. HE will require at least two weeks notice before commencement of work, in order to allow to allocate field staff time and arrange other logistics.

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.

Monitoring and Signing Off Condition

Monitoring of the project will be carried out by Mr. P. Copleston, Historic Environment Planning Advice Officer. Where the Historic Environment Planning Advice Officer is satisfied with the archive report and the deposition of the archive written discharge of the planning condition will be expected from the local planning authority (LPA).

Monitoring points during the study will include:

- Approval of the WSI
- Completion of fieldwork
- Completion of archive report
- Deposition of the archive

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 120 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.

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 a nominated Senior Archaeologist (Adam Sharpe BA MifA) 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.

Work will be carried out by HE field staff, with assistance from qualified specialists and sub-contractors where appropriate.

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.

Land west of Trevena, Tintagel: assessment/geophysics: Rev01, AS, 10/01/14

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, with a policy value of £50m. The Council also has Professional Negligence insurance with a policy value of £5m.

Adam Sharpe BA MifA

Senior Archaeologist

10 January 2014

Historic Environment Projects

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