



Plot adjacent to St Buryan Methodist Church, St Buryan, Cornwall

Archaeological Watching Brief



Cornwall Archaeological Unit

Report No

2014R063

Report Name

Plot adjacent to St Buryan Methodist Church, St Buryan, Cornwall. Archaeological watching brief

Report Author

Hayley Goacher

Event Type

Watching Brief

Client Organisation

Client Contact

Mr M. Kerr

Monuments (MonUID)

Fieldwork dates (From)

14/08/2014

(To)

14/08/2014

(Created By)

Hayley Goacher

(Create Date)

August 2014

Location (postal address; or general location and parish)

Plot adjacent to St Buryan Methodist Church, Newlyn Road, St Buryan, Cornwall

(Town - for urban sites)

(Postcode)

(Easting) X co-ord

SW

(Northing) Y co-ord

41056

25808



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Cover Image

A view of the building plot looking southeast with the surviving small building to the right of the image and the early 19th century terraced housing in the background.

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1. Introduction

Project background

Cornwall Archaeological Unit, formerly Historic Environment, Projects, were commissioned by Mr Kerr, the site owner, to provide a programme of archaeological mitigation during the development of the site (Figure 1 and Figure 2). The area comprised an approximately 'L' shaped plot which will be developed for one house. The archaeological recording was a requirement of Conditions 3 and 4 of the approved planning application (PA14/00931 and subsequent variation PA14/03873) and includes the following stipulations:

3 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 the National Planning Policy Framework 2012 with specific reference to paragraph 128.

4 The developer shall afford access at all reasonable times to any archaeologist nominated by the Local Planning Authority, and shall allow him to observe the excavations and record items of interest and finds.

Reason: To ensure that provision is made to record finds of archaeological interest in accordance with the requirements of the National Planning Policy Framework 2012 with specific reference to paragraph 128.

Cornwall Archaeological Unit was contacted in early August 2014 by the site owner, Mr. Matthew Kerr, with a request for a method statement and associated costs which would implement these planning conditions. This WSI and its associated cost schedule are intended to meet the requirements of the archaeological planning condition, allowing its eventual discharge.

A watching brief was agreed and the methodology set out in the Written Scheme of Investigation (WSI) produced by Cornwall Archaeological Unit (Appendix 1). The WSI was agreed with the planning advice archaeologist and the client; the fieldwork was undertaken on 14th August 2014.

Historical Background

Prehistoric evidence immediately surrounding St Buryan consists of standing stone monuments and defended settlements. Standing stones may date from at least the Bronze Age and are recorded at Trevorrian, where the stone is no longer extant, and Trevorgans, which is still standing, amongst other locations throughout West Penwith. The example at Boskennal is a holed stone, also thought to date from a similar period. Nearby Boskennal Farm has a later, Iron Age, defended settlement recorded within its boundaries. Located on a plateau overlooking a valley and stream, it survives only as occasional cropmarks and buried deposits, any formerly upstanding earthworks having been destroyed or eroded away.

The medieval evidence in the area is similarly sporadic with a number of crosses located on the roadside, in churchyards, such as at St Buryan where there are two Scheduled examples, or moved from their original locations. The Scheduled Monument at Trevorrian is one such example where a cross base is now built into a boundary hedge.

St Buryan village is believed to have substantial medieval origins. Documentary evidence suggests it is the site of a pre-Saxon or 6th century monastic establishment. The evidence cited on the HER includes references to a collegiate church established in 930AD by King Athelstan on the site of the hermitage of St. Beriana, which had also been granted a place of sanctuary. More substantial evidence can be found in the Domesday Book of 1086, which records the Canons of St Buryan holding St Buryan Manor and that it was free before 1066. It included six villagers, six smallholders and twenty acres of pasture and was valued at 10s (Thorn and Thorn 1979). The parish

church, a Grade I Listed Building, was re-established with a college in 1238 and rededicated to Saints Andrew, Thomas the Martyr, Nicholas and Beriana. There are still traces in the chancel aisle of the 13th century church although the majority of the early building was pulled down c1473. The present church dates to the 15th century, though the tower is from the 14th century and the traditional oval churchyard is likely to derive from an early medieval lann and therefore may relate to the early Christian foundation.

The place-name, St. Buryan, is derived directly from the church dedication and is therefore medieval in origin. St. Berion is believed to be a 10th century Irish saint who cured the son of King Gerent from a paralysing illness. Dedications to St. Berion can also be found in Finistère, France (Padel 1988; 61).

The village expanded in the post medieval period and most of its houses and terraces date to the early 19th century. Most, such as Leys Cottage, The Corner House and Lisbon Terrace, which is dated 1823, are Grade II Listed Buildings and of vernacular granite construction. Belmont House, also Grade II Listed, is a former 18th century inn which was extended in the 19th century. The Wesleyan and Bible Christian Chapels also date to the 19th century though the former is much altered and the latter has been demolished.

Historic maps echo this picture of expansion. The earliest, Gascoyne in 1699 (Figure 3), Martyn in 1748 and the 1803 1st edition OS map all show a small settlement around a confluence of roads leading to and from the coast. The Tithe Map of 1840 for St Buryan parish shows the Wesleyan Chapel and terraced housing with the approximate development plot as parcels 2743 and 2744 with the latter depicting a small building in its centre (Figure 4). The Tithe Apportionment of 1838 records parcel 2743 as a garden leased and occupied by William Nicholas and 2744 as 'sundry dwellings and plots.' It was leased by Henry Tregurtha and occupied by 'Richard Warren and others.' The 1875 OS map depicts a village similar to today, though less extensive, with the chapel and terrace adjacent to the development site (Figure 5). Small buildings or outbuildings are shown on this plot, though they are different from those shown on the Tithe Map and are more similar in alignment to the modern and surviving buildings on the plot. Similarly, the 1906 OS map shows at least two small buildings on the development site on the same alignment (Figure 6).

In the 20th century, the village continued to grow with additional housing and modern amenities. The development site seems, from local knowledge communicated whilst undertaking fieldwork, to have variously been a mechanic's workshop, a small-scale abattoir or pig slaughter house, vacant land and garages.

2. Aims and objectives

The principal aim of the study was to gain a better understanding of the sub-surface archaeology of the development site, and its context within St. Buryan settlement. This was to be achieved by carrying out an archaeological watching brief during the groundwork phase of the development.

The site specific aims were to:

- Draw together historical and archaeological information about the site;
- Undertake an archaeological watching brief during groundwork operations.
- Determine the extent, condition, nature, character, date and significance of any archaeological remains revealed during the works;
- To recover any artefacts contained within the excavated material;
- Undertake any necessary specialist analysis of artefacts or other material recovered during the excavation;
- Produce a report containing the interpreted results of the watching brief and to produce an ADS/OASIS entry for the assessment.

The development area had the potential to contain important buried archaeological sites, some of which could have related to the prehistoric or historic remains within and around St Buryan. The key objective of the archaeological investigation of this area was to provide an opportunity to better understand the character and potential of this resource

by recording sites and features affected by it and disseminating the results appropriately.

3. Working methods

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

Pre-works

In advance of site works CAU agreed with the client:

- Working methods across the development area and programme.
- Health and Safety issues and requirements.

Watching Brief

The archaeological recording of the plot and foundation trenches (where ground reduction took place) took the form of a watching brief. Site works were carried out with an archaeologist in attendance to record any features which become exposed during the stripping process.

Creation of site archive

To include:

- Digital colour photographs (stored according to HER guidelines and copies of images made available to the client).
- A detailed site/building description.
- Completion of the English Heritage/ADS OASIS online archive index.

Archive report

On completion of the fieldwork, the paper records were collated and digitised where necessary and all photographs have been archived. An archive report outlining the results for the project was also produced (this report).

4. Results

The approximately 'L' shaped plot had most recently been occupied by several garages of modern construction and other small buildings on its western boundary that were partly modern. The garages and all but one section of the other small buildings had been removed in advance of the development. Of the parts that remained, the western wall of the small buildings was earth bonded granite rubble and not of uniform thickness, suggestive of an earlier alternative arrangement. The other walls were modern concrete structures and the remaining building was being used for storage pending its removal once the development is complete. At least the northern part of these buildings had housed the slaughter house and one of the large roof beams still had hooks attached. The north-western corner of these buildings was partially left *in situ* due to its instability and the difficulty in removing it. This consisted of a concrete floor with a large rectangular pit of concrete blocks and a second smaller circular brick built pit, both at least 1.5m deep in their exterior construction. These are believed to have been an inspection pit for the car mechanic's workshop and a sump either for the mechanics or slaughter house. This north-western corner was heavily contaminated with black oil, the subsoil was oil stained and there was considerable vehicle debris.

The site was covered with a very compacted though uneven layer of granite gravels and small areas of concrete. Below this were the remains of a topsoil of dark brown silt mixed with modern rubbish, granite gravel and concrete. This was a maximum of 0.2m deep in the areas least affected by the gravel and concrete. The subsoil was a light brown-yellow clayey-silt that became increasingly compact with depth and with only a

few small granite inclusions (Figure 7). At a depth of 0.9m and below, yellow, angular granite fragments up to 0.25m in diameter were included within the natural clayey-silt subsoil.

No features or artefacts of archaeological interest were identified on the site. However the northwestern corner, in the vicinity of the inspection pit was contaminated to such a degree that it may have prevented identification of features and the soil was so exceptionally unstable once excavation began that it was deemed unsafe for close inspection. This instability may have been caused by the construction of the inspection pit, natural geological processes or earlier building work for which there is no firm evidence surviving.

5. Conclusion

Despite the high potential for features of archaeological interest, identified by medieval documentary references and buildings shown on historic maps, no archaeological remains were identified. The wall on the western boundary seems likely to have been part of some of the outbuildings on the historic maps, due to its earth bonding, though the lack of a complete building or wall and mapping inaccuracies make it impossible to ascertain a date or attribute more than minimal importance to it. The site of the medieval monastery is not known and it is quite possible that the foundations of the building(s) shown on the Tithe Map in particular did not have any significant depths, especially given the relative firmness of the majority of the subsoil on the site. The later reuse of the site for other buildings may well have removed any evidence for them. The instability in the north-west corner is probably related to the mechanic's workshop and although no evidence was found for any other buildings, the possibility remains that features associated with them could have been the cause.

6. References

Joel Gascoyne's 1699 Map of Cornwall

Martyn's 1748 Map of Cornwall

Ordnance Survey, 1803, 1 inch mapping First Edition (licensed digital copy at HE)

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

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

Ordnance Survey, 2007. Mastermap Digital Mapping

Padel, O.J. 1988, *Cornish place-names*, Penzance

Thorn, C. and Thorn, F. (eds.) 1979, *Domesday Book, 10: Cornwall*, Chichester

Tithe Map c1840 and Apportionment, c1838. Parish of St Buryan (digital copy available from CRO)

7. Project archive

The CAU project number is **146413**

The project's documentary, photographic and drawn archive will be deposited initially at ReStore PLC, Liskeard and in due course (when space permits) at Cornwall Record Office. The contents of this archive are as listed below:

1. A project file containing site records and notes, project correspondence and administration.
2. Digital photographs stored in the directory R:\Historic Environment (Images)\SITES.Q-T\St Buryan Plot
3. English Heritage/ADS OASIS online reference: cornwall2-189032

This report text is held in digital form as: G:\TWE\Waste & Env\Strat Waste & Land\Historic Environment\Projects\Sites\Sites S\St Buryan plot



Figure 1: Location of St Buryan.



Figure 2: Location of the development site within St Buryan village.



Figure 3: Gascoyne's 1699 map depicting 'Buryan.'



Figure 4: The St Buryan Tithe Map of 1840. Note the small buildings within the plot and the adjacent terrace.

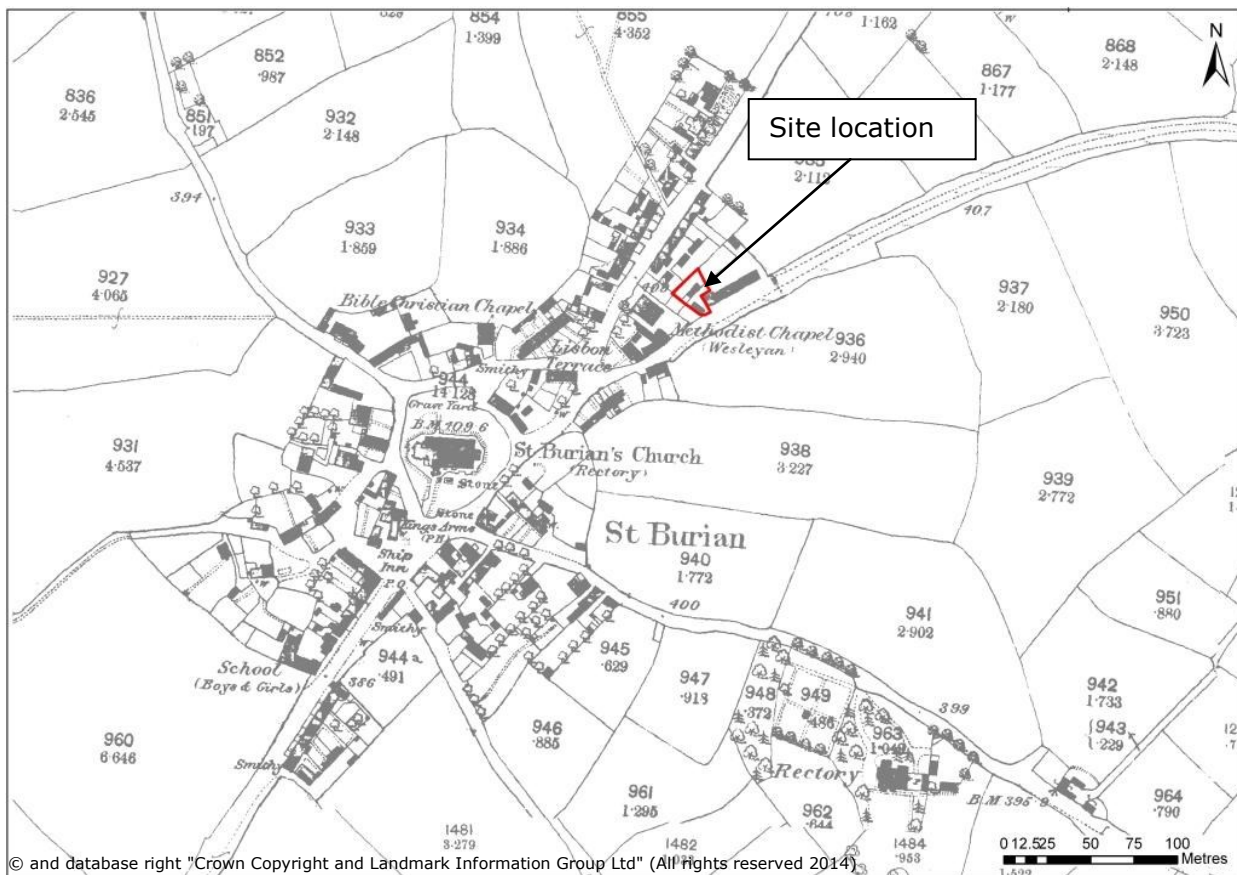


Figure 5: The 1875 OS map of St Buryan with the development plot highlighted. Note the different arrangement of small buildings within it.

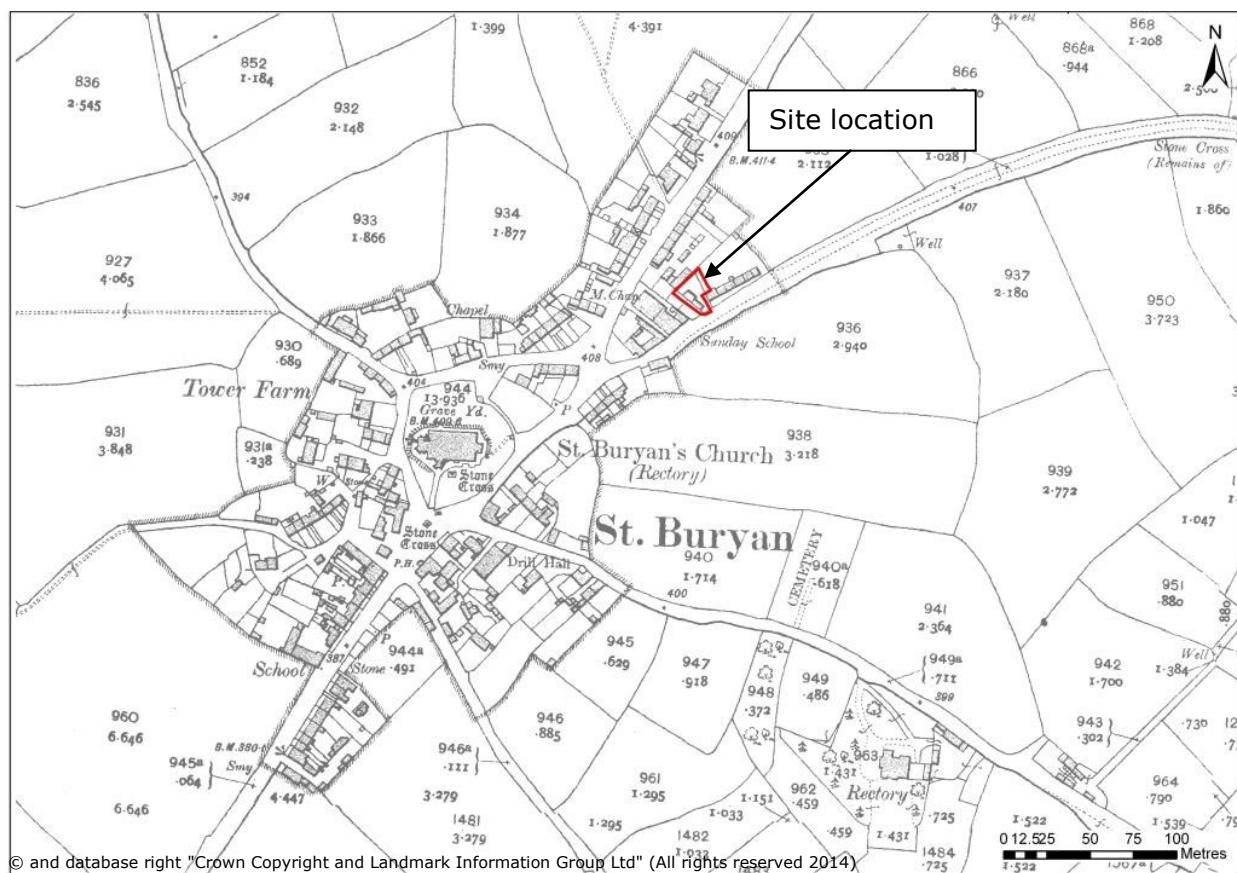


Figure 6: The 1907 OS map of St Buryan village, note the change of the arrangement of the small buildings within the plot.



Figure 7: The excavated area prior to completion with the dark oil staining and unexcavated gravels on the left of the image and large quantity of rubble and debris in the background which was cleared from the site.

APPENDIX 1:

Cornwall Archaeological Unit, Cornwall Council



Plot adjacent to St. Buryan Methodist Church: Written Scheme of Investigation for archaeological watching brief

Client: Matthew Kerr
Client's email: dillyxx@googlemail.com

Project background

The plot immediately to the east of the former Methodist chapel on Newly Road St. Buryan, West Penwith, Cornwall was the subject of a successful planning application for the clearance of garages and sheds and development of a single dwelling (Permission PA14/00931 dated 31/01/2014). This permission has subsequently been varied (as permission PA14/03873). Planning permission was granted subject to a number of conditions, Nos 3 and 4 relating to the requirement for an archaeological watching brief during the groundworks phase of the development, as follows:

3 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 the National Planning Policy Framework 2012 with specific reference to paragraph 128.

4 The developer shall afford access at all reasonable times to any archaeologist nominated by the Local Planning Authority, and shall allow him to observe the excavations and record items of interest and finds.

Reason: To ensure that provision is made to record finds of archaeological interest in accordance with the requirements the National Planning Policy Framework 2012 with specific reference to paragraph 128.

Cornwall Archaeological Unit was contacted in early August 2014 by the site owner, Mr. Matthew Kerr, with a request for a method statement and associated costs which would implement these planning conditions. This WSI and its associated cost schedule are intended to meet the requirements of the archaeological planning condition, allowing its eventual discharge.

The plot immediately to the east of the former St. Buryan Methodist church on Newlyn Road, St. Buryan is centred at SW 41056 25808 in the north-eastern core of the village of St. Buryan, and is currently occupied by three garages and three sheds.

The site is at a height of 124m OD, the underlying bedrock is the Land's End granite and the soils are of the Moorgate series. The 1994 Historic Landscape Character of this area is *Urban/settlement*. The development site is in the civil and ecclesiastical parishes of St. Buryan. Designations applying to the site include Area of Great Landscape Value (AGLV) and Area of Great Historic Value (AGHV). No Listed Buildings or Scheduled Monuments will be affected by the proposal.

Site history

St. Buryan is one of West Penwith's ancient churchtowns, centred around a medieval church which lies at the centre of an extensive and fertile agricultural parish. The place name St. Buryan was first recorded in the Domesday Book 1086 as *Eglosberrie*, this being the site of an early monastery. The place name derives from the Cornish *Eglos* – 'church' and a Saint's name.

The churchtown was included on John Norden's mid-17th century mapping as *St. Burrenl*, on Gascoyne's 1699 map of Cornwall as *Buryan*, as *St. Buryan* on John Martyn's 1749 map of Cornwall and as *St. Buryan* on the Ordnance Survey *circa* 1810 1st Edition 1" mapping.

The first detailed mapping of St. Buryan dates to the *circa* 1840 parish Tithe Award mapping, when the development area was shown as being occupied by two small structures – it is unclear from the mapping whether these represent cottages or barns/agricultural outbuildings, these lying within Plot 2744. This is described in the Apportionment as being leased by Henry Tregurtha and occupied by Richard Warren and others, consisting of *Sundry dwellings and plots*.

The *circa* 1877 1st Edition Ordnance Survey 25" to a mile mapping for the site also showed the development area as being occupied by two structures: one parallel to Newlyn Road and set back from it in the centre of the plot, the second along its western edge and fronting onto the road. On the *circa* 1907 2nd Edition of this mapping, the building in the middle of the plot is shown to have been demolished, but that on its western edge seems to have been extended to the north west along the boundary line.

The aerial photograph series commissioned by Cornwall County Council in 2005 show the plot occupied by a three flat-roofed garages along the eastern boundary and three large structures along the western boundary. The centre of the plot was shown as an open yard.

Project extent

The site extends to 305 square metres and the new dwelling is proposed more or less at its centre.

Aims and objectives

Groundworks may disturb buried archaeological remains. In order to understand the site and produce a record of any archaeological features intersected during such works, an archaeological watching brief will be carried out.

The principal aim of the study is to gain a better understanding of the sub-surface archaeology of the development site, and its context within St. Buryan settlement. This is to be achieved by carrying out an archaeological watching brief during the groundworks phase of the development. The project objectives are to obtain an archaeological record of the site prior to alterations, to report on the findings of the watching brief and to complete an OASIS/ADS-Online record for the project.

The site specific aims are to:

- Draw together historical and archaeological information about the site;
- Undertake an archaeological watching brief during groundworks operations.
- Determine the extent, condition, nature, character, date and significance of any archaeological remains revealed during the works;
- To recover any artefacts contained within the excavated material;
- Undertake any necessary specialist analysis of artefacts or other material recovered during the excavation;

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.

Fieldwork: Archaeological recording

The site archaeologist will be present during all ground works associated with the development. All groundworks (including trenches, areas of soil stripping, etc.) will be excavated by a mechanical excavator fitted with a toothless grading bucket for the

removal of the overburden until the first archaeological horizon is exposed. This will then be hand-cleaned as appropriate, and any archaeological features will be hand excavated and recorded by the archaeologist to an appropriate level of detail. Only on completion of this work will any trench be further excavated to the level required for the client's groundworks

During the archaeological recording the archaeologist will identify and record any archaeological features that are revealed in the trenches or areas of soil stripping; the level of recording will be appropriate to the character/importance of the archaeological remains.

If complex and/or significant archaeological deposits are encountered then the archaeological requirements should be reviewed by the client, the Senior Development Officer (Historic Environment) and Cornwall Archaeological Unit. **In the event that remains cannot be preserved *in situ* then full-scale excavation may be required.** A contingency should be allowed to record any significant archaeological remains which are uncovered during the stripping. The significance of the remains should be agreed between the client, the Senior Development Officer (Historic Environment) and Cornwall Archaeological Unit.

In advance of the groundworks Cornwall Archaeological Unit will discuss with the client and with the site manager:

- Working methods and programme.
- Health, safety and welfare arrangements.
- Treatment of artefacts.

Recording - general

- Site drawings (plans, sections, locations of finds) will be made by pencil (4H) on drafting film; all plans will be linked to the Ordnance Survey (electronic) mapping; all drawings will include standard information: site details, personnel, date, scale, north point. A site grid and site bench mark (TBM) will be set up and features and finds will be recorded in relation to these. The site grid will be located relative to the National Grid.
- All features and finds will be accurately located at an appropriate scale. Sections will normally be drawn at 1:10 and plans at 1:20.
- All archaeological contexts will be described to a standard format linked to a continuous numbering sequence.
- Finds will be collected in sealable plastic bags, which will be labelled immediately with the context number or other identifier.
- Drawings and photographs will be recorded in a register giving details of feature number and location.
- Sealed/undisturbed archaeological contexts in the form of buried soils, layers or deposits within significant archaeological features (ditches and pits, etc) will be sampled for environmental evidence and dating material. In the event that significant organic remains are encountered, advice may be needed from Vanessa Straker (Regional Advisor for Archaeological Science). Any necessary environmental sampling will be guided by *Environmental Archaeology* (English Heritage Centre for Archaeological Guidelines. 2001/02).
- Excavated areas and spoil deriving from the trenching may be checked with a metal detector in order to recover any metal finds for identification.

Treatment of finds

The fieldwork may produce artefactual material.

- All finds in significant stratified contexts predating 1800 AD (e.g. settlement features) will be plotted on a scaled base plan and described. Post medieval or modern finds may be disposed of at the cataloguing stage and offered back to the site manager. The discard policy will be reviewed ahead of its implementation.
- All finds predating 1800 AD will be collected in sealable plastic bags which will be labelled immediately with the context number or other identifier.

Human remains

Any human remains which are encountered will initially be left *in situ* and reported to the Senior Development Officer (Historic Environment) and the appropriate authorities (the Coroner and Environmental Protection, Cornwall Council). If burials are encountered their legal status must be ascertained and recording and/or removal must comply with the legal guidelines. If human remains are not to be removed their physical security will be ensured 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.

Fieldwork: photographic recording

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

The photo record will comprise:

- general views
- examples of significant 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

Archiving

Following review with the Cornwall Archaeological Unit Project Manager the results from the fieldwork will be collated as an archive in accordance with: *Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006* upon completion of the project.

This will involve washing and cataloguing of finds, the indexing and cross-referencing of photographs, drawings and context records.

All finds, etc. will be stored in a proper manner (being clearly labelled and marked and stored according to CAU guidelines). All finds work will be to accepted professional standards and will adhere to the Institute for Archaeologists *Guidelines for Finds Work*.

All records (context sheets, photographs, etc.) will be ordered, catalogued and stored in an appropriate manner (according to CAU guidelines).

Archive report

The results from the fieldwork will be presented in a concise report. This will involve:

- producing a descriptive text;
- producing maps and line drawings;
- selecting photographs;
- report design;
- report editing;
- dissemination of the finished report;
- deposition of archive and finds (if relevant) in the Royal Cornwall Museum, Truro.

The report will have the following contents:

- Summary
- Project background
- Aims and objectives
- Methodology

- Location and setting
- Designations
- Site history
- Archaeological results
- Chronology/dating evidence
- Significance
- Conclusions
- References
- Project archive index
- Supporting illustrations: location map, plans, elevations/sections, photographs

An English Heritage/ADS online access to the index of archaeological investigations (OASIS) record will be made.

Archive deposition

An index to the site archive will be created and the archive contents prepared for long term storage, in accordance with CAU 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. A2 drawn archive storage (plastic wallets for the annotated record drawings)
3. Archive standard negative holders and archive print holders, to be stored in the CAU system until transferred to the Royal Cornwall Museum.
4. 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 late Summer 2014. CAU will require a minimum of two weeks' notice before the commencement of site works, in order 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 Phil Copleston, Senior Development Officer (Historic Environment). Once Mr. Copleston is satisfied with the archive report and the deposition of the archive, written discharge of the planning conditions 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

Cornwall Archaeological Unit

Cornwall Archaeological Unit is part of Cornwall Council (CAU). CAU employs some 20 project staff with a broad range of expertise, undertaking around 120 projects each year.

CAU 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



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

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

Terms and conditions

Contract

CAU is part of 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 CAU 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 CAU field staff, with assistance from qualified specialists and sub-contractors where appropriate. The project team is expected to include:

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 Cornwall Archaeological Unit, 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.

CAU 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 CAU may need to disclose any information it holds, unless it is excluded from disclosure under the Act.

Health and safety statement

CAU follows Cornwall Council's *Statement of Safety Policy*. Prior to carrying out on-site work CAU will carry out a Risk Assessment.

Insurance

As part of Cornwall Council, CAU 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 £10m.

Adam Sharpe BA MIfA

Senior Archaeologist

5th August 2014

Cornwall Archaeological Unit

Economy, Enterprise and Environment Directorate

Cornwall Council

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