



Barrowfields Cycle track, Newquay, Cornwall Archaeological Watching Brief

Cornwall Archaeological Unit

Report No: 2016R034

Report No

2016R034

Report Name

Barrowfields Cycle track, Newquay;
Archaeological Watching Brief.

Report Author

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Event Type

Watching Brief

Client Organisation

CORMAC Solutions

Client Contact

Annan Birkett

Monuments (MonUID)

SAM 691A
MCO2070

SAM 619B
MCO2071

SAM 619C
MCO2072

Fieldwork dates (From)

18/04/16

(To)

22/04/16

(Created By)

CMT

(Create Date)

April 2016

Location (postal address; or general location and parish)

Barrowfields, Narrowcliff Road. St Columb Minor

(Town – for urban sites)

Newquay

(Postcode)

TR72RS

(Easting) X co-ord

SW 82045

(Northing) Y co-ord

62172



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1 Introduction

Cornwall Archaeological Unit (CAU), Cornwall Council was commissioned by Annan Birkett of CORMAC Solutions to undertake a programme of archaeological recording ahead of the construction of a cycle path at the Barrowfields, Newquay (Figs 1 and 2).

The cycle path corridor measured approximately 420m long by 3m wide, and ran roughly south west to north east along the southern edge of the 'Barrowfields' from Narrow Cliff (SW 81901 62060) to Bolowthas Corner (SW 82207 62235).

The groundworks were undertaken in two phases. The first phase involved the digging of five trial pits along the length of the route to determine the location and depth of various services (electric, water, and telephone), which were known to be in the vicinity. The second phase consisted of the topsoil stripping of the cycle path corridor to a maximum depth of 0.2m. A total area of approximately 0.12 ha was investigated (Figs 5 and 6).

An archaeological assessment of the area around Barrowfields was undertaken by CAU in 2008 (Parkes 2008). This identified a large number of prehistoric sites, including the Early Bronze Age barrows that have given their name to the area (the three upstanding barrows to the north of the track are all Scheduled Monuments) as well as a number of additional archaeological sites, including ridge and furrow, earthwork boundaries and lines of earlier tracks.

A written scheme of investigation (WSI) covering the scope of the archaeological recording (Appendix 2) was produced (12/11/2015) by Andy Jones (Principal Archaeologist, CAU).

2 Location and background

The cycle path lies on the southern part of the Barrowfields, an area of cliff top open ground that lies between the sea and Narrowcliff Road (Fig 2). The central area forms a raised ridge of ground aligned roughly north east to south west which slopes seawards to the north west, and inland to the south.

The cycle path is situated on the southern slope, on ground that falls towards the south west from a height of 42m OD to 36m OD. It lies at the north eastern end of the settlement of Newquay within the ecclesiastical parish of St Columb Minor (Figs 1 and 2).

This area is currently used for recreation, providing an open space close to the centre of the town. The area is covered in mown grass, with putting greens at the centre. There are also outlying shelters, and benches, while landscaping and planting around the entrance gives a park like atmosphere.

The underlying geology is Devonian black calcareous slates (with thin limestone beds) of the Meadfoot Group (Sheet 346 Newquay).

Until modern times, the Barrowfields would have formed part of a wider strip of land which has been characterised as 'Coastal Rough Ground' (Cornwall County Council 1996), which is coarse pasture land used seasonally for grazing and possibly for gathering fuel, encroached on by cultivation in the medieval period but then reverting to rough pasture. This area is shown as rough pasture on the 1880 OS map (Fig 4). As this type of land has always been marginal, it often contains upstanding archaeological remains of prehistoric and medieval date. Monuments in this zone are usually well-preserved, although modern farming and the expansion of coastal settlements has, at Newquay, encroached into the coastal rough ground.

The history of the area, and the nature and number of archaeological sites are well described in the archaeological assessment (Parkes 2008). The most significant of these being a linear group of roughly 15 Early Bronze Age barrows (c 2000-1500 cal

BC) running roughly north east to south west along the line of the ridge. Only three of these now survive above ground (Figs 3 and 4), although the sites of the others are visible from the air as cropmarks, and there is potential for other buried archaeological deposits. The western half of the area also contains a surviving example of medieval ridge and furrow.

Identified archaeological sites

A number of sites located within the Barrowfields were identified from the Cornwall and Scilly Historic Environment Record (Fig 3). They included:

- Bronze Age round barrows (MCO32958; MCO2074; MCO33160; MCO2070; MCO2068; MCO2071; MCO33161; MCO2072; MCO33162; MCO33164 and MCO33163). The three upstanding sites are all Scheduled Ancient Monuments (SAM 691A, SAM 619B and SAM 619C).
- A crop-mark of uncertain date is visible at the eastern end of the study area (MCO33165).
- A medieval field system containing traces of ridge and furrow has been identified in the western part of the study area (MCO20542).

3 Aims and objectives

The aims of the project were:

- To ensure that the site works are carried out in such a way as to allow recording as set out in the Written Scheme of Investigation.
- To establish the presence/absence of archaeological remains and to record archaeological features and deposits affected by the scheme.
- To gain a clearer understanding of the archaeological potential of the area, as a guide to future recording in the area. In particular, there was the potential to answer questions concerning the nature and extent of activity in the vicinity of the barrow complex.
- To recover and identify any artefacts relating to the occupation of the site.
- To deposit the archive (including any finds) with the relevant museum and disseminate the results of discoveries as a concise archive report and, if merited, wider publication.

Key objectives were:

- To locate, identify and record prehistoric and/or medieval settlement activity in the area of the development, thereby providing further information on the archaeology of the development site and the surrounding area.

4 Working methods

The first phase involved the digging of five trial pits along the length of the route to determine the location and depth of various services (electric, water, and telephone) known to be in the vicinity.

Five trial pits were excavated (Figs 5 and 6). The size of each pit varied in the area opened, being governed by the amount required to locate the specific service being sought for.

Trial Pit 1 was sub-rectangular and measured 0.5m by 0.4m and was dug to a depth of 0.6m; Trial Pit 2 was rectangular, measuring 0.8m by 0.6m and was excavated to a depth of 0.4m; Trial Pit 3 was square, measuring 0.7m by 0.7m, and dug to a depth of 0.6m; Trial Pit 4 was also square and, measured 0.7m by 0.7m and excavated to a

depth of 0.6m. Finally, Trial Pit 5 was rectangular, measured 1.3m by 0.6m and was excavated to a depth of 0.5m.

All the pits were hand-dug, under archaeological supervision. The location of each trial pit was plotted onto a site plan at a scale of 1:1000. They were measured in from fixed points on the ground, which are shown on the OS survey mapping. The sides of the trial pits were inspected for artefacts and the soil profiles (noting the nature of soil depths, layers present, etc) were also recorded. Photographs were taken during the course of the work. The ground and spoil heaps were also examined for artefacts.

The second phase consisted of the topsoil stripping of the 3m wide cycle path corridor to a maximum depth of 0.2m (Figs 5 and 6). The site soil strip was carried out under archaeological supervision using a machine fitted with a toothless bucket. The soil was stripped cleanly to the depth required for the path.

The area of the soil strip was inspected by an archaeologist who recorded significant features onto an annotated Ordnance Survey map at a scale of 1:500. Identified archaeological features were measured in from fixed points on the ground, which are shown on the OS survey mapping. Plans of significant features and a section through part of the ridge and furrow were recorded at a scale of 1:20 (Figs 7 and 8). Sample soil profiles (noting the nature of soil depths, layers present, etc) were also recorded across the site (Figs 5 and 6). Photographs were taken during the course of the work. The ground and spoil heaps were also examined for artefacts.

5 Results

A full description of the recorded contexts is given in Appendix 1, below.

Pit [5]

A sub-rectangular pit with rounded corners was recorded at a distance of approximately 3.8m to the north east of the old putting green kiosk (SW 82015 62157) (Figs 6, 7, 9, and 10). This feature measured 1.5m by 0.75m, the long axis orientated north east to south west. The edges of the cut were marked by several small slates on edge. It was infilled with loose friable light grey-brown clay with numerous shillet fragments (6). This feature is likely to have been modern as it had been cut into the red-brown clay subsoil (3)

This pit was 0.2m below the current ground surface, which was the depth necessary for the construction of the cycle path. Due to the fact that it was not required to excavate any deeper, and that the feature would be protected under a layer of sand it was decided to leave it *in situ*, and undisturbed, and thus was not investigated further. No dating evidence was obtained for this pit but it is almost certainly modern and likely to be a trial pit.

Ridge and furrow (MCO 20542)

The south western half of the cycle track crossed the edge of a medieval field system (Figs 5, and 11) that is clearly defined with distinctive ridge and furrow (centred at SW 82081 62183). The ridge and furrow ran north west to south east across the line of the cycle path. A representative section A – B measuring approximately 7m long (Figs 5, 8 and 12) from SW 82081 62187 to SW 82090 62190 was recorded through the ridge and furrow where it was most prominent. The ridges were roughly 3.5m apart, with the furrows averaging 0.15m deep.

Unfortunately no dating evidence was obtained from this area.

Modern pits [7] and [9]

Approximately 20m from the south western end of the cycle track were two pits, features [7] and [9], which were set roughly 4.5m apart. Pit [7] was located at SW

81904 62057, while Pit [9] was at SW 81909 62058. Both of these pits had clear, parallel sides and had the appearance of being modern and machine cut in nature (Figs 6, 13, 14 and 15).

Pit [7] measured 1.5m by 0.45m and was orientated east-north-east to west-south-west. Pit [9] was larger and measured 1.5m by 1m, and was orientated north east to south west.

Both had been infilled with loose and friable yellow, grey-brown clay with numerous stone fragments, fills (8) and (10). Fill (10) within pit [7] was found to contain a couple of small plastic fragments. It is probable that both features were geotechnical test pits (or similar), and they were not examined further (Figs 13 and 14).

Modern services

The five test pits (Figs 5 and 6) that were excavated prior to the main topsoil strip were dug to locate various services within the line of the cycle track. It was found that all the pits were dug through backfill of the original service trenches (details in site archive). Within Test pit 1 a disused electrical cable was found at a depth of 0.6m. Test pit 2 located an electric cable at a depth of 0.3m while a water pipe was found within Test pit 3 approximately 0.6m below the surface. Test pits 4 and 5 located an electric cable at 0.6m and 0.7m respectively.

The topsoil strip revealed several other modern services.

A service trench was recorded running parallel to the hedge line (Fig 5), on the southern edge of the path, although its full width could not be determined as it disappeared under the baulk. The exposed edge appeared to be straight and machine cut, and is therefore of modern date. This trench was noted at two locations (a western part running from SW 82043 62161 to SW 82105 62189 and an eastern from SW 82165 62208 to SW 82197 62218). It was infilled with mixed clays and stone fragments. Several sherds of modern white china was observed within this fill but not collected. This trench probably held the electric cable that was encountered in Test pits 2, 4 and 5. Obviously modern, this feature was not investigated further.

Disused BT cable

A disused BT cable was located at a depth of about 0.2m below the surface at the western end of the cycle track. It ran roughly from south west to north east, and was recorded at three locations. The southernmost was seen running from SW 81919 62061 to SW 81921 62068, there was a mid-section running from SW 81928 62075 to SW 81947 62094 while a third northern section was recorded running from SW 81967 62116 to SW 81981 62127 (Figs 6 and 16).

No other features of archaeological interest or artefacts were recorded within the stripped area.

Natural soil profile

Nineteen soil profiles were recorded across the stripped area, full descriptions of which can be found in the site archive. Their locations are plotted on Figures 5 and 6. The stratigraphic profile over the excavated area consisted of the following layers (from top to bottom).

Context	Depth	Thickness	Description	Interpretation
(1)	0m - 0.05m	0.05m	Humic topsoil with grass and roots.	Topsoil
(2)	0.05m - 0.15m	0.10m	Grey-brown clay loam. Several sherds of	Ploughsoil

			Modern White Glazed stoneware (china) (19 th or 20 th centuries) and glass were noted but were not retained.	
(3)	0.15m – 0.2m	0.05m	Red-brown clay with shillet fragments.	Subsoil
(4)	At base	-	Grey-brown rotten slate.	Decayed natural bedrock

The sequence of layers recorded in the section was consistent throughout the area investigated, with little variation in the soil depths apart from where the ridge and furrow was encountered (see above).

6 Conclusion

The watching brief at Barrowfields, Newquay did not lead to the discovery of any major archaeological features.

The nature of Pit [5] is uncertain (Figs 7, 9, and 10). Its relatively close proximity to extant Bronze Age barrows MCO2070 and MCO2071 at a point roughly midway and to the south east of them, may hint at a prehistoric origin for this feature, though being cut through a subsoil this is very unlikely. It may well be modern, though unfortunately no direct dating evidence was obtained. Because it proved possible to leave this feature *in situ* and undisturbed, its function could not be determined though it could well be a geotechnical trial pit.

The ridge and furrow of the field system (MCO 20542) on the western half of the site (Figs 5, 8, 11, and 12) is generally thought to be medieval in date, resulting from the working of the land as an 'open' field system, which was sub-divided into strips by low banks. The archaeological assessment suggested that Barrowfields was associated with a farm holding, or holdings, centred at Tretherras that lies some 720m to the south east (Parkes 2008). Tretherras was established in the early medieval period, its name including the Cornish place-name element *tre*, 'estate, farmstead', of pre-Norman origin; with *dew*, 'two'; and *rid*, 'ford' (Padel 1985, 82-3, 197-199, 223-232).

It is possible, however, that these cultivation ridges may be the consequence of land improvement undertaken in this area in the 1820s, as this process involved the levelling and removal of the majority the barrow mounds in this area. The ridging could be the result of an initial turning over of the ground intended for further improvement, but subsequently allowed to revert to pasture (Parkes 2008).

Unfortunately, no direct dating evidence was obtained for the ridge and furrow field system.

The southern side of the field also seems to have become a corridor for the modern services (electric cables, BT cables and water pipes), which run parallel with Narrowcliff Road, several of which were encountered during the project.

No other features of archaeological interest were uncovered along the route of the cycle path, and no artefacts were recovered. It is therefore evident that this development has made little impact on any significant buried archaeological remains.

Given the extensive evidence for prehistoric activity elsewhere within this field it is, however, recommended that any further developments involving ground disturbance in the future should be subject to archaeological recording and monitoring.

7 References

7.1 Primary sources

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

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

Ordnance Survey, c1935. *25 Inch Map* Second Edition (licensed digital copy at CAU)

Ordnance Survey, 2007. *Mastermap Digital Mapping*

Tithe Map and Apportionment, c1839. *Parish of St Columb Minor* (licensed digital copy at CAU)

British Geological Survey map sheet 346 Newquay.

7.2 Publications

Cornwall County Council, 1996. *Cornwall: A Landscape Assessment 1994* report produced by Landscape Design Associates in association with Cornwall Archaeological Unit. Report 1994R062.

Padel, OJ, 1985. *Cornish Place-name Elements* University Press: Cambridge.

Parkes, C, 2008. *Barrowfields, Newquay, Cornwall. Archaeological Assessment*. HES Archive report. 2009R004.

8 Project archive

The CAU project number is **146575**

The project's documentary, digital, photographic and drawn archive is maintained by Cornwall Archaeological Unit, Cornwall Council, Fal Building, County Hall, Treyew Road, Truro, TR1 3AY. The contents of this archive are as listed below:

1. Projects file containing site records and notes, project correspondence and administration (146575).
2. Field plans are stored in an A2-size plastic envelope (GRE 857/1-6).
3. Digital photographs stored in the directory: R:\Historic Environment (Images)\SITES.M-P\Newquay, Barrowfields cycle path WB April 2016 HEXQPR146575
4. Historic England/ADS OASIS online reference: cornwall2-251598.
5. This report text is held in digital form as: G:\TWE\Waste & Env\Strat Waste & Land\Historic Environment\Projects\Sites\Sites N\Newquay Barrowfields cycle path 2016 WB HEXQPR 146575\Report
6. No artefacts were recovered during the course of this project.

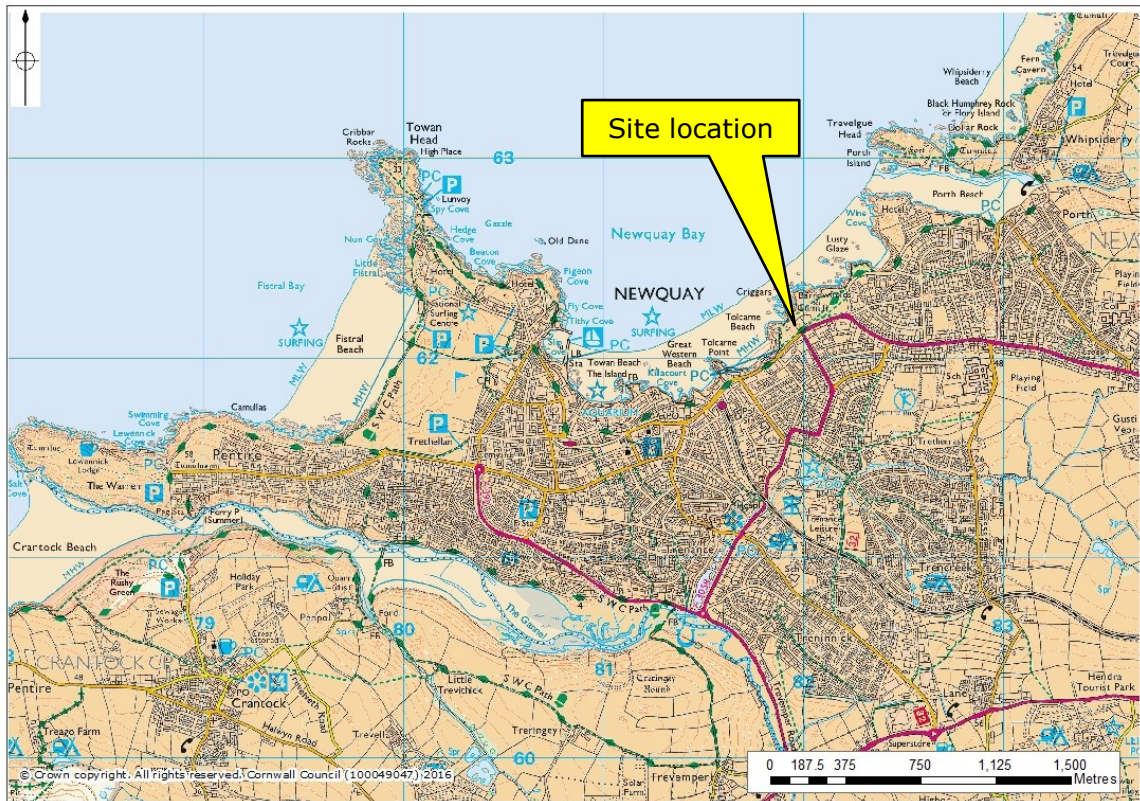


Figure 1. Site location.



Figure 2. Route of cycle track (shown in red).

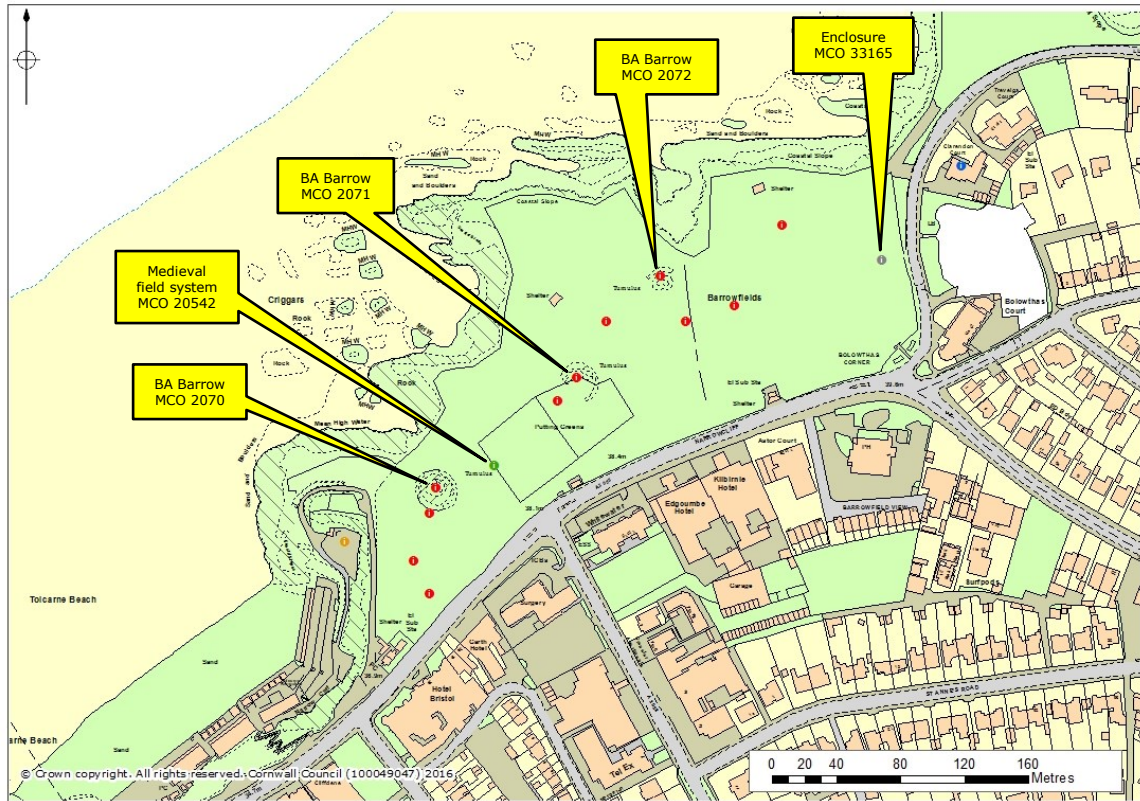


Figure 3. Recorded archaeological monuments in the vicinity of the site.

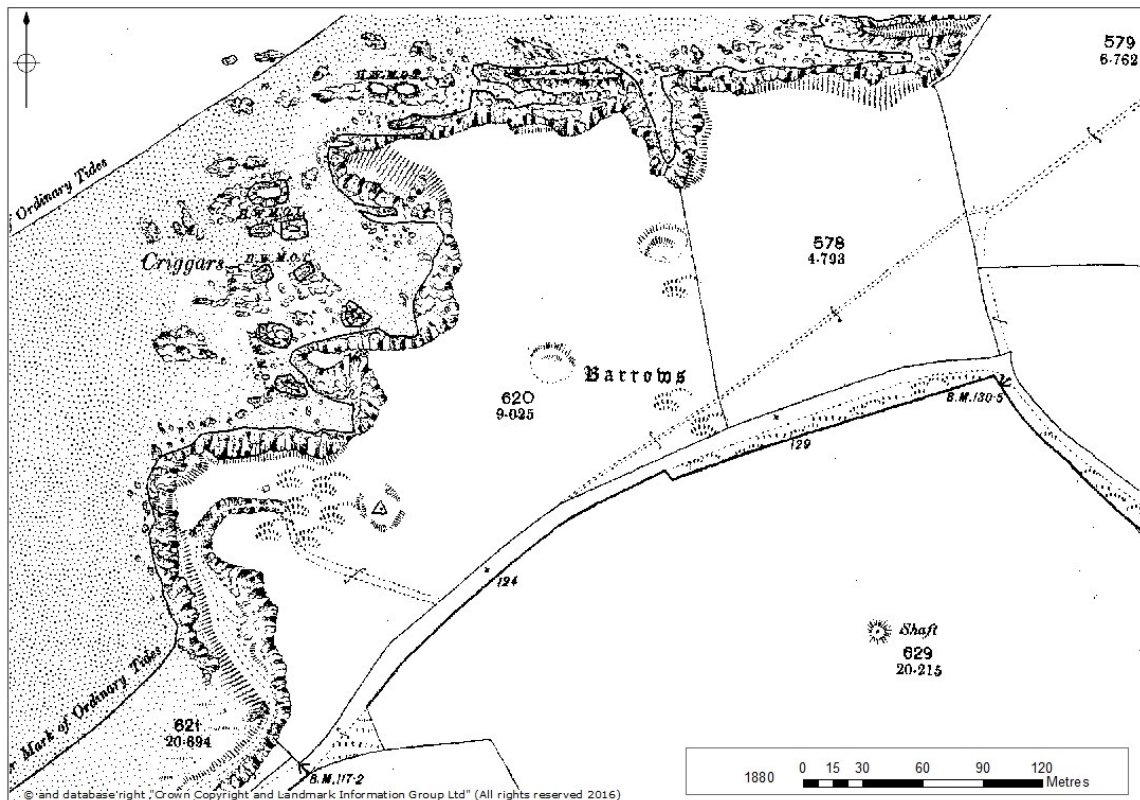


Figure 4. 1880 OS Map.

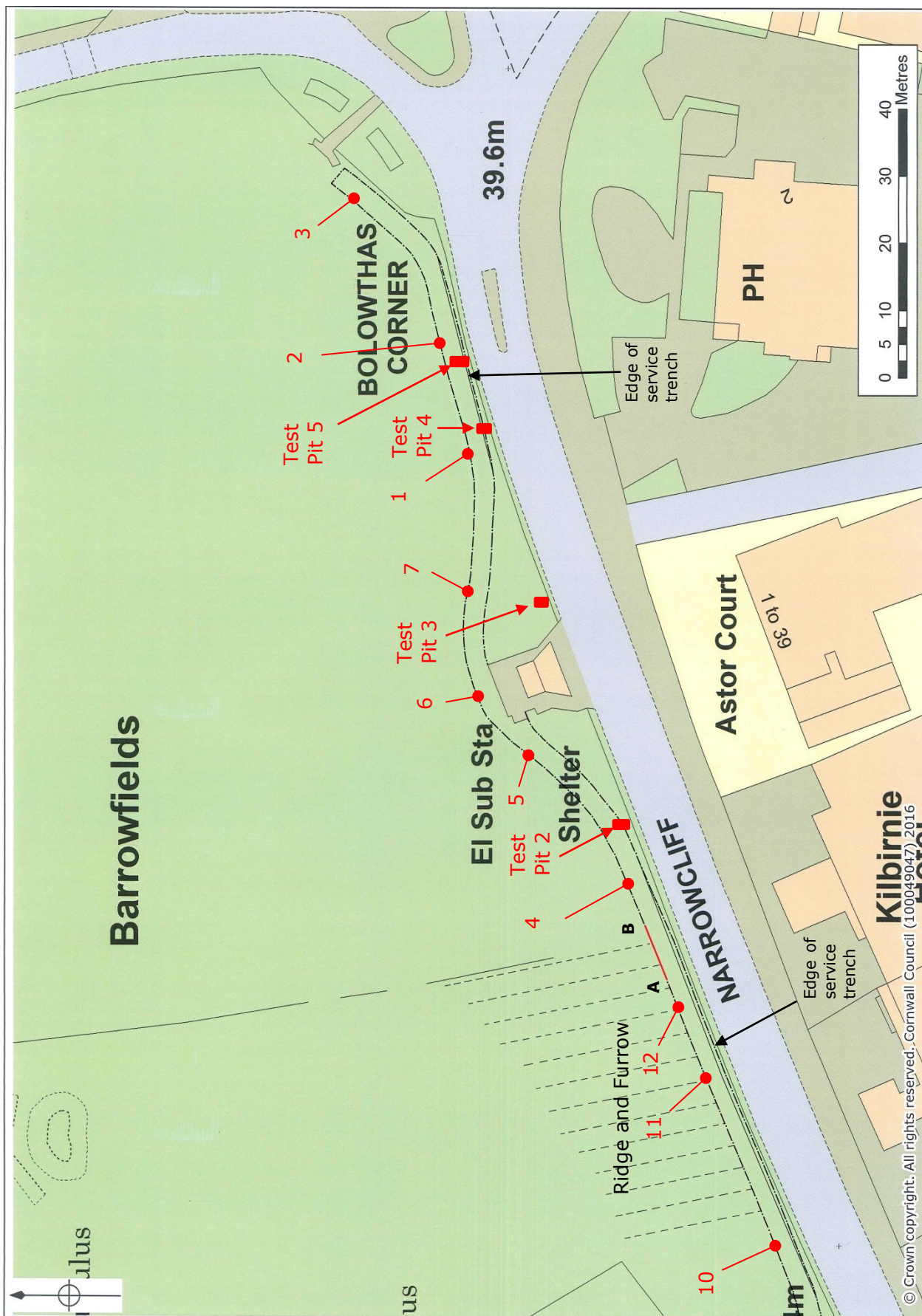


Figure 5. Site plan showing eastern half of cycle track. Recorded features and sections are shown in black and soil profiles are in red.

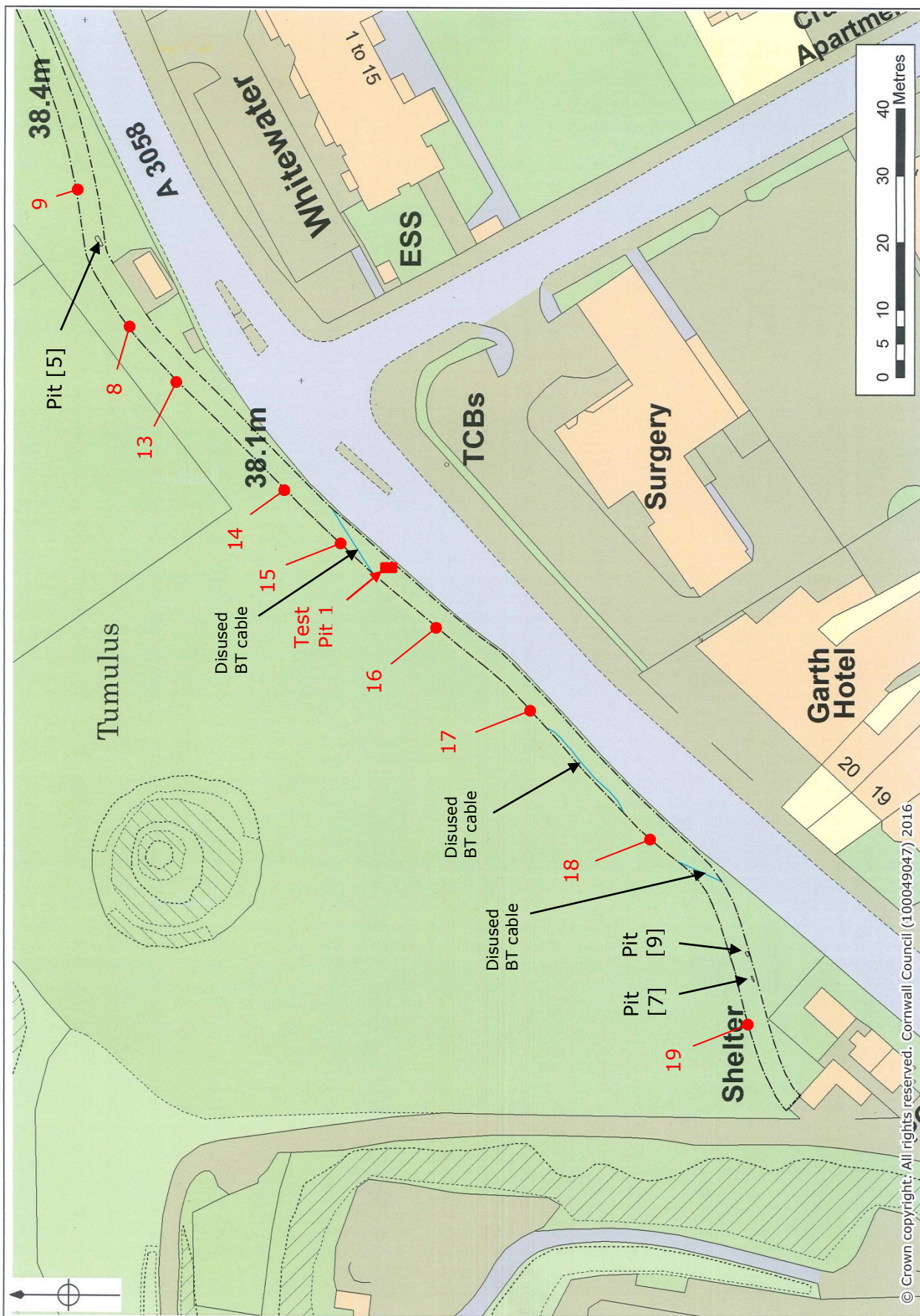


Figure 6. Site plan showing western half of cycle track. Recorded features and sections are shown in black and soil profiles are in red.

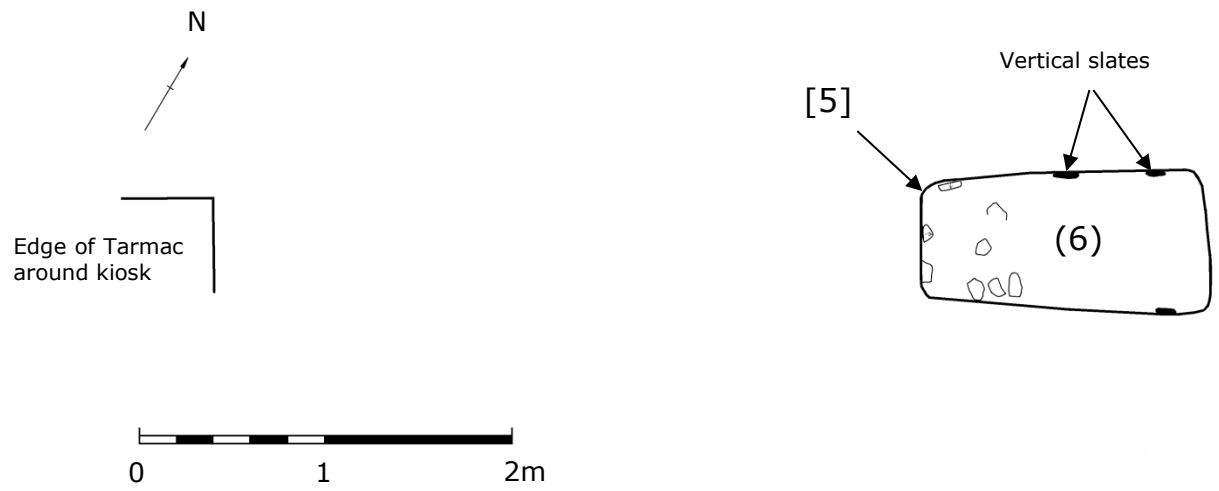


Figure 7. Detailed plan of Pit [5].

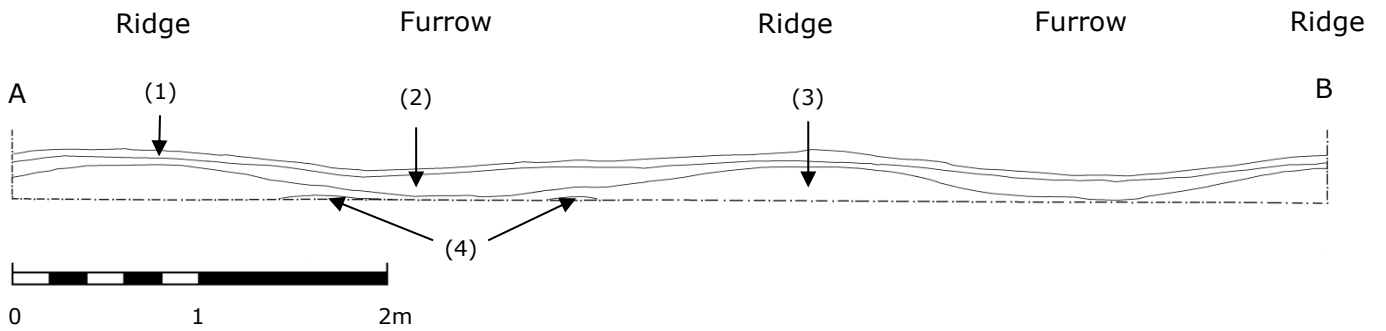


Figure 8. Section A-B through ridge and furrow.



Figure 9. Location of Pit [5] looking west with Bronze Age barrow (MCO 2070) (in background).



Figure 10. Detail of Pit [5] looking south west.



Figure 11. Ridge and furrow adjacent to the cycle path, part of medieval field system (MCO 20542) located at SW 82076 62189.



Figure 12. Section A-B through ridge and furrow looking south west.



Figure 14. Pit [9] looking north east.



Figure 13. Pit [7] looking north east.



Figure 15. View showing relationship between pits [7] and [9] looking north east.



Figure 16. Disused BT cable exposed at southwestern end of cycle track at SW 81928 62075.

9 Appendix 1. Context list

Context Number.	Category	Description/Interpretation
(1)	Layer.	Humic topsoil with grass and roots.
(2)	Layer.	Grey-brown clay loam. Ploughsoil
(3)	Layer.	Red-brown clay with shillet fragments. Subsoil
(4)	Layer	Grey-brown rotten slate. Decayed natural bedrock.
[5]	Cut.	A sub-rectangular shaped pit with rounded corners 1.5m x 0.75m, the long axis orientated north east to south west. Below level required for path, so not investigated further.
(6)	Fill.	Fill of Pit [5]. Friable light grey-brown clay with numerous shillet fragments.
[7]	Cut	Sub rectangular shaped pit measured 1.5m x 0.45m orientated east-north-east to west-south-west.
(8)	Fill	Fill of Pit [7]. Loose and friable yellow, grey-brown clay with numerous stone fragments. Small fragments of plastic incorporated within it.
[9]	Cut	Sub rectangular pit measuring 1.5m x 1m, and was orientated north east to south west.
(10)	Fill	Fill of Pit [7]. Loose and friable yellow, grey-brown clay with numerous stone fragments.

10 Appendix 2. Written Scheme of investigation for Archaeological Recording along the Barrowfields Cycle track, Newquay

1. Introduction

1.1 Background

Cornwall Archaeological Unit (CAU), Cornwall Council have been requested by Mr Glyn Stanley, Project Engineer, Cormac to provide a project design and estimate for a programme of archaeological recording ahead of the construction of a cycle path at the Barrowfields, Newquay. The cycle track will measure approximately 420m long by 2.5m wide and it will be excavated in three sections.

The cycle track runs along the southern side of an area which is known to contain a large number of prehistoric sites, including the Early Bronze Age barrows that have given their name to the area. The three upstanding barrows to the north of the track are all Scheduled Monuments. In addition to the prehistoric sites, a number of additional archaeological sites, including ridge and furrow, earthwork boundaries and lines of earlier tracks were also identified by an archaeological assessment undertaken by CAU in 2008 (Parkes 2008).

This project design covers the archaeological recording during the site works. It is focussed upon recording archaeological deposits and recovering artefacts during groundworks.

1.2 Historical background

The project site is situated close to very rich archaeological area in Newquay. The Barrowfields comprises land that has been classified as 'Coastal Rough Ground' (Countryside Commission 1996). 'Coastal Rough Ground' is land which has often been used for pasture and frequently contains upstanding archaeological remains dating to prehistoric and medieval times.

The project area itself is known to contain a linear group of around fifteen Early Bronze Age barrows (c 2000-1500 cal BC), only three of which now survive above ground. According to an account in the West Briton of its destruction, the barrow group were placed nearly in line near to the cliff top. Other sites in the barrow group can still be seen as crop-mark from the air and there is high potential for associated remains to survive below-ground. The western half of the area also contains a rare surviving example of medieval ridge and furrow.

1.3 Summary of identified sites

A number of known sites are located within the Barrowfields. These include:

- Bronze Age round barrows (MCO32958; MCO2074; MCO33160; MCO2070; MCO2068; MCO2071; MCO33161; MCO2072; MCO33162; MCO33164 and MCO33163). The three upstanding sites are all Scheduled Ancient Monuments (SAM 691A, SAM 619B and SAM 619C).
- A crop-mark of uncertain date is visible at the eastern end of the study area (MCO20542).
- Medieval field system containing traces of ridge and furrow has been identified in the western part of the study area (MCO33165).

Potential sites

There is high potential for further prehistoric and medieval sites to survive within the project area and for the survival of unrecorded buried archaeological remains and artefacts of all periods. In particular, it is quite likely that further remains associated with the barrows will survive below ground.

2. Aims and objectives

- To gain a clearer understanding of the archaeological potential of the area, as a guide to future recording in the area. In particular, questions concerning nature and extent of activity in the vicinity of the barrow complex may be answered by archaeological fieldwork.
- To recover and identify any artefacts relating to the occupation of the site.
- The dissemination of the results.
- The long-term conservation of the project archive in appropriate conditions.

3. Methodology

The archaeological programme will follow three stages: fieldwork; archiving; reporting.

3.1 Fieldwork

3.1.1 Archaeological Recording

The ground-works for the new track will be excavated by a machine fitted with a flat bucket and carried out under archaeological supervision. Any archaeological features or layers exposed in the stripped area will be carefully excavated by hand and archaeologically recorded by written description, plan and section and photographic record as appropriate.

If complex and / or significant archaeological deposits are encountered then the archaeological requirements should be reviewed by the client and CAU. **In the event that remains cannot be preserved *in situ* then full-scale excavation may be required.** The significance of the remains should be agreed between the client and CAU.

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 Landline (electronic) map; all drawings will include standard information: site details, personnel, date, scale, north-point.
- 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.
- Photography: scaled monochrome photography will be used as the main record medium, with colour digital images used more selectively and for illustrative purposes. This will include both general and site specific photographs. Photographs should have a scale and detailed ones should include a north arrow.
- 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).

- If human remains are discovered on the site the Senior Development Officer (Historic Environment) and the Ministry of Justice will be informed. All recording will conform to best practice and legal requirements.
- If human remains are uncovered, which require excavation, they will be excavated with due reverence. The site will be adequately screened from public view. Once excavated, human remains must not be exposed to public view.
- If human remains are not to be removed their physical security will be ensured, by back filling as soon as possible after recording.

3.2 Treatment of finds

The archaeological fieldwork may produce artefactual material.

- All finds in significant stratified contexts predating 1800 AD (eg, settlement features) should be collected by context and described. Post medieval or modern finds may be disposed of at the cataloguing stage. This process will be reviewed ahead of its implementation.
- All finds will be collected in sealable plastic bags which will be labelled immediately with the context number or other identifier.

3.3 Archiving

Following review with the CAU Project Manager the results from the fieldwork will be collated as an archive. 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 records (context sheets, photographs, etc) will be ordered, catalogued and stored in an appropriate manner (according to CAU guidelines).
- The site archive and finds will initially be stored at CAU premises and transferred to the Royal Cornwall Museum and the RCM conditions for archives will be followed. The RCM will be notified of the commencement of the project and included in discussions for sampling and disposal as appropriate.
- In the event that there are no finds or they are retained by the owner, the documentary archive in due course shall be deposited with the Cornwall Record Office, but in the medium term will be stored at Pound and Co. All digital records will be filed on the Cornwall Council network.

3.4 Archive report

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

Copies of the report will be distributed to the Client and the local and main archaeological record libraries. A PDF copy of the report will be produced and deposited with the Historic Environment Record.

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 in the Royal Cornwall Museum, Truro.

The report will have the following contents:

- Summary - Concise non-technical summary.
- Introduction - Background, objectives, aims and methods.
- Results - Factual description of the results of the various aspects of the project, with separate sections as necessary for discussion/interpretation and potential for further analysis.
- Discussion - Discussion of the interpretation of the results, highlighting information gained on a chronological or thematic basis
Recommendations for further analysis and publication.
- Archive - A brief summary and index to the project archive.
- Appendix - A copy of the project brief.
- A copy of the WSI
- Illustrations - General location plan.
- Detailed location plans to link fieldwork results to OS map.
- Selected plans and section drawings (as appropriate).
- Photographs (if appropriate).

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

3.5 Assessment/analysis

The structural and stratigraphic data and artefactual material will be assessed to establish whether further analyses and reporting is appropriate. The outline of the final report, and the work required to produce it will be determined in an updated project design.

- In the event of significant remains being recovered (eg, prehistoric or medieval artefacts) it may be appropriate to:
- Consult with the Senior Development Officer (Historic Environment) over the requirements for assessment, analysis and reporting.
- Liaise with specialists (eg, artefacts) to arrange for assessment of the potential for further analysis and reporting.
- Arrange for specialist analyses, where appropriate.

3.6 Final publication

In the event of significant remains being recorded the scope and final form of the report will be reviewed; for example, in addition to an archive report the results should be published in an academic journal (eg, *Cornish Archaeology*).

4. Monitoring

- This written scheme of investigation will need to be approved by the Planning authority.
- The recording exercise will be monitored. The Senior Development Officer (Historic Environment) should be informed 1 week in advance of the intention to start the recording.
- CAU will liaise with the Senior Development Officer (Historic Environment) to advise on the programme and progress of work, and agree site meetings as required.

- A summary of the results will be presented to the Senior Development Officer (Historic Environment) within 1 month of the completion of the fieldwork.
- In the event that significant remains are encountered an updated project design will be agreed with the Senior Development Officer (Historic Environment).

5. Project Staff

An experienced archaeologist employed by CAU Projects will carry out the archaeological fieldwork and reporting.

The project will be managed by a manager who is a Member of the Chartered Institute for Archaeologists, who will:

- Take responsibility for the overall direction of the project.
- Discuss and agree the objectives and programme of each stage of the project with project staff, including arrangements for Health and Safety.
- Monitor progress and results for each stage.
- Edit the project report.

6. Timetable

The archiving and archive report will be completed within 12 months of the ending of the excavations. The timetable for further stages of assessment, analyses and publication will be agreed with Senior Development Officer (Historic Environment) in the light of the results of the excavations.

7. Health and safety during the fieldwork

7.1 Health and safety statement

Cornwall Archaeological Unit is part of Cornwall Council. The CAU team follows Cornwall Council's Statement of Safety Policy.

Prior to carrying out any fieldwork CAU Projects will carry out a risk assessment.

8. Insurance

As part of Cornwall Council, CAU is covered by Public Liability and Employers Liability Insurance.

9. Standards

The CAU follows the Chartered Institute for Archaeologists' Standards and Code of Conduct and is a Registered Archaeological Organization.

10. Copyright

Copyright of all material gathered as a result of the project will be reserved to the Cornwall Archaeological Unit. Existing copyrights of external sources will be acknowledged where required.

This project design and estimate is the copyright of Cornwall Archaeological Unit, Cornwall Council.

Use of the material will be granted to the client.

11. Freedom of Information

All information gathered during the implementation of the project will be subject to the rules and regulations of the Freedom of Information Act 2000.

Notes

- The client will be responsible for the Health and Safety arrangements onsite (including fencing, etc), and it is assumed that welfare facilities will be made available.
- In the event that human remains are uncovered the client will ensure that appropriate screening is put in place.
- The post excavation programme (assessment, analysis and reporting) will need to be reviewed in the light of the fieldwork.

Dr Andy Jones 12/11/15

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