

Penmayne, Rock, Cornwall

Archaeological evaluation



Historic Environment Projects

Report No

2011R008

Report Name

Penmayne, Rock, Cornwall; archaeological
evaluation

Report Author

F Shepherd

Event Type

Evaluative trenching

Client Organisation

Mr David Wills

Client Contact

Mr David Wills

Monuments (MonUID)

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Fieldwork dates (From) (To)

18/01/2011

21/01/2011

(Created By)

F Shepherd

(Create Date)

24/01/2011

Location (postal address; or general location and parish)

Penmayne, Rock, Wadebridge, Cornwall

(Town – for urban sites)

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(Postcode)

PL27 6NL

(Easting) X co-ord

SX 94678

(Northing) Y co-ord

86269

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

Project background

Historic Environment Projects, Cornwall Council were commissioned by Mr David Wills, to undertake a programme of archaeological recording prior to the construction of 16 affordable dwellings at Penmayne, Rock (Fig. 1).

The area of the development covered approximately 0.9 HA. It is located to the east of Rock, a settlement of medieval origin. Previous work carried out in Penmayne at the end of 2009 resulted in the discovery of three probable Early Iron Age roundhouses (c1000 cal BC to 600 cal BC) (Gossip 2010) (Fig. 3). Other archaeological features were also recorded as well as a pit containing Neolithic pottery (c4000 – 3500 cal BC). The development site also lies within an area which has been classified as 'Anciently Enclosed Land' (Historical Landscape Characterisation Cornwall County Council 1996) and as such often contains archaeological remains.

The archaeological evaluation was required as part of planning application 2009/0059. This application has been approved subject to Condition 4 which states:

No development shall take place within the site until the applicant has secured and implemented a programme of archaeological work in accordance with a written scheme of investigation to be submitted by the applicant and approved in writing by the Local Planning Authority in consultation with the County Archaeologist.

The project area is a flattish pasture locally known as 'park and water' (Mr Wills pers comm) that slopes up slightly towards the east. The north-eastern boundary is a low hedge with mature trees, whilst the south-western edge is bordered by a small stream. The western corner of the site is a lower lying wet area that is largely overgrown by encroaching scrub and small trees (Fig. 1). The field had been ploughed approximately twenty five years ago but has never been productive and in recent years has been used as an unofficial play area and trials bike site for young people in the village. (Mr Wills pers comm). This was evidenced by track marks and the remains of temporary shelters in the hedgerows.

In October 2010 GSB carried out a geophysical survey of the proposed development area. The survey identified two amorphous anomalies that GSB concluded may have archaeological potential (GSB 2010). It was decided that due to the proximity of known archaeological remains, in combination with the results from the GSB survey, further archaeological investigation was needed.

Phil Copleston (Historic Environment Planning Advice Officer, Cornwall Council) produced a brief for archaeological recording (brief for archaeological recording, appendix 1) and suggested that the first stage of archaeological recording should be of an evaluative nature (email dated 29/11/10).

In December 2010 the Historic Environment Projects produced a written scheme for an archaeological evaluation (appendix 2). The archaeological recording was undertaken in January 2011. This report summarises the results of that evaluative stage.

Aims and objectives

The purpose of the evaluation was:

- To investigate, identify and describe and evaluate the archaeological resource.
- To assess the significance of the features which were identified by the geophysical survey, via the evaluative recording.
- To set out proposals for mitigation (in particular, archaeological recording).

Key objectives were:

- To locate and record prehistoric and medieval settlement activity within the area of the proposed development.
- To clarify the character of the anomalies identified by the geophysical survey and determine whether they have any archaeological significance.

Working methods

The information from the geophysical survey was used to guide the location of a single evaluative trench measuring 35m long 20m, which was used to test the accuracy of the results from the survey (Fig. 4). The following procedure was then undertaken.

Fieldwork

The evaluation was carried out under archaeological supervision using a machine fitted with a toothless bucket. The soil was stripped cleanly to a level at which archaeological features or layers were expected to be revealed. The area was then inspected by an HE Projects archaeologist.

- The position of the trench was marked onto a scaled base map (linked to the National Grid). Prior to the start of the evaluation, the position of the trench was marked out on the ground (via offsets and tapes).
- The trench was excavated down to the top of the natural subsoil by a mechanical excavator, which had been fitted with a toothless grading bucket. Targeted areas were then hand cleaned.
- The site was recorded using an Electronic Measuring Device
- Excavation of features was restricted to the minimum necessary to assess their likely potential.
- All features were accurately located at an appropriate scale.
- All archaeological contexts were described to a standard format
- Digital photography was used as the main record medium.

Archiving

- All records (context sheets, photographs, etc) have been ordered, catalogued and stored in an appropriate manner (according to HE guidelines).
- The documentary archive in due course will be deposited with the Cornwall Record Office, but in the medium term will be stored at Pound and Co. All digital records have been filed on the Cornwall Council network.
- An English Heritage/ADS online access to the index of archaeological investigations (OASIS) record will be made.

Results

Evaluative trenching took place on the 19th of January. Mr M Coad facilitated the removal of the overburden. The topsoil, a friable mid brown sandy clay, was fairly uniform in depth, 0.2m deep on the southern side, 0.3m on the northern. The subsoil was composed of two similar deposits. The first of these was compact light yellow sand; the second was also a compact sand but mid yellowish brown in colour (Fig. 4). The sands were assumed to be natural and no further investigation was undertaken. The sandy subsoil is likely to have resulted from windblown sand being deposited on to the site. These deposits have been identified in other archaeological investigations along the north coast of Cornwall in recent years notably at Hayle (Lawson-Jones 2008) and at Watergate bay (Lawson-Jones 2009). The deposits found at Penmayne confirm the extent of these deposits recorded in the GIS Layer Physical Geography part of Cornwall Councils Historic Environment Record (Fig. 2).

An area of disturbance was noted towards the centre of the survey area. This area of disturbance was visible prior to the topsoil strip as a hollow. It was found to contain grey plastic duct and other miscellaneous items. It is likely that this was responsible for the anomaly identified in the geophysical survey.

Features identified were of two types, the first being two possible postholes cut into the top of the light yellow subsoil (Fig. 4). These were of similar shape, circular with a diameter of 0.4m with steep sides (0.2m deep) and a concave base. They contained one fill, mid yellowish brown friable sandy clay. These two postholes were adjacent to the tracks mentioned above and their locations are close to the start/finish point of the track which was apparently marked by wooden posts (Mr Wills pers comm). It seems likely that these postholes are related to this activity and are therefore of modern date. Their positions were recorded on plan (Fig. 4).

The second type of features took the form of plough scars cut into the top of the light yellow subsoil, and sealed by the topsoil (Figs. 4 and 5). Due to the pale nature of the subsoil these were very clear (Fig. 5). These features were not dated but it seems unlikely that they are very ancient. Their positions were recorded on plan (Fig. 4).

No finds were recovered from the evaluation area.

The lack of archaeological features uncovered suggests that the anomalies identified by the geophysical survey were not of any significance and are likely to have been caused by disturbance to windblown sand deposits.

References

Gossip, J, 2010. *Penmayne, Rock, Cornwall Archaeological recording in advance of redevelopment: Archive report*. HES report, 2010R096

GSB Prospection Limited, 2010. *Rock, Cornwall*. Geophysical Survey report 2010/75
Lawson-Jones, A, 2009. *Watergate Bay, SWW replacement pipeline, Cornwall Archaeological Watching Brief*. HES report, 2009R037

Lawson-Jones, A, 2008. *Hayle East Quay Rising Main Pipeline Cornwall Archaeological Watching Brief*. HES report, 2008R125

Project archive

The HE project number is **2011006**

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

1. A project file containing site records and notes, project correspondence and administration.
2. Electronic drawings stored in the directory ..\CAD ARCHIVE\Sites P-Q\Penmayne Rock 2011006
3. Digital photographs stored in the directory ..\Images\Sites.M-P\Penmayne Rock 2011006
4. English Heritage/ADS OASIS online reference: [cornwall2-92668](#)

This report text is held in digital form as: ..\HE Projects\Sites\SitesP\Penmayne,Rock 2011006\PenmayneArchaeologicalEvaluation2011006.doc

Appendices

Appendix 1

Cornwall Council – Historic Environment Service

BRIEF FOR ARCHAEOLOGICAL RECORDING

Date: 29 November 2010

Address: Land adjacent to Penmayne, Rock Road, St Minver, Wadebridge, Cornwall, PL27 6PP

Applicant: Mrs J Haddy, Mrs J Hodgson & Mrs J Mounce

Agent: David Wills, Tredavice, St Minver, Wadebridge, Cornwall, PL27 6RJ

Historic Environment Planning Advice Officer: Phil Copleston, Historic Environment Service, Cornwall Council, Room 82, Luxstowe House, Liskeard, Cornwall, PL14 3DZ Tel. 01579 341406, Email: pcopleston@cornwall.gov.uk

Local Planning Authority Officer: Gavin Smith, 3-5 Barn Lane, Bodmin, Cornwall, PL31 1LZ

This brief is only valid for six months. After this period the Historic Environment Planning Advice Officer (HEPAO) should be contacted. Any written scheme of investigation (WSI) resulting from this brief shall only be considered for the same period. The contractor is strongly advised to visit the site before completing their WSI as there may be implications for accurately costing the project.

Contractors Written Scheme of Investigation (WSI)

No ground works are to be undertaken until the HEPAO and the Local Planning Authority (LPA) have approved the archaeological contractor's WSI.

1 Introduction

This brief has been written by the HEPAO and sets out the minimum requirements for archaeological recording on land adjacent to Penmayne, Rock Road, St Minver to discharge condition 4 of planning application 2009/00595 placed on the development.

2 Site Location and Description

The site is located in pasture to the south of the Rock to St Minver road, centred on Ordnance Survey grid reference SX 94678 76269.

3 Planning Background

Planning application 2009/00595 was submitted on the 17 April 2009 for the erection of 16 affordable dwelling. This application has been approved subject to Condition 4 which states:

No development shall take place within the site until the applicant has secured and implemented a programme of archaeological work in accordance with a written scheme of investigation to be submitted by the applicant and approved in writing by the Local Planning Authority in consultation with the County Archaeologist.

4 Archaeological Background

The development area has been recorded on the Cornwall and Scilly Historic Environment Record (HER) as within 'Anciently Enclosed Land' with a high potential for buried archaeological survival. Previous archaeological investigations in the area have produced evidence of prehistoric settlement in the form of a series of house circles, pits and other features in an adjacent field.

In October 2010 the agent to the developer engaged GSP Prospection Ltd. to undertake a geophysical survey within this development area. This produced evidence of the possible remains of a pottery kiln or of buried ferrous material. It is this magnetic anomaly which is the principle focus of this archaeological recording although wider investigation should not be ruled out.

5 Requirement for Work

Ground works associated with the development may disturb buried archaeological remains. It is therefore important that a suitably qualified archaeologist(s) is/are present during these works in order to identify and record any features of interest.

The site specific aims are to:

- Establish the presence/absence of archaeological remains
- Determine the extent, condition, nature, character, date and significance of any archaeological remains encountered
- To establish the nature of the activity on the site
- To identify any artefacts relating to the occupation or use of the site
- To provide further information on the archaeology of from any archaeological remains encountered

6 General Methodology

- 6.1 All stages of the investigation shall be supported by a written scheme of investigation (WSI).
- 6.2 The archaeological contractor is expected to follow the code of the Institute for Archaeologists (IfA).
- 6.3 Details including the name, qualifications and experience of the site director and all other personnel (including specialist staff) shall be included within the WSI.
- 6.4 All of the latest Health and Safety guidelines shall be followed on site.
- 6.5 The IfA's Standards and Guidance should be used for additional guidance in the production of the WSI, the content of the report and the general execution of the project.

- 6.6 Terminology will be consistent with the English Heritage Thesaurus.

7 Archaeological Recording Methodology

- 7.1 Prior to the commencement of on site works the archaeological contractor should familiarise themselves with the site by examining the information held by the Cornwall and Scilly Historic Environment record (HER), the Cornwall Records Office at Truro and the Cornwall Centre at Redruth, where appropriate.
- 7.2 An archaeologist shall be present during all ground works associated with the development, unless circumstances dictate a different approach. A toothless ditching bucket can be used for the removal of any overburden until the first archaeological horizon is exposed. This will then be hand cleaned as appropriate.
- 7.3 Any surviving remains which will be disturbed or destroyed by the development shall be archaeologically excavated and recorded.
- 7.4 Details of how all archaeological contexts and artefacts will be excavated, surveyed, recovered and recorded shall be provided. The site will be tied into the national grid.
- 7.5 Details of the site planning policy shall be given in the WSI. The normal preferred policy for the scale of archaeological site plans is 1:20 and sections 1:10, unless circumstances indicate that other scales would be more appropriate.
- 7.6 The photographic record shall consist of prints in both black and white and colour together with the negatives. Digital photography may be used for report illustration. For both general and specific photographs, a photographic scale shall be included. In the case of detailed photographs it may be appropriate to include a north arrow. The photographic record shall be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.
- 7.7 If significant archaeological deposits are exposed, all works must cease and a meeting convened with the client and the HEPAO to discuss the most appropriate way forwards.

8 Finds

- 8.1 All finds, where appropriate, will be retained from each archaeological context excavated.
- 8.2 All finds, where appropriate, shall be washed.
- 8.3 All pottery, and other finds, where appropriate, shall be marked with the site code and context number.
- 8.4 The WSI shall include an agreed list of specialist consultants, who may be required to conserve and/or report on finds, and advise or report on other aspects of the work including environmental sampling.
- 8.5 The requirements for conservation and storage shall be agreed with the Royal Cornwall Museum prior to the start of work, and confirmed in writing to the HEPAO.

- 8.6 Finds work should be to accepted professional standards and adhere to the Institute for Archaeologists *Guidelines for Finds Work*.
- 8.7 Environmental sampling should be guided by *Environmental Archaeology* (English Heritage Centre for Archaeological Guidelines. 2001/02).
- 8.8 Further English Heritage guidance that may be helpful includes *Geoarchaeology* (2004) and *Archaeometallurgy* (2001).
- 8.9 The English Heritage Advisor for Archaeological Science will be able to provide archaeological science advice if required (Vanessa Straker 0117 975 0689).

9 Human Remains

- 9.1 Any human remains which are encountered must initially be left in situ and reported to the HEPAO and the appropriate authorities (the Coroner), where appropriate. If removal is necessary this must comply with the relevant Government regulations. If burials are encountered their legal status must be ascertained and recording and/or removal must comply with the legal guidelines.
- 9.2 If human remains are not to be removed their physical security must be ensured, preferably by back filling as soon as possible after recording.
- 9.3 If human remains are to be removed this must be done with due reverence and in accordance to current best practice and legal requirements. The site must be adequately screened from public view. Once excavated, human remains must not be exposed to public view.

10 Results

- 10.1 The full report including all specialist assessments of artefact assemblages shall be submitted within a length of time (but not exceeding six months) to be agreed between the applicant and the archaeological contractor, Cornwall Council Historic Environment Service and the Royal Cornwall Museum. A further digital copy shall be supplied on CD-ROM preferably in 'Adobe Acrobat' PDF format.
- 10.2 The archaeological contractor will undertake the English Heritage/ads online access to the index of archaeological investigations (OASIS).
- 10.3 This report will be held by the Cornwall and Scilly Historic Environment Record (HER) and made available for public consultation.
- 10.4 The report must contain:
- A concise non-technical summary of the project results.
 - The aims and methods adopted in the course of the investigation.
 - A discussion of the archaeological findings in terms of both the site specific aims and the desk based research.
 - A location map, a drawing showing those areas examined as part of the archaeological recording, and copies of any archaeological plans and sections. All plans shall be tied to the national grid.
 - All specialist reports and assessments.
 - A summary of the archive contents and date of deposition.

- A context register with brief descriptions shall be included as an appendix.
 - A copy of the brief and the approved WSI will be included as an appendix.
- 10.5 A contingency shall be made within the costs for full publication in an appropriate journal. The HEPAO will notify the contractor of such a need within four weeks of receipt of the report.

11 Archive Deposition

- 11.1 An ordered and integrated site archive will be prepared in accordance with: *Management of Research Projects in the Historic Environment (MoRPHE) English Heritage 2006* upon completion of the project. The requirements for archive storage shall be agreed with the appropriate museum.
- 11.2 If the finds are to remain with the landowner a full copy of the documentary archive shall be housed with the Cornwall Record Office and with the Courtney Library of the Royal Institution of Cornwall.
- 11.3 The archive including a copy of the written report shall be deposited with the Royal Cornwall Museum within two months of the completion of the full report and confirmed in writing with the HEPAO.
- 11.4 Where there is only a documentary archive this will be deposited with the Cornwall Record Office as well as the Courtney Library of the Royal Institution of Cornwall.
- 11.5 A copy of the report will be supplied to the National Monuments Record (NMR) in Swindon.
- 11.6 A summary of the contents of the archive shall be supplied to the HEPAO.
- 11.7 Only on completion of 11.1 to 11.5 (inclusive) will there be a recommendation for the discharge of any archaeological recording condition.

12 Monitoring

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

Appendix 2

HISTORIC ENVIRONMENT PROJECTS

Written Scheme of Investigation for Evaluative Recording at Penmayne, Rock

1. Introduction

1.1 Background

HE projects have been requested by Mr David Wills to provide a project design and an estimate for, archaeological recording ahead of the construction of 16 affordable dwellings at Penmayne, Rock. The proposed scheme will cover an area of approximately 0.9 HA. It is located to east of Rock, a settlement of medieval origin. In October 2010, a geophysical survey was carried out over the proposed development area by GSB Prospection Limited who produced a report detailing the results of their survey (GSB 2010). This survey resulted in the identification of two amorphous anomalies, one of which may be of an archaeological nature and another which may be modern ferrous disturbance or a potential kiln site. Given the proximity of an Iron Age roundhouse settlement, which has recently been recorded by HE Projects (Gossip 2010), it has been decided that further archaeological recording is required.

These investigations are required as part of planning application 2009/0059. This application has been approved subject to Condition 4 which states:

No development shall take place within the site until the applicant has secured and implemented a programme of archaeological work in accordance with a written scheme of investigation to be submitted by the applicant and approved in writing by the Local Planning Authority in consultation with the County Archaeologist.

Phil Copleston (Historic Environment Planning Advice Officer, Cornwall Council) has produced a brief for archaeological recording (brief for archaeological recording dated 29/11/10) and has suggested that a first stage of archaeological recording should be of an evaluative nature (email dated 29/11/10). He has been consulted over the requirements for the archaeological recording and will monitor the project.

This project design is for the first evaluative stage. Depending upon the results from the evaluative fieldwork, further stages of archaeological recording may be needed to mitigate the impact of development. This might include one or more of the following elements:

- **Controlled soil stripping of the remainder of the development**
- **Excavation of significant features**
- **Collation of archive and production of archive report**
- **Assessment, analysis (and archive deposition)**
- **Final publication (in an academic journal)**

1.2 Historical background

The area of the proposed development falls into a historic character zone which has been classified as 'Anciently Enclosed Land' (Cornwall County Council 1996). 'Anciently Enclosed Land' is land which has been settled since at least the medieval period and which often contains archaeological remains dating to prehistoric and medieval times. The proposed development is situated within an area which has the potential to contain buried archaeological remains.

Identified archaeological sites

The development is situated within an area of high archaeological potential. In 2009 archaeological investigations carried out by HE Projects in a field to the south of the proposed development area led to the discovery of a significant roundhouse settlement (Gossip 2010). Analyses of the material collected from the site is ongoing; however, it appears that the settlement is of Iron Age date and that there appears to be more than one phase of activity. It seems probable that other roundhouses and settlement-related activities took place in the area around the roundhouse settlement.

Potential sites

There is potential for buried prehistoric and medieval sites to survive within the project area and there is the scope for the survival of previously unrecorded archaeological remains and artefacts of all periods.

2. Aims and objectives

The purpose of the evaluation is:

- To investigate, identify and describe and evaluate the archaeological resource.
- To assess the significance of the features which were identified by the geophysical survey, via the evaluative recording.
- To set out proposals for mitigation (in particular, archaeological recording).

The development area contains a number of potentially important buried archaeological sites. The archaeological investigation of this area therefore provides an opportunity to better understand the character and potential of this resource by recording sites and features affected by it.

2.1 Key objectives are:

- To locate and record prehistoric and medieval settlement activity within the area of the proposed development.
- To clarify the character of the anomalies identified by the geophysical survey and determine whether they have any archaeological significance.

3. Methodology

The evaluation of the geophysical anomalies will be carried out, in order to adequately assess the archaeological potential of the anomalies which were identified by the geophysical survey.

The evaluation will consist of four stages: an evaluation area, archiving, analysis, report.

3.1 Evaluation (see attached Figure)

The information from the geophysical survey will be used to guide the location of an evaluative trench, which will test the accuracy of the results from the survey. The identified features will be targeted to ascertain their character, and preservation. A single trench measuring 35m long 20m wide will be excavated over the top of the two geophysical anomalies which have archaeological potential.

In advance of the evaluation exercise HE Projects will discuss with the client:

- Working methods and programme.
- Health and Safety arrangements.
- Treatment of artefacts.

Recording - general

- The position of the trench will be marked onto a scaled base map (linked to the National Grid). Prior to the start of the evaluation, the position of the trench will be marked out on the ground (via offsets and tapes).

- The trench will be excavated down to the level of the archaeology or the top of the natural subsoil by mechanical excavator/swing shovel, which has been fitted with a toothless bucket, and then hand cleaned.
- Site drawings (plans and sections) will be made by pencil (4H) on drafting film; all drawings will include standard information: site details, personnel, date, scale, north-point.
- Excavation of features will be restricted to the minimum necessary to assess their likely potential.
- All features and finds will be accurately located at an appropriate scale.
- 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.
- Photography: scaled monochrome photography will be used as the main record medium, with digital photography used more selectively and for illustrative purposes.
- If human remains are discovered on the site they will be treated with respect and the Historic Environment Planning Advice Officer and the Ministry of Justice will be informed. All recording will conform to best practice and legal requirements.

Treatment of finds

The fieldwork is likely to produce artefactual material.

- All finds in significant stratified contexts predating 1800 AD (eg, settlement features) should be plotted on a scaled base plan 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 predating 1800 AD will be collected in sealable plastic bags which will be labelled immediately with the context number or other identifier.

3.2 Archiving

An ordered and cross-referenced site archive will be produced. Site plans, photographs and other records will be completed and indexed, and any artefacts retrieved will be washed and marked (where appropriate) and catalogued. A contingency is allowed for conservation work on finds.

3.3 Analysis

This will involve analysis of significant structural and stratigraphic data and artefacts, etc, which may be recovered from the site. A contingency is included in this estimate to allow for specialists' analyses.

3.4 Report

The results from the evaluative exercise will be presented in a report.

The results from the fieldwork will be presented in a concise report. Copies of the report will be distributed to the Client, the County Archaeologist and the local and main archaeological record libraries. A PDF copy of the report will be produced.

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 archaeological recording.
Recommendations for further analysis and publication.
- Archive - A brief summary and index to the project archive.
- References - Sources referred to in text.
- 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).
- Finds drawings (if appropriate).
- Photographs (if appropriate).

An OASIS record will be completed for the project.

Deposition

- A copy of the report will be submitted to Historic Environment Planning Advice Officer, Cornwall Council, and the main local record centres.

Dissemination

- Where no further archaeological recording takes place provision should be made in agreement with the Senior Archaeologist Planning Advice for the deposition of the project archive/finds and for publication within an academic journal, for example *Cornish Archaeology*. An outline cost for final publication is included within the attached estimate.
- A copy of the report will be presented to Principal Archaeologist (HER).

4. Monitoring

- This written scheme of investigation will need to be approved by the planning authority.
- The recording exercise will be monitored. The Historic Environment Planning Advice Officer should be informed 1 week in advance of the intention to start the recording.
- HE Projects will liaise with the Historic Environment Planning Advice Officer 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 Historic Environment Planning Advice Officer 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 Historic Environment Planning Advice Officer.

5. Project Staff

An experienced archaeologist employed by HE will carry out the archaeological fieldwork. The report will be compiled by experienced archaeologist(s) employed by HE. Relevant experienced and qualified specialists will be employed to undertake appropriate tasks during the assessment and analysis stages of the project.

The project will be managed by a manager who is a Member of the 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 Historic Environment Planning Advice Officer in the light of the results of the excavations.

7. Health and safety during the fieldwork

7.1 Health and safety statement

Historic Environment is within the Environment, Planning and Economy Directorate of Cornwall Council. The HE projects team follows Cornwall Council's *Statement of Safety Policy*. For more specific policy and guidelines the Unit uses the manual *Health and Safety in Field Archaeology* (2002) endorsed by the Standing Conference of Archaeological Unit Managers

Prior to carrying out any excavations HE will carry out a risk assessment

8. Insurance

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

9. Standards

HE follows the Institute For Archaeologists' Standards and Code of Conduct and is a Registered Archaeological Organization.

As part of Environment, Planning and Economy Directorate of Cornwall Council, the HE projects team has certification in BS9001 (Quality Management), BS14001 (Environmental Management), OHSAS18001 (Health, Safety and Welfare), Investors in People and Charter Mark.

10. Copyright

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

This project design and estimate is the copyright of Historic Environment, 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

- It is assumed that the client will supply the mechanical excavator. The cost is not included in the attached estimate.

- 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.
- The post excavation programme (assessment, analysis and reporting) will need to be reviewed in the light of the fieldwork.

2/12/10

Dr Andy Jones

Historic Environment Projects

Cornwall Council

Kennall Building

Old County Hall

Station Road

Truro

TR1 3AY

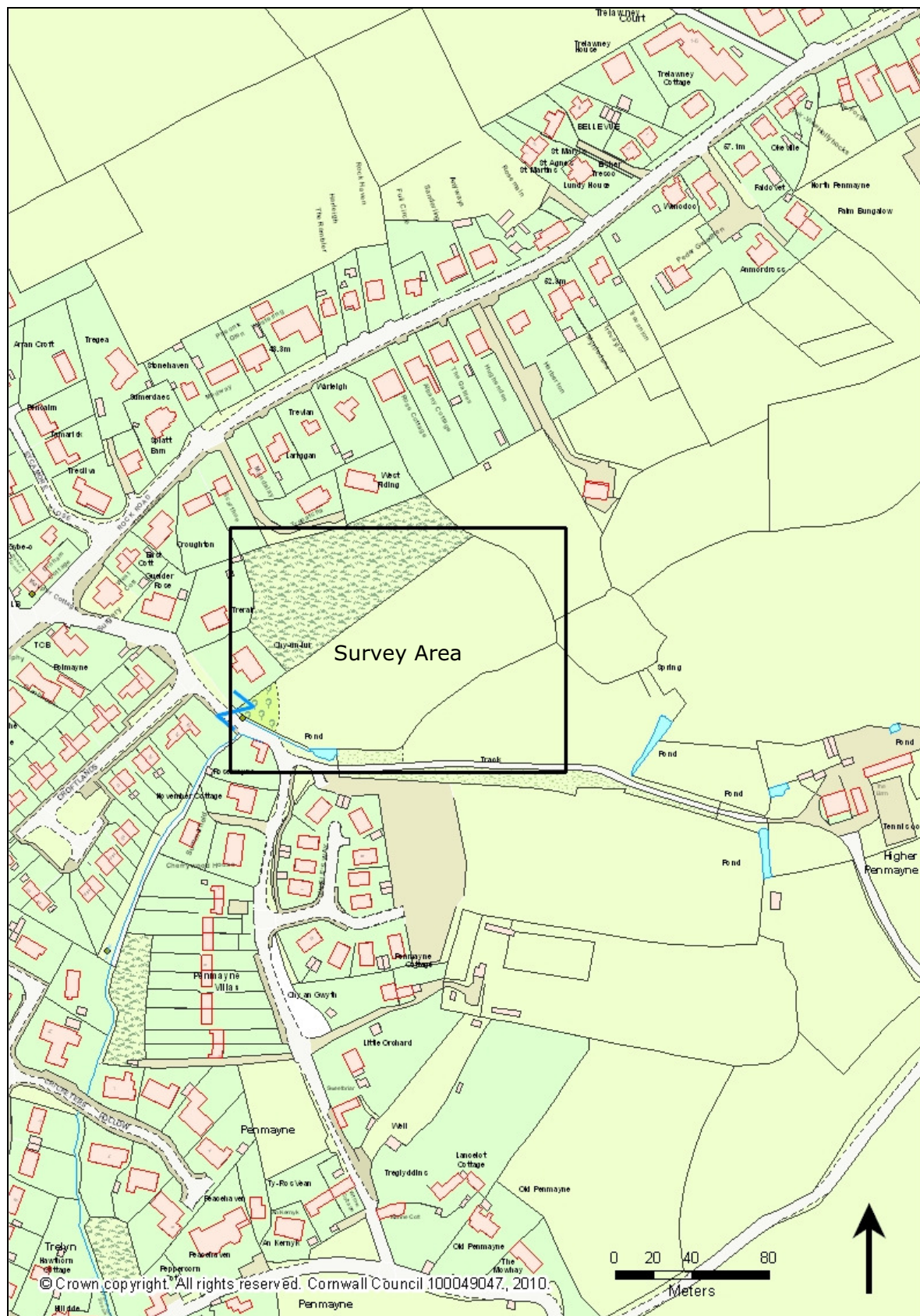


Fig 1 Area location

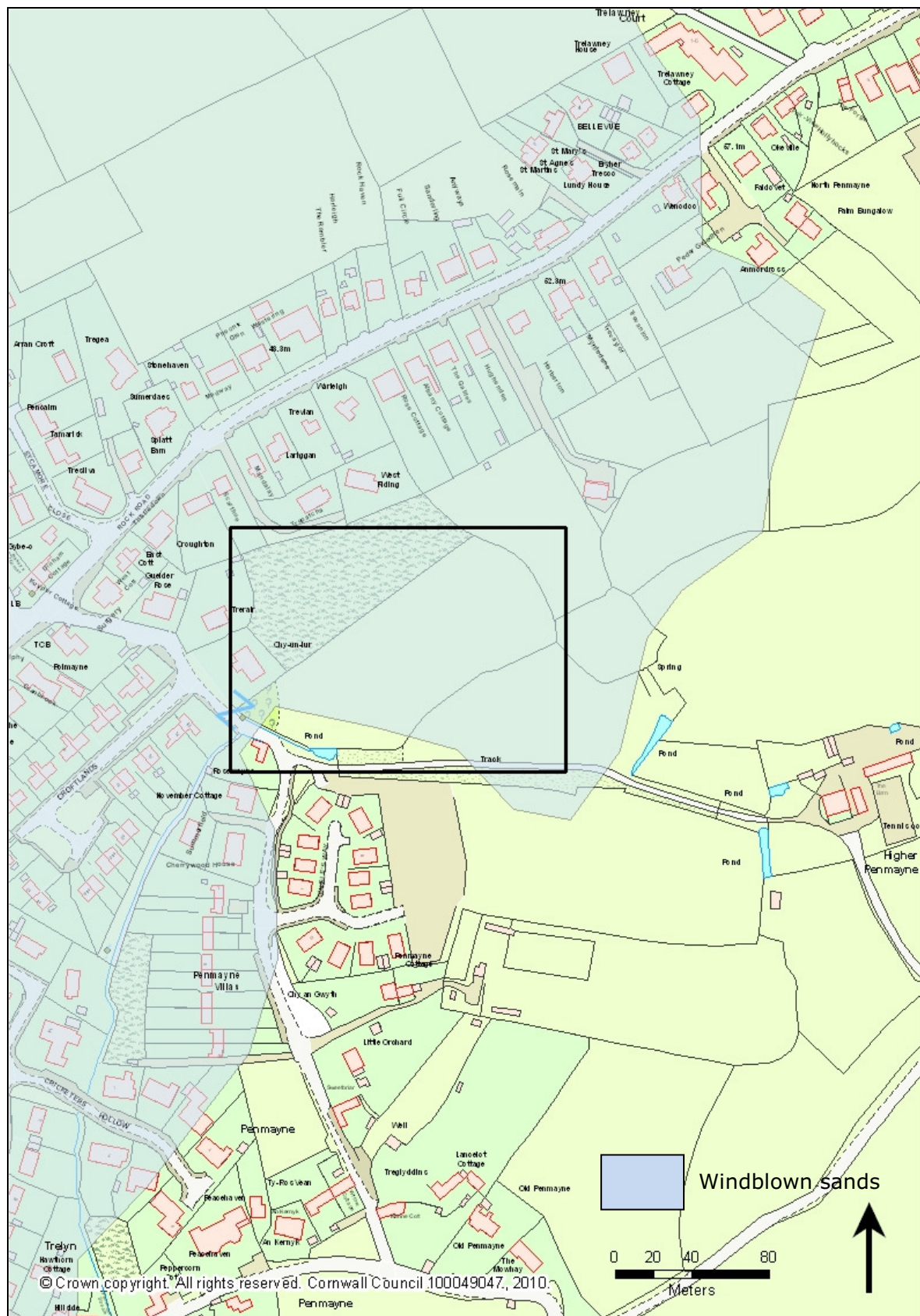


Fig 2 Extent of windblown sands

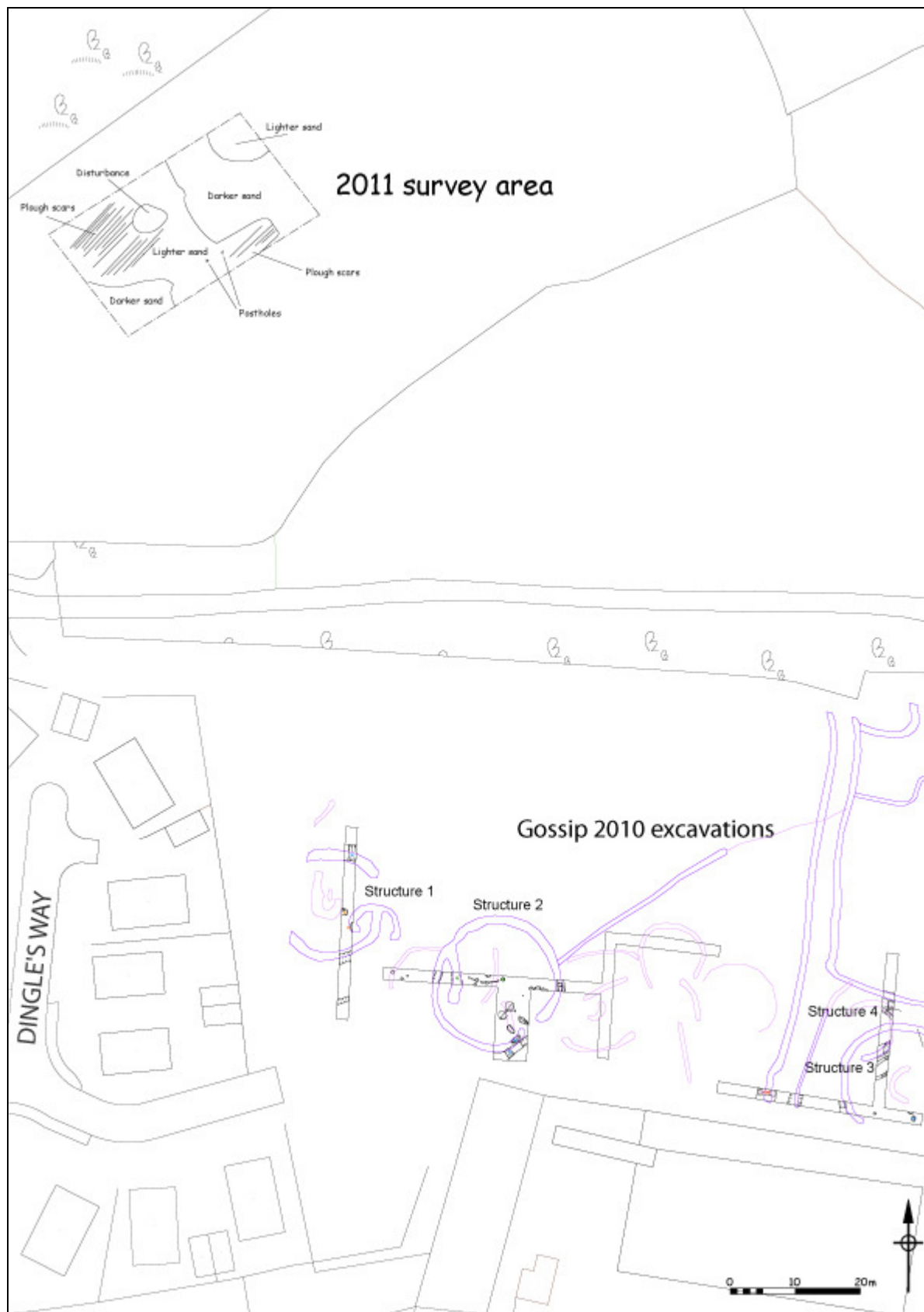


Fig 3 Gossip 2010 excavations location plan

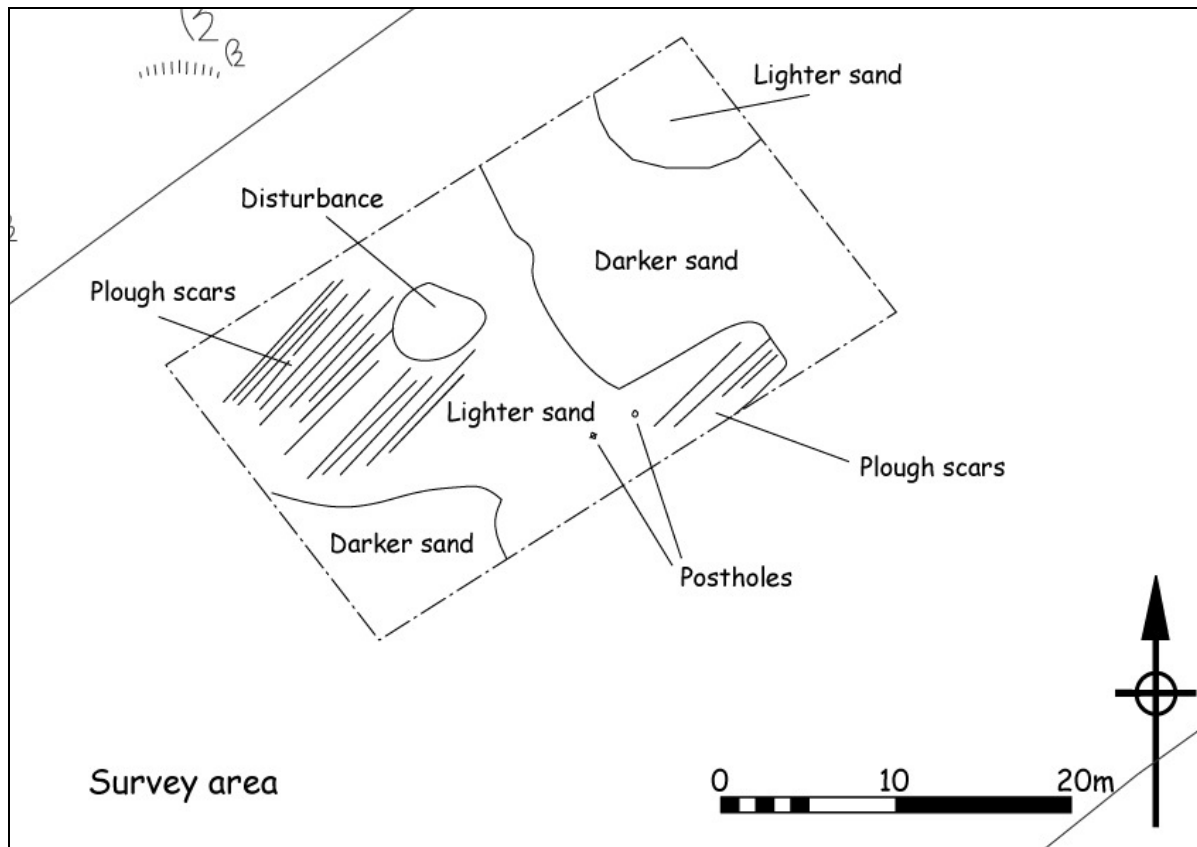


Fig 4 Site plan



Fig 5 Plough Scars