



St Paul's Church, Brierley

Archaeological Watching Brief

ArcHeritage 2019



**Report on an Archaeological Watching Brief at St Paul's Church, Brierley,
South Yorkshire**

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NON-TECHNICAL SUMMARY

ArcHeritage were commissioned by Wiles and Maguire Ltd, on behalf of the vicar and churchwardens of St Paul's Church, to undertake an archaeological watching brief on drainage improvement works in the graveyard surrounding St Paul's, Brierley, South Yorkshire, in the Diocese of Leeds. The work was undertaken in line with a Written Scheme of Investigation prepared by ArcHeritage and agreed with the diocese's archaeological advisor. All excavation within the graveyard was closely monitored by the project archaeologists, and no human remains were impacted upon or otherwise disturbed during the monitored excavations. Features observed during the monitoring included foundation deposits associated with the church tower, a small brick structure possibly associated with drainage, and three cut features of uncertain function, possibly associated with earlier drainage. No features definitively pre-dating the 1860s church were observed. The deposits under the current footpath suggest that a path has been in this location since the construction of the church, with no evidence for any burial activity extending under it.

1 INTRODUCTION

This report details the results of an archaeological watching brief undertaken by ArcHeritage in the graveyard of St Paul's Church, Brierley, in the Diocese of Leeds. The monitoring was undertaken on groundworks associated with the insertion of drainage pipes. A faculty was required to undertake the works, and a Written Scheme of Investigation (WSI) was prepared by ArcHeritage as a method statement for the works to be carried out under the faculty (see Appendix 3). This was agreed with the archaeological advisor for the diocese. ArcHeritage were commissioned by Wiles and Maguire Ltd on behalf of the vicar and churchwardens of St Paul's Church. The principal contractor undertaking the drainage works was Bridgett Conservation.

Archaeological monitoring commenced on January 15th 2019, and continued intermittently as the works required until completion on February 13th 2019. The fieldwork was carried out by Rowan May and Richard Jackson.

2 SITE LOCATION & DESCRIPTION

The site is located off Church Street, Brierley, South Yorkshire, approximately 2.5km to the southwest of Hemsworth (Figure 1). The site is bounded by Church Street to the southwest, a public footpath to the northwest, Church Court to the southeast and open public ground to the northeast beyond the modern graveyard.

The village of Brierley is situated on a gently-sloping escarpment close to the West Yorkshire border. The underlying geology comprises an outcropping of Brierley Rock Sandstone, and the drift deposits are uncatalogued (BGS Online).

3 ARCHAEOLOGICAL BACKGROUND

The Church of St Paul's at Brierley is designated as a grade II listed building (NHLE 1314994). The small Victorian church with a west tower was designed by John Wade and built in 1869. The main fabric of the building is coursed squared sandstone with a graduated slate roof. The tower was repaired recently.

The 1854 OS map shows the proposal area as occupied by a structure, which was likely to have comprised domestic dwellings. The subsequent 1893 OS map depicted the church with a graveyard situated to the northwest, though by 1906, the graveyard was depicted to the immediate south of the church, between the building and Church Street. By 1919 the boundary of the churchyard had been extended at the northeast edge to its modern extent, presumably to accommodate more inhumations in a reflection of a growing settlement.

4 AIMS & METHODOLOGY

The aims as outlined in the WSI were:

- to minimise disturbance to any burials present; burials were to be left *in situ* where possible;
- to ensure that any disturbed human remains were promptly reinterred within the burial ground wherever possible;

- to determine the extent, condition, character, importance and date of any archaeological remains present;
- to undertake preservation by record of any archaeological deposits;
- to identify if any discrete features are present within the site;
- to investigate and record any archaeological features present;
- to recover any artefactual remains associated with archaeological features;
- to provide information that will enable the remains to be placed within their local, regional, and national context;
- to avoid or minimise disturbance to burials and grave monuments within the area of works.

The watching brief was undertaken in line with the methodology described in the WSI (see Appendix 3 for details).

5 RESULTS

The monitored works comprised the excavation of a continuous pipe trench around the north, west and south perimeter of the church, to which were connected a sequence of shallow drainage gullies running from downpipes on the church. In the southern corner, an additional trench ran from the main pipe trench to the road to connect the new drainage to existing services (Figure 2). Several sections were excavated to an extra depth of approximately 0.5 metre to accommodate inspection chambers. Although a mechanical excavator was used for the more straightforward trenches, several of the trenches were hand-excavated to avoid damage to graves, service cables and the church building. All excavation was closely monitored for potential impact upon human remains and sub-surface features or deposits by the monitoring archaeologist. Finds were recorded on site, photographed and reburied close to their original location. No artefacts were removed from the site.

5.1 Northwest of the church

The majority of the monitored trenches were excavated within the line of the pathway encircling the church. The stratigraphic sequence of excavated deposits was generally consistent comprising a modern concrete path (context 100), an associated bedding deposit 101 consisting of grey-black gritty sand containing inclusions of clinker, tarmac, coal and slag, which in turn overlaid a thin deposit of redeposited sandstone rubble 102. The sandstone rubble 102 was interpreted as a post-construction levelling layer derived from surplus or waste material spread around the perimeter of the church upon completion of construction in the 1860s. This sequence was consistently represented in the monitored excavations observed around the northwest side of St Paul's (Plate 1). The basal deposit 105 underlying 102 in this area consisted of a compact matrix of silty sand with frequent sub-angular inclusions of sandstone fragments. Context 105 was not impacted to any great extent by the monitored excavations, and was interpreted as the top of a natural subsoil.

In pipe trenches excavated between the church and the path to the northwest of the church, context number 104 was ascribed to the current topsoil. Only one feature was observed within the area to the northwest of the church, a small brick structure 0.7m out from the church, close to one of the buttresses (Plate 2). This structure (125) was 0.15m below the ground surface and

was constructed of machine-pressed red brick. It was visible to three courses in height (0.2m) and three bricks wide (0.33m). The modern appearance of the brick and the narrow width of the feature suggest it may be associated with drainage, as it is close to a downpipe. Only one external face was visible in the edge of the trench.

5.2 Southwest of the church

The sequence of deposits was slightly more complex to the southwest of the church tower. It is perhaps to be expected, as the monitored excavations around the southwest end of the church building were in closer proximity to the standing building. The initial sequence relating to the construction of the pathway was still consistent, although additional contexts were interposed between 101-102 and the subsoil 108.

Deposit 110 was sealed directly beneath topsoil 104 to the southwest of the church tower. It consisted of a series of mixed lenses varying from mid-brown to yellow-orange silty sand with occasional inclusions of sandstone rubble. The linear extent of this context was 9 metres along the northwest-southeast axis of the drainage trench as it was excavated along the southwest edge of the church. This context was interpreted as a sequence of levelling and/or backfill deposits associated with the construction of the church and its tower.

Structure 109, (Figure 3, Illustrations 1 & 2; Plate 3), was immediately beneath deposit 110, and directly to the southwest of one of the church tower buttresses. This structure consisted of an irregular arrangement of large sub-angular sandstone fragments which appeared to have been roughly dressed with some straight faces in a range of sizes from 22 x 20 x 8 cm to 45 x 20 x 20cm (Plate 4). Some of the individual sandstone elements retained residual traces of pale grey lime mortar. The impact of the drainage trench into this context was relatively limited, as the trench only measured 0.3-0.4m wide. The excavated depth of approximately 1.05m below ground level in this area. was sufficient to record the limited vertical extent of the context as 0.3m. Context 109 was interpreted as the possible outer edge of a spreading foundation pad pertaining to the construction of the church tower.

A similar feature to 109 was impacted upon as the excavation of the drainage trench continued to the southeast along the southwest elevation of the church tower; structure 113 consisted of a substantial arrangement of roughly dressed sandstone blocks bonded together with pale yellowish-grey sandy lime mortar (Plate 5). The constituents varied in size up to a maximum of 40 x 35 x 12 cm, and were typically roughly shaped on one or two sides. As with 109, it seems reasonable to interpret 113 as the outer edge of a spreading foundation pad for the church tower. The stratigraphical sequence overlying 113 was perhaps a little more demonstrative than was the case with 109. Structure 113 appeared to be situated within a broad construction cut, which had been backfilled with a mixed deposit of silty sand with inclusions of rubble fragments, sandstone fragments and occasional sherds of later post-medieval pottery. This context was similar in nature to deposit 110 overlying 109, leading to the interpretation that the two backfill contexts were contemporary and sealed a single phase of construction in the form of structures 109 and 113

Deposit 114 was impacted upon beneath topsoil 104 as the line of the drainage trench crossed from the paved area to the grassed area to the west of the church tower. Context 114 consisted of a mid-brown loose sandy silt, noticeably distinct from the overlying topsoil deposit. As this

was one of the few contexts to yield any significant quantities of post medieval pottery, this context was interpreted as a remnant of original graveyard soil. This may have been imported following the completion of the church construction in the 1860s to landscape the area. The pottery sherds recovered from this context comprised 19th-century wares; a sherd of spongeware and a sherd of whiteware bowl apparently handpainted with the ubiquitous 'willow' pattern. As a broad 19th-century date has been ascribed to the pottery, it is entirely possible that the sherds are residual traces of activity which took place on the site prior to the construction of the church. A similar deposit (117) was impacted upon to the southeast of the church, although no pottery was present in the area subject to monitored excavations. It is likely that a contemporary graveyard soil survives intermittently around the church in areas not compromised by subsequent landscaping or construction episodes. In both cases, the 19th-century soil contexts 114 and 117 were found to directly overlie subsoil 108.

5.3 South and southeast of the church

Within the area below the pathway to the south of the church, and the branch of the pipe trench leading to the road, the concrete path surface and bedding layer (100 and 101) were found to directly overlie the probable natural subsoil 108. This suggests that if earlier structures were located in this area, the landscaping associated with construction of the church and entrance way has removed any associated remains. In the area outside the church porch, a sequence of tarmac and concrete layers were observed below the most recent concrete, indicating a sequence of ground raising events outside the porch (Plate 6).

Continued excavation of the drainage trench through deposit 117 towards the northeast end of the church along the southeast side led to the exposure of some negative features of indeterminate function. Feature 120 was fully visible in plan within the narrow confines of the service trench, measuring 0.25m by 0.3m (Plate 7) The feature was square with steeply sloping sides terminating at a flat base. The feature was cut into natural subsoil 103, and was backfilled with dark black-brown sandy silt 119. The fill contained few inclusions aside from infrequent small sandstone fragments, and no artefacts were present within the fill. Without any artefacts or other relevant details to inform an interpretation of this feature a definitive explanation of its purpose remains elusive.

Three features were found directly to the north of 120 at a similar depth of 0.2-0.3m below ground level. As these features were very similar and appeared to be the product of a single episode they were ascribed a single common cut (122) and fill (121) number. The features were in a similar position within the site stratigraphy; directly cut into subsoil 103 and sealed by overlying graveyard soil 117. The features appeared to be linear, but once again the limited width of the drainage trenching did not allow for an extensive investigation into specific features in this area. Although within close proximity to 120, the backfill of features 122 was clearly different to 119; consisting of a loose pale grey-yellow sand 121 with occasional inclusions of small sandstone fragments. The backfill of these features was, therefore, quite similar to the underlying subsoil (108) suggesting the interpretation that these features were the product of a rapid sequence of excavation and backfilling. They may have been trenches for earlier land drains, or were perhaps related to the construction of St Paul's.

One of the final trenches excavated ran from the southeast wall of the church to the main run of drainage trench southwest of the church. Although care was taken to locate the drainage

trenches as far away as possible from the visible graves it was necessary to excavate a shallow trench across the lower portion of a grave or memorial belonging to Emily Saunders. Unfortunately the writing on the headstone has been subjected to considerable damage over the years; it appears from the surviving text that her husband James was interred at Felkirk, the location of the mother church to St Paul's. The drainage trench was hand-excavated through the northwest end of the demarcated 'grave' area to a maximum depth of 0.3m below ground level (Plate 8). No human remains were encountered during the excavation of the drainage trench, although irregularities were observed in the interface between topsoil and subsoil which could be interpreted as the upper margins of a grave cut.

6 CONCLUSION

No human remains were disturbed or otherwise impacted upon during the monitored excavations at St Paul's Church, Brierley. Foundation structures and deposit sequences associated with the construction of the church tower were noted within the pipe trench, and three cut features of uncertain function were impacted upon by the monitored works at the southeast corner of the church. A small brick structure possibly associated with relatively modern drainage was observed at the northwest side of the church. No features or structures definitively relating to structures pre-dating the church were observed within the monitoring area. The deposits under the current footpath suggest that a path has been in this location since the construction of the church, with no evidence for any burial activity extending under it.

7 ACKNOWLEDGEMENTS

ArcHeritage would like to thank the team from Bridgett Conservation, in particular Nathan Turner, for their assistance during the watching brief.

PLATES



Plate 1: General stratigraphic sequence in southeast-facing section, viewed facing northwest



Plate 2: Brick structure 125 to northwest of church, viewed facing southwest

(Note: the scale in all shots is 1m in length, divided into 10cm segments)



Plate 3: Plan view of structure 109 as seen in drainage trench, viewed facing northwest



Plate 4: Stones removed from structure 109 during monitored excavation



Plate 5: Structure 113 beneath south corner of the church tower, viewed facing northwest



Plate 6: Trench section south of the porch, showing sequence of surfacing, viewed facing south



Plate 7: Plan view of cuts 120 (centre) and 122 (right) in subsoil 103, viewed facing southwest



Plate 8: Drainage trench through lower end of grave, viewed facing southwest

FIGURES

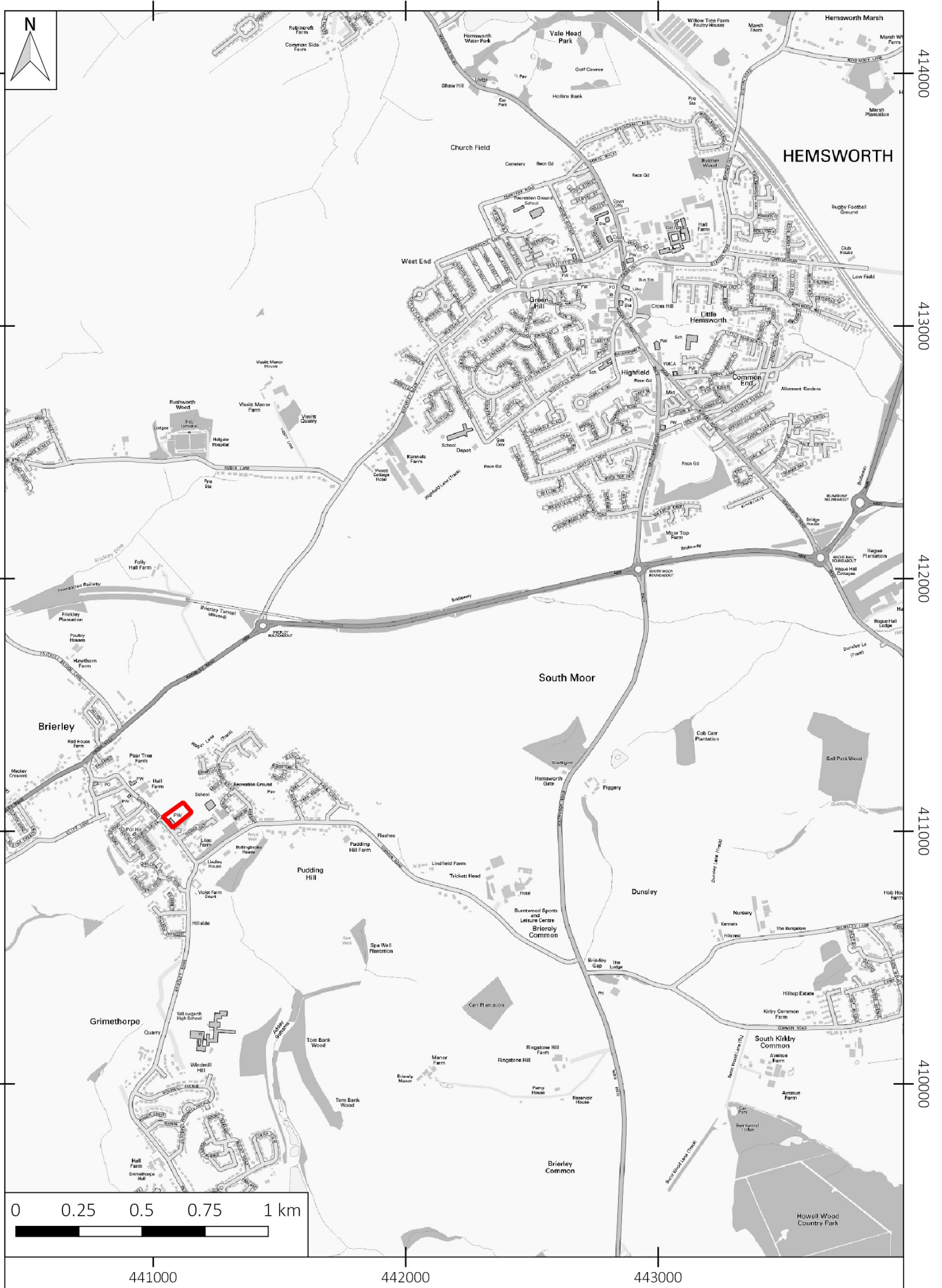


Figure 1: Site location

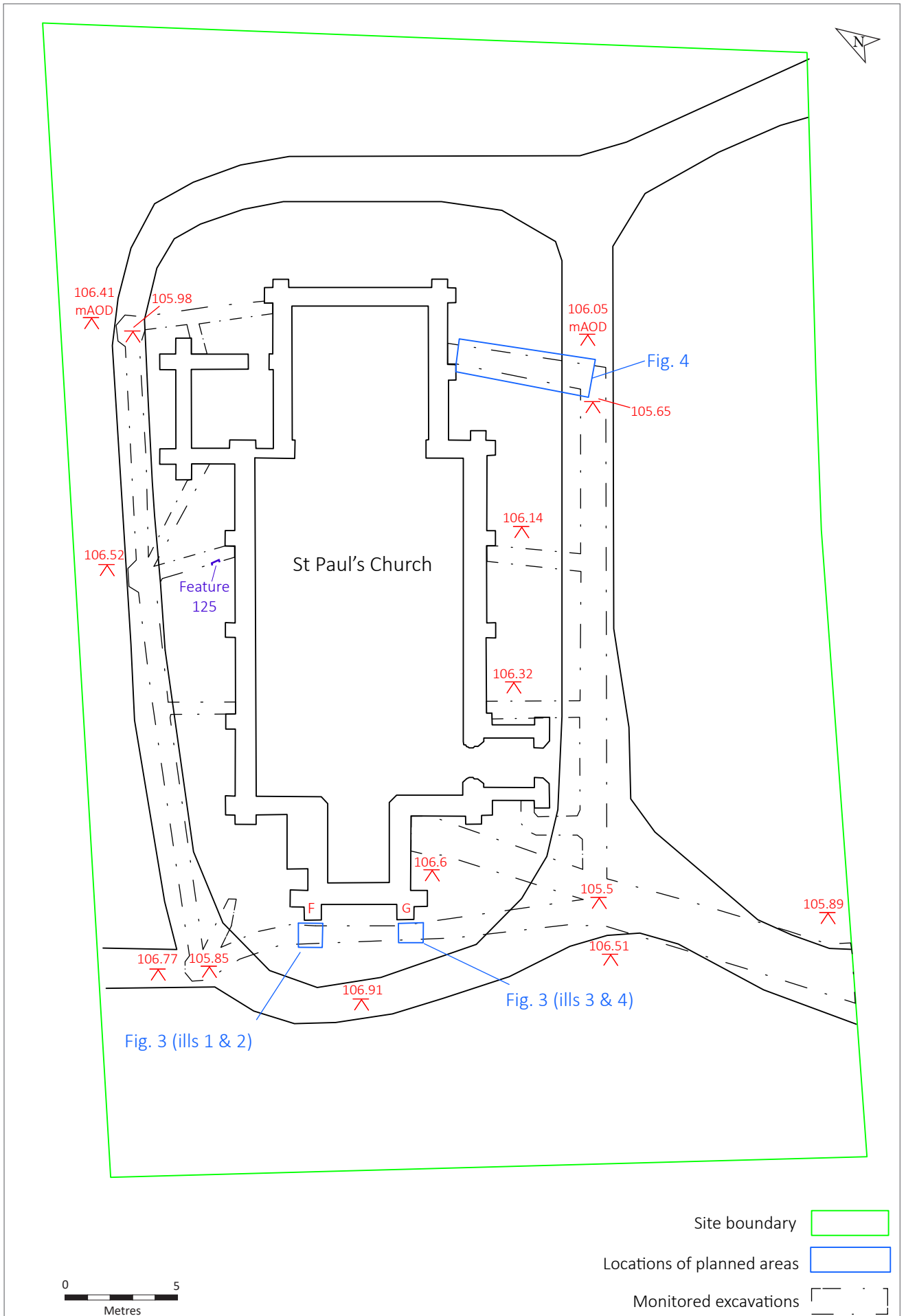


Figure 2: Site plan showing location of monitored excavations

Illustration 1: Plan of Structure 109

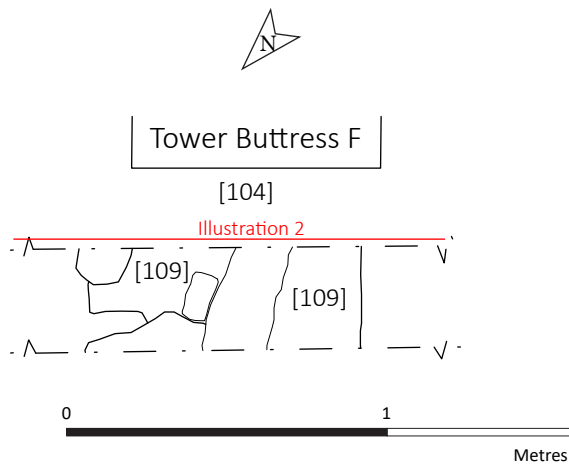


Illustration 3: Plan of Structure 113

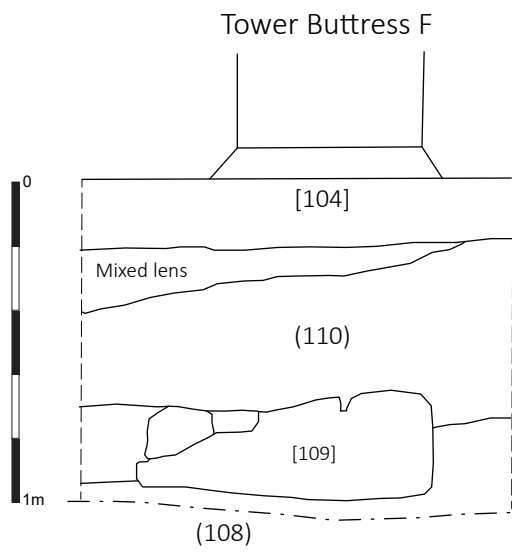
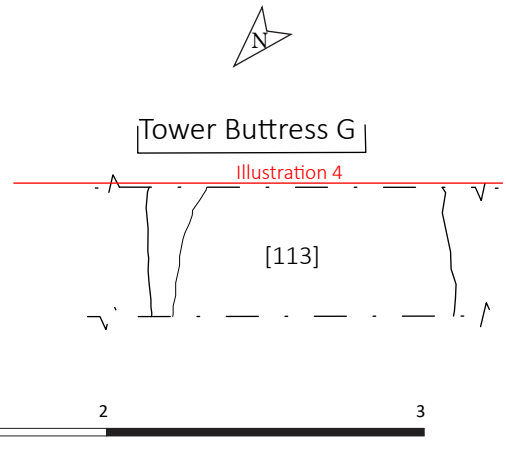


Illustration 2: Southeast-facing section showing Structure 109

106.8m aOD
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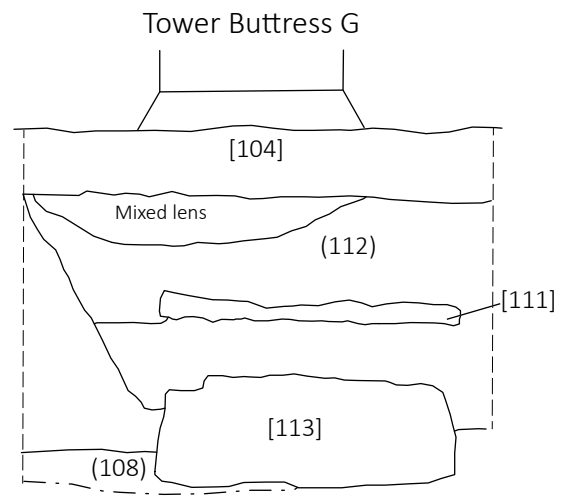


Illustration 4: Southeast-facing section showing Structure 113

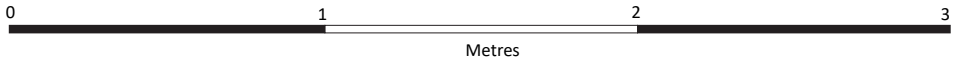
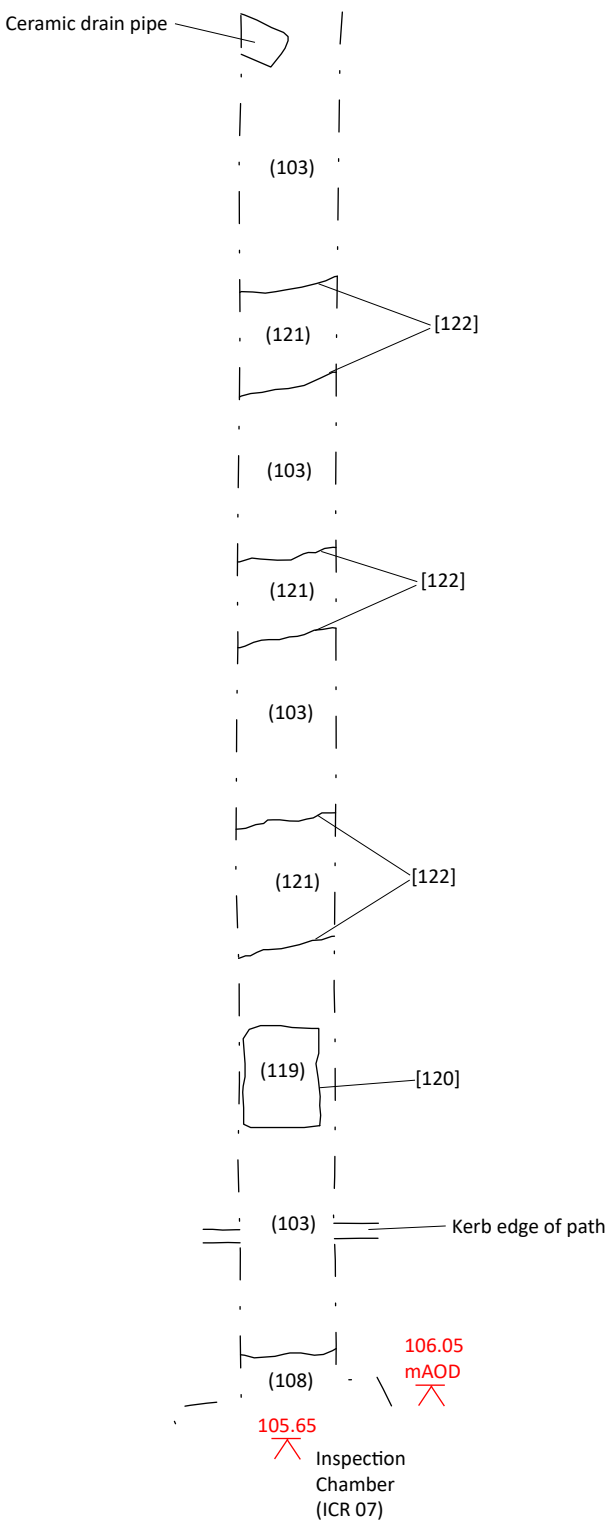


Figure 4: Plan of features [120] & [122]

APPENDIX 1: LIST OF CONTEXTS

Context	Description
100	Concrete path surface
101	Clinker made ground beneath 100
102	Sandstone rubble
103	Orange-brown soil
104	Topsoil
105	Yellow clay-sand (Natural?), similar to 108.
106	Darker clay-sand made ground
107	Rubble deposit similar to 102
108	Pale yellow clay sand natural.
109	Stone structure; buttress foundation.
110	Levelling/backfill deposits sealing 109
111	Mortar 'slab'
112	Post-construction levelling/backfill deposit
113	Stone structure; buttress foundation
114	Brown soil
115	Aggregate/rubble
116	Tarmac layers
117	Graveyard soil
118	Rubble deposit
119	Fill of 120
120	Square cut into 103
121	Land drain fills
122	Land drain cuts
123	Weathered subsoil
124	Topsoil
125	Brick drain head

APPENDIX 2: INDEX TO ARCHIVE

Item	Number of Items
Context register	1
Context sheets	26
Digital Photographs	93
Photographic register	2
Drawing register	1
Original drawings	2
Written Scheme of Investigation	1
Report	1

APPENDIX 3: WRITTEN SCHEME OF INVESTIGATION

St Paul's Church, Brierley, Barnsley
Written Scheme of Investigation for Archaeological Watching Brief

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FIGURES

Figure 1: Site location

Figure 2: Proposed works

1. SUMMARY

- 1.1. St Paul's Church, Brierley, South Yorkshire, in the Diocese of Leeds, are planning to undertake improvements on the drainage system around the church. The scheme will include the installation of the new drainage system and all associated groundworks.
- 1.2. A faculty is required to undertake the works and this WSI has been prepared as a method statement for the works to be undertaken under the faculty.
- 1.3. Due to the proximity of known burials close to the excavation area, and the potential for unrecorded burials within the excavation area itself, it has been determined that an archaeological watching brief be maintained throughout the duration of the works, to ensure that the works cause minimal disturbance to burials and that any archaeological remains disturbed during the works are recorded.
- 1.4. This Written Scheme of Investigation (WSI) has been prepared to outline the methodology to be employed during the archaeological watching brief on the groundworks. The work will be carried out in accordance with the WSI, and according to the principles of the Institute for Archaeology (ClfA) Code of Conduct and all relevant standards and guidance.

2. SITE LOCATION & DESCRIPTION

- 2.1. The proposal site is located off Church Street, Brierley, South Yorkshire (centred NGR SE410110) (Figure 1), approximately 2.5km to the south-west of Hemsworth. The works are understood to take place around the perimeter of the church structure, mostly along the line of existing footpaths (Figure 2).
- 2.2. The underlying geology across the site is Brierley Rock sandstone. There are no superficial deposits recorded for the site (BGS 2018).

3. DESIGNATIONS & CONSTRAINTS

- 3.1. The area in which the works will take place does not contain any designated heritage assets. The church itself is Grade II Listed (NHLE 1314994).

4. ARCHAEOLOGICAL INTEREST

- 4.1. The church was designed by John Wade and constructed in 1869, comprising a small Victorian church with a west tower. The main fabric of the building is built of coursed, squared sandstone with a graduated slate roof. The tower was repaired a few years ago.
- 4.2. The site is depicted on the 1854 OS map as occupied by a structure, possibly houses. The 1893 OS map depicts the church with the graveyard situated to the north-west, which by 1906 appears to be depicted to the immediate south of the church, between the building and Church Street. By 1919 the boundary of the churchyard appears to have been extended to the north-east, as it remains today, presumably to incorporate more burials. The current graveyard is located within this area, although as the 1896-1906 OS maps indicate, burials may be present within the area of intended works.

5. AIMS

- 5.1. The aims are:

- to minimise disturbance to any burials present; burials will be left *in situ* where possible,
- to ensure that any disturbed human remains are promptly reinterred within the burial ground where possible,
- to determine the extent, condition, character, importance and date of any archaeological remains present;
- to undertake preservation by record of any archaeological deposits;
- to identify if any discrete features are present within the site;
- to investigate and record any archaeological features present;
- to recover any artefactual remains associated with archaeological features;
- to provide information that will enable the remains to be placed within their local, regional, and national context
- to avoid or minimise disturbance to burials and grave monuments within the area of works.

5.3 Should burials or grave monuments be encountered, the presumption will be that these will be preserved *in situ*. Where disturbance is unavoidable, this will only take place within the remit of a faculty and permission from the Chancellor of the Diocese. Any disturbed burial or grave monuments will be recorded in accordance with Historic England guidance (2017). Any disturbed human remains will be reinterred within the burial ground, where possible this will take place within the disturbance of the proposed drainage works.

6. TECHNIQUES

6.1. The recording will comprise the following elements:

- Watching brief on all groundworks
- Reporting

7. GROUNDWORKS TO BE MONITORED

7.1. Proposed developer activities relate to groundworks required for the construction of an improved drainage system around the perimeter of the church (Figure 2). Soil stripping and groundworks will be required.

7.2. The proposed drainage groundworks are required to replace the existing drainage. The existing drainage runs to a soakaway, however, the new drainage will connect to the sewage system in the road outside the site.

7.3. The depth of the existing drainage is uncertain but where possible the new drainage will be located on the line of the previously disturbed route of the existing drainage.

7.4. Ground disturbance by the new drainage will be kept to the minimum depth required to establish the drainage. Within the site this is expected to be up to 600mm deep. The width of the drainage trench will be around 350mm in width.

7.5. The depth of disturbance in the road will be deeper as the new drains will have to connect to a pipe 2m below ground level.

7.6. The monitoring of groundworks will comprise a **continuous/comprehensive** watching brief on all groundworks. The watching brief will monitor the removal of soil/deposits down to subsoil or geology. Machine stripping (if used) will take place in spits of no more than 100mm deep.

- 7.7. During groundworks, any archaeological features identified will be investigated and recorded following the methodology outlined in Section 8. The results of the stripping may be reported verbally to the Archaeological Advisor for the Diocese of Leeds, if deemed appropriate, who will be consulted to determine if the watching brief should continue or modified at any stage.
- 7.8. All earth-moving machinery must be operated at an appropriate speed to allow the archaeologist to recognise, record and retrieve any archaeological deposits and material.
- 7.9. It is not intended that the archaeological monitoring should unduly delay site works. However, the archaeologist on site should be given the opportunity to observe, clean, assess and, where appropriate hand excavate, sample and record any exposed features and finds. In order to fulfil the requirements of this WSI, it may be necessary to halt the earth-moving activity to enable the archaeology to be recorded properly.
- 7.10. Machine excavation, if undertaken, should be carried out using a mechanical excavator fitted with a toothless bucket to leave a clean surface. This will enable any archaeological remains to be observed. Plant or excavators shall not track over clean surfaces or operate in the vicinity of archaeological remains until they have been checked and cleared of archaeology and the archaeologist on site has given explicit permission for operations to recommence at that location.

8. RECORDING METHODOLOGY

- 8.1. The area subject to monitoring will be determined and planned to Ordnance Survey grid, relative to existing structures
- 8.2. Unique context numbers will be assigned to all deposits and archaeological features In archaeologically 'sterile' areas, soil layers will be described, Where assigned, each context will be described in full on a pro forma context record sheets in accordance with the accepted context record conventions.
- 8.3. All archaeological features will be recorded using standardised pro forma record sheets. Plans, sections and elevations will be drawn as appropriate and a comprehensive photographic record will be made where archaeological features are encountered.
- 8.4. Archaeological deposits will be planned at a basic scale of 1:50, with individual features requiring greater detail being planned at a scale of 1:20. Larger scales will be utilised as appropriate. Cross-section of features will be drawn to a basic scale of 1:10 or 1:20 depending on the size of the feature. All drawings will be related to Ordnance Datum. Where it aids interpretation, structural remains will also be recorded in elevation.
- 8.5. Each context, where assigned, will be described in full on a pro forma context record sheet in accordance with the accepted context record conventions. Each context will be given a unique number. These field records will be checked and indexes compiled.
- 8.6. Photographs of work in progress and post-excavation of individual and groups of features will be taken digitally. This will include general views of entire features and of details such as sections as considered necessary. BW film photography may be used in addition where appropriate. All site photography will adhere to accepted photographic record guidelines.
- 8.7. Areas which do not contain any archaeological deposits will be digitally photographed and recorded as being archaeologically sterile. The natural stratigraphic sequence within these areas will be recorded.

- 8.8. All finds will be collected and handled following the guidance set out in the ClfA guidance (2014) and the Church of England/Historic England guidance (2017). Recovered artefacts will not be removed from the consecrated area, or processed and assessed, without the specific sanction of the Chancellor of the Diocese.
- 8.9. Finds of particular interest or fragility will be retrieved as Small Finds and located on plans. Other finds, finds within the topsoil, and dense/discrete deposits of finds will be collected as Bulk Finds, from discrete contexts, bagged by material type. Any dense/discrete deposits will have their limits defined on the appropriate plan.
- 8.10. All artefacts, soil samples and human remains will be retained during the watching brief. The Chancellor of the Diocese will be consulted prior to the removal of any artefacts, soil samples and human remains from the consecrated area for assessment and analysis. Reports will be prepared on all materials or remains removed for assessment or analysis. The reports will make recommendations regarding the retention or discard of such remains. Any retention or discard recommendations will only be implemented following consultation and agreement with the Chancellor of the Diocese (via the Archaeological Advisor for the Diocese of Leeds). Discarded material will be returned to the Church for disposal as they wish.
- 8.11. All artefacts and ecofacts will be appropriately packaged and stored under optimum conditions, as detailed in the RESCUE/UKIC publication *First Aid for Finds*, and recording systems must be compatible with the recipient museum. All finds that fall within the purview of the Treasure Act (1996) will be reported to HM Coroner according to the procedures outlined in the Act, after discussion with the client and the local authority.
- 8.12. Where suitable deposits (e.g. the fills of discrete cut features) are identified, an environmental sampling programme will be undertaken for the recovery and identification of charred and waterlogged remains. The collection and processing of environmental and soil samples will be undertaken in accordance with Historic England guidelines (English Heritage 2011; Historic England 2017). However, soil samples will not be removed from the consecrated area, or processed and assessed, without the specific sanction of the Chancellor of the Diocese.
- 8.13. An environmental sampling programme will be undertaken for the recovery and identification of charred and waterlogged remains where suitable deposits are identified. The collection and processing of environmental samples will be undertaken in accordance with English Heritage guidelines (English Heritage 2011). Environmental and soil specialists will be consulted during the course of the excavation with regard to the implementation of this sampling programme. The sampling regime will include samples of the four types of deposit sample as appropriate. These are described below:
- **Bulk-sieved Sample (BS).** Sample size will depend upon the context/feature size, but should be up to 40-60 litres in size (if the context size allows). They are taken for the recovery of charcoal, burnt seeds, bone and artefacts. The samples will be processed (flotation) on site where possible with 1mm and 500micron sieves on a rack to collect the carbonised washover. The retents and flots will then be dried, sorted and assessed to advise the potential for further analysis.
 - **General Biological Sample (GBA):** These are only taken if a deposit is waterlogged. A 10 litre sample size will be used (if the context size allows). These samples will be processed in the laboratory, to recover microfossils and microscopic remains such as pollen and insects.
 - **Column monolith:** Kubiena tin samples may be taken for soils and pollen analysis and to determine soil accumulation processes.

- **Spot samples:** these samples are taken as required. they may be contexts or material not suited to sieving, such as caches of seeds, pieces of eggshell or any specific finds of organic material. They may also be specialist samples (e.g. charcoal for radiocarbon dating).
- 8.14. Other samples will be taken, as appropriate, in consultation with ArchHeritage specialists and the Historic England Regional Science Advisor, as appropriate (e.g. dendrochronology, soil micromorphology, monolith samples, C14, etc.). Samples will be taken for scientific dating where necessary for the development of subsequent mitigation strategies. Material removed from site will be stored in appropriate controlled environments.
 - 8.15. Historic England guidance on the discovery of human remains during archaeological works states that 'where possible, avoidance of disturbance is the preferred option' and where this is not possible, disturbance 'should be kept to a minimum' (HE 2017, Para. 216). In the event of human remains being discovered during the watching brief these will be left *in situ*, covered and protected, in the first instance.
 - 8.16. Human remains will not be exhumed, removed from the churchyard, processed or assessed without the specific sanction of the Chancellor of the Diocese. Should the Chancellor sanction the removal of human remains, this will only take place in compliance with environmental health regulations and following discussions with, and the approval of the Church of England. All such permissions will take the form of a faculty variation. Removal will only take place following consultation with the Archaeological Advisor for the Diocese of Leeds, and following the issuing of a faculty.
 - 8.17. If **disarticulated** remains are encountered, these will be identified and quantified on site. If trenches are being immediately backfilled, the remains will be left in the ground. If the excavations will remain open for any length of time, disarticulated remains will be removed and boxed, for immediate reburial by the Church.
 - 8.18. If **articulated** remains are encountered, these will be excavated in accordance with recognised guidelines and retained for assessment.
 - 8.19. Any grave goods or coffin furniture will be retained for further assessment.
 - 8.20. The treatment of human remains will be in accordance with the requirements of Civil Law, ClfA Technical Paper 13 (1993) and Historic England guidance.

9. SPECIALIST ASSESSMENT

- 9.1. The stratigraphic information, artefacts, soil samples, and residues will be assessed as to their potential and significance for further analysis and study. The material will be quantified (counted and weighted). Specialists will undertake a rapid scan of all excavated material. Ceramic spot dates will be given. Appropriately detailed specialist reports will be included in the report.
- 9.2. Materials considered vulnerable should be selected for stabilisation after specialist recording. Where intervention is necessary, consideration must be given to possible investigative procedures (e.g. glass composition studies, residues on or in pottery, and mineral-preserved organic material). Allowance will be made for preliminary conservation and stabilization of all objects and a written assessment of long-term conservation and storage needs will be produced. Once assessed, all material will be packed and stored in optimum conditions, in accordance with Watkinson and Neal (1998), ClfA (2007) and Museums and Galleries (1992).

- 9.3. All finds will be cleaned, marked and labelled as appropriate, prior to assessment. For ceramic assemblages, any recognised local pottery reference collections and relevant fabric Codes will be used.
- 9.4. Allowance will be made for the recovery of material suitable for scientific dating and contingency sums will be made available to undertake such dating, if necessary. This will be decided in consultation with the Archaeological Advisor for the Diocese of Leeds.

10. REPORT & ARCHIVE PREPARATION

- 10.1. Upon completion of the site work, a report will be prepared to include the following:
- A non-technical summary of the results of the work.
 - An introduction which will include the planning reference number (if applicable), grid reference and dates when the fieldwork took place.
 - An account of the methodology and detailed results of the operation, describing structural data, archaeological features, associated finds and environmental data, and a conclusion and discussion.
 - A selection of photographs and drawings, including a detailed plan of the site accurately identifying the areas monitored, selected feature drawings, and selected artefacts, and phased feature plans where appropriate.
 - Specialist artefact and environmental reports where undertaken, and a context list/index.
 - Details of archive location and destination (with accession number, where known), together with a context list and catalogue of what is contained in that archive.
 - A copy of the key OASIS form details
 - Copies of the Brief and WSI
 - Additional photographic images may be supplied on a CDROM appended to the report
- 10.2. A digital copy of the report will be submitted to the commissioning body. A bound and digital copy of the report will be submitted to the Archaeological Advisor for the Diocese of Leeds and the South Yorkshire Archaeology Service Sites for inclusion in the SMR.
- 10.3. A field archive will be compiled consisting of all primary written documents, plans, sections and photographs. Catalogues of contexts, finds, soil samples, plans, sections and photographs will be produced. ArcHeritage will liaise with the local depository museum prior to the commencement of fieldwork to establish their detailed curatorial requirements and to complete the relevant museum forms. The relevant museum curator would be afforded access to visit the site and discuss the project results.
- 10.4. The owner of the Intellectual Property Rights (IPR) in the information and documentation arising from the work, will grant a licence to the Church and PCC to use the data as they wish. In addition the museum accepting the archive can use such documentation for their statutory functions and provide copies to third parties as an incidental to such functions. Under the Environmental Information Regulations (EIR), such documentation is required to be made available to enquirers if it meets the test of public interest. Any information disclosure issues would be resolved between the client and the archaeological contractor before completion of the work. EIR requirements do not affect IPR.
- 10.5. Upon completion of the project an OASIS form will be completed at <http://oasis.ac.uk/form>.

11. POST EXCAVATION ANALYSIS & PUBLICATION

- 11.1. The information contained in the assessment report will enable decisions to be taken regarding future analysis and reporting on the results of the mitigation and any material recovered during the evaluation.
- 11.2. If further analyses (as recommended by the specialists and following agreement with the Archaeological Advisor for the Diocese of Leeds) is required, **such analysis will form a new piece of work and reporting to be commissioned.**
- 11.3. If appropriate, the results of the archaeological works will be prepared for publication in a local and/or national journal, comprising a short summary on the results of the work and of the location and material held within the site archive.
- 11.4. If appropriate, the results of the work may be publicised locally.

12. HEALTH AND SAFETY

- 12.1. Health and safety issues will take priority over archaeological matters and all archaeologists will comply with relevant Health and Safety Legislation.
- 12.2. A Risk Assessment will be prepared prior to the start of site works.

13. PRE-START REQUIREMENTS

- 13.1. The client will be responsible for ensuring site access has been secured prior to the commencement of site works, and that the perimeter of the site is secure.
- 13.2. The client will provide ArcHeritage with up to date service plans and will be responsible for ensuring services have been disconnected, where appropriate.
- 13.3. The client will be responsible for ensuring that any existing reports (e.g. ground investigation, borehole logs, contamination reports) are made available to ArcHeritage prior to the commencement of work on site.
- 13.4. Prior to commencement of fieldwork, the contractor should complete and submit a Project Initiation Form. This and other templates relating to the joint deposition policy documentation are available to download from the SYAS website at: <https://www.sheffield.gov.uk/planning-and-city-development/urban-design--conservation/archaeology/tech.html>

14. STAFFING

- 14.1. Specialist staff available for this project are:
 - Human remains - Malin Holst (York Osteoarchaeology Ltd) & Rebecca Storm (University of Bradford)
 - Palaeoenvironmental remains - Sheffield Archaeobotanical Consultancy
 - Head of Curatorial Services - Christine McDonnell
 - Lithics - George Loffman
 - Roman Pottery - David Gregory
 - Roman glass - Caroline Jackson
 - Medieval and post-medieval pottery - Anne Jenner
 - Post-medieval pottery - David Barker

- Post-medieval glass - Karen Weston
- Finds Officers - Nienke Van Doorn
- Archaeometallurgy & industrial residues - Rod Mackenzie
- Conservation - Ian Panter
- Worked wood - Steve Allen

14.2. Other specialist staff may be commissioned as necessary.

15. MONITORING OF ARCHAEOLOGICAL FIELDWORK

15.1. As a minimum requirement, the Archaeological Advisor for the Diocese of Leeds will be given a minimum of one week's notice of work commencing on site and will be afforded the opportunity to visit the site during and prior to completion of the on-site works, so that the general stratigraphy of the site can be assessed and to discuss the requirement any further phases of archaeological work. ArcHeritage will notify the Archaeological Advisor for the Diocese of Leeds of any discoveries of archaeological significance so that site visits can be made, as necessary. Any changes to this agreed WSI will only be made in consultation with the Archaeological Advisor for the Diocese of Leeds.

16. COPYRIGHT

16.1. ArcHeritage retain the copyright on this document. It has been prepared expressly for the named client, and may not be passed to third parties for use or for the purpose of gathering quotations.

17. KEY REFERENCES

ADS and Digital Antiquity. 2013. *Caring for Digital Data in Archaeology: A guide to Good Practice*.

Brown, D. H. 2007. *Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation*. ClfA/AAA

English Heritage. 2011. *Environmental Archaeology*. 2nd edition.

Historic England. 2017. *Guidance for best practice for the treatment of human remains excavated from Christian burial grounds in England*. 2nd edition.

Ministry of Justice. 2015. *Change to the granting of exhumation licences from 1 January 2015*.

Museum and Galleries Commission. 1992. *Standards in the museum care of archaeological collections*.

Neal, V., and D. Watkinson (eds). 1998. *First Aid for Finds: practical guide for archaeologists*. United Kingdom Institute for Conservation of Historic & Artistic Works, Archaeology Section; 3rd Revised Edition.

Standing Conference of Archaeological Unit Managers (SCAUM). 2007. *Health and Safety in Field Archaeology*

See also the website of the ClfA for all Guidance and Standards documentation.
<http://www.archaeologists.net/codes/ifa>

See also the Historic England website for a full list of guidance documents.
<http://historicengland.org.uk/advice/technical-advice/recording-heritage/>

FIGURES



Figure 1: Site location

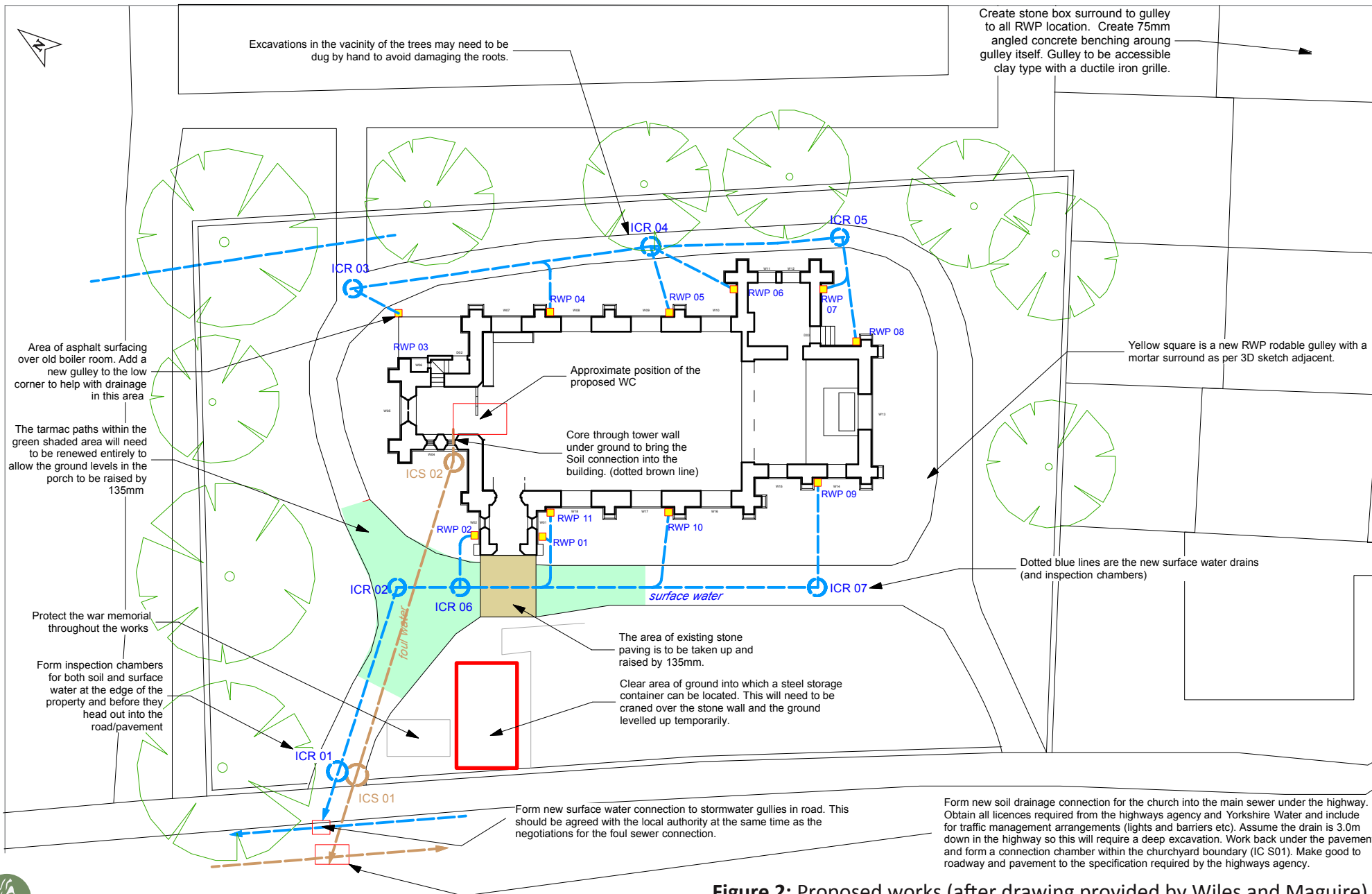


Figure 2: Proposed works (after drawing provided by Wiles and Maguire)

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