



OAKFORD  
ARCHAEOLOGY

## Archaeological monitoring and recording at Launceston Castle, Launceston, Cornwall



*on behalf of*  
**the client**

**Report No. 22-25**

**Project No. 1928**

**October 2022**



# OAKFORD ARCHAEOLOGY

Archaeological Groundworks and Historic Buildings

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Report No 22-25

Revision: 01  
Date: October 2022

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## 1. INTRODUCTION

Archaeological monitoring and recording was carried out by Oakford Archaeology (OA) between July and September 2022 during works at Launceston Castle, Launceston, Cornwall (SX 3306 8459). The work was required as a condition of the grant of scheduled monument consent (S00242833) for the installation of new signage by the Secretary of State for Digital, Culture, Media and Sport, as advised by Historic England (HE).

### 1.1 The site

Launceston Castle (SM 1017575) lies close to the centre of Launceston near the crossing point over the River Tamar at Polson Bridge (Fig. 1). The underlying solid geology consists of slate of the Yeolmbridge Formation, a sedimentary bedrock formed approximately 347 to 372 million years ago in the Carboniferous and Devonian Periods. <sup>1</sup>

### 1.2 Archaeological and historical background

The settlement was originally located on the north side of the River Kensey at Lanstephen, deriving its name from the Old Cornish *Lann* meaning church, the patron saint St Stephen and the Old English- *tūn* meaning a farm, hamlet, estate or village, i.e. the town or enclosure of the church of St Stephen. The settlement of *Dunhevet* was transferred during the Norman reorganisation of the land holdings following the Conquest, with the new castle strategically located on the main road from Devon to Cornwall near the crossing point over the River Tamar. Although the Domesday Book makes it clear that Robert Count of Mortain's Castle was present by 1086, there is little evidence of a substantial civil settlement at that date. <sup>2</sup> Nonetheless, in moving the focus of the settlement away from the manor of St Stephen the Count, a half-brother of William the Conqueror and later Earl of Cornwall, had also moved the market and 'put it in his castle', no doubt providing an impetus for the development of the present town. <sup>3</sup> The early Norman motte incorporated an existing rock outcrop, while the bailey occupied a natural sub-rectangular terrace extending southwest from the motte, with steep scarps to the valley floor on the west and south sides.

The early castle was extensively rebuilt in the mid-late 12<sup>th</sup> century. The motte was considerably heightened and enlarged, and a new circular stone shell keep built on its top. The motte was surrounded by a ditch, crossed by a timber bridge to the south. The bailey defences remained of earth and timber at during this period but were strengthened by the addition of rectangular stone towers at intervals, surviving bases being revealed at the southwest corner and beside the later North Gatehouse. In addition, a rectangular stone gatehouse was inserted in the southern rampart. Limited excavation within the bailey has revealed dense occupation in the later 12<sup>th</sup> century, extending onto the rampart bank. The timber houses were replaced by stone buildings, with surviving foundations in rows aligned with the road through the South Gatehouse. The timber hall was also rebuilt, although on a different alignment.

While the development of the castle is fairly well understood, the date of origin of the town wall remains problematic, with no murage grants towards the expenses from the King. <sup>4</sup>

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<sup>1</sup> www.bgs.ac.uk.

<sup>2</sup> Thorn & Thorn 1979, 5.1.22.

<sup>3</sup> *ibid.*, 4.2. St Stephens was named *Lanscavetone* in Domesday Book. This site of a Saxon monastery and Royal Mint was probably the original focus of settlement in the area, but there is (unusually) no mention of people in an otherwise full Domesday entry.

<sup>4</sup> Turner 1970, 197.

There is a suggestion that the name 'Westgate' occurs as early as 1196<sup>5</sup> but other sources date the wall to the early 13<sup>th</sup> century.<sup>6</sup> This would coincide with documentary references to Launceston being represented as a borough in 1201 and being made a free borough in 1227–42 by Richard, Earl of Cornwall,<sup>7</sup> at a time when Launceston Castle became the chief legal and administrative centre for Cornwall.

This coincides with substantial alterations and additions made to the keep, motte and bailey during the early-mid 13<sup>th</sup> century by Richard. A circular 'high tower' was built within the shell keep, rising to twice the height of the keep and surviving almost to the level of its wall walk. The top of the motte was modified by the construction of a lower fighting platform. The gateway to the keep was altered and large parts survive of a stone-walled passage that enclosed the steps up the south side of the motte. At the base of the steps, the motte ditch was filled and re-dug further out, creating a terrace fortified by a gate tower and containing a stone-lined well. The bailey was enclosed with a stone curtain wall on all sides. The surviving stone drum towers were added to the South Gatehouse, and the North Gatehouse was rebuilt in stone. Mural towers were provided in the southeast corner and east side of the bailey wall. In the southwest corner of the replanned bailey excavations uncovered the foundations of a major administrative and service complex, including a new Great Hall, a kitchen, a courtroom and yard areas. The foundations of other buildings were noted extending beyond the site boundary. In addition, the presence of other structures is implied by a reference in a 1337 survey of the castle which refers to several buildings, including two chapels, stables and chambers.

The castle was extensively repaired in the mid-14<sup>th</sup> century and again in the 15<sup>th</sup> century. Launceston remained the centre of provincial government in Cornwall throughout this period and although the defences were maintained throughout the later Middle Ages,<sup>8 9</sup> by 1542, John Leland described the wall as 'now in ruins'.<sup>10</sup> The defences were presumably in a similar state when the Western Rebellion broke out seven years later and Humphrey Arundell's army made its last stand in the town.<sup>11</sup> The Great Hall had remained in use as an Assize Hall until the early 17<sup>th</sup> century when they were moved to a new hall built within the town itself, and by the mid-17<sup>th</sup> century, all of the bailey's internal buildings apart from the gate-houses had been reduced to the foundation survivals present today.

Modest repairs were undertaken at the start of the Civil War, and the castle and town were held for the King.<sup>12</sup> However, Launceston offered little resistance to the Parliamentarians in February 1646 when Sir Thomas Bassett left the town with 500 horse and foot an hour before Sir Thomas Fairfax's arrival.<sup>13</sup> This was followed by 'some slight resistance, two hours' fighting' with the Parliamentarians being 'confused by the steep and narrow streets', which suggests that the town defences had again proved insubstantial. A survey in 1650 showed that the town houses and their gardens had encroached on the external defences and that the only inhabitable part of the castle was the north gatehouse.

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<sup>5</sup> Gover Vol. III, 147.

<sup>6</sup> Sheppard 1980, 75; Bond 1987, 99.

<sup>7</sup> Beresford & Finberg 1973, 77.

<sup>8</sup> Peter & Peter 1885, 116, 118.

<sup>9</sup> *ibid.*, 105.

<sup>10</sup> Chandler 1993, 87.

<sup>11</sup> Rose-Troup 1913, 301.

<sup>12</sup> Peter & Peter 1885, 265.

<sup>13</sup> Coate 1963, 206.

This had begun to be used as a prison, and in 1656 was used to hold various members of the Society of Friends, including George Fox, their founder, who described it as a "nasty stinking place". A gaol was built in the centre of the bailey in the late-17<sup>th</sup> century, acting as the county gaol. The facilities were repaired in 1692, and in 1779, after complaints were made by about the conditions, £500 was granted by Parliament and the gaol was enlarged. The town of Launceston declined in importance throughout the early 19<sup>th</sup> century and from 1823 onwards the county gaol, which had a reputation for filthy and unhealthy conditions, began to be run down in favour of the larger facilities at Bodmin Gaol. In 1838 the county government and the assizes were moved to Bodmin, resulting in the closure of the castle's gaol and its final demolition in 1842. In the meantime, the interior of the bailey had been landscaped and a public park created between 1840-2.

During the Second World War the interior of the bailey was levelled. The temporary Nissen huts held a United States Army hospital and after the war the site was leased by the Air Ministry. The Ministry of Works took over the guardianship of the castle in 1951 and following the departure of the Air Ministry in 1956 the bailey was grassed over again.

## 2. AIMS

The principal aim of the archaeological work is to supervise the excavation of the postholes by the contractors, and to investigate and record any buried archaeological deposits exposed during the groundworks, and to report on the results of the project, as appropriate.

## 3. METHODOLOGY

The work was undertaken in accordance with a Written Scheme of Investigation prepared by OA (2022), submitted to and approved by HE. This document is included as Appendix 1.

Hand excavation was undertaken by the contractors in spits under direct archaeological supervision. Topsoil and underlying deposits were removed to the level of either natural subsoil, or the top of archaeological deposits (whichever was higher). Areas of archaeological survival were then cleaned by hand, investigated and recorded.

The standard OA recording system was employed; stratigraphic information was recorded on *pro-forma* context record sheets and individual trench recording forms, plans and sections for each trench were drawn at a scale of 1:10, 1:20 or 1:50 as appropriate and a detailed black and white print and colour (digital) photographic record was made. Registers were maintained for photographs, drawings and context sheets on *pro forma* sheets.

## 4. RESULTS

A watching brief (Fig. 2, Pls. 1-10) was maintained during works associated with the installation of seven new interpretation panels. The work required the excavation of four new postholes (PH 1, 3, 4 and 6), six existing postholes (PH 2, 7-11) and the making good of one existing posthole (PH 5). These measured on average 0.3m wide and were excavated to a maximum depth of 0.73m.

The excavation of **Posthole 1** to a maximum depth of 0.64m uncovered a light to mid yellowish brown clayey silt with frequent slate fragments (101). This deposit has been interpreted as redeposited motte material in an area where the angled facing masonry of the former shell keep had been robbed. This was in turn sealed underneath a 0.07m thick layer of light to mid grey silt, grit and fine gravel (100), part of the modern path extending a short distance around the south side of the keep.

Immediately to the south of the Inner gatehouse **Posthole 2** was excavated to a depth of 0.73m and was contained entirely within disturbed ground associated with the installation of the earlier interpretation panel. The work uncovered a light yellowish grey sandy concrete (202) at a depth of 0.23m below the current ground level. This was in turn sealed underneath a 0.15m thick layer of mid brown clayey silt (201) topsoil, suggesting the earlier panel was originally located in a grassy area prior to the installation of the current 0.08m thick tarmac path (200).

Located to the northwest of the Grade II Listed 18<sup>th</sup> century water pump (1187219) **Posthole 3** and **Posthole 4** were excavated to a depth of 0.61m and 0.73m respectively. This uncovered a mid yellowish brown clayey silt (301/401), interpreted as eroded bank material from the rear of the eastern curtain wall, and sealed in turn underneath a 0.1-0.3m thick layer of mid brown clayey silt (300/400) topsoil.

The removal of the information panel immediately to the north of the South gatehouse (**Posthole 5**) exposed a light yellowish grey sandy concrete (501) at a depth of 0.1m below current ground level. This was located underneath a 0.1m thick mid reddish brown clayey silt (500) topsoil. **Posthole 6** was excavated a short distance to the north of Posthole 5, and immediately to the southwest of the former stables and to a maximum depth of 0.51m. This uncovered a mid reddish brown clayey silt (601) with frequent slate fragments at a depth of 0.1m. This was sealed underneath a 0.1m thick mid reddish brown clayey silt (600) with rare slate fragments, charcoal flecks and cbm fragments, and contained a single sherd from a late 19<sup>th</sup> or 20<sup>th</sup> century salt glazed drainage pipe.

**Posthole 7** was located to the east of the former Great hall and excavated to a depth of 0.65m, uncovering a mid brown clayey silt (700) with rare to occasional slate fragments. Interpreted as a landscaping deposit this was in turn sealed underneath a 0.25m thick mid brown clayey silt (700) topsoil with rare inclusions of pea grit and slate.

The removal of the information panel between the shop and the former medieval cesspit and its replacement with a new sign required the excavation of two postholes. **Posthole 8** was excavated to a maximum depth of 0.6m. This exposed a mid to dark reddish brown clayey silt (801) with rare roofing slate fragments and light yellowish white lime mortar flecks. Interpreted as a possible landscaping deposit associated with the former park this was sealed underneath a 0.25m thick mid to dark reddish brown clayey silt (800) topsoil with rare flecks of roofing slate. Immediately to the south **Posthole 9** exposed an identical deposit sequence.

The final panel was located to the southeast of the North gatehouse. Posthole 10 exposed a mid to dark brown clayey silt (1001) with occasional local limestone rubble and rare inclusions of light yellowish white lime mortar and roofing slate. Interpreted as a possible landscaping deposit associated with the former park this was sealed underneath a 0.13m thick mid to dark brown clayey silt (1000) topsoil. Immediately to the southwest **Posthole 11** exposed an identical deposit sequence.

## 5. CONCLUSIONS

Monitoring of the works undertaken at Launceston Castle has shown that the deposits cut through by the postholes were either modern in date, in the case of the replacement of one of the existing interpretation panels (PH 2), motte deposits redeposited during the creation of modern paths (PH 1) or landscaping associated either with the creation of the park in 1840-2 or during the period 1943-65 (PH 3-11).

## 6. PROJECT ARCHIVE

Due to the limited nature of the findings a project archive will not be produced. Details of the investigations, including a copy of this report have been submitted to the on-line archaeological database OASIS (oakforda1-505349).

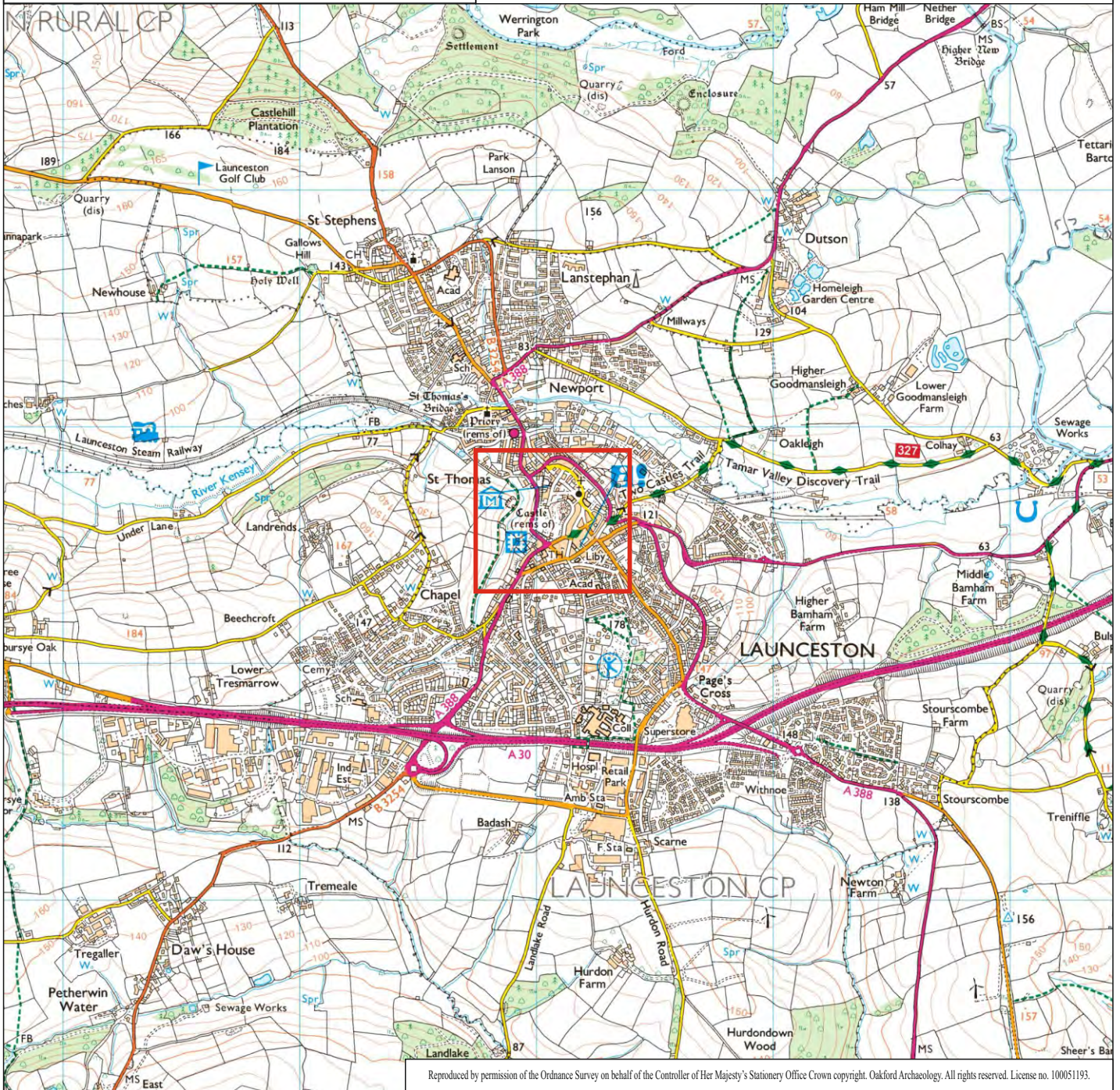
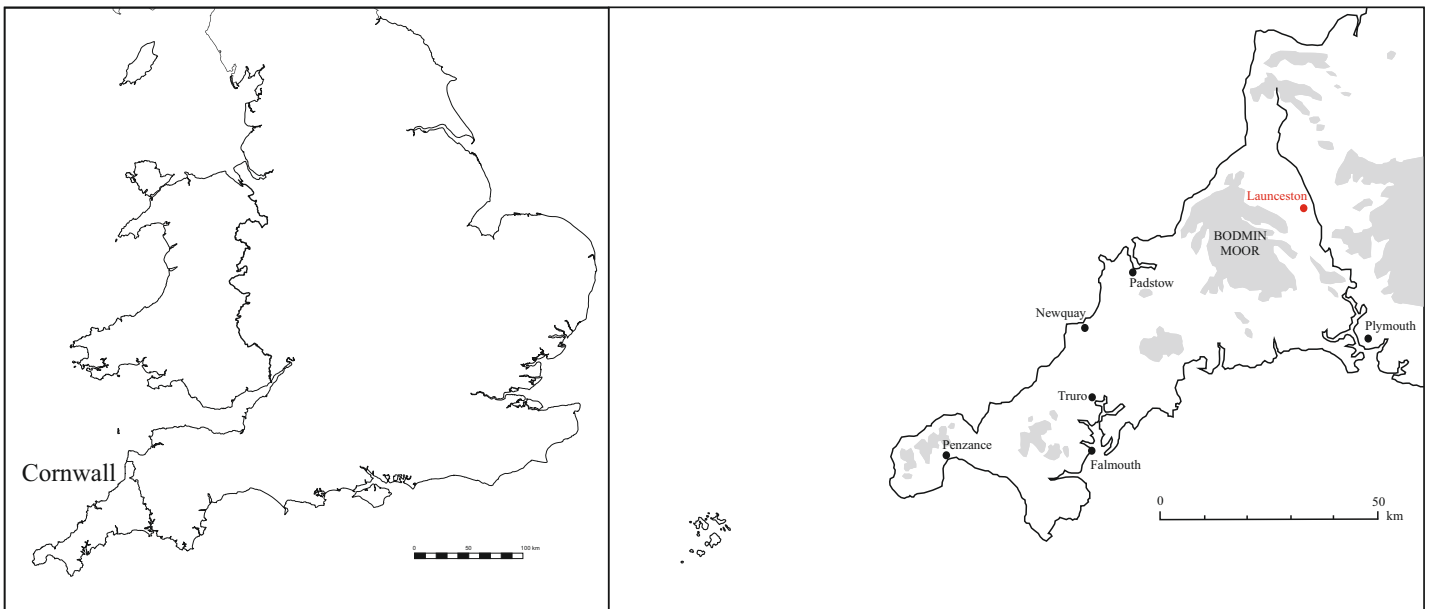
## ACKNOWLEDGMENTS

This project was commissioned on behalf of English Heritage and administered by Louise Bartlett and Nick Collinson (both English Heritage). Special thanks to Nick Russell (Historic England) who provided advice and support throughout the project. The fieldwork was carried out by Emilie Chapman, Stephanie Ford, Marc Steinmetzer and Michael Wootton; the illustrations for the report were prepared by Marc Steinmetzer.

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Fig. 1 Location of site

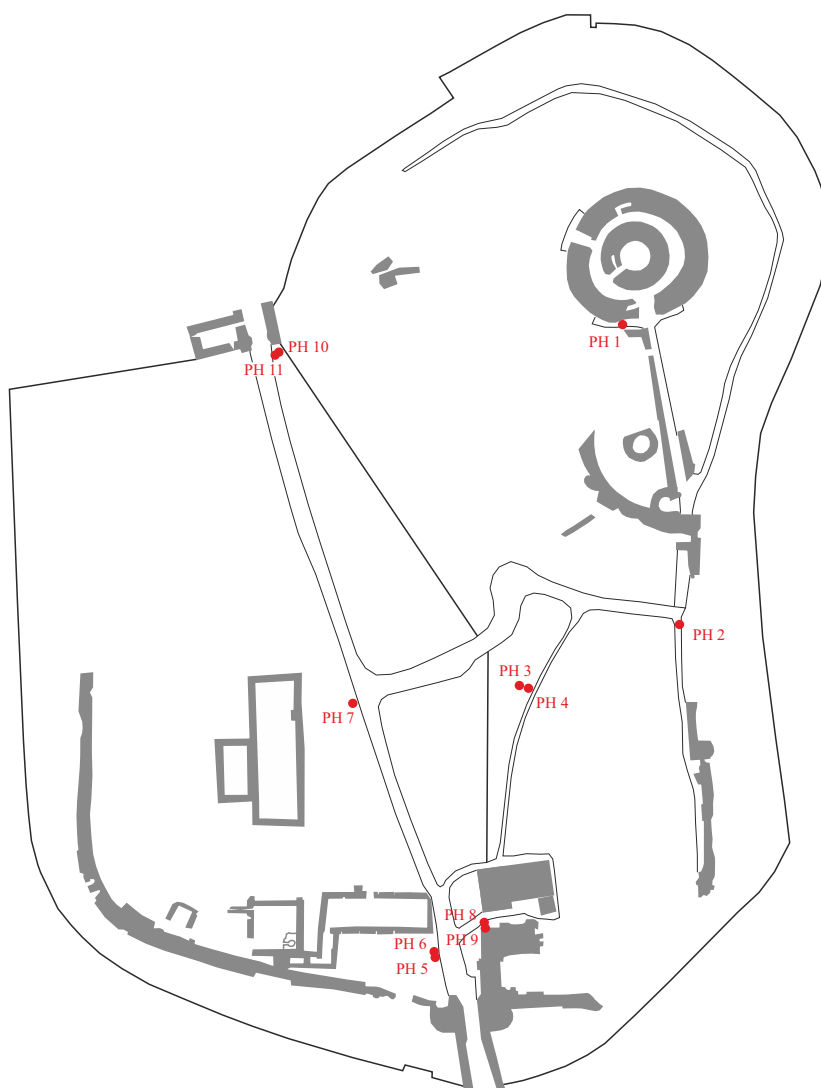


Fig. 2 Plan showing location of postholes for interpretation panels (red).





Pl. 1 Section through PH 1. 0.25m scale. Looking north.



Pl. 2 General view of PH 1 showing position of panel immediately in front of partly robbed exterior face of shell keep. Looking northwest.





Pl. 3 Section through PH 2. 0.25m scale. Looking north.



Pl. 4 General view of PH 2 showing position of panel with the Inner gatehouse, the Motte and the Shell keep in the background. Looking north.





Pl. 5 Section through PH 3. 0.25m scale. Looking northeast.

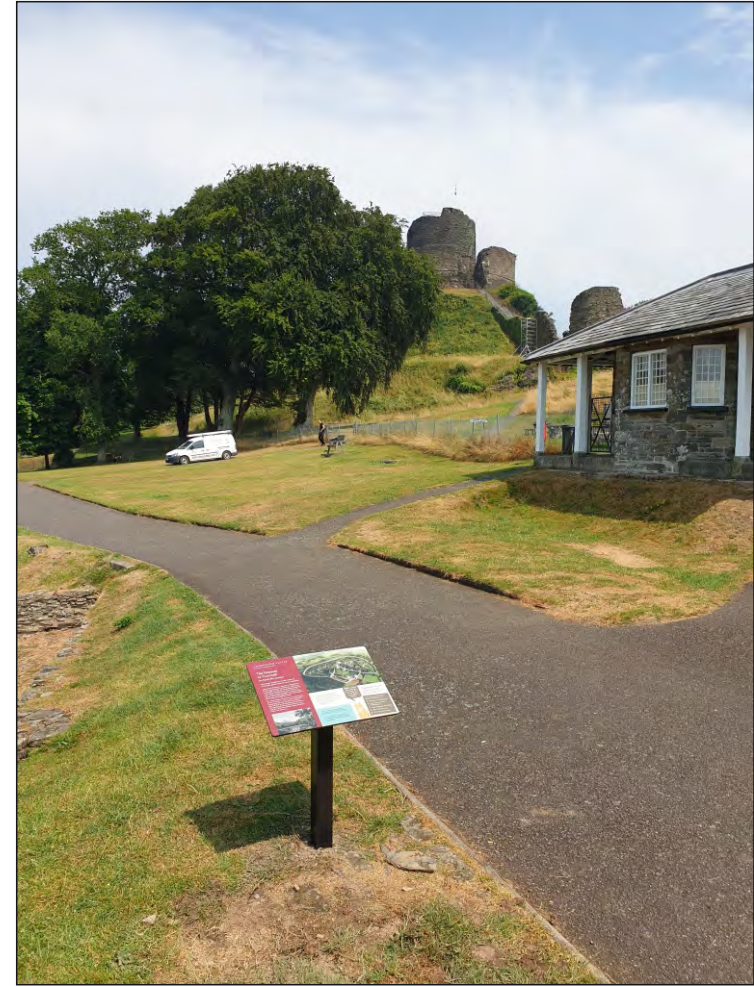


Pl. 6 Section through PH 4. 0.25m scale. Looking northeast.





Pl. 7 Section through PH 6. 0.25m scale. Looking north.



Pl. 8 General view of PH 6 showing position of panel with former stables (left) and Shop and exhibition building (right) in the middle foreground. Looking north.





Pl. 9 Section through PH 7. 0.25m scale. Looking southwest.



Pl. 10 General view of PH 7 showing position of panel with former stables (left), kitchen and Great Hall (centre right) in the background. Looking north.





Pl. 11 Section through PH 8. 0.25m scale. Looking east.



Pl. 12 Section through PH 9. 0.25m scale. Looking east.





Pl. 13 General view of PH 8 and 9 showing position of panel flanked by shop (left) and former medieval cess pit (right). Looking east.



Pl. 14 Section through PH 10. 0.25m scale. Looking northwest.





Pl. 15 Section through PH 11. 0.25m scale. Looking northwest.



Pl. 16 General view of PH 10 and 11 showing position of panel immediately inside the North gatehouse. Looking southeast.

# Appendix 1

## Method statement

## 1. BACKGROUND

- 1.1 This document has been produced by Oakford Archaeology (OA) for the client and sets out the methodology to be used during monitoring and recording at Launceston Castle, Launceston, Cornwall (SX 3306 8459). This document represents the ‘Written Scheme of Investigation’ required under an upcoming grant of scheduled monument consent for the installation of new signage and the excavation of one test pit during investigative works to the retaining wall. The work is required by the Secretary of State for Digital, Culture, Media and Sport, as advised by Historic England (HE).
- 1.2 The castle lies in an area where little evidence for prehistoric or Roman activity has been previously identified. While not much is known of the development of Launceston in the immediate post-Roman and early Saxon period, the settlement derives its name from the Old Cornish *Lann* meaning church, the patron saint St Stephen and the Old English- *tūn* meaning a farm, hamlet, estate or village, i.e. the town or enclosure of the church of St Stephen. Originally located on the north side of the River Kensey the settlement was transferred to the south bank during the Norman reorganisation of the land holdings following the Conquest. Built near the crossing point over the River Tamar at Polson Bridge the castle was strategically located on the main road from Devon to Cornwall.
- 1.3 Although the Domesday Book makes it clear that Robert Count of Mortain’s Castle at *Dunhevet* was present by 1086, there is little evidence of a substantial civil settlement at that date. <sup>1</sup> Nonetheless, in moving the focus of the settlement away from the manor of St Stephen the Count, a half-brother of William the Conqueror and later Earl of Cornwall, had also moved the market and ‘put it in his castle’, no doubt providing an impetus for the development of the present town. <sup>2</sup> The early Norman motte incorporated an existing rock outcrop, while the bailey occupied a natural sub-rectangular terrace extending southwest from the motte, with steep scarps to the valley floor on the west and south sides. Limited excavation has confirmed that the original defences consisted of an earthen rampart supported by timber walling on the outer face. The excavations in the bailey's southwest corner also revealed traces of long narrow timber houses, ovoid huts and a large timber post-built hall, and it is likely that similar structures occur throughout the bailey enclosure.
- 1.4 The early castle was extensively rebuilt in the mid-late 12<sup>th</sup> century. The motte was considerably heightened and enlarged, and a new circular stone shell keep built on its top. The keep survives to the height of the wall walk, which was reached by two staircases set in the wall thickness., while the keep's gate arch, on the south side, is largely collapsed, as is the parapet. A collapsed recess on the west side marks the site of latrine shafts. The motte was surrounded by a ditch, crossed by a timber bridge to the south. The bailey defences remained of earth and timber at during this period but were strengthened by the addition of rectangular stone towers at intervals, surviving bases being revealed at the southwest corner and beside the later North Gatehouse. In addition, a rectangular stone gatehouse was inserted in the southern rampart. Parts of

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<sup>1</sup> Thorn & Thorn 1979, 5.1.22.

<sup>2</sup> *ibid.*, 4.2. St Stephens was named *Lanscavetone* in Domesday Book. This site of a Saxon monastery and Royal Mint was probably the original focus of settlement in the area, but there is (unusually) no mention of people in an otherwise full Domesday entry.

the early masonry survives in the later period gatehouse. Limited excavation within the bailey has revealed dense occupation in the later 12<sup>th</sup> century, extending onto the rampart bank. The timber houses were replaced by stone buildings, with surviving foundations in rows aligned with the road through the South Gatehouse. The timber hall was also rebuilt, although on a different alignment.

- 1.5 While the development of the castle is fairly well understood, the date of origin of the town wall remains problematic, with no murage grants towards the expenses from the King.<sup>3</sup> There is a suggestion that the name 'Westgate' occurs as early as 1196<sup>4</sup> but other sources date the wall to the early 13<sup>th</sup> century.<sup>5</sup> This would coincide with documentary references to Launceston being represented as a borough in 1201 and being made a free borough in 1227–42 by Richard, Earl of Cornwall,<sup>6</sup> at a time when Launceston Castle became the chief legal and administrative centre for Cornwall.
- 1.6 This also coincides with substantial alterations and additions made to the keep, motte and bailey during the early-mid 13<sup>th</sup> century by Richard. A circular 'high tower' was built within the shell keep, rising to twice the height of the keep and surviving almost to the level of its wall walk. Joist holes in its external mid-level elevations show that it was linked to the keep wall walk at that level. The top of the motte was modified by the construction of a lower fighting platform. The gateway to the keep was altered and large parts survive of a stone-walled passage that enclosed the steps up the south side of the motte. At the base of the steps, the motte ditch was filled and re-dug further out, creating a terrace fortified by a gate tower and containing a stone-lined well. The bailey was enclosed with a stone curtain wall on all sides and excavation has confirmed the presence of this wall's foundations on the west and north sides where it has not survived above ground. The surviving stone drum towers were added to the South Gatehouse, and the North Gatehouse was rebuilt in stone in its present position. Mural towers were provided in the southeast corner and east side of the bailey wall. In the southwest corner of the replanned bailey excavations uncovered the foundations of a major administrative and service complex, including a new Great Hall, a kitchen, a courtroom and yard areas. The foundations of other buildings were noted extending beyond the site boundary. In addition, the presence of other structures is implied by a reference in a 1337 survey of the castle which refers to several buildings, including two chapels, stables and chambers.
- 1.7 The castle was extensively repaired in the mid-14<sup>th</sup> century when the South Gatehouse received a barbican, and again in the 15<sup>th</sup> century, when a council chamber was added to the west side of the Great Hall. Launceston remained the centre of provincial government in Cornwall throughout this period and although the defences were maintained throughout the later Middle Ages,<sup>7 8</sup> by 1542, when John Leland made his *Itinerary*, he described the wall as 'now in ruins'.<sup>9</sup> The defences were presumably in a similar state when the Western Rebellion broke out seven years later and Humphrey Arundell's army made its last stand in the town.<sup>10</sup> Precisely what happened is not

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<sup>3</sup> Turner 1970, 197.

<sup>4</sup> Gover Vol. III, 147.

<sup>5</sup> Sheppard 1980, 75; Bond 1987, 99.

<sup>6</sup> Beresford & Finberg 1973, 77.

<sup>7</sup> Peter & Peter 1885, 116, 118.

<sup>8</sup> *ibid.*, 105.

<sup>9</sup> Chandler 1993, 87.

<sup>10</sup> Rose-Troup 1913, 301.

clear, but there is a reference to a struggle in the streets, which suggests that the defences proved less than adequate. The same was also true for the interior of the castle. The Great Hall had remained in use as an Assize Hall until the early 17<sup>th</sup> century when they were moved to a new hall built within the town itself, and by the mid-17<sup>th</sup> century, all of the bailey's internal buildings apart from the gate-houses had been reduced to the foundation survivals present today.

- 1.8 Modest repairs were undertaken at the start of the Civil War, and the castle and town were held for the King.<sup>11</sup> However, contemporary accounts suggest that the town offered little resistance to the Parliamentarians in February 1646. Sir Thomas Bassett is said to have left the town with 500 horse and foot an hour before Sir Thomas Fairfax's arrival.<sup>12</sup> This was followed by 'some slight resistance, two hours' fighting' with the Parliamentarians being 'confused by the steep and narrow streets', which suggests that the town defences had again proved insubstantial. A survey in 1650 showed that the town houses and their gardens had encroached on the external defences and that the only inhabitable part of the castle was the north gatehouse.
- 1.9 This had begun to be used as a prison, and in 1656 was used to hold various members of the Society of Friends, including George Fox, their founder, who described it as a "nasty stinking place". A gaol was built in the centre of the bailey in the late-17<sup>th</sup> century, acting as the county gaol. The facilities were repaired in 1692, and in 1779, after complaints were made by about the conditions, £500 was granted by Parliament and the gaol was enlarged. The town of Launceston declined in importance throughout the early 19<sup>th</sup> century and from 1823 onwards the county gaol, which had a reputation for filthy and unhealthy conditions, began to be run down in favour of the larger facilities at Bodmin Gaol. In 1838 the county government and the assizes were moved to Bodmin, resulting in the closure of the castle's gaol and its final demolition in 1842. In the meantime the interior of the bailey had been landscaped and a public park created between 1840-2.
- 1.10 During the Second World War the interior of the bailey was levelled. The temporary Nissen huts held a United States Army hospital and after the war the site was leased by the Air Ministry. The Ministry of Works took over the guardianship of the castle in 1951 and following the departure of the Air Ministry in 1956 the bailey was grassed over again. It is possible therefore that the proposed groundworks have the potential to expose and destroy archaeological and artefactual deposits associated with medieval or later activity in the area.

## 2. AIMS

- 2.1 The aim of the hand excavating of the trail pit and the monitoring of the excavation of the postholes by the contractors, is to investigate and record any buried archaeological deposits exposed during the groundworks, and to report on the results of the project, as appropriate.

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<sup>11</sup> Peter & Peter 1885, 265.

<sup>12</sup> Coate 1963, 206.

### 3. METHOD

The Secretary of State for Digital, Culture, Media and Sport, as advised by HE, has required that a programme of supervision and recording be undertaken during all groundworks, and monitoring will take place on all excavations that are likely to expose archaeological deposits.

- 3.1 Liaison will be established with the client and their contractor prior to the works commencing, in order to obtain details of the works programme and to advise on OA requirements. If a good working relationship is established at the outset any delays caused by archaeological recording can be kept to a minimum. However, localised delays to site operations may be caused and time should be allowed within the main contractor's programme for the adequate investigation and recording of archaeological material.
- 3.2 Hand-excavation of a single trial hole (400mm x 400mm x 1200mm) to investigate the northern retaining wall will be undertaken by the archaeologist, while the excavation of seven postholes for new interpretation signage (250mm x 250mm and no more than 600mm deep) will be carried out by the contractors in spits under direct archaeological supervision and will cease if archaeological deposits are exposed in order to allow those deposits to be investigated, excavated and recorded. This may cause localised delays to the groundworks programme, although every effort will be made to keep any such delays to a minimum. The spoil will also be examined for the recovery of artefacts.
- 3.3 If archaeological features are present, then hand-excavation will normally comprise:
  - The full excavation of all deposits and/or features within the excavations to formation level;
  - Spoil will also be visually examined for the recovery of artefacts during the excavations and scanned by a suitably accredited metal detectorist.

Additional excavation may also be required for the taking of palaeo-environmental samples and the recovery of artefacts.

#### ***General project methods***

- 3.4 Due to the shallow nature of the excavations it is not anticipated that environmentally sensitive deposits will be encountered during the excavations. If environmental deposits are nonetheless encountered during the works, these will be assessed on site by a suitably qualified archaeologist, with advice as necessary from Allen Environmental Archaeology or the Historic England Regional Science Advisor, to determine the possible yield (if any) of environmental or microfaunal evidence, and its potential for radiocarbon dating. If deposits potential survives, these would be processed by Allen Environmental Archaeology (AEA) using the current HE guidance and Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (Historic England, second edition, August 2011), and outside specialists (AEA) organised to undertake further assessment and analysis as appropriate.
- 3.5 Initial cleaning, conservation, packaging and any stabilisation or longer-term conservation measures will be undertaken in accordance with relevant professional



guidance (specifically ‘First Aid for Finds’ Watkinson, D and Neal V, (London: Rescue/UKICAS 2001) and CIfA 2014 ‘Standard and guidance for the collection, documentation, conservation and research of archaeological materials’) and on advice provided by A Hopper-Bishop, Specialist Services Officer, RAM Museum, Exeter.

- 3.6 Should artefacts be exposed that fall within the scope of Treasure Act 1996 and The Treasure (Designation) Order 2002, then these will be removed to a safe place and reported to the local coroner, Cornwall Council, the Cornwall Finds Liaison Officer, and HE, according to the procedures relating to the legislation. The location of treasure items will be recorded with an EDM (as per 4.1 above), and, where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft.
- 3.7 Due to the shallow nature of the excavations it is not anticipated that human remains will be encountered during the excavations. Should any articulated human remains nonetheless be exposed; these will initially be left *in situ*. If removal at either this or a later stage in the archaeological works is deemed necessary, these will then be fully excavated and removed from the site subject to the compliance with the relevant Ministry of Justice Licence, which will be obtained by OA on behalf of the client. Any remains will be excavated in accordance with the CIfA Standards for Recording Human Remains (Piers D Mitchell and Megan Brickley, CIfA 2017). Where appropriate bulk samples will be collected.
- 3.8 The project will be organised so that specialist consultants who might be required to conserve artefacts or report on other aspects of the investigations can be called upon (see below). The client will be fully briefed and consulted if there is a requirement to submit material for specialist research.
- 3.9 Health and Safety requirements will be observed at all times by archaeological staff working on site, particularly when machinery is operating nearby. Personal protective equipment (safety boots, helmets and high visibility vests) will be worn by staff when plant is operating on site. A risk assessment will be prepared prior to work commencing.
- 3.10 HE will be informed of the start of the project and will monitor progress throughout. A date of completion of all archaeological site work will be confirmed with HE, and the timescale of the completion of items under section 5 will run from that date.

#### 4. ARCHAEOLOGICAL RECORDING

4.1 The standard OA recording system will be employed, consisting of:

- standardised single context record sheets; survey drawings, plans and sections at scales 1:10, 1:20, 1:50 as appropriate;
- colour digital photography;
- survey and location of finds, deposits or archaeological features, using EDM surveying equipment and software where appropriate;



- labelling and bagging of finds on site from all excavated levels, post-1800 unstratified pottery may be discarded on site with a small sample retained for dating evidence as required.

## 5. REPORTING AND ARCHIVING

- 5.1 Considering the scope and likely low impact of the proposed works it is expected that reporting will consist of a completed CC HER entry, including a plan showing location of groundworks and of any features found. The text entry and plan will be produced in an appropriate electronic format suitable for easy incorporation into the HER and sent to HE within 3 months of the date of completion of all archaeological fieldwork.
- 5.2 In the unlikely event that significant deposits be exposed the results of all phases of archaeological work will be presented within one summary report within three months of the date of completion of all archaeological fieldwork. Any summary report will contain the following elements as appropriate:
- location plan and overall site plans showing the positions of the excavations and the distribution of archaeological features;
  - a written description of the exposed features and deposits and a discussion and interpretation of their character and significance in the context of the known history of the site;
  - plans and sections at appropriate scales showing the exact location and character of significant archaeological deposits and features;
  - a selection of photographs illustrating the principal features and deposits found;
  - specialist assessments and reports as appropriate.
- 5.3 A .pdf version of the report will be produced and distributed to the Client and HE on completion of sitework. A copy of the .pdf version will also be deposited with the Archaeology Data Service (ADS).
- 5.4 An ordered and integrated site archive will be prepared with reference to *Management of Research Projects in the Historic Environment: The MoRPHE Project Managers' Guide* (2015) upon completion of the project.

The archive will consist of two elements, the artefactual and digital - the latter comprising all born-digital (data images, survey data, digital correspondence, site data collected digitally etc.) and digital copies of the primary site records and images, compiled in accordance with the ADS Guidelines for Depositors (2021).

The digital archive will be deposited with the Archaeology Data Service (ADS) within 6 months of the completion of site work, while the artefactual element will be deposited with the Royal Cornwall Museum (*ref. number pending*). The hardcopy of the archive will be offered to the Royal Cornwall Museum and if not required will be disposed of by OA.

OA will notify HE upon the deposition of the digital archive with the ADS, and the deposition of the material (finds) archive with the Royal Cornwall Museum.

- 5.5 A .pdf copy of the updated summary report will be submitted, together with the site details, to the national OASIS (Online AccesS to the Index of Archaeological investigationS) database within three months of the completion of site work (oakforda1- 505349).
- 5.6 A short report summarising the results of the project will be prepared for inclusion within the “round up” section of an appropriate national journal, if merited, within 12 months of the completion of site work.
- 5.7 Should particularly significant remains, finds and/or deposits be encountered, then these, owing to their importance, are likely to merit wider publication in line with government planning guidance. If such remains are encountered, the publication requirements – including any further analysis that may be necessary – will be confirmed with HE, in consultation with the Client. OA, on behalf of the Client, will then implement publication in accordance with a timescale agreed with the Client and HE. This will be within 12 months of the completion of all phases of archaeological site work unless otherwise agreed in writing.

## 6. COPYRIGHT

- 6.1 OA shall retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988 with all rights reserved, excepting that it hereby provides an exclusive licence to the client for the use of such documents by the client in all matters directly relating to the project as described in this document.

## 7. PROJECT ORGANISATION

- 7.1 The project will be undertaken by suitably qualified and experienced archaeologists, in accordance with the Code of Conduct and relevant standards and guidance of the Chartered Institute for Archaeologists (*Standards and Guidance for an Archaeological Watching Brief*, 2014, revised 2020, the *Standards and Guidance for Archaeological Excavation*, 2014). The project will be managed by Marc Steinmetzer. Oakford Archaeology is managed by a Member of the Chartered Institute for Archaeologists.

### ***Health & Safety***

- 7.2 All monitoring works within this scheme will be carried out in accordance with current *Safe Working Practices (The Health and Safety at Work Act 1974)*.

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#### ADDITIONAL INFORMATION

##### *Specialists contributors and advisors*

The expertise of the following specialists can be called upon if required:

*Bone artefact analysis: Ian Riddler;*

*Bird remains: Matilda Holmes;*

*Dating techniques: Scottish Universities Environmental Research Centre;*

*Charcoal identification: Dana Challinor;*

*Diatom analysis: Nigel Cameron (UCL);*

*Environmental data: AEA;*

*Faunal remains: Lorraine Higbee (Wessex);*

*Finds conservation: Alison Hopper-Bishop (Exeter Museums);*

*Fish remains: Hannah Russ, Sheila Hamilton-Dyer;*

*Human remains: Charlotte Coles, Mandy Kingdom;*

*Lithic analysis: Linda Hurcombe (Exeter University);*

*Medieval and post-medieval finds: John Allan;*

*Metallurgy: Gill Juleff (Exeter University);*

*Numismatics: Norman Shiel (Exeter);*

*Petrology/geology: Roger Taylor (RAM Museum), Imogen Morris;*

*Plant remains: Lisa Gray;*

*Prehistoric pottery: Henrietta Quinnell (Exeter);*

*Roman finds: Paul Bidwell & associates (Arbeia Roman Fort, South Shields);*

*Others: Wessex Archaeology Specialist Services Team*