

GUARD ARCHAEOLOGY



**Wedderlie Farm, Scottish Borders
Data Structure Report
Project 3336**

www.guard-archaeology.co.uk

Wedderlie Farm, Scottish Borders

Archaeological Evaluation

On behalf of: Mr & Mrs Tilson

NGR: NT 6450 5195

Project Number: 3336

Report by: Warren Bailie

Illustrations: Fiona Jackson

Project Manager: Ronan Toolis

Approved by:



Date:

07/06/2013

*This document has been prepared in accordance
with GUARD Archaeology Limited standard operating procedures.*

GUARD Archaeology Limited
52 Elderpark Workspace
100 Elderpark Street
Glasgow
G51 3TR

Tel: 0141 445 8800

Fax: 0141 445 3222

email: info@guard-archaeology.co.uk



www.guard-archaeology.co.uk

Contents

Executive Summary	5
Introduction	5
Site Location, Topography and Geology	5
Archaeological Background	5
Aims, Objectives and Scope	6
Methodology	6
Results	7
Discussion	8
Conclusions	8
Acknowledgements	8
Appendices	10
Appendix A: Trench Summaries	10
Appendix B: Context Descriptions	10
Appendix C: Photographic Record	11
Appendix D: Discovery And Excavation Scotland Entry	12
Appendix E: Written Scheme Of Investigation	13

List of Figures

Figure 1: Site location	4
-------------------------	---

List of Plates

Plate 1: View south-west to Wedderlie Farm from development area	5
Plate 2: View of Trench 1 from south-east	7
Plate 3: View of all five trenches from north-west corner of development area	7

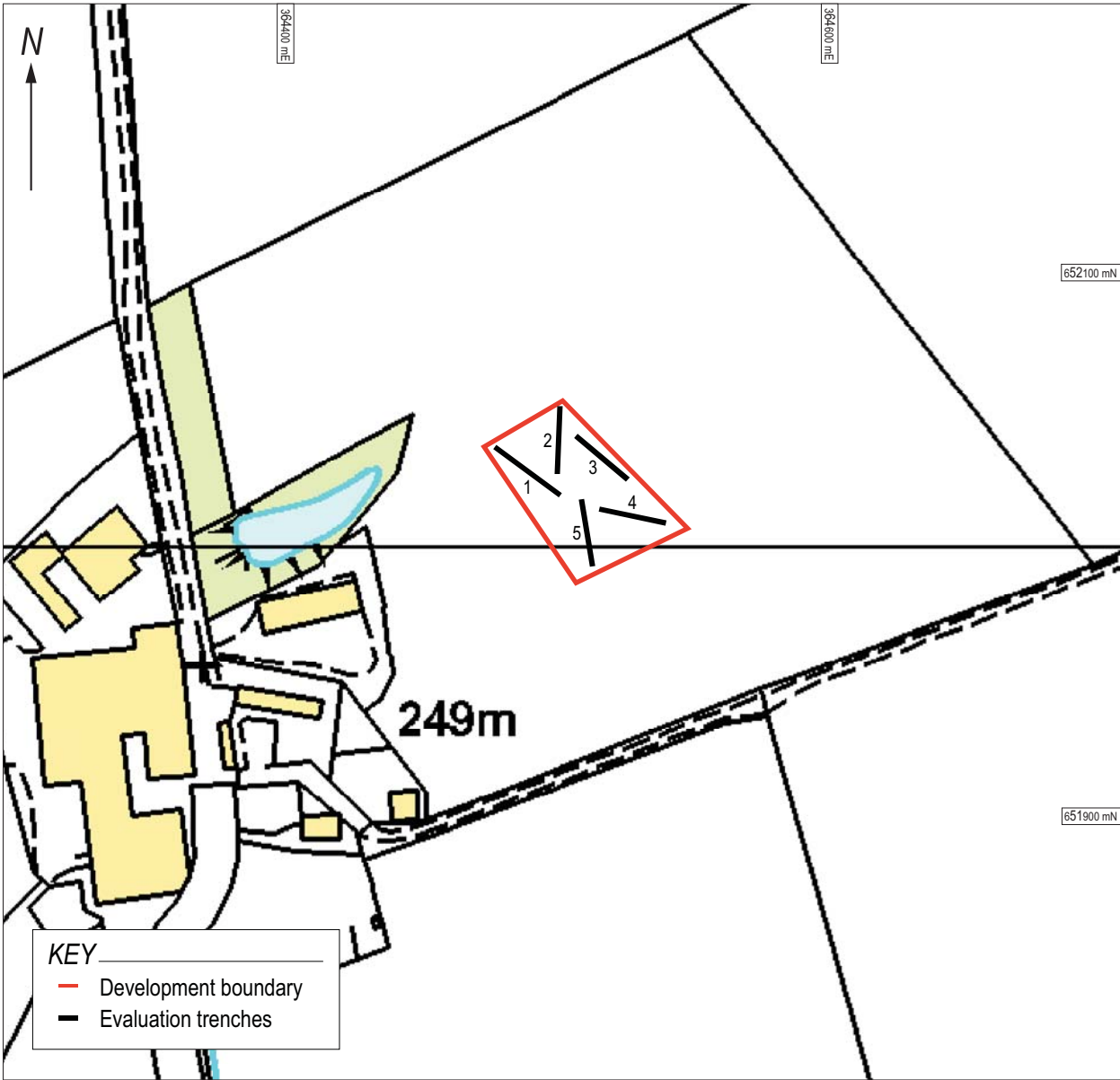
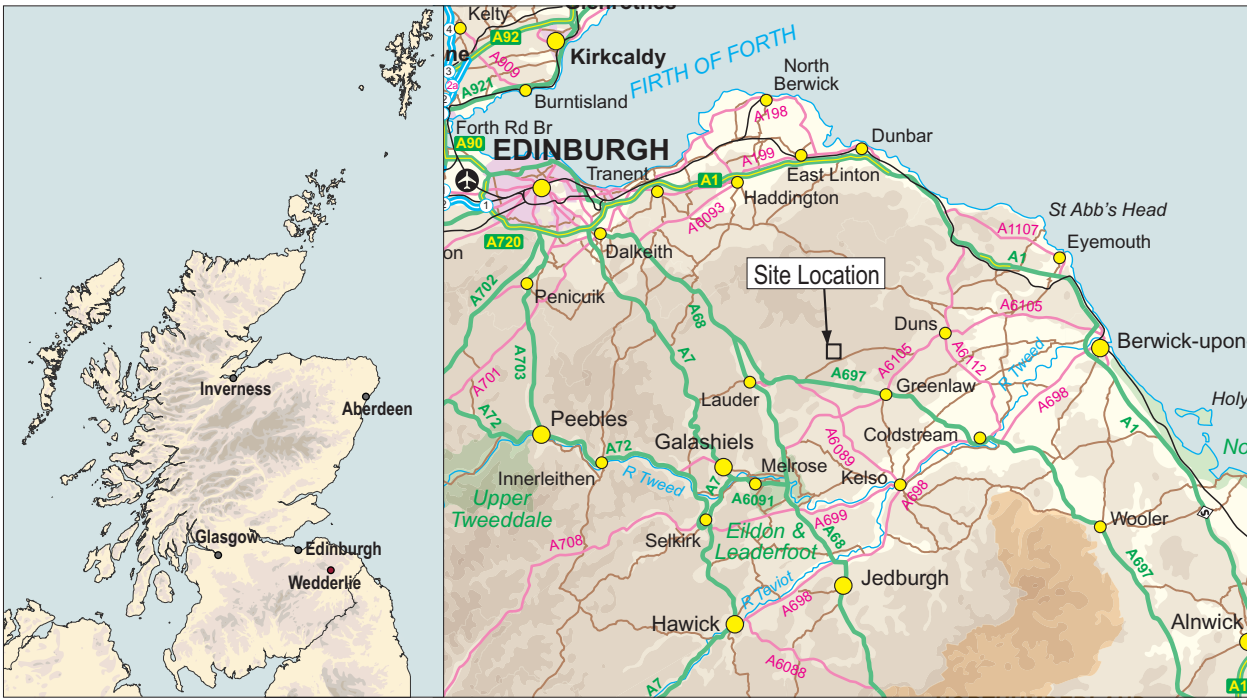


Figure 1:
Site location.

Executive Summary

- 1.1 An archaeological evaluation of an area proposed for development was carried out by GUARD Archaeology Ltd. The trial trench evaluation involved the machine excavation of five trenches and the total area investigated measured 260 m². No significant archaeological remains were encountered.

Introduction

- 2.1 This report sets out the results of an archaeological evaluation, undertaken by GUARD Archaeology Ltd on behalf of Mr and Mrs Tilson, of an area proposed for development, to satisfy planning condition 8 (Ref 11/00200/PPP).

Site Location, Topography and Geology

- 3.1 The proposed development area lies to the north-east of Wedderlie Cottages, which lie to the north-west of Westruther, north of Gordon in the Scottish Borders (Figure 1) (Plate 1). The proposed development area covers 0.26 hectares and is centred around NGR NT 6450 5195.



Plate 1: View south-west to Wedderlie Farm from development area.

- 3.2 The development area east and Wedderlie Cottages to the west with a recently planted block of deciduous saplings to the north-east.
- 3.3 The underlying drift geology consists of a brownish orange glacial till material and the solid geology consists of Devonian sedimentary rocks. (www.scottishgeology.com, accessed May 2013).

Archaeological Background

- 4.1 There was formerly a hamlet of 'considerable extent' at Wedderlie (NMRS: NT65SW 14; SBC HER:1252007; NGR: NT 643 519). It is apparent as 'Watherlie' in Gordon's map of 1636-52 and as 'Wedderlytoun' on Blaeu's map of 1654, though not in any detail. Six houses are depicted at 'Wadderlea' in the Armstrongs' map of 1771, while only five are depicted to the south of a crossroads to the north-east of 'Wadderlea' House in Blackadder's map of 1797. The hamlet was recorded in the Statistical Account of Scotland, in 1793, as 'much diminished within these thirty years'. No houses are apparent at the same crossroads on Thomson's map of 1820, but some unnamed buildings are apparent in Ainslie's map of 1821 and named as 'Wedderlea Mains' Farm in Sharp, Greenwood and Fowler's map of 1826. The Ordnance Survey First Edition 6 inch map, surveyed in 1857, records the central buildings of Wedderlie Farm (NMRS: NT65SW 33; SBC HER: 1250079; NGR: NT 64334 51912) and Wedderlie Cottages, as well as the Mill Pond to the north. The crossroads had by this time become disused and a track to the east established south-east of the farm, and still evident to the immediate south of the development area, is apparent in the First Edition map and subsequent Ordnance Survey Maps. The development

area itself comprises fields, with no features apparent on the First Edition map or subsequent Ordnance Survey maps.

- 4.2 Scottish Borders Council considers the development area to be potentially archaeologically sensitive, as development works could impact buried archaeological remains associated with the late medieval Wedderlytoun, the precise location of which cannot be accurately established from the historic maps. An archaeological evaluation was therefore required to establish the archaeological potential of the development area prior to the commencement of any ground works.

Aims, Objectives and Scope

- 5.1 The aim of the evaluation was to identify:

- archaeological features associated with the medieval settlement of Wedderlie, if present;
- as yet unknown archaeological features and deposits which may be uncovered.

- 5.2 The objectives were therefore to:

- Conduct an archaeological evaluation to evaluate the presence or absence of any archaeological remains, and their character, date and extent if surviving;
- Submit a report to data structure level for agreement to Scottish Borders Council, on completion of the evaluation;
- Submit, if excavation or post-excavation works are required, an accompanying project design and costing alongside the data structure report, which will outline arrangements for further excavation or post-excavation works.

Methodology

- 6.1 The methodology (see Appendix E) was agreed in advance with Scottish Borders Council Archaeologist.
- 6.2 The general development area was marked on the ground by the GUARD Archaeologist prior to archaeological fieldwork commencing.
- 6.3 The GUARD Archaeologist photographed the development area and made a brief written description prior to the commencement of ground-breaking works.
- 6.4 The machine excavation of trenches amounting to 10% of the 0.26 ha development area was supervised by the GUARD Archaeologist. The evaluation trenches comprised 4 trenches (each c 25 m long and 2 m wide) and one trench 30 m long and 2 m wide, amounting to 260 m² in total (Figure 1).
- 6.5 The machine excavator was fitted with a c 2 m wide flat-bladed (toothless) ditching bucket.
- 6.6 The topsoil at each trench location was removed in spits to the first archaeological horizon or, where none was found, to the natural subsoil.
- 6.7 A representative section was recorded for each trench denoting depth of topsoil, any stratigraphy present and the nature of the soil. This information was logged in the day book together with a sketch drawn to scale and a photographic record of deposits (Appendix C).
- 6.8 On completion of the recording of the evaluation trenches, the backfilling of trenches was undertaken by machine. No specialist backfilling was proposed, nor was the backfilling of trenches supervised by the GUARD archaeologist.

Results

- 7.1 There were five evaluation trenches excavated, totalling an area of 260m² (Figure 1). The following text should be read in conjunction with the full trench descriptions in Appendix A and the context descriptions presented in Appendix B.
- 7.2 The trenches in each case were excavated in spits through topsoil (001) until undisturbed subsoil (002) was reached. A description of topsoil and subsoil is provided in Appendix B. The trenches varied in depth from 0.38 m to 0.45 m. The only negative cut features encountered were modern agricultural field drains in each trench.
- 7.3 Trench 1 measured a maximum of 0.42 m deep, 2 m wide and 30 m in length. The trench was orientated approximately north-west to south-east (Plates 2 & 3). At a distance of 9 m from the north-west end an agricultural field drain (1001) was encountered. This extended north and south beyond the trench edge, measured 0.2 m wide and its fill consisted of dark grey brown silty clay and quarried stone fragments. The depth of the drain was not established.



Plate 2: View of Trench 1 from south-east.



Plate 3: View of all five trenches from north-west corner of development area.

- 7.4 Trench 2 measured a maximum of 0.4 m deep, 2 m wide and 25 m in length. The trench was orientated approximately north to south. At a distance of 11 m from the north end an agricultural field drain (2001) was encountered. This extended north-west and south-east beyond the trench edge, measured 0.18 m wide and was filled by quarried stone fragments. The depth of this drain was not established.
- 7.5 Trench 3 measured a maximum of 0.38 m deep, 2 m wide and 25 m in length and was orientated approximately north-west to south-east. At a distance of 5 m from the south-east end an agricultural field drain (3001) was encountered. This extended north and south beyond the trench edge, measured 0.17 m wide and was filled by dark grey silty clay and quarried stone fragments. The depth of this drain was not established.
- 7.6 Trench 4 measured a maximum of 0.45 m deep, 2 m wide and 25 m in length and was orientated approximately north-west to south-east. There were two field drains discovered in this trench. The first of these (4001) was found at 3 m from the north-west end of the trench and extended north and south beyond the trench edge, measured 0.2 m wide and was filled by quarried stone. The second of the drains (4002) lay 5 m from the south-east end of the trench and also extended north and south and was similarly filled by quarried stone. The depth of these drains was not established as they were not excavated.
- 7.7 Trench 5 measured a maximum of 0.45 m deep, 2 m wide and 25 m in length. The trench was orientated approximately north to south. There were two field drains discovered in this trench. The first of these (5001) was found at 3 m from the north end of the trench, extended north-west and south-east beyond the trench edge, measured 0.17 m wide and was filled by dark grey silty clay and quarried stone. The second of the drains (5002) lay a further 5 m south of the first, measured 0.16 m wide, also extended north and south and was similarly filled by dark grey

silty clay and quarried stone. The depth of these drains was not established as they were not excavated.

Discussion

- 8.1 The evaluation revealed that there are no features of archaeological significance within the footprint of the proposed development area. In particular there were no remains of the medieval settlement of Wedderlie. The site location is on a southward sloping ridge lying to the north-east of the current Wedderlie Farm, which lies on a more level area on the hill-side. The sloping nature of the proposed development site therefore may have negated its use as part of the medieval village hence the absence of archaeological evidence.

Conclusions

- 9.1 The evaluation work revealed no archaeological features and in particular no features associated with the medieval settlement of Wedderlie.
- 9.2 It is therefore advised that it is likely that Scottish Borders Council Planning authority will require no further archaeological works. However, final decisions rests with the planning authority.
- 9.3 A summary of the results of the evaluation will be submitted to Discovery and Excavation in Scotland. A copy of this summary is included in Appendix D. The archive for the project, including a copy of the report, will be submitted to the National Monuments Record for Scotland within six months.
- 9.4 The online OASIS form at <http://ads.ahds.ac.uk/project/oasis/> (OASIS Reference: guardarc1-152312) will be completed within three months. Once the Data Structure Report has become a public document by submission or incorporation into the local Historic Environment Record, the Scottish Borders Council Archaeologist will validate the OASIS form thus placing the information into the public domain in the OASIS website.

Acknowledgements

- 10.1 GUARD Archaeology thanks Mr and Mrs Tilson for their assistance and Dr Chris Bowles of Scottish Borders Council for his advice during this project. Thank you to Walker Groundworks for supplying the plant used during the evaluation. Technical support was provided by Aileen Maule, John Kiely and Jen Cochrane. The evaluation and survey of trench locations was conducted by Warren Bailie. The illustrations were produced by Fiona Jackson and the report was desk top published by Gillian McSwan. The project was managed for GUARD Archaeology by Ronan Toolis.

**Wedderlie Farm, Scottish Borders
Data Structure Report**

Section 2: Appendices



www.guard-archaeology.co.uk

Appendices

Appendix A: Trench Summaries

Trench 1						
Dimensions	Length (m)	30	Width (m)	2	Depth (m)	Up to 0.42
Total Area (m ²)	60					
Orientation	NW-SE					
Topsoil (001)	Firm, dark-brown silty clay loam				Depth (m)	up to 0.42
Natural subsoil (002)	Very firm, brownish orange stony clay, occasional large angular stones					
Features	Field drain 1001					

Trench 2						
Dimensions	Length (m)	25	Width (m)	2	Depth (m)	Up to 0.4
Total Area (m ²)	50					
Orientation	N-S					
Topsoil (001)	Firm, dark-brown silty clay loam				Depth (m)	Up to 0.4
Natural subsoil (002)	Very firm, brownish orange stony clay, occasional large angular stones					
Features	Field drain 2001					

Trench 3						
Dimensions	Length (m)	25	Width (m)	2	Depth (m)	Up to 0.38
Total Area (m ²)	50					
Orientation	NW-SE					
Topsoil (001)	Firm, dark-brown silty clay loam				Depth (m)	Up to 0.38
Natural subsoil (002)	Very firm, brownish orange stony clay, occasional large angular stones					
Features	Field drain 3001					

Trench 4						
Dimensions	Length (m)	25	Width (m)	2	Depth (m)	Up to 0.45
Total Area (m ²)	50					
Orientation	NW-SE					
Topsoil (001)	Firm, dark-brown silty clay loam				Depth (m)	Up to 0.45
Natural subsoil (002)	Very firm, brownish orange stony clay, occasional large angular stones					
Features	Field drains 4001 and 4002					

Trench 5						
Dimensions	Length (m)	25	Width (m)	2	Depth (m)	Up to 0.45
Total Area (m ²)	50					
Orientation	N-S					
Topsoil (001)	Firm, dark-brown silty clay loam				Depth (m)	
Natural subsoil (002)	Very firm, brownish orange stony clay, occasional large angular stones					
Features	Field drains 5001 and 5002					

Appendix B: Context Descriptions

	Area	Description	Dimensions				Above	Below
			Height (m)	Length (m)	Width (m)	Depth (m)		
001	All	Topsoil	N/A	throughout	throughout	0.38-0.45	002	-
002	All	Natural subsoil,	N/A	throughout	throughout	0.38-0.4 below	bedrock	001
1001	T1	N-S field drain, dark grey silty clay and quarried stone fill	N/A	-	0.2	-	-	001
2001	T2	NW-SE field drain, quarried stone fill	N/A	-	0.18	-	-	001
3001	T3	N-S field drain, dark grey silty clay and quarried stone fill	N/A	-	0.17	-	-	001

	Area	Description	Dimensions				Above	Below
			Height (m)	Length (m)	Width (m)	Depth (m)		
4001	T4	N-S field drain, quarried stone fill	N/A	-	0.2	-	-	001
4002	T4	N-S field drain, quarried stone fill	N/A	-	0.2	-	-	001
5001	T5	NW-SE field drain, dark grey silty clay and quarried stone fill	N/A	-	0.17	-	-	001
5002	T5	NW-SE field drain, dark grey silty clay and quarried stone fill	N/A	-	0.16	-	-	001

Appendix C: Photographic Record

Digital File No 1

No.	Trench	Description	From
1	-	ID shot	-
2	1	General, T1 SW end	SW
3	1	T1 stratigraphy SW end	SE
4	1	T1 stratigraphy SW end	SE
5	1	009 with brick inscription	NE
6	1	009 with brick inscription	NE
7	1	009	NW
8	1	007 and 008 extending south	N
9	1	T1	ESE
10	1	T1	NE
11	1	T1	SW
12	1	-	NE
13	1	General with M74 in background	E
14	1	General with M74 in background	E
15	2	General of 020	WNW
16	2	General of 017	WNW
17	2	017, 018, 019 & 020	W
18	2	017, 018, 019 & 020	E
19	2	017, 018, 019 & 020	E
20	2	017, 018, 019 & 020	N
21	2	017, 018, 019 & 020	N
22	2	017, 018, 019 & 020	W
23	2	017, 018, 019 & 020	W
24	2	017, 018, 019 & 020	SW
25	2	017, 018, 019 & 020	SW
26	2	017, 018, 019 & 020	S
27	2	017, 018, 019 & 020	S
28	2	017, 018, 019 & 020	WSW
29	2	017, 018, 019 & 020	W

Appendix D: Discovery And Excavation Scotland Entry

LOCAL AUTHORITY:	Scottish Borders Council
PROJECT TITLE/SITE NAME:	Wedderlie Farm
PROJECT CODE:	3336
PARISH:	Westruther
NAME OF CONTRIBUTOR(S):	Warren Bailie
NAME OF ORGANISATION:	GUARD Archaeology Ltd
TYPE(S) OF PROJECT:	Evaluation
NMRS NO(S):	N/A
SITE/MONUMENT TYPE(S):	N/A
SIGNIFICANT FINDS:	N/A
NGR (2 letters, 6 figures)	NT 645 519
START DATE (this season)	27/05/13
END DATE (this season)	27/05/13
PREVIOUS WORK (incl. <i>DES</i> ref.)	None
MAIN (NARRATIVE) DESCRIPTION: (May include information from other fields)	An archaeological evaluation was carried out by GUARD Archaeology Limited on an area proposed for development to ascertain the potential survival of the medieval village of Wedderlie. The trial trench evaluation involved the machine excavation of five trenches and the total area investigated amounted to 10 % of the 0.26 ha development area. Other than modern field drains, no significant archaeological remains were encountered.
PROPOSED FUTURE WORK:	None
SPONSOR OR FUNDING BODY:	Mr and Mrs Tilson
CAPTION(S) FOR ILLUSTRS:	N/A
ADDRESS OF MAIN CONTRIBUTOR:	52 Elderpark Workspace, 100 Elderpark Street, Glasgow, G51 3TR
EMAIL ADDRESS:	Bob.will@guard-archaeology.co.uk
ARCHIVE LOCATION (intended/deposited)	Archive to be deposited in NMRS

Appendix E: Written Scheme Of Investigation

**LAND NORTH-EAST OF WEDDERLIE COTTAGES,
WESTRUTHER, GORDON, SCOTTISH BORDERS**

ARCHAEOLOGICAL EVALUATION WRITTEN SCHEME OF INVESTIGATION

PROJECT 3336

Contents

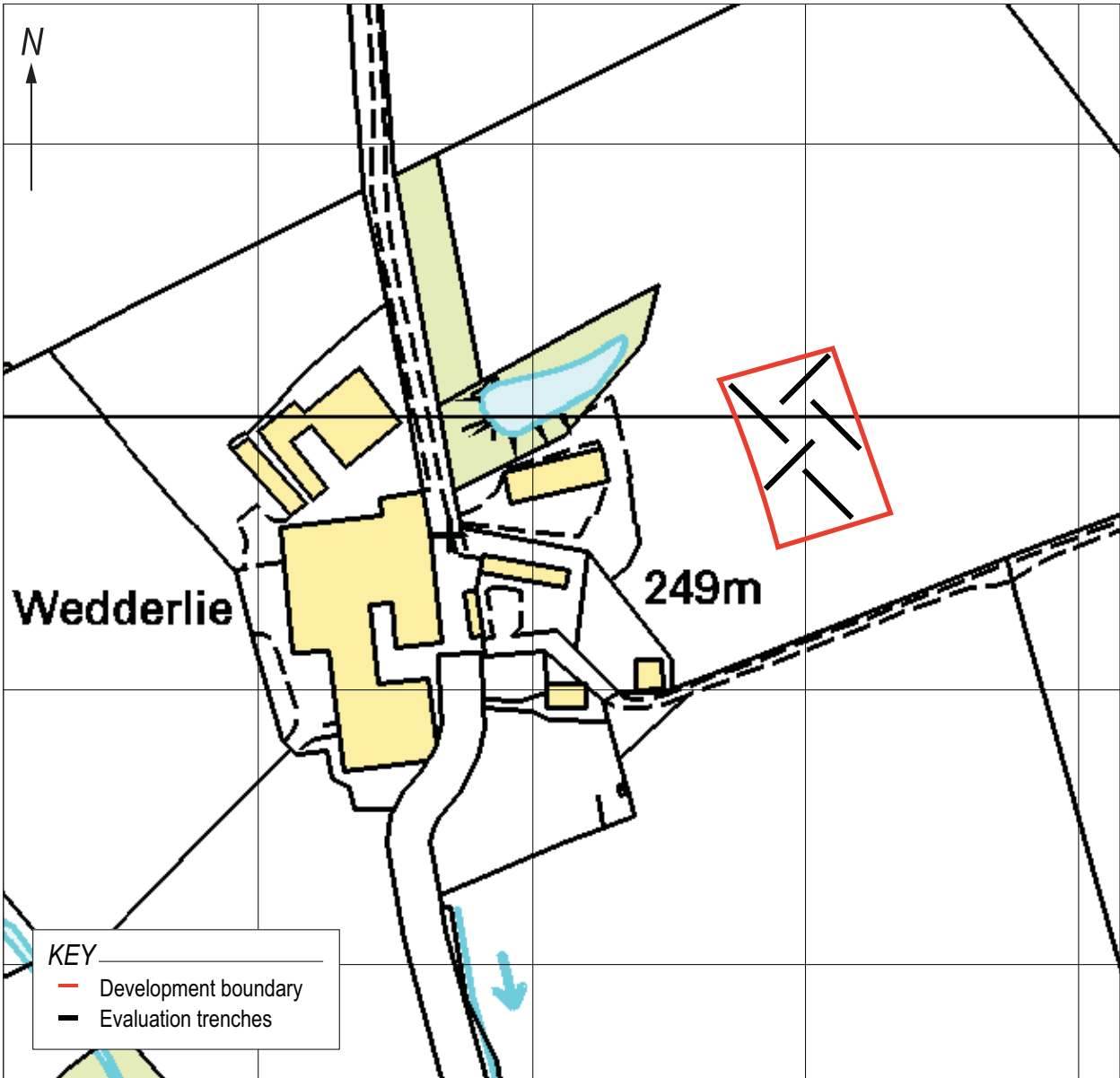
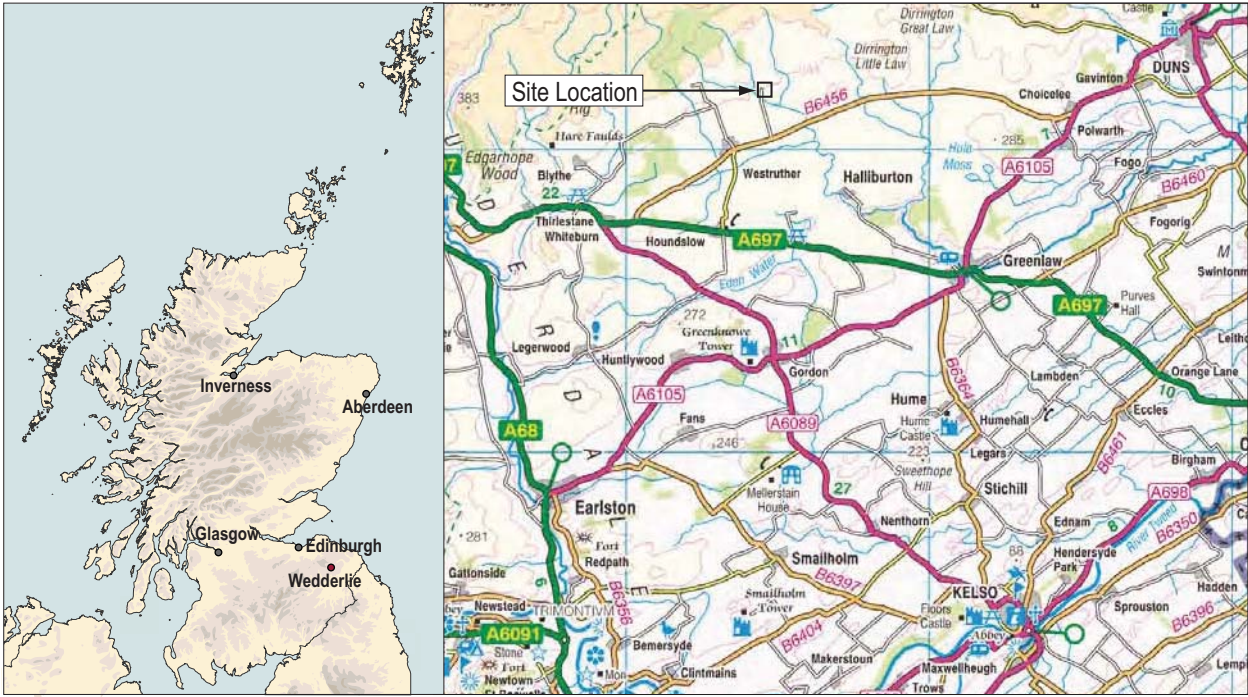
1.0	Executive Summary	1
2.0	Introduction	1
3.0	Site Location	1
4.0	Archaeological Background	1
5.0	Aims, Objectives and Scope	1
6.0	Fieldwork Methodology	2
7.0	Report Preparation and Contents	3
8.0	Copyright	3
9.0	Publication	4
10.0	Archive	4
11.0	Finds Disposal	4
12.0	Personnel and Liaison	4
13.0	Monitoring	4
14.0	Health & Safety and Insurance	4

LAND NORTH-EAST OF WEDDERLIE COTTAGES, WESTRUTHER, GORDON, SCOTTISH BORDERS

ARCHAEOLOGICAL EVALUATION WRITTEN SCHEME OF INVESTIGATION

PROJECT 3336

by
Ronan Toolis



KEY
- - - Development boundary
— Evaluation trenches

Figure 1:
Site location.

Executive Summary

- 2.1 This Written Scheme of Investigation was commissioned by Mr & Mrs Tilson to outline the scope and methodology for an archaeological evaluation of the proposed development area to the north-east of Wedderlie Cottages.

Introduction

- 2.1 This Written Scheme of Investigation (WSI) sets out the methodology for the archaeological evaluation required for the proposed development area to the north-east of Wedderlie Cottages in order to meet proposed planning condition 8 (Ref 11/00200/PPP).
- 2.2 This WSI outlines the programme of archaeological works that may be needed to mitigate the effects of the proposed site works. It details the methodology to be employed in implementing Stage 1 archaeological works. The mitigation methodology to be employed during Stage 2 excavation and Stage 3 post-excavation analysis and publication, if required, will be specified in further WSI addendums. These WSI addendums, if required, will be submitted for the approval of the Scottish Borders Council Archaeologist, prior to the commencement of any archaeological work. All phases of work will be funded by the developer as required by the Planning Authority.

Site Location

- 3.1 The proposed development area lies to the north-east of Wedderlie Cottages, which lie to the north-west of Westruther, north of Gordon in the Scottish Borders (Figure 1). The proposed development area covers 0.26 hectares, is centred around NGR NT 6450 5195.
- 3.2 The development area is bounded by fields to the north, south and east and Wedderlie Cottages to the west.

Archaeological Background

- 4.1 There was formerly a hamlet of 'considerable extent' at Wedderlie (NMRS: NT65SW 14; SBC HER: 1252007; NGR: NT 643 519). It is apparent as 'Watherlie' in Gordon's map of 1636-52 and as 'Wedderlytoun' on Blaeu's map of 1654, though not in any detail. Six houses are depicted at 'Wadderlea' in the Armstrongs' map of 1771, while only five are depicted to the south of a crossroads to the north-east of 'Wadderlea' House in Blackadder's map of 1797. The hamlet was recorded in the Statistical Account of Scotland, in 1793, as 'much diminished within these thirty years'. No houses are apparent at the same crossroads on Thomson's map of 1820, but some unnamed buildings are apparent in Ainslie's map of 1821 and named as 'Wedderlea Mains' Farm in Sharp, Greenwood and Fowler's map of 1826. The Ordnance Survey First Edition 6 inch map, surveyed in 1857, records the central buildings of Wedderlie Farm (NMRS: NT65SW 33; SBC HER: 1250079; NGR: NT 64334 51912) and Wedderlie Cottages, as well as the Mill Pond to the north. The crossroads had by this time become disused and a track to the east established south-east of the farm, and still evident to the immediate south of the development area, is apparent in the First Edition map and subsequent Ordnance Survey Maps. The development area itself comprises fields, with no features apparent on the First Edition map or subsequent Ordnance Survey maps.
- 4.2 Scottish Borders Council considers the development area to be potentially archaeologically sensitive, as development works could impact buried archaeological remains associated with the late medieval Wedderlytoun, the precise location of which cannot be accurately established from the historic maps. An archaeological evaluation is therefore required to establish the archaeological potential of the development area prior to the commencement of any ground works.

Aims, Objectives and Scope

- 5.1 The aim of the evaluation is to identify:
- archaeological features associated with the medieval settlement of Wedderlie, if present;

- as yet unknown archaeological features and deposits which may be uncovered.

5.2 The objectives are therefore to:

- Conduct an archaeological evaluation to evaluate the presence or absence of any archaeological remains, and their character, date and extent if surviving;
- Submit a report to data structure level for agreement to Scottish Borders Council, on completion of the evaluation;
- Submit, if excavation or post-excavation works are required, an accompanying project design and costing alongside the data structure report, which will outline arrangements for further excavation or post-excavation works.

Fieldwork Methodology

- 6.1 The general development area will be marked on the ground by the client or their agent prior to archaeological fieldwork commencing.
- 6.2 A GUARD Archaeologist will photograph the development area and make a brief written description prior to the commencement of ground-breaking works.
- 6.3 The machine excavation of trenches amounting to 10% of the 0.26 ha development area will be supervised by a GUARD Archaeologist. The evaluation trenches will comprise 4 trenches (each c 25 m long and 2 m wide) and one trench 30 m long and 2 m wide, amounting to 260 m² in total (Figure 1).
- 6.4 The machine excavator will be fitted with a c 2 m wide flat-bladed (toothless) ditching bucket.
- 6.5 The topsoil at each trench location will be removed in spits to the first archaeological horizon or, where none was found, to the natural subsoil. Any archaeological features encountered will be cleaned by hand by the on-site Archaeologists to determine their character and extent.
- 6.6 Any archaeological features encountered will be dealt with by the on-site Archaeologist. Should negative-cut features be encountered they will be 25-50% excavated in order to determine their significance, date and function. A full record of excavated features will be made using a single context planning system using pro forma sheets, drawings and photographs. All archaeological features will be photographed and recorded at an appropriate scale. Sections will be drawn at 1:10, and plans at 1:20. All levels will be tied into Ordnance Datum and the trenches accurately located with the National Grid.
- 6.7 All archaeological finds will be dealt with by the on-site Archaeologist. Finds and animal bone will be collected as bulk samples by context. Significant small finds will be three dimensionally located prior to collection. All finds will be processed to MAP2 type standards and subject to specialist assessment. Palaeo-environmental samples will also be taken where appropriate. If necessary, conservation of finds will be appraised to allow for specialist study.
- 6.8 All excavated feature fills and horizons will be sampled, using bulk soil samples, for palaeo-environmental evidence.
- 6.9 A representative section will be recorded for each trench denoting depth of topsoil, any stratigraphy present and the nature of the soil. This information will be logged in the day book together with a sketch drawn to scale and a photographic record of deposits.
- 6.10 Should significant archaeological remains be encountered by the evaluation, requiring more than the limited sampling outlined above, the remains will be largely left in situ pending the agreement of the client and the Scottish Borders Council Archaeology Officer on an appropriate excavation project design.
- 6.11 Should human remains be revealed by the excavation, the local police, the client and the Scottish Borders Council Archaeology Officer will be informed immediately. Any human remains will be left in situ, pending the agreement of the police, the client and the Scottish Borders Council Archaeology Officer on an appropriate mitigation strategy.

- 6.12 On completion of the recording of the evaluation trenches, the backfilling of trenches will be undertaken by machine. No specialist backfilling is proposed, nor will the backfilling of trenches be supervised by the GUARD archaeologist, unless the trenches contain archaeological remains. In these cases, the archaeological remains will be covered with terram sheets prior to backfilling operations.

Report Preparation and Contents

- 7.1 A report detailing the results of the evaluation will be submitted to the client within two weeks of completion of fieldwork and then, subject to client approval, submitted to the Scottish Borders Council Archaeologist. The report will take the form of a Data Structure Report and will contain an analysis of the results of the evaluation. The report will include a full descriptive text that will characterise the date and extent of any archaeological deposits. It will also include plans at an appropriate scale showing the area subjected to topsoil stripping, any archaeological features encountered and archiving lists of all finds, samples, field drawings and photographs.
- 7.2 The report will include the following:
- executive summary
 - a site location plan to at least 1:10,000 scale with at least an 8 figure central grid reference
 - OASIS reference number; unique site code
 - Planning application number
 - contractor's details including date work carried out
 - nature and extent of the proposed development, including developer/client details
 - description of the site history, location and geology
 - a site plan to a suitable scale and tied into the national grid so that features can be correctly orientated
 - discussion of the results of field work
 - context & feature descriptions
 - features, number and class of artefacts, spot dating & scientific dating of significant finds presented in tabular format
 - plans and section drawings of the features drawn at a suitable scale
 - initial assessment of relevant finds/samples if appropriate
 - recommendations regarding the need for, and scope of, any further archaeological work, such as excavation, post-excavation analysis and publication
 - bibliography
- 7.3 At least two copies of the report will be prepared for the client and a further one including a digital PDF copy sent to the Scottish Borders Council Archaeologist.

Copyright

- 8.1 Unless otherwise agreed copyright for any report resulting from the archaeological work undertaken as part of the project will be deemed the intellectual property of GUARD Archaeology Ltd.

Publication

- 9.1 A summary of the project results will be submitted to *Discovery and Excavation in Scotland*. A copy of this will be included in the Data Structure Report.

Archive

- 10.1 The archive for the project, including a copy of the report, will be submitted to the National Monuments Records for Scotland within three months of completion of all relevant work.
- 10.2 The online OASIS form at <http://ads.ahds.ac.uk/project/oasis/> will be completed within 3 months of completion of the work. Once the Data Structure Report has become a public document by submission to or incorporation into the SMR, the Scottish Borders Council Archaeologist will validate the OASIS form thus placing the information into the public domain on the OASIS website.

Finds Disposal

- 11.1 The arrangement for the final disposal of any finds made in connection with the archaeological work, will be deposited in keeping with Scottish legal requirements as set out in the Treasure Trove Code of Practice published by the Scottish Government in December 2008. The laws relating to Treasure Trove and *Bona Vacantia* in Scotland apply to all finds where the original owner cannot be identified. This includes all material recovered during archaeological fieldwork. Accordingly, all assemblages recovered from archaeological fieldwork are claimed automatically by the Crown and must be reported to the Scottish Archaeological Finds Allocation Panel through its secretariat, the Treasure Trove Unit. In the event of the discovery of small finds, a filled-out copy of the form "Declaration of an Archaeological Assemblage from Fieldwork" and two copies of the pertinent Data Structure Report will be submitted to the Panel at the conclusion of the fieldwork. The Panel will then be responsible for recommending to the Queen's and Lord Treasurer's Remembrancer which museum should be allocated the finds. All artefacts will be temporarily stored by GUARD until a decision has been made by the panel.

Personnel and Liaison

- 12.1 The GUARD team will comprise the following qualified and experienced GUARD archaeologists:
 - Project Manager: Mr Ronan Toolis
 - Project Director (on-site Archaeologist): Alan Hunter Blair
 - Finds and Environmental Support and Conservation: Ms Aileen Maule
 - Illustrator: Ms Gillian McSwan
 - Quality Assurance: Dr John Atkinson
- 12.2 The GUARD Project Manager, Mr Ronan Toolis, will be the point of contact for the archaeological works. A full CV for individuals concerned can be made available on request.

Monitoring

- 13.1 The proposed start date for the evaluation will be arranged in due course. The Scottish Borders Council Archaeologist will be given at least one week's notice prior to the commencement of fieldwork and will be informed of the site mobile phone number prior to the start date so that monitoring visits can be arranged.

Health & Safety and Insurance

- 14.1 GUARD Archaeology Ltd adheres to the guidelines and standards prescribed for archaeological fieldwork set down in the Institute for Archaeologists approved Health and Safety in Field Archaeology document, prepared under the aegis of the Standing Conference of Archaeological Unit Managers (SCAUM). It is standard GUARD policy, prior to any fieldwork project commencing, to conduct a risk assessment and to prepare a project safety plan, the prescriptions of which will be strictly followed for the duration of all archaeological fieldwork. Copies of the resultant project safety plan and of GUARD's Fieldwork Safety Policy Statement may be viewed upon request.

- 14.2 GUARD Archaeology Ltd also possesses all necessary insurance cover, proofs of which may be supplied upon request.

GUARD Archaeology Limited
52 Elderpark Workspace
100 Elderpark Street
Glasgow
G51 3TR

Tel: 0141 445 8800

Fax: 0141 445 3222

email: info@guard-archaeology.co.uk



www.guard-archaeology.co.uk