

GUARD ARCHAEOLOGY



**Warehouse 47, Balvenie Distillery
Data Structure Report
Project 3907**

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Warehouse 47, Balvenie Distillery

Data Structure Report

On behalf of: William Grant and Sons Distillers Ltd

NGR: NJ 32081 42529

Project Number: 3907

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Date:

26/08/2014

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

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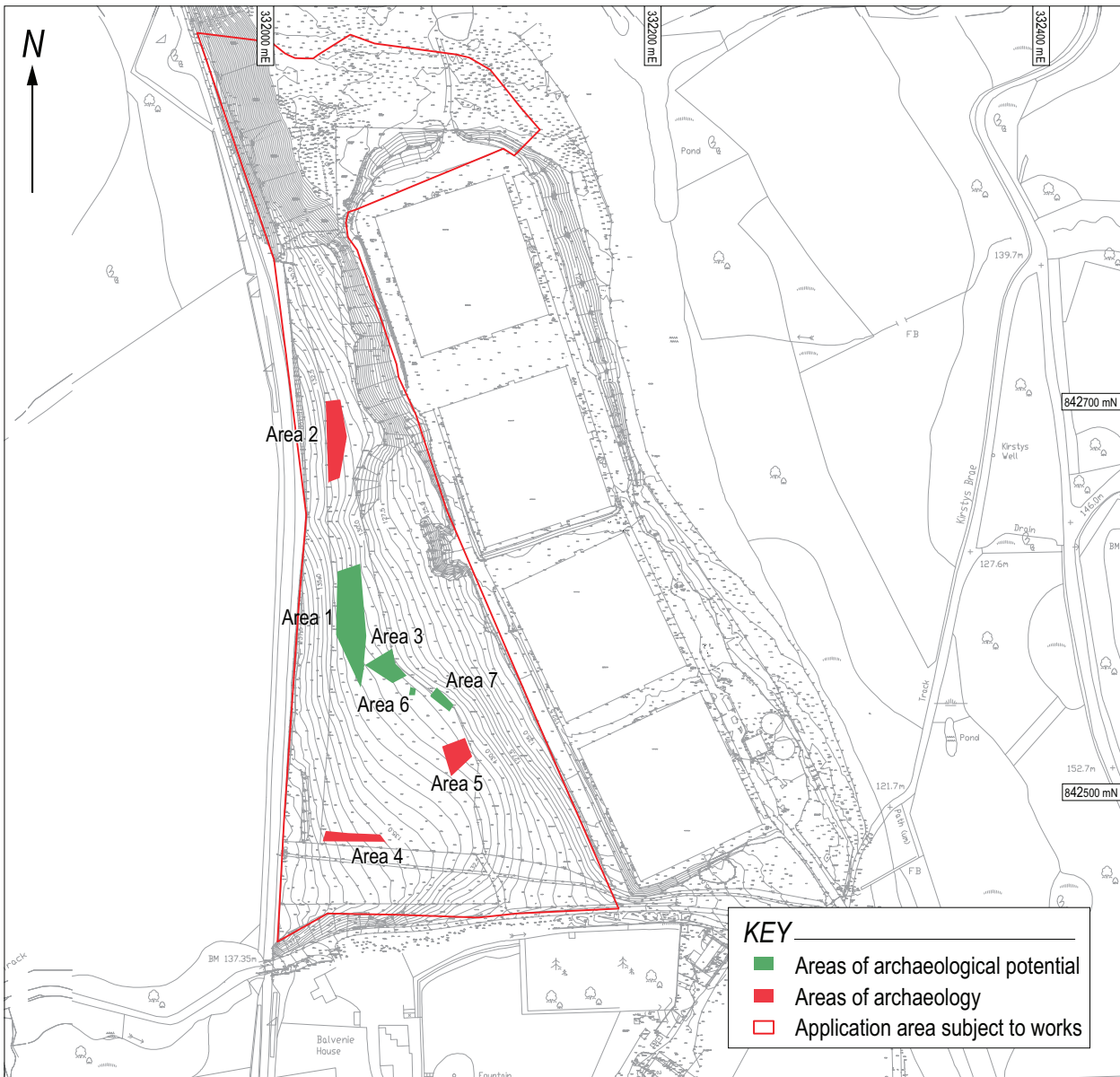
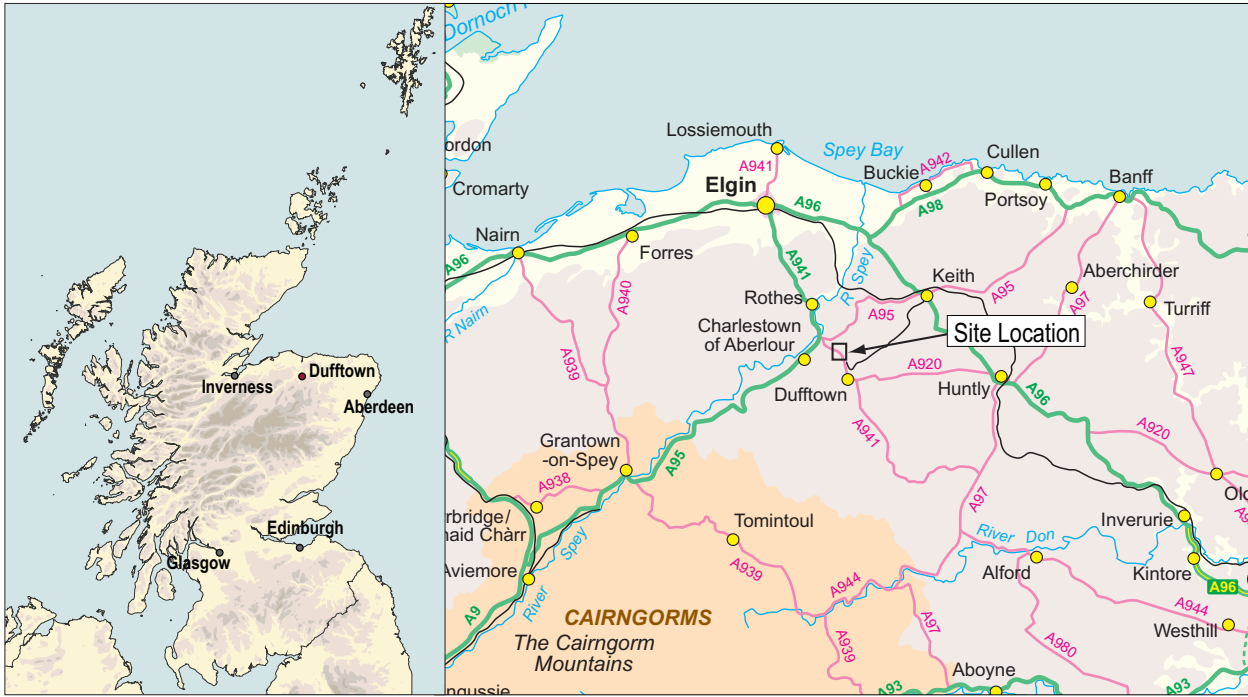


Figure 1:
Site location.

0 100 m

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Executive Summary

- 1.1 GUARD Archaeology Limited were commissioned by Barr Construction on behalf of William Grant and Sons Distillers Ltd to undertake an archaeological watching brief during the construction of a warehouse and associated infrastructure at the Balvenie Distillery outside Dufftown, Moray. This work was undertaken between 16th June 2014 and the 9th of July 2014 and revealed a series of discreet archaeological features present along the hillside.

Introduction

- 2.1 This report sets out the results of an archaeological watching brief undertaken by GUARD Archaeology for Barr Construction on behalf of William Grant and Sons Distillers Ltd on a site proposed for the construction of a warehouse and associated infrastructure at the Balvenie Distillery outside of Dufftown, Moray. During the course of the watching brief a series of discreet archaeological features in the form of pits, post holes and large spreads were encountered across the development area. GUARD Archaeology undertook this programme of work between 16th June 2014 and the 9th July 2014.

Site Location, Topography and Geology

- 3.1 The proposed development area lies due north of Dufftown and immediately north of Balvenie House, with the distillery warehouses 43-46 flanking its eastern boundary, centred on NGR NJ 421 843. The landscape of the application area is one of gently rolling agricultural land delimited by trees and scrub vegetation around the periphery of the development area, with the River Fiddich flowing along the eastern extent of the area. Much of the surrounding area is dominated by pasture and bonded warehouses related to the Balvenie Distillery.

Archaeological Background

- 4.1 A rapid review of desk-based resources suggested that no known archaeological sites are present within the development area, although a B-Listed building in the style of William Robertson (1830-40) is present at Tullich House a short distance to the east (HS Ref: 15866). Tullich or Tulloch is also noted within Canmore and the SMR as the possible site of an early towerhouse or manor associated with the Leslie's of Kininvie.
- 4.2 A number of other potential sites, including a possible chapel/well associated with St Wallach or St. Bean, both of whom were active in the 8th century AD lie to the south-west (NMRS: NJ34SW 7; SMR: NJ34SW0020) at Balvenie. Other potential sites of interest include the recovery of a 3 knobbed carved stone ball due west of the site at Buchromb (NMRS: NJ34SW 15) and more modern remains such as the type 24 pillbox, which lies adjacent to the main road to the south-west (NMRS: NJ34SW 47) and two buildings and associated enclosures noted on the 1847 OS map of the area to the north of the site at Midtown of Buchromb.

Aims and Objectives

- 5.1 The aim of the archaeological works was to:
- investigate and excavate any archaeological features within the development area
- 5.2 The objectives were therefore to:
- Conduct an archaeological watching brief and to excavate and record any archaeological remains that survive within the development area;
 - Submit a report to data structure level for agreement to the client and ACAS on completion of the investigations;
 - Submit, if post-excavation work is required, an accompanying project design and costing alongside the data structure report, which will outline arrangements for further post-excavation and publication works.

Methodology (Figure 1)

- 6.1 A photographic record of the development area was made with a brief written description prior to the commencement of ground-breaking works.
- 6.2 Topsoil was removed from the development area (Figure 1) by machines that were supervised at all times by an experienced GUARD Archaeologists. The back-acting machine excavators were fitted with c 2 m wide flat-bladed (toothless) ditching buckets.
- 6.3 The topsoil was removed in spits to the first archaeological horizon or, where none was found, to the natural subsoil. Any archaeological features encountered were cleaned by hand and mapped to determine their character and extent.
- 6.4 All potential archaeological features encountered were investigated and excavated by the on-site Archaeologists. All significant features including negative-cut features were, at a minimum, 25-50% excavated in order to determine their significance, date and function.
- 6.5 As groups of significant features were revealed, and to ensure the topsoil strip progress was not disrupted, two further archaeological staff were deployed in order to assist in the excavation of these features. The archaeology uncovered was cordoned off the rest of the construction area. This allowed for systematic excavation of the features across the site – freeing up areas for the construction programme to continue uninterrupted.
- 6.6 Particularly significant features, which contained suitable organic-rich material for ecofact recovery were 100% excavated and sampled. A full record of all excavated features was made using a single context planning system using pro forma sheets, drawings and photographs. All archaeological features were photographed and recorded at an appropriate scale. Sections were drawn at 1:10, and plans at 1:20. All levels were tied into Ordnance Datum and the trenches accurately located with the National Grid.
- 6.7 All archaeological finds were dealt with by the on-site Archaeologists. All finds will be processed to MAP2 type standards and subject to specialist assessment. Palaeo-environmental samples were also taken where appropriate
- 6.8 All excavated feature fills and horizons were sampled, using bulk soil samples, for palaeo-environmental evidence.
- 6.9 A representative section was recorded 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.
- 6.10 Archaeological features were accurately surveyed using GPS and related to the Ordnance Survey Grid.
- 6.11 All elements of the fieldwork were undertaken in line with the policies and guidelines of the Institute for Archaeologists (IfA) of which GUARD Archaeology Ltd is a *Registered Organisation*.

Results

- 7.1 During the course of the watching brief a series of seven separate areas of archaeological potential were discovered. These areas existed up slope on the west side of the development area with much of the eastern portion devoid of any archaeology due to extensive prior disturbance.
- 7.2 From the investigations three of the seven areas proved to be archaeological. A large area of organic and charcoal rich spreads at the North West periphery of the site (Area 2), a small concentration of post holes in the south-west corner of the site on its periphery (Area 4) and an arc of large pits within the central area of the site (Area 5). These areas will be described in numerical order.

7.3 A large proportion of the development area appears to have been heavily disturbed in the recent past with evidence of heavy machinery tracks and detritus with construction works visible to a substantial depth – cut in to subsoil levels leading up slope east to west across the south and central areas of the site. A large amount of topsoil appears to have been stored on the site with substantial topsoil levels up slope of up to 1.5m along the western boundary. The eastern half of the development area had been disturbed and excavated to a substantial depth at an earlier date, so no subsoil interface exists across this portion of the site with any historical topsoil layers having been removed and rubble and debris stored here.

Area 2

7.4 This area of investigation was located in the north-east of the site (Area 2). This appeared to be a series of large organic spreads with some charcoal present. These extended across the north-west periphery of the site under a substantial depth of topsoil – circa 1.2m. A series of slots were dug across these spreads to find the extent and depth however no material culture was encountered. although one piece of what appears to be fossilised wood SF 001 was retained. The spreads did not appear to display any clear shape or form and it is unknown if they originate from human activity further upslope to the west beyond the boundary of the development or if this is an accumulation of organic material on the slope created through natural soil processes.

Area 4

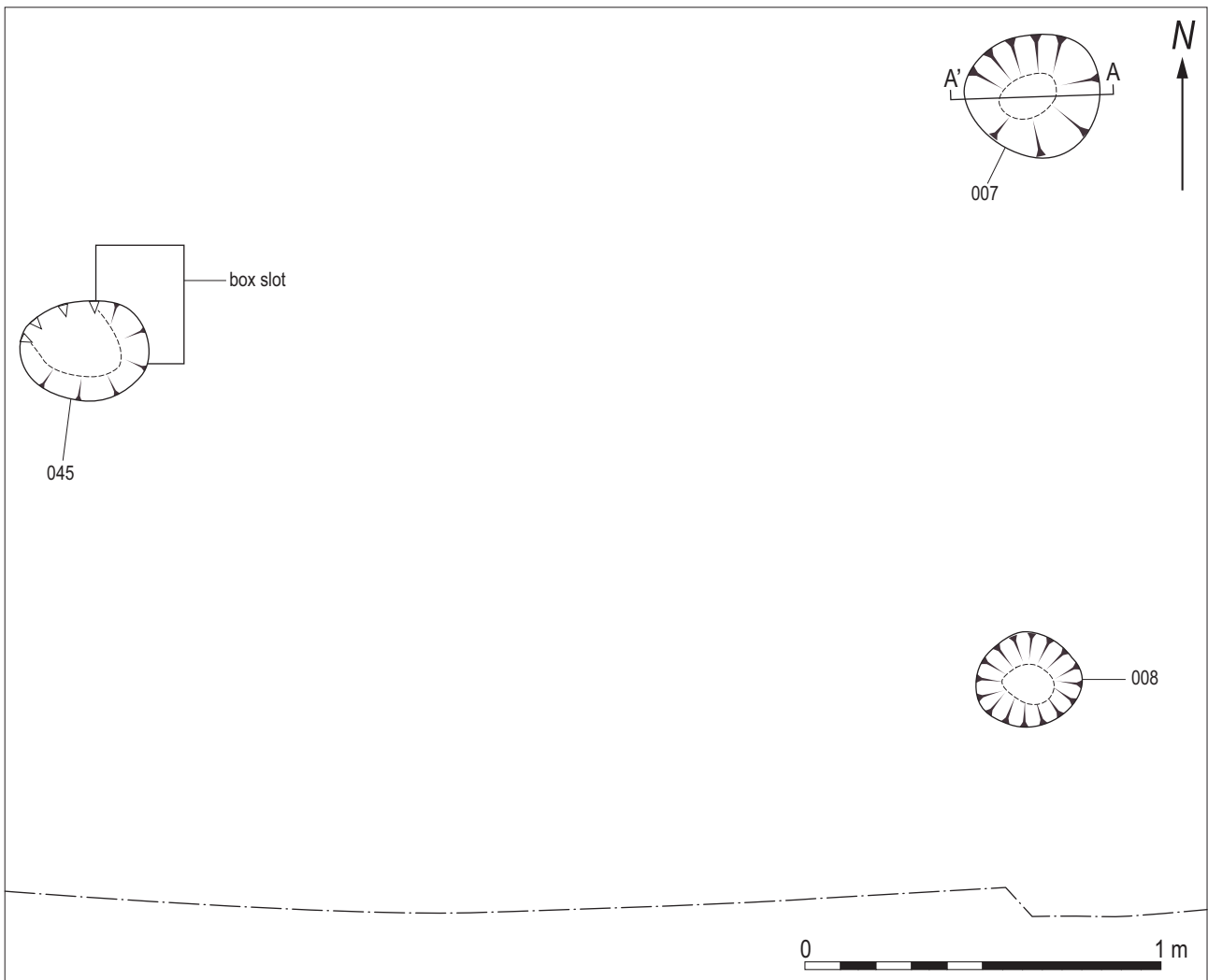


Figure 2: Plan of Area 4 postholes.

- 7.5 A number of small post holes were located at the south-west corner of the site (Area 4) (Figure 2). This consisted of three postholes on the edge of the excavation area [007], [008] and [045]. The largest of which [007] located at the most northern edge of the area. (fig 5) Cut 007 was sub-circular, 0.4m by 0.3m with a maximum depth of 0.39m, in extent (Figure 3). It contained two distinct fills, the lower (005) displaying a dark grey/brown matrix with significant quantities of charcoal visible and the upper fill (006) a light grey brown silt again displaying evidence of charcoal within the matrix. Some stones were also visible on one edge of the cut possibly relating to packing stones. No dateable material culture was recovered from either of the fills.

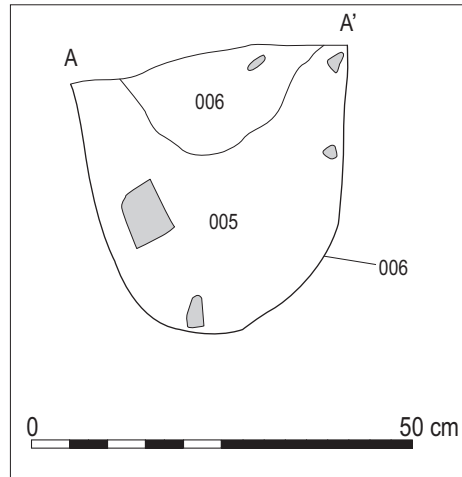


Figure 3: Section across posthole 007.

- 7.6 Directly to the south-west of this post hole, another feature of similar size was excavated [045] with similar characteristics. Sub-circular in plan with a diameter of 0.30m and a maximum depth of 0.43m it contained two distinct fills (044 and 046). Both fills were dark grey/brown organic silt with charcoal inclusions. A number of large packing stones were visible set into cut 045. Again no material culture was recovered to give an indication of a provisional date. The final post hole [008] was smaller in size, sub-circular in form and 0.25m in diameter by 0.12m at its maximum depth. A significant amount of charcoal was visible within its singular fill (004), however no packing stones or material culture were visible.



Plate 1: Area 2 showing organic rich spreads.

Area 5

- 7.7 A series of pits were visible in the central portion of the site (Area 5) cutting across the slope in an arc (Plate 4). The pits themselves (025, 026, 032 & 038) were dug in quadrants and during excavation revealed multiple fills (Figures 4 and 5).
- 7.8 Pit cut 025 was substantial in size 3.4m in diameter with a maximum depth of 0.55m and circular in shape. No evidence of material culture was recovered from any of the fills, however the lower basal fills (022 and 023) contained a very rich dark grey/brown silt high in organic content with large charcoal inclusions visible throughout. The upper fills of the pit (021 and 017) however appear to have possibly been a series of silting-up events from the natural deposits surrounding the feature (Figure 5) A very obvious and distinct cut was visible with all internal fills standing out from the natural sterile subsoil in the area.

- 7.9 Pit cut 026 was similar to that of previous pits and located to the south-west in the arc, however it appeared smaller in size at 2.15m in diameter with a maximum depth of 0.32m. Again it contained similar fills to that of other pits, with a series of dark grey/brown organic silt and charcoal-rich lower fills (028 and 029). Again no material culture or direct dating evidence was found under excavation.
- 7.10 Pit cut 038 located to the north-east of the arc was again of similar size 2.75m in diameter with a maximum depth of 0.58m. The fills again appeared similar in nature to that seen in previous pits – multiple layers with the lower fills (035 and 036) constituted by dark brown/grey organic-rich silts. No material culture was recovered from any of the fills.

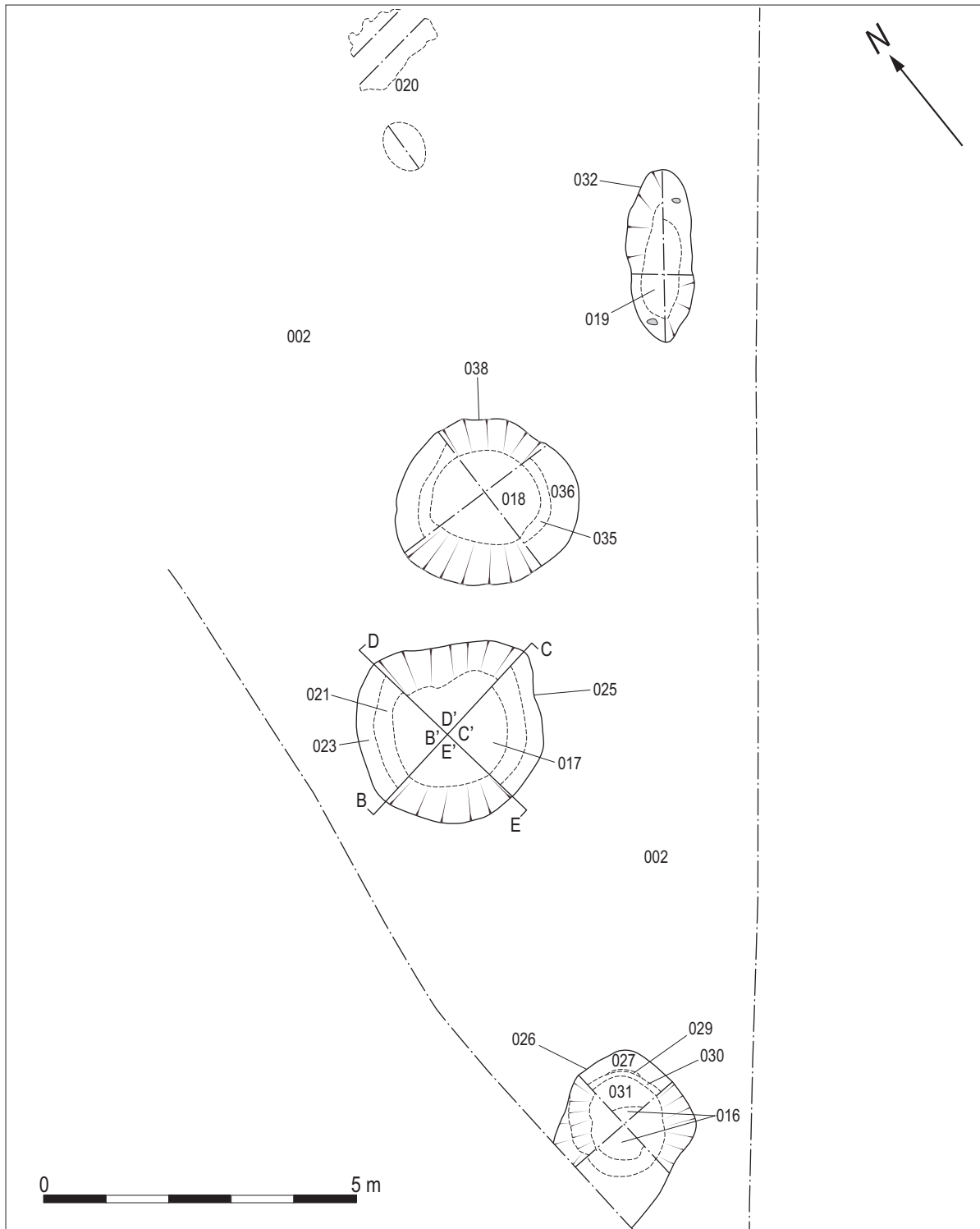


Figure 4: Plan of Area 5 showing arc of pits.

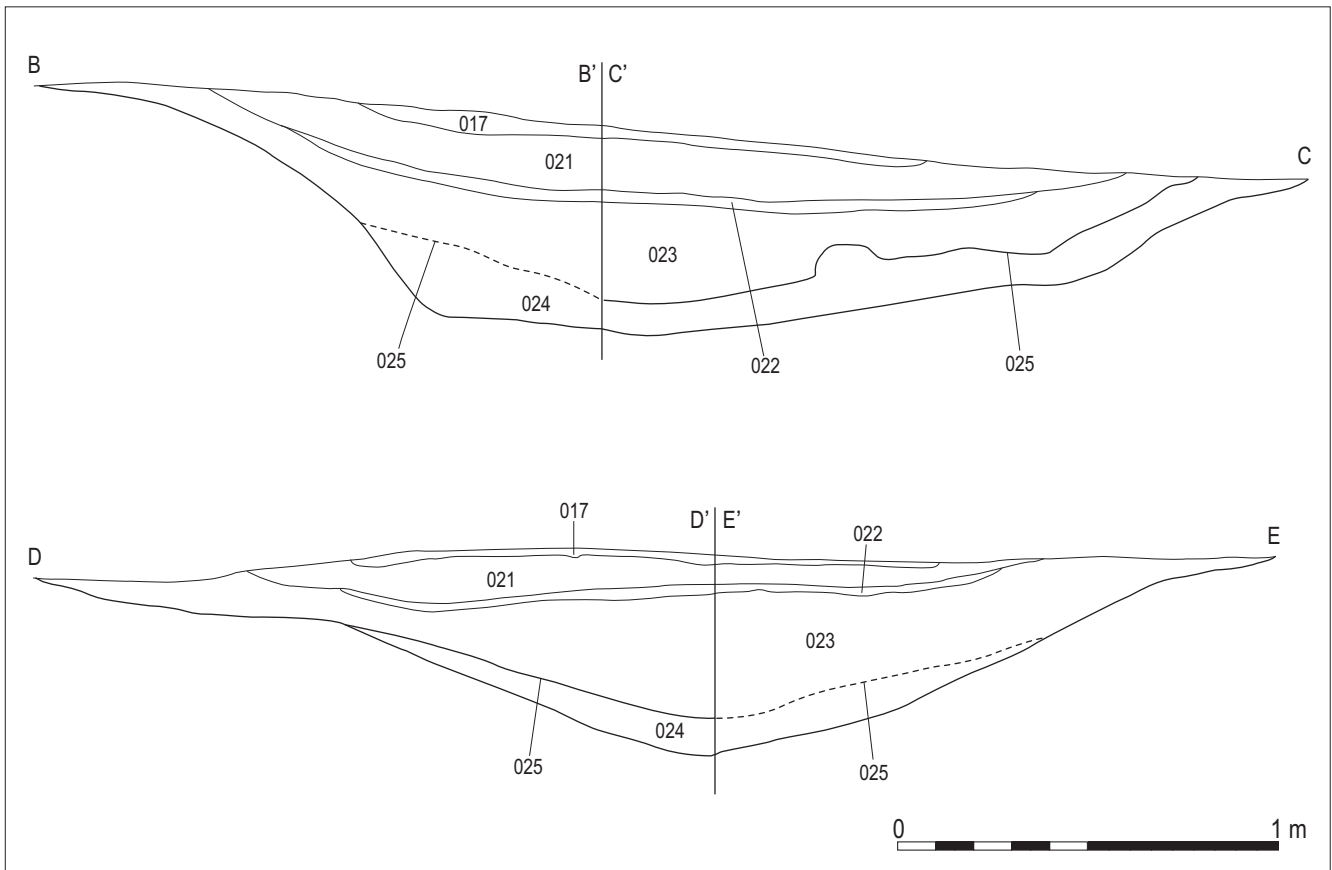


Figure 5: Sections across pit 025.

- 7.11 The final pit in the arc [032] appeared heavily truncated by previous development or ground breaking in the area. It appeared on the surface to be 2.6m at its widest, but sub-oval in shape only surviving to a depth of 0.1m. Multiple fills were again present with the lower (033) organic-rich grey/brown silt with charcoal present. No other archaeology was visible in this area with much of the site directly adjacent to the east truncated to such an extent that archaeological deposits could not survive.



Plate 2: Area 5 – showing arc of pits.

Discussion

- 8.1 The watching brief identified three main areas of archaeological features, two of which lay on the periphery of the development area. The area in the north-west (Area 2) displays a significant quantity of organic spreads. The depth of the topsoil here – up to 1.2m in some places – suggests the possibility of a series of secure features of some antiquity. The lack of dateable material culture however across this area provides us with no possible insight into the date of the archaeological deposits revealed. The general location on the periphery of the

west side of the development area could indicate further concentrations of archaeology may be present just outside the development area and it is possible that the remains encountered are the ephemeral margins of a larger more complex series of features.

- 8.2 Area 4 contained three post holes and again lies on the periphery of the development area. Noted in the south-west of the site, the depth and nature of these post holes could indicate something structural was present in this area. However the lack of shape or relationship between the features together with the lack of material culture does not allow any further comment on date or function of these remains. It is possible however that this again may be the edge of a larger more complex series of archaeological features, just outside the limit of excavation.
- 8.3 The most substantial area was located in the central area of the site (Area 5). Here a series of four substantial pits formed an arc across the site [025, 026, 032 and 038] were present. Unfortunately the area directly adjacent to the east was heavily truncated and the area immediately west appeared to have been affected by ground disturbance in the past. The truncation on the east side probably accounts for the relatively insubstantial remains of the most easterly of the pits [032]. The survival of the remaining three pits was good in comparison, however the nature or function of these appears obscure. The multiple fills suggest a period of exposure, silting up slowly over time. The nature of the highly organic and charcoal-rich lower fills is also unclear at this time. Once again no relative dating evidence from artefacts was discovered., although they may be of some antiquity given the time frame required for the compacted sediment to accumulate naturally in these features.
- 8.4 Throughout the site the lack of dateable material culture makes it difficult to attach even a provisional date to the feature groups and their potential use, although the features encountered - particularly those under deep and well developed topsoil could potentially be prehistoric in date. It may be possible to add a degree of clearer understanding to these features by targeted analysis of the deposits and charcoal encountered and provide some absolute dating of the remains.
- 8.5 No other archaeological features were present across site, however distinct evidence of relatively recent heavy machinery disturbance across the hill side was apparent. Much of the eastern flank of the site displayed evidence of dozer blade ruts and deep track ruts cutting well into the existing subsoil interface. It is likely that the subsoil interface exposed during this project had been heavily truncated during prior works.

Conclusions and Recommendations

- 9.1 The watching brief work has shown the potential for surviving deposits and features existing across the development area. The features present were excavated and recorded in full, however the nature and existence of two groups of features on the periphery of the site may suggest the possibility for further archaeological remains lying immediately out with the development.
- 9.2 Given the nature of the archaeology encountered, it is likely that the Moray Council Archaeologist may request further post-excavation analysis of the samples recovered from the site in an attempt to clarify date and potential function of the features uncovered. It is therefore recommended that a programme of further works be developed in a Post-Excavation Research Design (PERD) to be agreed between the client and the Council Archaeologist.
- 9.3 GUARD Archaeology would stress that these recommendations are intended for guidance only. While the recommended mitigation strategy was developed following consultation with ACAS all final decisions on the nature and extent of any future archaeological work rest with the planning authority.
- 9.4 The online OASIS form at <http://ads.ahds.ac.uk/project/oasis/> for this project (OASIS Reference: guardarc1-185671) will be completed within 3 months. Once the Data Structure Report has become a public document by submission to or incorporation into the SMR, the Angus and Moray Council Archaeologist will validate the OASIS form thus placing the information into the public domain on the OASIS website.

Acknowledgements

- 10.1 GUARD Archaeology would like to thank William Grant and Sons Distillers Ltd and Barr Construction for their assistance. Plant and drivers and earthworks were supplied and undertaken by PT McWilliams. On site supervision was undertaken by Warren Bailie and Kevin Mooney with site assistance undertaken by John James Atkinson, Stuart Paterson and David Swan Technical support was from Aileen Maule. The illustrations were produced by Fiona Jackson and Gillian McSwan. The report was desk top published by Jen Cochrane. The project was managed for GUARD Archaeology Limited by John Atkinson.

**Warehouse 47, Balvenie Distillery
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Section 2: Appendices



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Appendices

Appendix A: List of Contexts

Context Number	Area	Description	Interpretation
001	ALL	Firm, mid brown silty clay with occasional small pockets of gravel. Up to 1.0m at deepest to 0.4m at shallowest. Visible across the whole site.	Relatively thick layer of topsoil, probably due to recent dumping of soil in the area from previous construction works.
002	ALL	Firm, light grey brown gravelly and sandy clay. Occasional pockets of sand and larger gravel inclusions. Some larger rounded stones present. Visible across site with an unknown depth.	Natural gravel sterile subsoil.
003	West Boundary	Firm, light brown gravel silt with frequent pockets of gravel throughout. In excess of 0.3m in thickness. Truncated by linear features relating to soil management during previous construction works in the area. Only visible on the West side of the site.	Hill wash layer, present in west end of site, cut by modern linear features.
004	4	Firm, mid brown with a light grey/yellow hue silty clay. Moderate charcoal inclusions. 0.24m by 0.23m and 0.11m in thickness. Not truncated.	Fill of possible post hole 008, mid brown organic fill with charcoal inclusions.
005	4	Firm, grey brown fill with charcoal flecks present within the fill. Silty, gritty clay with some larger rounded and angular possible packing. 0.39m in thickness by 0.38m – 0.25m wide across the section	Lower fill of post hole 007 – 1.38m north of post hole 008 – charcoal rich
006	4	Firm light grey brown silty clay. Some charcoal inclusions 0.27m wide E-W by 0.11m in thickness.	Upper fill of post hole 007.
007	4	Cut of oval feature, rounded edges 0.4m by 0.3m in plan by 0.39m in depth. Steep, vertical sided – U-shaped with two fills 005 and 006.	Cut for possible post hole filled by 005 and 006. Lies 1.38m north of post hole 008.
008	4	Cut of post hole 008. Circular in shape, 0.23m by 0.24m by 0.11m in depth. Steep, near vertical sides with a flat undulating base. Does not appear truncated. Singular fill 004	Cut of post hole 008, singular fill 004 possibly related to post hole 007 which is located 1.38m to the north.
009	7	Firm grey sandy clay with some small gravel pockets. 10M north-south by 7m east – west up to 0.12m in thickness. Extends beyond excavation area.	Natural layer of sandy clay
010	7	Firm mid brown peaty clay with occasional small fragments of wood. Up to 20mm in thickness running 5m East-West and 7m North – South. Appears truncated by animal burrows.	Natural layer of peaty clay below sandy clay 009.
011	7	Very firm grey sandy clay with occasional faint orange mottling. Up to 0.16m in thickness running up to 7m East to West and 10m North to South – again truncated by animal burrows.	Layer of sandy clay – naturally deposited, probably post glacial wash out.
012	7	Compact dark brown peaty clay with occasional fragments of root and wood. Up to 20mm in thickness running 7m East to West and up to 10m North to South by animal burrows.	Peaty clay layer – probably post glacial
013	7	Very compact light grey clay sand with occasional pockets of iron pan and very occasional rounded stones. Unknown thickness found across area 7. Up to 7 by 10m extending beyond the area.	Lower natural very compact clay sand layer.
014	7	Firm mid orange grey sandy gravel with occasional sub angular stones. 2.7m east west up to 0.12m in thickness.	Gravel layer – natural
015	7	Firm grey sandy clay with occasional small gravel inclusions and small animal burrows. 0.25m in thickness and 4.6m in width running east-west and circa 2m running North – south.	Upper sandy clay layer – natural
016	5	Loose light yellow brown silty sand with occasional small gravel inclusions.	Upper fill of possible pit 026
017	5	loose compaction orange/yellow sand with some small stone inclusions. 0.06m at thickest point shallowing to 0.03m	Small lens of sand filling an undulation or hollow in the centre of possible pit

Context Number	Area	Description	Interpretation
018	5	Loose, light brown yellow sand with moderate gravel inclusions. 1.65m by 1.73m by 280mm in thickness.	Upper sand fill of possible pit 038
019	5	Moderate compaction, light yellow brown sandy silt with infrequent small stone inclusions. 1.6m by 2.6m by 0.08m in thickness.	Uppermost fill of linear feature 032
020	5	void	Void – animal burrow
021	5	Medium/loose compaction light grey brown loam/ clay with many small root inclusions. 0.14m at thickest and 0.09m at shallowest point. Very high organic content.	Secondary fill of pit – very organic rich band of peat like material.
022	5	Medium compaction grey/brown silty sand/clay with some small root and small stone inclusions. Large charcoal inclusions also present within the fill with a thickness of 0.04m.	Mid fill of possible pit – only visible in section high organic content with large charcoal inclusions also present within the fill
023	5	Loose/medium compaction grey clay/silt/charcoal 0.23m at thickest point diffuse on one side of section however.	Lower fill of possible pit. Relatively sterile grey clay
024	5	Firm compaction grey orange mottled clay with no inclusions. Full extent unknown, appears to be truncated by all features.	Grey mottled sterile clay
025	5	Sub circular in shape 0.47m at deepest by 3.4m at widest point. Undulating sides and base with multiple fills 017, 021, 022, 023	Cut of possible pit – no dating evidence or material culture present.
026	5	Sub rectangular with rounded corners. 0.32m in depth by 2.15m east to west and 2.1m north south. Flat base with multiple fills 027, 028, 029, 030, 031 and 016.	Cut for pit 026
027	5	Very compact yellow grey gravel sand with frequent pebbles. 0.18m in thickness by 2.1m east – west and 2.1m north – south.	Basal fill of pit 026
028	5	Firm light grey sandy clay with very occasional sub angular stones. Up to 80mm thick by 1.8m east – west and 1.75m north – south.	Lower fill of pit 026
029	5	Very firm dark brown peaty clay with occasional fragments of wood. Visible in south facing section – up to 40mm thick extending 0.45m east to west.	Peaty fill of pit 026 – formed or deposited at a time were lying water allowed formation.
030	5	Firm orange grey sandy clay with occasional sub angular stones. 0.18m maximum thickness with dimensions 1.55m north south and 1.65m east – west.	Fill of pit 026
031	5	Firm dark grey sandy clay with occasional sub angular small stones and occasional small flecks of charcoal. 70mm thick at maximum depth with dimensions 1.25m east – west and 1.3m north – south.	Fill of pit 026
032	5	Linear cut with rounded terminals, 2.6m by 1.6m by 0.10m at deepest point. Gently sloping sides with a concave base. Multiple fills 019, 033, 034	Cut of possible linear feature
033	5	Moderate to hard compaction, light grey brown sandy silt. 0.10m at thickest point with dimensions 2.5m by 1.6m. Truncated by animal activity	Middle deposit of linear feature 032
034	5	Moderate/hard compaction dark grey/brown sandy silt. Infrequent small stones and charcoal flecks. 0.10m at thickest by 2.15m and 1.6m is size.	first deposit of possible linear feature – silting activity
035	5	Compact dark brown with a mid grey peat clay with some small charcoal inclusions. 1.96m by 2.14m by 70mm in thickness.	An organic peat band
036	5	Firm light brown/mid grey sandy clay with small charcoal inclusions. 1.10m by 1.59m in extent by 0.11m in thickness.	A sterile band of sand and clay.
037	5	Moderate mid brown fill with a grey hue. Silty clay with fine roots present within the fill. 1.77m by 1m by 190mm in thickness.	The earliest deposition in pit 038

Context Number	Area	Description	Interpretation
038	5	Sub circular 2.3m in diameter by 0.55m in depth at maximum. Steep sides with a relatively flat undulating base. Multiple fills 018, 035, 036, 037.	Cut of large pit
039	-	Moderate compaction light brown/grey fill. Sand and clay 70mm in thickness, not truncated.	Clay interface between 035 and 036
040	2	Very firm compaction grey sandy clay with frequent orange mottling.	Natural clay subsoil in area 2
041	2	Very firm grey silty clay layer with pockets of sand. 40m running North south at a depth of 0.1m.	Layer of silty clay spread along N-S of area 2.
042	2	Very compact dark grey brown peaty clay with frequent stone fragments. Intermittent across site 40m and varying between 20mm and 0.2m thick.	Layer of peaty clay below 041 and above 040.
043	4	Medium compaction dark grey brown clay silt with many stone inclusions. Maximum depth of 0.16m visible across the SW of the site.	Area of overburden most likely same as 003 – filling small sub oval void. Non archaeological
044	4	Loose dark grey clay silt with many charcoal and root inclusions. 320Mm by 430mm by 270mm in thickness. Large packing stones visible within the fill.	Charcoal rich fill of post hole with packing stones present within the fill.
045	4	Circular cut of posthole 400mm by 440mm by 300mm at its deepest, steep sided with a flat base.	Cut of post hole
046	4	Firm mid brown/light grey silt clay fill. 40Mm thick by 150mm and 140mm in diameter.	Primary fill of post hole 045 – charcoal and organic rich

Appendix B: List of Drawings

Drawing No	Sheet No	Area	Feature	Details	Scale
1	1	4	007	N Facing section of PH 007 fills 005 and 006	1:10
2	1	4	008	E facing section of PH 008 with fill 007	1:10
3	1	4	007/008	Post ex plan of PH 007 and 008	1:20
4	2	7	Many	Plan of area 7 after sondage	1:20
5	3	7	009/010/011/012/013/014/015	Section through sondage 2 – North facing	1:20
6	3	7	009/010/011/012/013	West facing section of sondage 1	1:20
7	4 + 5	5	016 – 020	Post ex of investigations on 016 – 020 pits over 2 x A2 sheets	1:20
8	6	5	017/021/022/023/024/025	Post ex of possible pit – SE facing section of quadrant and NW facing section of quadrant	1:10
9	7	5	018	Post ex of possible pit SE and NW facing sections of quadrants	1:10
10	3	5	026	North and south facing sections of 026 and 016 etc	1:10
11	8	5	019/032/033/034	SW and NE facing section of 019, 032, 033 and 034	1:10
12	7	5	018	East and West facing quadrants of possible pit	1:10
13	3	5	026	E and W facing section of 026 and 016 etc	1:10
14	6	5	017/021/022/023/024/025	SW facing section and NE facing section of quads	1:10
15	9 + 10	2	many	Post ex of investigations on area 2 (Across 2 sheets)	1:50
16	11	2	041/042	N Facing section of 041 and 042	1:20
17		2	041/042	S facing section of 041 and 042	1:20
18	12	4	045	NE Facing section of 045	1:10
19	12	4	045	E facing section/profile of 045	1:10
20	12	4	045	Post ex plan of 045	1:10
21	12	4	045/008/007	Post ex plan of area 4	1:20

Appendix C: List of Finds

SF Number	Context	Area	No of Pieces	Material Type	Description
001	041	2	1	Stone	Fragment of fossilised wood?
002	001	1	1	Ceramic	White glazed green transfer print
003	001	-	1	Stone	Hone Stone, smoothed from sharpening

Appendix D: List of Samples

Sample No.	Area	Context No.	Size	Reason for Sampling				Application/Comments
				Pot	Bone	Lithics	Botanics	
1	4	005	1 x L		x	x	x	Date for post hole
2	4	004	1 x L		x	x	x	Date for post hole
3	5	035	1 x L		x	x	x	Peat deposits
4	5	036	1 x L		x	x	x	organic material
5	5	037	1 x L		x	x	x	-
6	5	039	1 x L		x	x	x	Analysis of deposit
7	2	041	1 x L		x	x	x	Analysis of deposit
8	2	042	1 x L		x	x	x	-
9	4	044	1 x L		x	x	x	-

Appendix E: List of Photographs

File 1

Frame	Area	Context	Subject	Taken from
1	Gen	-	ID SHOT	-
2	Gen	-	General shot	S
3	Gen	-	Pre ex general shot – SW facing	SW
4	Gen	-	Pre ex general shot	S
5	Gen	-	Pre ex general shot – SW facing	SW
6	Gen	-	Pre ex general shot – from East	E
7	Gen	-	Pre ex general shot – from East	E
8	Gen	-	General shot from SE	SE
9	Gen	-	General shot NW facing	NW
10	Gen	-	General shot from the NW	NW
11	Gen	-	General shot from the SW	SW
12	Gen	-	General shot with warehouse 46 in background	NW
13	Gen	-	General shot from SW	NW
14	Gen	-	General shot looking over the site	N
15	Gen	-	General shot of area for path	N
16	Gen	-	Shot of sign at North end of site	N
17	Gen	-	Culvert arch below railway line NE end of site	E
18	Gen	-	View along area to be stripped	N
19	Gen	-	North end of site – looking down slope	S
20	Gen	-	View along middle of site – tree removal	W
21	Gen	-	View along middle of site – tree removal	NW
22	Gen	-	View along middle of site – tree removal	W
23	Gen	-	Beginning of topsoil strip – adjacent to warehouse 45/44	N
24	Gen	-	subsoil level	N
25	west central	-	possible ditch feature curving NE – S	NE
26	west central	-	possible ditch feature curving NE – S	N
27	west central	-	possible ditch feature curving NE – S	NE
28	west central	-	possible ditch feature curving NE – S	NE
29	west central	-	Possible feature	-
30	west central	-	Possible ditched enclosure	SW
31	west central	-	Possible ditched enclosure	N
32	west central	-	Possible ditched enclosure	N
33	west central	-	topsoil layering – N facing section	N
34	west central	-	Cordoned off area around possible enclosure	S
35	west central	-	Cordoned off area around possible enclosure	S
36	west central	-	Cordoned off area around possible enclosure	S

File 2

Frame	Area	Context No.	Subject	Taken from
1	-	-	ID Shot	-
2	Central	003	Hillwash sondage 003	E
3	Central	003	Hillwash sondage 003	E
4	Central	003	Hillwash sondage 003	S
5	Central	003	Hillwash sondage 003	N
6	North	-	Shot from south – looking over site	S
7	North	-	Shot from spoil heap showing possible feature	E
8	North	-	Shot from spoil heap showing site	SW
9	North	-	Shot from spoil heap showing both sites	NE
10	North	-	Shot from spoil heap showing both sites	SE
11	North	-	Shot from spoil heap showing both sites	E
12	North	-	Shot of possible features – S facing	S
13	North	-	SW shot of possible features	SW
14	North	-	SW shot of possible features	SW
15	North	-	E-Facing shot of section	E
16	North	-	General shot of North Area	S
17	North	-	General shot of drainage channel	NW
18	North	-	Shot of drainage channel	NE
19	North	-	General shot of North and central area	NE
20	North	-	General shot of North and central area	NE
21	North	-	Shot of north trench from central area	S
22	West	-	Topsoil layer west boundary looking along strip	E
23	West	-	Topsoil layer west boundary looking along strip	S
24	SW	-	Area 3 from spoil heap	W
25	SW + W	-	Stipped to 1.5m below	S
26	Central	-	stipped to 1.5m below	E
27	-	-	Area 3 from spoil heap	N
28	-	-	Area 3 from spoil heap	N
29	3 + 1	-	Area 3 + 1 and spoil and strip beyond	N
30	1 + 2	-	Area 1 + 2	S
31	1 + 2	-	Area 1 + 2	S
32	-	-	General shot of strip clean in area 3	E
33	-	-	General shot of strip clean in area 3	N
34	-	-	General shot of strip clean in area 3	N
35	-	-	General shot of strip clean in area 3	W

File 3

Frame	Area	Context No.	Subject	Taken from
1	-	-	ID Shot	-
2	-	-	Shot showing clean strip in area 3	SW
3	-	004	Pre ex of 004	N
4	-	004	Pre ex of 004	E
5	-	004	Pre ex of 004	SW
6	-	004	East facing section	E
7	-	005	Pre ex of 005 – 004 in background	N
8	-	004, 005	Cordoned off from east	E
9	-	-	Newly stripped central area	SW
10	-	-	Newly stripped central area	SW
11	-	-	Shot of possible large pit	NE
12	-	-	Shot of possible large pit	S
13	-	-	Shot of possible large pit	SW
14	-	-	Shot of possible large pit	SW
15	-	-	Shot of possible large pit	W

Frame	Area	Context No.	Subject	Taken from
16	-	-	Shot of possible large pit	S
17	-	-	N facing section of 007 005 006	N
18	-	-	N facing section of 007 005 006	N
19	-	-	Shot from north of posthole 007, 008	N
20	-	008	Post ex of 008 post hole	E
21	-	008	Post ex of 008 post hole	SE
22	T1	-	S facing section of trench 1	S
23	T2	-	N facing section of trench 2	N
24	T2	-	Detail shot showing top break of slope	N
25	T3	-	S facing section of trench 3	S
26	T4	-	S facing section of trench 4	S
27	T5	-	S facing section of trench 5	S
28	T5	-	General shot of trench	SW
29	T5	-	General shot of trench	N
30	T4	-	General shot of trench	N
31	T4	-	General shot of trench	S
32	T3	-	Close up of asbestos – S facing section	S
33	T3	-	Trench 3 – south facing section	S
34	T3	-	Trench 3 – general	W
35	-	-	General view of strip – bank cut along left side	NNW

File 4

Frame	Area	Context No.	Subject	Taken from
1	-	-	id shot	-
2	-	-	General shot after investigation	E
3	-	-	General shot after investigation	W
4	S/SE	-	General shot of south/south eastern site	N
5	S/SE	-	General shot of south/south eastern site	N
6	S/SE	-	General shot of south/south eastern site	N
7	S/SE	-	General shot of south/south eastern site	S
8	S/SE	-	General shot of south/south eastern site	S
9	S/SE	-	General shot of south/south eastern site	N
10	S/SE	-	General shot of south/south eastern site	W
11	S/SE	-	General shot of south/south eastern site	S
12	S/SE	-	General shot of south/south eastern site	S
13	S/SE	-	General shot showing slope of site	S
14	-	-	Area 3 – sand linear feature	SW
15	-	-	Area 3 – sand linear feature	SW
16	-	-	Area 3 – sand linear feature	SW
17	-	-	Sondage into stratigraphy	E
18	-	-	Slot in sand and linear feature area 3	NE
19	-	-	Slot in sand and linear feature area 3	SW
20	-	-	Pre ex of area 7 from W	W
21	-	-	Pre ex of area 7 from W	W
22	-	-	Pre ex of area 7 from W	W
23	-	-	NE facing section of sondage 1	NE
24	-	-	SW facing section of sondage 1	SW
25	-	-	NE facing pre ex of linear	NE
26	-	-	S facing section of sondage 2	SE
27	-	-	S facing section of sondage 2	SW
28	-	-	N facing section of sondage 2	NE
29	-	-	N facing section of sondage 2	NW
30	-	-	Post ex of area 7 – sondage 1 + 2	W
31	-	-	Post ex of area 7 – sondage 1 + 2	WSW

Frame	Area	Context No.	Subject	Taken from
32	-	-	E facing section of possible linear	E
33	-	-	Area 5 from E – Pre ex	NE
34	-	-	Area 5 from E – Pre ex	NE
35	-	-	Area 5 from E – Pre ex	E

File 5

Frame	Area	Context No.	Subject	Taken from
1	-	-	ID SHOT	-
2	-	-	Area 5 pits – pre ex	SW
3	-	-	Area 5 pits – pre ex	SW
4	-	-	Area 5 pits – pre ex	SW
5	-	-	Area 5 pits – pre ex	NW
6	-	-	Area 5 pits – pre ex	NW
7	-	-	Area 5 pits – pre ex	NW
8	-	017	SW facing section of Quad pit	SE
9	-	017	SW facing section of Quad pit	S
10	-	017	SW facing section of Quad pit	W
11	-	017	NE Facing section of Quad pit	N
12	-	017	NE Facing section of Quad pit	E
13	-	017	NE Facing section of Quad pit	E
14	-	016	NW Facing section of NW Quad	W
15	-	016	N Facing section of NW Quad	N
16	-	016	S facing section of SE quad	S
17	-	016	E facing section of SE quad	E
18	-	018	S facing section of SW quad	S
19	-	018	W facing section of SW quad	W
20	-	018	N facing section of NE quad	N
21	-	018	E facing section of NE quad	E
22	-	019	General shot of 019 with quad A and B location shown	SE
23	-	019	SW facing section of Quad B	NE
24	-	019	Post ex of area 5 – pits 026,025,038,032	SW
25	-	Many	Post ex of area 5 – pits 026,025,038,032	SW
26	-	-	Post ex of area 5 – pits 026,025,038,032	SW
27	-	-	Post ex of area 5 – pits 026,025,038,032	NW
28	-	-	Post ex of area 5 – pits 026,025,038,032	NW
29	-	-	Post ex of area 5 – pits 026,025,038,032	NE
30	-	-	Post ex of area 5 – pits 026,025,038,032	NE
31	-	-	Post ex of area 5 – pits 026,025,038,032	E
32	-	-	Post ex of area 5 – pits 026,025,038,032	SW
33	-	-	Post ex of area 5 – pits 026,025,038,032	SW
34	-	-	Post ex of area 5 – pits 026,025,038,032	SW
35	-	-	Post ex of area 5 – pits 026,025,038,032	SW

File 6

Frame	Area	Context No.	Subject	Taken from
1	-	-	ID SHOT	-
2	-	-	Area 2 – pre ex from spoil	SE
3	-	-	Area 2 – pre ex from spoil	SE
4	-	-	Area 2 – pre ex from spoil	NE
5	-	-	Area 2 – pre ex from spoil	NE
6	-	-	Area 2 – pre ex from spoil	NE
7	-	-	Area 2 – pre ex from spoil	NE
8	-	-	Area 2 – sondages	SE

Frame	Area	Context No.	Subject	Taken from
9	-	-	Area 2 – sondages	SE
10	-	-	Area 2 – sondages	E
11	-	-	Area 2 – sondages	NE
12	-	-	Area 2 – sondages	NE
13	site	-	General of site strip	NE
14	site	-	General of site strip	NE
15	-	-	3 sondages W – E	E
16	-	-	3 sondages W – E	E
17	-	-	3 sondages W – E	NE
18	-	-	3 sondages W – E	NE
19	-	gen	General shots of sondages (2) at south end of site	NE
20	-	gen	General shots of sondages (2) at south end of site	NE
21	-	gen	General shots of sondages (2) at south end of site	NE
22	-	gen	Detail of N facing section of Northern sondage at south of site 2	NE
23	-	gen	General shot of northern sondage on site 2	E
24	-	gen	Detail of north facing section of southern sondage at south of site 2	N
25	-	gen	General shot of southern sondage on site 2	N
26	-	043	Pre ex of possible sub oval feature	NE
27	-	043	General location shot of possible feature	E
28	-	007	Post ex of post hole 007	E
29	-	007	Post ex of post hole 007	N
30	-	007	Post ex of post hole 007	W
31	-	many	General shot of investigations	E
32	-	many	General shot of investigations	E
33	-	many	General shot of investigations	NW
34	-	045	Shot of possible features in SW corner	NW
35	-	045	East facing shot of 045	E
-	-	045	North facing shot of 045	SW

File 7

Frame	Area	Context No.	Subject	Taken from
1	-	-	ID SHOT	-
2	-	045	Post ex shot of 045	N
3	-	045	Post ex shot of 045	E
4	-	Gen	General shots of stripping area	-
5	-	Gen	General shots of stripping area	-
6	-	Gen	General shots of stripping area	-
7	-	Gen	General shots of stripping area	-
8	-	Gen	General shots of stripping area	-
9	-	Gen	General shots of stripping area	-
10	-	Gen	General shots of stripping area	-
11	Pond Area	Gen	General shots of pond area – trees being removed	-
12	Pond Area	Gen	General shots of pond area – trees being removed	-
13	Pond Area	Gen	General shots of pond area – trees being removed	-
14	Pond Area	Gen	General shots of pond area – trees being removed	-
15	-	Gen	General shots of investigation slots through modern disturbance	-
16	-	Gen	General shots of investigation slots through modern disturbance	-
17	-	Gen	General shots of investigation slots through modern disturbance	-
18	-	Gen	General shots of investigation slots through modern disturbance	-

Appendix F: Discovery and Excavation in Scotland

LOCAL AUTHORITY:	Moray
PROJECT TITLE/SITE NAME:	Warehouse 47 Balvenie Distillery, Dufftown
PROJECT CODE:	3907
PARISH:	Mortlach
NAME OF CONTRIBUTOR(S):	Warren Bailie & Kevin Mooney
NAME OF ORGANISATION:	GUARD Archaeology Ltd
TYPE(S) OF PROJECT:	Watching Brief / Excavations
NMRS NO(S):	n/a
SITE/MONUMENT TYPE(S):	n/a
SIGNIFICANT FINDS:	Hone Stone
NGR (2 letters, 6 figures)	NJ 421 843
START DATE (this season)	16 th June 2014
END DATE (this season)	09 th July 2014
PREVIOUS WORK (incl. DES ref.)	--
MAIN (NARRATIVE) DESCRIPTION: (May include information from other fields)	A topsoil strip was undertaken on the proposed site for a new warehouse for the Balvenie Distillery. During the stripping a series of features of unknown date were encountered and excavated in entirety. No dateable material culture was recovered from any of the features which comprised of an arc of large pits a series of post holes and a number of organic spreads.
PROPOSED FUTURE WORK:	uncertain
SPONSOR OR FUNDING BODY:	William Grant and Sons Distillers Ltd
CAPTION(S) FOR ILLUSTRS:	n/a
ADDRESS OF MAIN CONTRIBUTOR:	GUARD Archaeology Ltd, 52 Elderpark Workspace, 100 Elderpark Street, Glasgow, G51 3TR
EMAIL ADDRESS:	Kevin.mooney@guard-archaeology.co.uk Warren.bailie@guard-archaeology.co.uk
ARCHIVE LOCATION (intended/deposited)	NMRS (intended)

Appendix G: Written Scheme of Investigation

**WAREHOUSE 47, BALVENIE DISTILLERY,
DUFFTOWN, ABERDEENSHIRE**

ARCHAEOLOGICAL WATCHING BRIEF

WRITTEN SCHEME OF INVESTIGATION

PROJECT 3907

Executive Summary

- 1.1 This Written Scheme of Investigation (WSI) forms the archaeological method statement for the proposed construction of a warehouse at Balvenie Distillery, Dufftown, Aberdeenshire (Planning Ref: **12/01211/APP**). This document will require to be approved by the local authority prior to the commencement of archaeological fieldwork.

Introduction

- 2.1 This WSI sets out the methodology for the archaeological mitigation works required for the development at Balvenie Distillery, Dufftown, Aberdeenshire in accordance with a specification agreed by Aberdeenshire Council Archaeology Service (ACAS). The agreed scope of work is for archaeological watching brief during topsoil stripping operations and all groundbreaking works within the footprint area of the new warehouse 47.
- 2.2 This document outlines the programme of archaeological works that may be needed to mitigate the effects of the proposed development. It details the methodology to be employed in implementing Stage 1 archaeological watching brief. Stage 2 post-excavation analysis and publication, if required, will be specified in an addendum to the WSI. This addendum, if required, will be submitted for the agreement of ACAS, prior to the commencement of any post-excavation work. All phases of work will be funded by the developer, in this case Barr Construction on behalf of William Grant & Sons Distillers Ltd, as required by the Planning Authority.

Site Location

- 3.1 The proposed development area lies due north of Dufftown and immediately north of Balvenie House, with the distillery warehouses 43-46 flanking its eastern boundary, centred on NGR NJ 421 843. The landscape of the application area is one of gently rolling agricultural land flanked by trees and scrub vegetation around the periphery of the development area, with the River Fiddich flanking the eastern extent of the area. Much of the surrounding area is dominated by pasture and bonded warehouses related to the Balvenie Distillery.

Archaeological Background

- 4.1 A rapid review of desk-based resources suggests that no known archaeological sites are present within the development area, although a B-Listed building in the style of William Robertson (1830-40) is present at Tullich House a short distance to the east (HS Ref: 15866). Tullich or Tulloch is also noted within Canmore and the SMR as the possible site of an early towerhouse or manor associated with the Leslie's of Kininvie.
- 4.2 A number of other potential sites, including a possible chapel/well associated with St Wallach or St Bean, both of whom were active in the 8th century AD lie to the south-west (NMRS: NJ34SW 7; SMR: NJ34SW0020) at Balvenie. Other potential sites of interest include the recovery of a 3 knobbed carved stone ball due west of the site at Buchrumb (NMRS: NJ34SW 15) and more modern remains such as the type 24 pillbox, which lies adjacent to the main road to the south-west (NMRS: NJ34SW 47) and two buildings and associated enclosures noted on the 1847 OS map of the area to the north of the site at Midtown of Buchrumb.

Aims and Objectives

- 5.1 The aim of the archaeological works is to:
 - investigate and excavate any archaeological features within the development area.
- 5.2 The objectives are therefore to:
 - Conduct an archaeological watching brief and to excavate and record any archaeological remains that survive within the development area;

- Submit a report to data structure level for agreement to the client and ACAS on completion of the investigations;
- Submit, if post-excavation work is required, an accompanying project design and costing alongside the data structure report, which will outline arrangements for further post-excavation and publication works.

Methodology

- 6.1 The GUARD Archaeologists will photograph the development area and make a brief written description prior to the commencement of ground-breaking works.
- 6.2 Topsoil will be removed from the development area (Figure 1) by machine that will be supervised at all times by an experienced GUARD Archaeologist. The back-acting machine excavators will be fitted with a c 2 m wide flat-bladed (toothless) ditching buckets.
- 6.3 The topsoil 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 and mapped to determine their character and extent.
- 6.4 All potential archaeological features encountered will be investigated and excavated by the on-site Archaeologists. All significant features including negative-cut features will be, at a minimum, 25-50% excavated in order to determine their significance, date and function.
- 6.5 In the event that groups of significant features or complex remains are revealed, further archaeological staff may be deployed in order to assist in the excavation of these features. ACAS will be the final judge of significance for any archaeological remains and may well insist upon full excavation for any remains to be destroyed by the proposals.
- 6.6 Particularly significant features, which contain artefacts and/or ecofacts will be 100% excavated and sampled. A full record of all 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 Archaeologists. 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 (samples will be a minimum of 20 litres where sediment volume allows).
- 6.9 A representative section will be recorded 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 Archaeological features will be accurately surveyed using a Total Station or GPS and will be related to the Ordnance Survey Grid. A record of the full extent in plan of all archaeological deposits as revealed in the investigation will be made, either digitally or by hand, and related to the OS grid. In addition to archaeological features this will include recent agricultural features and changes in the subsoil. Where digital planning is used, the project archaeologist will ensure that a sufficient number of points are taken on each feature to ensure an accurate representation of the site.
- 6.11 Should human remains be revealed by the excavation, the local police, the client and ACAS will be informed immediately. Any human remains will be left *in situ*, pending the agreement of the police, the client and ACAS on an appropriate mitigation strategy.
- 6.12 All elements of the fieldwork and any subsequent post-excavation work will be undertaken in line with the policies and guidelines of the Institute for Archaeologists (IfA) of which GUARD Archaeology Ltd is a *Registered Organisation*.

Report Preparation and Contents

- 7.1 A report detailing the results of the archaeological investigations will be submitted to the client and, subject to client approval, then submitted to ACAS. The report will take the form of a Data Structure Report and will contain an analysis of the results of the archaeological investigations. The report will include a full descriptive text that will characterise any archaeological features encountered. It will also include plans and photographs at an appropriate scale showing the archaeological features encountered and archiving lists of all 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
 - 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
 - discussion of the results of the archaeological investigations
 - recommendations regarding the need for, and scope of, any further archaeological work, such as post-excavation analysis and publication
 - bibliography
- 7.3 The Data Structure Report will be completed within four weeks of the completion of the site investigations.
- 7.4 Any PERD to be submitted for agreement will be presented within 3 months of ACAS agreement to the DSR. Any final publication to be completed within one year of ACAS agreement to the PERD (subject to variation if required depending on availability of specialists etc).
- 7.5 At least two copies of the report will be prepared for the client and a further one including a digital PDF copy sent to ACAS.
- 7.6 The report will be presented in an ordered state and contained within a protective cover/sleeve or bound in some fashion. The report will be page numbered and supplemented with section numbering for ease of reference.

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 Limited.

Publication

- 9.1 A summary of the project results will be submitted to *Discovery and Excavation in Scotland*. In the event of minor archaeological remains being encountered during the work, it is proposed that a

comprehensive report submitted to *Discovery and Excavation in Scotland*, will form the final publication of the site. 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 1 month of completion of the work. Once the Data Structure Report has become a public document by submission to or incorporation into the SMR, ACAS will validate the OASIS form thus placing the information into the public domain on the OASIS website.
- 10.3 A copy of the archive contents will be included in the Data Structure Report which will be provided to ACAS for inclusion in the planning file and HER archive in order that the condition can be discharged.

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 Archaeology until a decision has been made by the panel.

Personnel and Liaison

- 12.1 The GUARD Archaeology team will comprise the following qualified and experienced GUARD archaeologists:
 - Project Director (on-site Lead Archaeologist): tbc
 - Assistant Archaeologist: tbc
 - Additional field staff, if required, will be drawn from our team of experienced field staff
 - Finds and Environmental Support and Conservation: Ms Aileen Maule
 - Illustrator: Ms Fiona Jackson
 - Project Manager: John Atkinson
- 12.2 The GUARD Archaeology Managing Director, John Atkinson, 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 archaeological works will be notified to ACAS as soon as it has been agreed. ACAS will also be informed of the site mobile phone number prior to the start date so that monitoring visits can be arranged. It is envisaged that the archaeological works may take approximately 40 days to complete.

Health & Safety and Insurance

- 14.1 GUARD Archaeology Limited 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. It is standard GUARD Archaeology 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 Archaeology Limited's Fieldwork Safety Policy Statement may be viewed upon request.
- 14.2 GUARD Archaeology Limited also possesses all necessary insurance cover, proofs of which may be supplied upon request.

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