

# GUARD ARCHAEOLOGY



## Crosslet House, Dumbarton Archaeological Evaluation Data Structure Report Project 3981

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## **Crosslet House, Dumbarton**

### **Archaeological Evaluation**

**On behalf of:** Hub West Scotland

**NGR:** NS 41328 75433

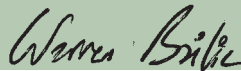
**Project Number:** 3981

**Report by:** Maureen C. Kilpatrick

**Illustrations:** Fiona Jackson

**Project Manager:** Warren Bailie

**Approved by:**



**Date:**

08/01/2015

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

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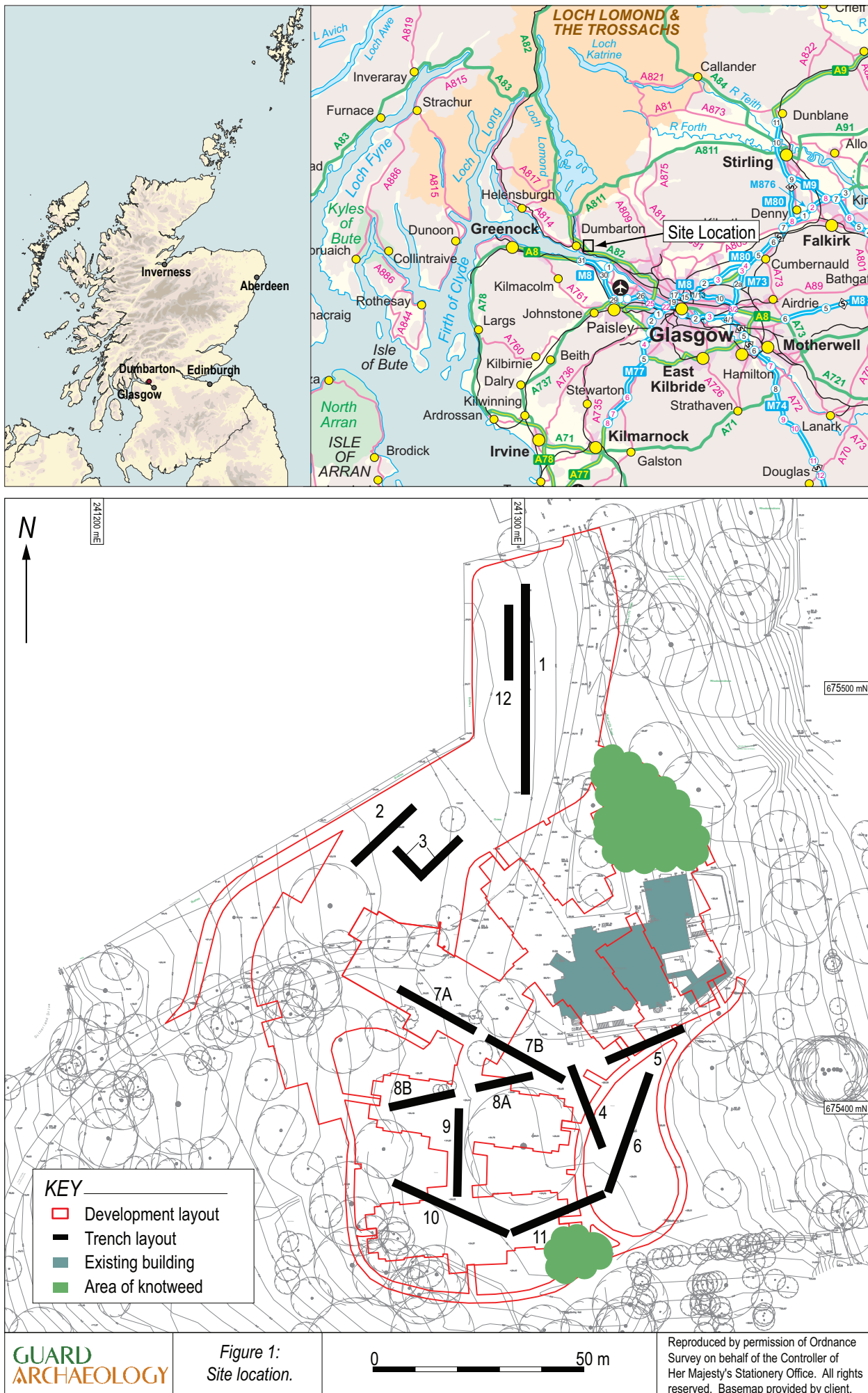
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## Executive Summary

- 1.1 An archaeological evaluation was carried out by GUARD Archaeology Limited, working on behalf of Hub West Scotland, on an area proposed for the construction of an 84 bed care home and day care facility at Crosslet House, Dumbarton. The trial trench evaluation sampled 8% (677 m<sup>2</sup>) of the total area proposed for development (8462.5 m<sup>2</sup>) and was spread over 12 trenches. The work programme revealed no features or finds of archaeological interest except evidence of ground landscaping and the possible remains of modern garden furniture.

## Introduction

- 2.1 This report sets out the results of an archaeological evaluation undertaken by GUARD Archaeology Ltd on behalf of Hub West Scotland on a site proposed for the construction of an 84 bed care home and day care facility at Crosslet House, Dumbarton (Figure 1). The work was carried out on 8<sup>th</sup>-9<sup>th</sup> December 2014, to address planning condition DC14/0184 as stipulated by West Dunbartonshire Council acting on advice from West of Scotland Archaeology Service (WoSAS).

## Site Location, Topography and Geology

- 3.1 The proposed development location lies 1.3 km east of Dumbarton town centre (NGR: NS 41328 75433) and 180 m east of the A82 Stirling Road. The development area covers 8462.5 m<sup>2</sup> and lies between 25 m and 30 m AOD
- 3.2 The site is irregularly shaped and comprises of open lawn areas framed by mature trees, herbaceous vegetation and pathways. Crosslet House (Plates 1 and 2) is located in the north-eastern area of the site and is presently unused. Topographically the site is generally flat although slopes downwards beyond the southern pathway and steeply upwards in the north-eastern area of the site beyond the House. The northern area, where trenches 1 – 3 are located lies slightly lower than the surrounding grounds. The grounds are presently used by the local populace as a dog walking area. (Figure 1).



*Plate 1: Western elevation of Crosslet House.*



*Plate 2: Southern elevation of Crosslet House.*

- 3.3 The underlying drift geology is Glacial Till with outwash deposits of sand and gravel, while the solid geology consists of Kinnesswood sandstone formation (British Geological Survey Map Viewer <http://mapapps.bgs.ac.uk/geologyofbritain/home.html>).

## Archaeological Background

- 4.1 There are no known significant archaeological or historical sites present within the proposed development area. However, the neighbouring lands to the east include Overtoun House Gardens which is listed on Historic Scotland's Inventory of Gardens and Designed Landscapes. It is noted as a good example of a mid to late 19<sup>th</sup>-century parkland landscape with picturesque burnside walks and the remnants of a contemporary garden. No ground-works will impact on this area during the development.

- 4.2 Crosslet house is depicted on the 1<sup>st</sup> edition Ordnance Survey map of the mid 19<sup>th</sup> century, indicating that it was already in place by that point. However, the place-name 'Corslet' also appeared on Roy's Military Survey of Scotland, conducted in the period 1747-55. This map is known to have inaccuracies and as a result it cannot be confirmed with any certainty that 'Corslet' depicted on Roy's map occupied the same site as the current Crosslet House or the farmstead shown on the 1<sup>st</sup> edition around 200 m to the north.

## Aims and Objectives

- 5.1 The aim of the archaeological evaluation was to identify:

- the presence or absence of as yet unknown archaeological features within the proposed development area;
- to ensure that any surviving archaeological remains, encountered during the evaluation, were recorded to an appropriate level.

- 5.2 The objectives were therefore to:

- Conduct an 8% (677 m<sup>2</sup>) archaeological evaluation of the 8462.5 m<sup>2</sup> area of the proposed development out with the Crosslet building footprint to establish the presence or absence of any archaeological remains, and their character, date and extent if surviving;
- Submit a report to data structure level for approval to WoSAS, on completion of the archaeological fieldwork, which includes an outline of the scope of any further excavation works should any significant archaeology be encountered.

- 5.3 The scope of the archaeological works were to establish:

- that if the archaeological evaluation encounters no significant archaeological remains, no further archaeological fieldwork will be required for this development.

## Methodology

- 6.1 A series of 12 evaluation trenches (Figure 1) each measuring 2 m wide was excavated using a back-acting machine under the constant supervision of a GUARD Archaeologist. Several of these trenches were divided into parts due to ground constraints with mature trees and rhododendron bushes inhibiting trenching in several areas.
- 6.2 The topsoil or overburden at each trench location 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 by the on-site Archaeologist to determine their character and extent.
- 6.3 No significant archaeological features were encountered by the on-site Archaeologist. A full record of all layers was made using a single context recording system using pro forma sheets, drawings and photographs. All trenches were accurately surveyed using a sub-metre GPS and located within the National Grid.
- 6.4 All archaeological finds were dealt with by the on-site Archaeologist. Finds were collected as bulk samples by context. All finds will be processed to MAP2 type standards and subject to appropriate specialist assessment. If necessary, conservation of finds will be appraised to allow for specialist study.
- 6.5 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.
- 6.6 On completion of the recording of the evaluation trenches, the backfilling was undertaken by a back-acting machine. No specialist backfilling was undertaken.

## Results

- 7.1 The results should be read in conjunction with the detailed results found in Appendices B-D and Figure 1. During the course of the evaluation no features or finds of archaeological significance were discovered. The subsoil 003 in the northern area of the site (Trenches 1 – 3 and 12) comprised a firm orange/brown silt clay, while in the southern area (Trenches 4 – 11) comprised a very firm reddish beige brown silty gravel with inclusions of sub-angular pebble and cobble sized stones (Plate 3). Above this was found an intermediate deposit comprising moderately compacted reddish brown clay silt 002 which varied in depth between 0.28 m and 0.70 m. Small, patchy lenses of cinder, brick fragments and pottery sherds were found in this deposit in trenches 4, 6 and 8. This deposit appeared deepest in trenches 4 to 8 and was absent in trenches 1 – 3. The topsoil 001 comprised a moderately compacted reddish brown clay silt with plant root inclusions which measured in depth between 0.29 m and 0.33 m (Plates 4 and 5). Over most of the area it was topped with grass lawn although in the northern area of the site (trenches 2 and 3) the grass was more overgrown. Located in the topsoil deposit of trench 7 was a small, square-shaped brick platform measuring 0.67 m by 0.60 m and one brick course in thickness (60 mm). The function of this structure is unknown although, as the bricks were of modern date the feature may relate to possible garden furniture which may have occupied the area in the recent past.



Plate 3: Post-excavation of trench 11.



Plate 4: North-east facing section of trench 10.



Plate 5: West facing section of trench 6.

- 7.2 Twelve trenches were excavated, totalling 677 m<sup>2</sup> with some areas of trenches requiring machine excavation in excess of 1 m below current ground surface. This is evidence of landscaping across the site in recent centuries based on the artefacts recovered from the intermediate layer between the topsoil and subsoil. The details on each trench is set out in Appendix B-D.

## Discussion

- 8.1 The evaluation trenches revealed no finds or features of archaeological interest, the only feature being a modern brick structure/platform in trench 7. However, the great depth of most of the trenches suggests that the ground has been landscaped in the past probably during the construction of the house and its associated grounds. The finding of modern brick, cinder and relatively modern pottery sherds within the intermediate deposit 002 would also suggest this.

## Conclusion

- 9.1 The evaluation work has proved that there are no significant archaeologically sensitive features or deposits within the development site. In consequence, it is recommended that no further archaeological work is required.
- 9.2 GUARD Archaeology Limited would stress that these recommendations are intended for guidance only and the final decisions on the nature and extent of any further archaeological work rest with the planning authority.
- 9.3 A summary of the project results will be submitted to *Discovery and Excavation in Scotland*. A copy of this is included in Appendix G. The archive for the project, including a copy of the report, will be submitted to the National Monuments Records for Scotland within six months of the completion of all fieldwork.
- 9.4 The online OASIS form at <http://ads.ahds.ac.uk/project/oasis/> for this project (OASIS Reference: guardarc1-197685) will be completed within 3 months. Once the Data Structure Report has become a public document by submission to or incorporation into the SMR, WoSAS will validate the OASIS form thus placing the information into the public domain on the OASIS website.

## Acknowledgements

- 10.1 GUARD Archaeology Ltd would like to thank Hub West Scotland and Martin O'Hare of WoSAS for their advice and assistance. Plant and driver was supplied by Brown Plant Hire Ltd. Technical support was from Aileen Maule and John Kiely. The evaluation was conducted by Maureen Kilpatrick and the trench survey locations by Fiona Jackson. The illustrations were produced by Fiona Jackson. The report was desk top published by Gillian McSwan. The project was managed for GUARD Archaeology Ltd by Warren Bailie.



**Crosslet House, Dumbarton  
Archaeological Evaluation  
Data Structure Report**

**Section 2: Appendices**



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## Appendices

### Appendix A: Bibliography

British Geological Survey, Geology of Britain viewer, <http://mapapps.bgs.ac.uk/geologyofbritain/home/html> (accessed 9th December 2014).

West of Scotland Archaeology Services (WoSAS) Sites and Monuments Record. Available from <http://www.wosas.net/wosas> (accessed 9th December 2014).

### Appendix B: Photo List

Frame	Area	Context No.	Subject	Taken From
1	-	-	Pre-excavation of site	N
2	-	-	Pre-excavation of site	N
3	-	-	Pre-excavation of site	NE
4	-	-	Pre-excavation of site	NW
5	-	-	Pre-excavation of site	NW
6	-	-	Pre-excavation of site	SW
7	-	-	Pre-excavation of site	SW
8	-	-	Pre-excavation of site	SW
9	-	-	Pre-excavation of site	N
10	-	-	Pre-excavation of site	NE
11	-	-	Pre-excavation of site	N
12	-	-	Pre-excavation of site	N
13	-	-	Pre-excavation of site	SW
14	-	-	Pre-excavation of site	N
15	-	-	Pre-excavation of site	SW
16	-	-	Pre-excavation of site	SE
17	-	-	Pre-excavation of site	N
18	-	-	Pre-excavation of site	N
19	-	-	Pre-excavation of site	NE
20	-	-	Pre-excavation of site	NE
21	-	-	Pre-excavation of site	E
22	10	-	ID Shot of trench	-
23	10	001-003	NE-facing section	NE
24	10	003	Post-excavation	SE
25	-	-	ID Shot of trench	-
26	9	001-003	W-facing section	W
27	9	003	Post-excavation	S
28	6	-	ID Shot of trench	-
29	6	001-003	W-facing section	W
30	-	-	Void	-
31	-	-	Void	-
32	6	003	Post-excavation	N
33	11	-	ID Shot of trench	-
34	11	001-003	N-facing section	N
35	11	003	Post-excavation	NE
36	8A	-	ID Shot of trench	-
37	8A	001-003	NE-facing section	NE
38	8A	003	Post-excavation	NW
39	8B	-	-	-
40	8B	001-003	NE-facing section	NE
41	8B	003	Post-excavation	NW
42	4	-	ID Shot of trench	-
43	4	001-003	E-facing section	E
44	4	003	Post-excavation	S

Frame	Area	Context No.	Subject	Taken From
45	5	-	ID Shot of trench	-
46	5	001-003	N-facing section	N
47	5	003	Post-excavation	E
48	7A	-	-	-
49	7A	001-003	SW-facing section	SW
50	7A	003	Post-excavation	NW
51	7B	-	-	-
52	7B	001-003	SW-facing section	SW
53	7B	003	Post-excavation	NW
54	7B	001	Brick platform	SW
55	7B	001	Brick platform	SW
56	7B	001	Brick platform	SW
57	7B	001	Brick platform	SW
58	7B	001	Brick platform	SW
59	7B	001	Brick platform	SW
60	2	-	ID Shot of trench	-
61	2	001, 003	SE-facing section	SE
62	2	003	Post-excavation	NE
63	3	-	ID Shot of trench	-
64	3	001, 003	SE-facing section	SE
65	3	003	Post-excavation	NE
66	3	003	Post-excavation	SE
67	12	-	ID Shot of trench	-
68	12	001, 003	W-facing section	W
69	12	003	Post-excavation	N
70	1	-	ID Shot of trench	-
71	-	001, 003	S-facing section	S
72	-	003	Post-excavation	N
73	-	003	Post-excavation	S
74	-	-	West facing House elevation	W
75	-	-	West facing House elevation	W
76	-	-	West facing House elevation	W
77	-	-	West facing House elevation	W
78	-	-	South facing House elevation	S
79	-	-	South facing House elevation	S
80	-	-	South facing House elevation	S
81	-	-	South facing House elevation	S
82	-	-	East facing House elevation	E
83	-	-	East facing House elevation	E
84	-	-	East facing House elevation	NE
85	-	-	East facing House elevation	NE
86	-	-	North facing House elevation	NE
87	-	-	North facing House elevation	NE
88	-	-	Backfilled trenches	NE
89	-	-	Backfilled trenches	NE
90	-	-	Backfilled trenches	NE
91	-	-	Backfilled trenches	NE
92	-	-	Backfilled trenches	N
93	-	-	Backfilled trenches	SW
94	-	-	Backfilled trenches	SW
95	-	-	Backfilled trenches	SW
96	-	-	Backfilled trenches	SW
97	-	-	Backfilled trenches	SE
98	-	-	Backfilled trenches	SE
99	-	-	Backfilled trenches	SE

Frame	Area	Context No.	Subject	Taken From
100	-	-	Backfilled trenches and overgrown path	SE
101	-	-	Backfilled trenches and overgrown path	SE
102	-	-	Backfilled trenches	SE
103	-	-	Backfilled trenches	S
104	-	-	Backfilled trenches	SE
105	-	-	Backfilled trenches	NW
106	-	-	Backfilled trenches	NW
107	-	-	Cleaned path/roadway	N
108	-	-	Cleaned path/roadway	N
109	-	-	North facing House elevation	N
110	-	-	North facing House elevation	N
111	-	-	North facing House elevation	N
112	-	-	North facing House elevation	N
113	-	-	North facing House elevation	N
114	-	-	NW-facing House elevation	NW
115	-	-	NW-facing House elevation	W

### Appendix C: Trench details

Tr No	Length (m)	Width (m)	Depth (m)	Topsoil/Overburden	Subsoil	Details
1	50	2	0.29 - 0.36	Reddish-brown clay silt topsoil (depth 0.29 m - 0.32 m)	Orange beige silt clay	No archaeology noted
2	23	2	0.4 - 0.6	Reddish-brown clay silt topsoil (depth 0.36 m)	Orange beige silt clay	No archaeology noted
3	24	2	0.4 - 0.49	Reddish-brown clay silt topsoil (depth 0.31 m)	Orange beige silt clay	No archaeology noted
4	21	2	0.9 - 1.05	Reddish-brown clay silt topsoil (depth 0.31 m) above a moderately compacted reddish brown silt clay (depth 0.58 m - 0.69 m) containing small lenses of cinder and brick fragments at the northern end	Reddish pink beige brown gravelly silt	No archaeology noted
5	20	2	0.77	Reddish-brown clay silt topsoil (depth 0.29 m) above a moderately compacted reddish brown silt clay (depth 0.31 m)	Reddish pink beige brown gravelly silt	No archaeology noted
6	30	2	0.6 - 0.9	Reddish-brown clay silt topsoil (depth 0.3 m) above a moderately compacted reddish brown silt clay (depth 0.28 m)	Reddish beige brown gravelly silt with occasional sub-angular cobble inclusions	No archaeology noted
7	42	2	0.6 - 0.8	Reddish-brown clay silt topsoil (depth 0.31 m) above a moderately compacted reddish brown silt clay (depth 0.29 m - 0.42 m)	Reddish beige brown gravelly silt with occasional sub-angular cobble inclusions	No archaeology noted. Small, square platform of modern brick in topsoil deposit
8	34	2	0.82 - 1.10	Reddish-brown clay silt topsoil (depth 0.32 m) above a moderately compacted reddish brown silt clay (depth 0.6 m - 0.79 m) containing small lenses of cinder	Firm pink brown silt gravel with occasional sub-angular cobble and pebble inclusions	No archaeology noted
9	21	2	0.6	Reddish-brown clay silt topsoil (depth 0.29 m) above a moderately compacted reddish brown silt clay (depth 0.28 m)	Firm pink brown silt gravel with occasional sub-angular pebble inclusions	No archaeology noted
10	30	2	0.5 - 0.6	Reddish-brown clay silt topsoil (depth 0.31 m) above a moderately compacted reddish brown silt clay (depth 0.28 m)	Firm pink brown silt gravel with sub-angular cobble and pebble inclusions	No archaeology noted



Tr No	Length (m)	Width (m)	Depth (m)	Topsoil/Overburden	Subsoil	Details
11	24	2	0.64 - 0.9	Reddish-brown clay silt topsoil (depth 0.3 m) above a moderately compacted reddish brown silt clay (depth 0.32 m - 0.58 m)	Firm pink brown silt gravel with sub-angular cobble and pebble inclusions	No archaeology noted
12	18	2	0.39 - 0.41	Reddish-brown clay silt topsoil (depth 0.33 m)	Orange beige silt clay	No archaeology noted

#### Appendix D: Finds List

Find No.	Area	Context No.	No. of Pieces	Material	Description
1	T6	002	2	Ceramic	Cream/white glazed pottery sherds
2	T1	001	1	Ceramic	Pot sherd

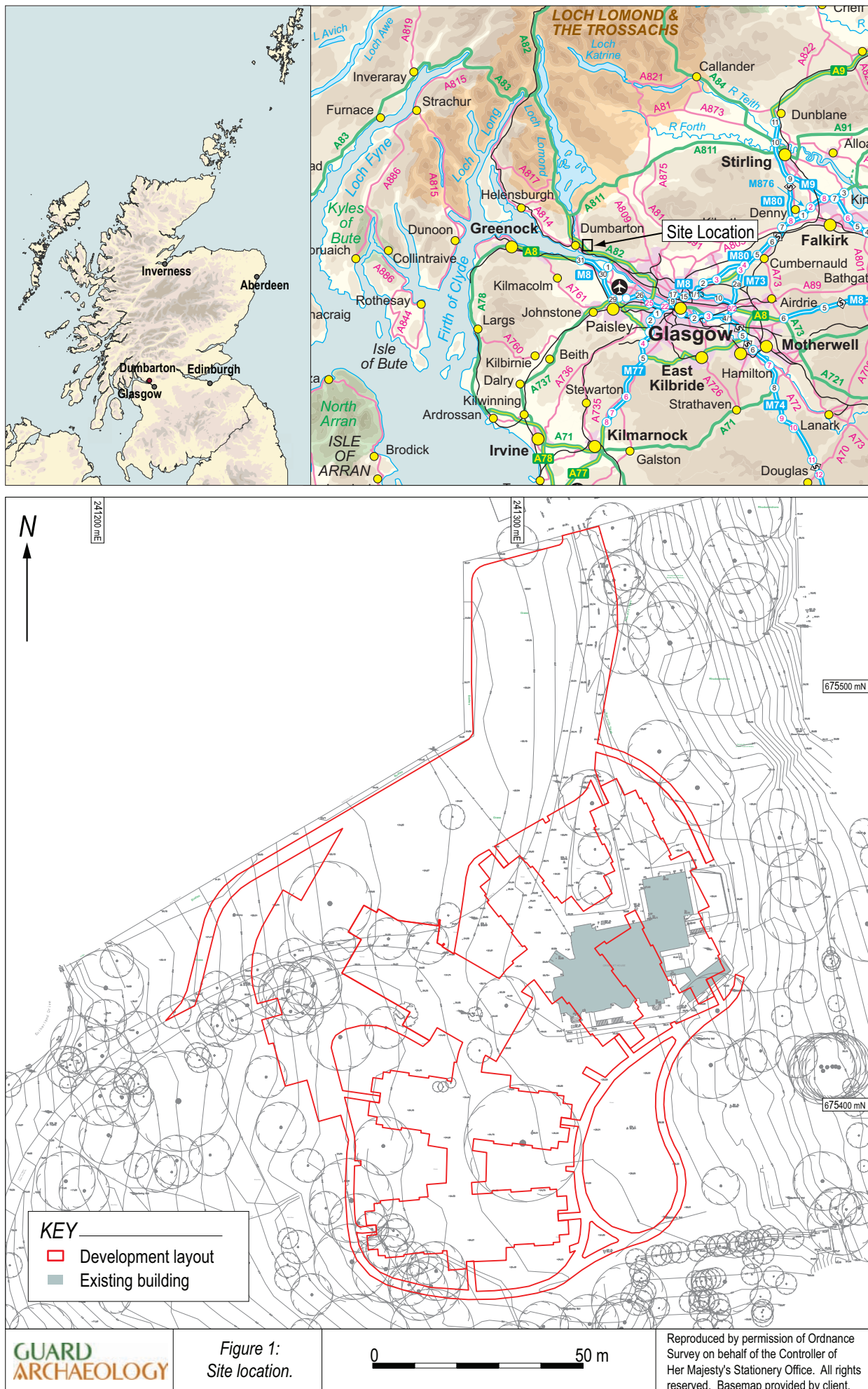
#### Appendix E: Discovery and Excavation Entry

LOCAL AUTHORITY:	West Dunbartonshire
PROJECT TITLE/SITE NAME:	Crosslet House, Dumbarton
PROJECT CODE:	3981
PARISH:	Dumbarton
NAME OF CONTRIBUTOR(S):	Maureen C Kilpatrick
NAME OF ORGANISATION:	GUARD Archaeology Limited
TYPE(S) OF PROJECT:	Archaeological Evaluation
NMRS NO(S):	n/a
SITE/MONUMENT TYPE(S):	n/a
SIGNIFICANT FINDS:	None
NGR (2 letters, 6 figures)	NS 41328 75433
START DATE (this season)	8 <sup>th</sup> December 2014
END DATE (this season)	9 <sup>th</sup> December 2014
PREVIOUS WORK (incl. DES ref.)	None
MAIN (NARRATIVE) DESCRIPTION: (May include information from other fields)	An archaeological evaluation was carried out by GUARD Archaeology Limited, working on behalf of Hub West Scotland, on an area proposed for the construction of an 84 bed care home and day care facility at Crosslet House, Dumbarton. The trial trench evaluation sampled 8% (677 m <sup>2</sup> ) of the total area proposed for development (84620 m <sup>2</sup> ) and was spread over 12 trenches. The work programme revealed no features or finds of archaeological interest except evidence of ground landscaping and the possible remains of modern garden furniture.
PROPOSED FUTURE WORK:	None
SPONSOR OR FUNDING BODY:	Hub West Scotland
CAPTION(S) FOR ILLUSTRS:	None
ADDRESS OF MAIN CONTRIBUTOR:	54 Elderpark Workspace, 100 Elderpark Street, Glasgow, G51 3TR
EMAIL ADDRESS:	bob.will@guard-archaeology.co.uk
ARCHIVE LOCATION (intended/deposited)	Archive will be deposited with the NMRS

**Appendix F: Written Scheme of Investigation****CROSSLET HOUSE, DUMBARTON**

ARCHAEOLOGICAL WRITTEN SCHEME OF INVESTIGATION

PROJECT 3981



## Executive Summary

- 1.1 This Written Scheme of Investigation forms the archaeological method statement for the evaluation of the area proposed for the demolition of Crosslet House and the erection of an 84 bed care home and day care facility and associated works (Figure 1) (Planning reference DC14/0184). This document will require to be approved by the West of Scotland Archaeology Service (WoSAS) prior to the commencement of archaeological fieldwork.

## Introduction

- 2.1 This Written Scheme of Investigation (WSI) sets out the methodology for the archaeological mitigation works required for the demolition of Crosslet House and the erection of an 84 bed care home and day care facility and associated works (Planning reference DC14/0184) in accordance with the relevant archaeology condition of the outline planning consent. An 8% archaeological evaluation will be undertaken to establish the presence, extent and nature of any significant archaeological remains. Should significant remains be identified and it is not possible to preserve them *in-situ* a further requirement for archaeological works to ensure their preservation through record is likely to be required.
- 2.2 This WSI 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 the Stage 1 archaeological works. The mitigation methodology to be employed during Stage 2 excavation and Stage 3 post excavation analysis and publication, will be specified in *addenda* to this document. These *addenda*, if required, will be submitted for the approval of WoSAS, 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 site is located to 1.3 km east of Dumbarton town centre (NGR: NS 41328 75433), 180 m east off the A82. The site lies undulates between 25 m and 30 m OD and the land is currently utilised for woodland with open lawn areas framed by mature trees and pathways.

## Archaeological Background

- 4.1 There are no known significant archaeological or historical sites present within the proposed development area. However, the neighbouring lands to the east include Overtoun House Gardens which is listed on Historic Scotland's Inventory of Gardens and Designed Landscapes. It is noted as a good example of a mid to late 19<sup>th</sup>-century parkland landscape with picturesque burnside walks and the remnants of a contemporary garden. No ground-works will impact on this area during the development.
- 4.2 Crosslet house is depicted on the 1<sup>st</sup> edition Ordnance Survey map of the mid 19<sup>th</sup> century, indicating that it was already in place by that point. However, the place-name 'Corslet' also appeared on Roy's Military Survey of Scotland, conducted in the period 1747-55. This map is known to have inaccuracies and as a result it cannot be confirmed with any certainty that 'Corslet' depicted on Roy's map occupied the same site as the current Crosslet House or the farmstead shown on the 1<sup>st</sup> edition around 200 m to the north.

## Aims, Objectives and Scope

- 5.1 The aim of the archaeological evaluation is to identify:
- the presence or absence of as yet unknown archaeological features within the proposed development area;
  - to ensure that any surviving archaeological remains, encountered during the evaluation, are recorded to an appropriate level.



5.2 The objectives are therefore to:

- Conduct an 8% (677 m<sup>2</sup>) archaeological evaluation of the 8462.5 m<sup>2</sup> area of the proposed development out with the Crosslet building footprint to establish the presence or absence of any archaeological remains, and their character, date and extent if surviving;
- Submit a report to data structure level for approval to WoSAS, on completion of the archaeological fieldwork, which includes an outline of the scope of any further excavation works should any significant archaeology be encountered.

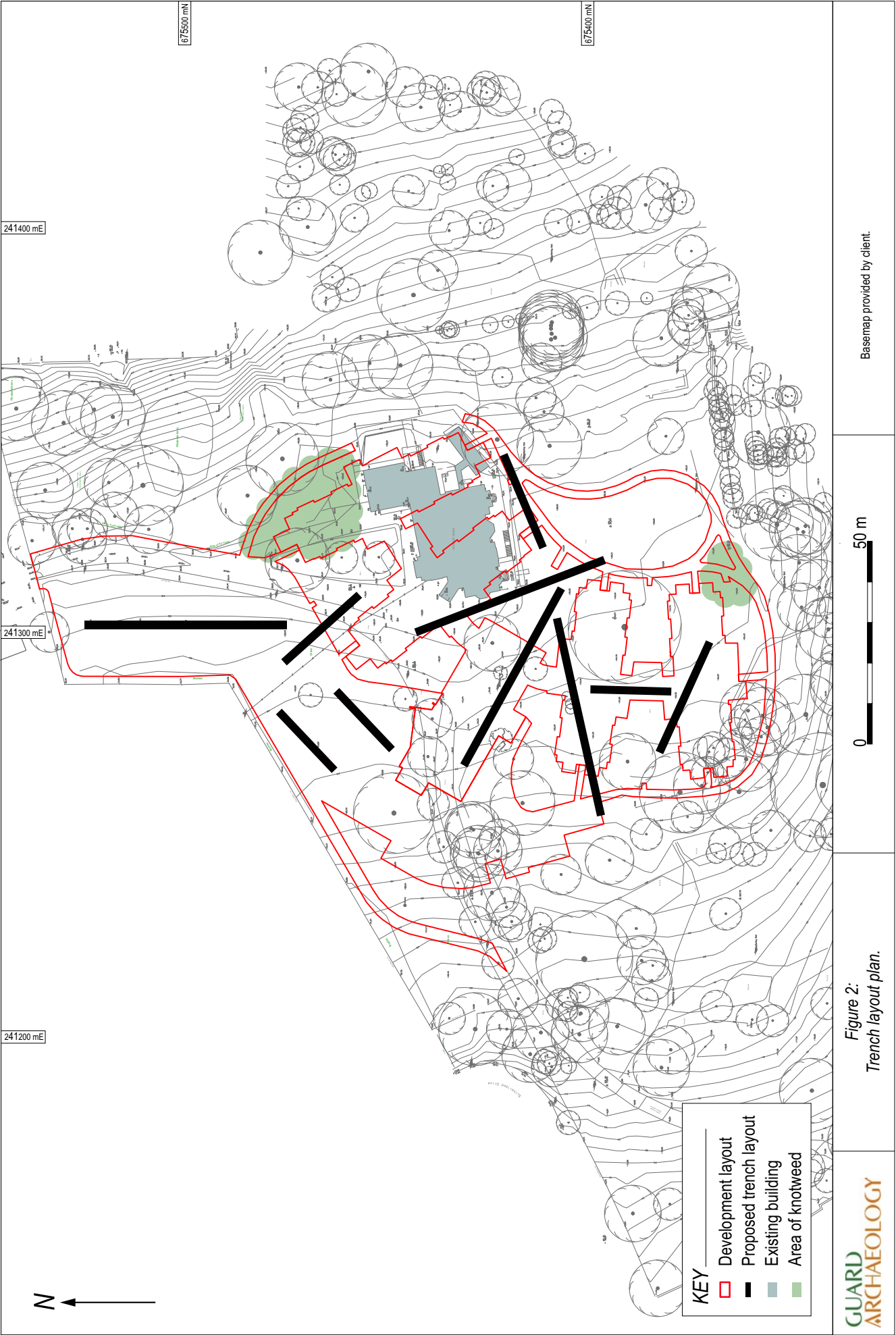
5.3 The scope of the archaeological works will establish:

- that if the archaeological evaluation encounters no significant archaeological remains, no further archaeological fieldwork will be required for this development.

## Fieldwork Methodology

### Archaeological Evaluation

- 6.1 A series of nine evaluation trenches (Figure 2) (5 x 50 m, 2 x 25 m, 1 x 20 m and 1 x 18.5 m), each measuring 2 m wide will be excavated using a back-acting machine under constant supervision of a GUARD Archaeologist.
- 6.5 The topsoil or overburden 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 Archaeologist to determine their character and extent.
- 6.6 Any significant archaeological features encountered will be dealt with by the on-site Archaeologist. Should negative-cut features be encountered, a representative sample 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 recording 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 test pits will be accurately surveyed using a sub-metre GPS and located within 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 appropriate specialist assessment. If necessary, conservation of finds will be appraised to allow for specialist study.
- 6.8 All excavated feature fills and horizons will be sampled as appropriate, using bulk soil samples, for palaeo-environmental evidence.
- 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 Should human remains be revealed by the excavation, the local police, the client and WoSAS will be informed immediately. Any human remains will be accurately recorded, but left *in situ*, pending the agreement of the police, the client and WoSAS on an appropriate mitigation strategy.
- 6.11 Should significant archaeological remains be encountered within any of the trenches proposed, the area of investigation may be expanded, in consultation with the client and WoSAS, with the aim of defining the full extent of the archaeological features.
- 6.12 WoSAS will be the final judge of significance regarding any findings and may well insist on full excavation for any features to be destroyed by the proposals.
- 6.12 Should significant archaeological remains be encountered by the evaluation, requiring more than the 8% evaluation outlined above, the remains will be largely left *in situ* pending the agreement of the client and WoSAS on a WSI addenda for an appropriate scope of excavation (Stage 2) and Post-excavation design including scope of finds analysis, conservation & publication (Stage 3).



- 6.13 On completion of the recording of the evaluation trenches, the backfilling will be undertaken by a back-acting machine. No specialist backfilling is proposed.

## Report Preparation and Contents

- 7.1 A report detailing the results of the archaeological fieldwork will be submitted to the client within two weeks of completion of fieldwork and, subject to client approval, then submitted to WoSAS. 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 ground-breaking works, evaluation trenches, archaeological features and archiving lists of all finds, samples, field drawings and photographs.
- 7.2 If appropriate, the report will also include an addendum to this WSI for further archaeological fieldwork, should significant archaeology have been encountered.
- 7.3 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 (Stage 2) and Post-excavation finds analysis, conservation & publication (Stage 3);
  - bibliography.
- 7.4 At least two copies of the report will be prepared for the client and a further one including a digital PDF copy sent to WoSAS.
- 7.5 WoSAS state that any DSR is to be submitted within 4 weeks of fieldwork completion, any PERD within 3 months of agreement to the DSR and any final publication within a year of agreement to the PERD.
- 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 Ltd.

## 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 archaeological fieldwork, 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 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, WoSAS 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 Warren Bailie
  - Project Director (on-site Archaeologists): TBC
  - 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 Warren Bailie, 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 fieldwork will be confirmed on approval of this WSI. WoSAS will be informed of the site mobile phone number prior to the start date so that monitoring visits can be arranged. It is estimated that the evaluation will take up to two days to complete, including backfilling, with minimal findings.



## 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.

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