

Land west of Ford Bungalow  
Broomhaugh  
Riding Mill  
Northumberland  
NGR NZ 402096 561648

Archaeological Evaluation  
for  
Mr. Joe Forster



085-14-HS | January 2014

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## SUMMARY

Name of location:	Land west of Ford Bungalow
Address of location:	Broomhaugh, Riding Mill, Northumberland, NE44 6EG
NGR:	NZ 402096 561648
Client:	Mr. Joe Forster
Project Type:	Archaeological Evaluation
Project Code:	BRN-14
Planning Application:	13/03390/FUL
County Archaeologist's Reference:	T8/01:18363
County Conservation Team:	Northumberland Conservation
Vindomora Solutions ref:	o85-14-HS
Report Author:	Tony Liddell
Report Date:	Monday, February 3, 2014
OASIS ID:	vindomor1-169798
Ordnance Survey Licence Ref:	100053142

## CONCISE SUMMARY OF REPORT

A planning application has been submitted by Mr. Joe Forster to Northumberland County Council for the construction of a single-storey three-bedroom bungalow on land to the west of Ford Bungalow, Broomhaugh, Riding Mill, Northumberland. Northumberland Conservation considered that the application site had the potential to include heritage assets with archaeological interest and as such considered that field evaluation was necessary to provide sufficient information to properly assess the archaeological impact of the application and to inform proportionate and quantifiable mitigation requirements. On the 13<sup>th</sup> January 2014, Vindomora Solutions were commissioned to undertake the archaeological investigation necessary to fulfil planning conditions.

The excavation of the evaluation trench revealed no archaeological deposits, structures or stray artefacts barring modern domestic waste in the topsoil.

The initial study of the historic background and land use of the site suggests that it was part of Broomhaugh Wood until at least 1896 and cleared in the 20<sup>th</sup> century for use as an allotment garden. In recent years, the land has also been used by the neighbouring properties as a dumping ground for domestic material such as ash from log burners and general garden waste. Nearby garden finds of potential Romano-British pottery and worked flint may suggest human activity directly north of the site, though there is no evidence to suggest that it lies within the current development area. There is no historic evidence for human activity barring garden and allotment use within the development area, and as such the development is highly unlikely to impact on any historic or archaeological assets.

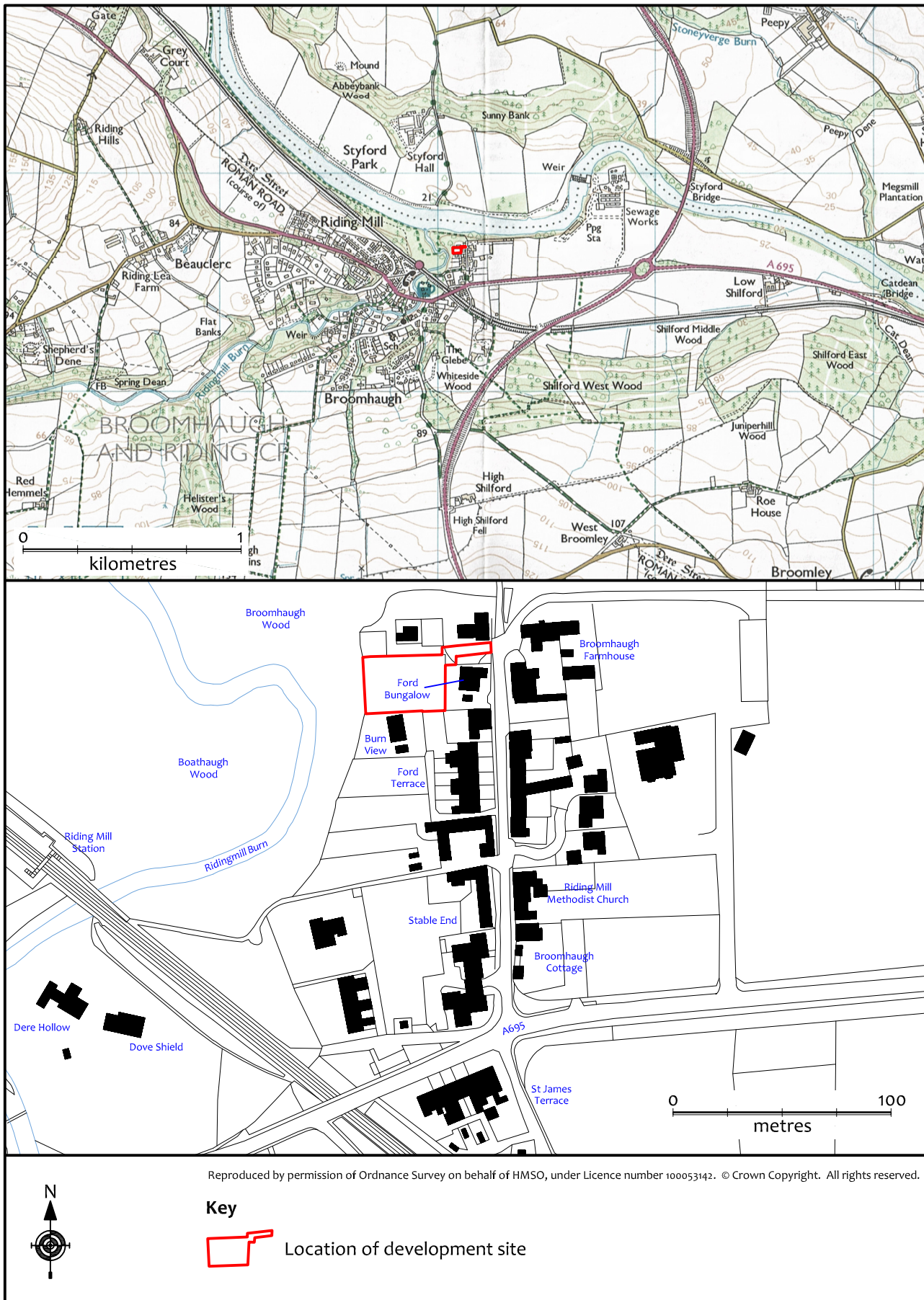


Figure 1. Location of development site



## 1. SCOPE OF PROJECT



*Plate 1: The site looking west prior to the evaluation.*

### 1.1 Location

- 1.1.1 The site is located in the northern extent of Broomhaugh, Riding Mill, Northumberland and centred at NGR NZ 402096 561648. The development is situated directly west of Ford Cottage, and 50m west of Broomhaugh Farm House. It also lies 20m to the east of Ridingmill Burn and Broomhaugh Wood, divided by a steep scarp. Burn View cottage and the Old Manse lie to the south of the plot, with a temporary house to the north. The A695 also lies 170m to the south.
- 1.1.2 At the time of the archaeological evaluation, the land can be characterised as waste ground.
- 1.1.3 The geology of the area consists of stepped alluvial terraces which have been created by the River Tyne and its changing course. The underlying geology consists of sedimentary rocks of Carboniferous age, overlain by glacially deposited boulder clay, sands and gravels (Countryside Commission 1998).
- 1.1.4 The average height above sea level of the development site is 31.10m aOD.

### 1.2 Circumstances of the project

- 1.2.1 A planning application (13/03390/FUL) has been submitted by Mr. Joe Forster to Northumberland County Council for the construction of a single-storey three-bedroom bungalow on land to the

west of Ford Bungalow, Broomhaugh, Riding Mill, Northumberland (and change of use of the relevant plot of land).

- 1.2.2 The National Planning Policy Framework sets out policy relating to the assessment and potential mitigation to heritage resources within the planning system. The Framework requires that Local Planning Authorities (in this case, Northumberland County Council) instigate schemes of work to be undertaken by developers to investigate the value of the heritage assets which their projects will impact upon. In the case of the project in question, Northumberland Conservation considered that the application site has the potential to include heritage assets with archaeological interest and as such considered that field evaluation was necessary to provide sufficient information to properly assess the archaeological impact of the application and to inform proportionate and quantifiable mitigation requirements. This is consistent with the objectives of paragraphs 128-129 of the National Planning Policy Framework.

- 1.2.3 On the 13<sup>th</sup> January 2014, Vindomora Solutions were commissioned to undertake the archaeological investigation necessary to fulfil planning conditions. This report details the findings of the evaluation work.

### 1.3 Written Scheme of Investigation

- 1.3.1 The project brief (T8/01:18363) for this project was produced on 7<sup>th</sup> January 2014 by David Bull, Assistant County Archaeologist, and the subsequent Written Scheme of Investigation was produced on the 22<sup>nd</sup> January 2014 by Vindomora Solutions. The project brief can be viewed in Appendix 1.

### 1.4 The Evaluation

- 1.4.1 The evaluation consisted of the excavation of one trench, 15m long and 2m wide, positioned to ascertain the potential of archaeological remains within the footprint of the proposed bungalow.

### 1.5 Research agenda

- 1.5.1 Archaeological and historical research objectives are now built into developer funded archaeological schemes of work. This is a result of a number of English Heritage national policy frameworks: *Exploring our Past* (1991), *Frameworks for our Past* (1996), *Research Agenda* (1997) and *Policy Statement on Implementation* (1999). The research priorities with direct relevance to this project are set out in *Shared Visions: North East Regional Research Framework for the Historic Environment* (2006), in particular Mdi. *Settlement*, potentially Mdvii. *Medieval Ceramics and other artefacts*, Mdxii. *The medieval to post-medieval transition*, Pmv. *The growth of civil life and Mix. Environmental evidence*.

### 1.6 Professional Standards

- 1.6.1 All work undertaken was in accordance with the Institute for Archaeologists' *Code of Conduct* (2010) and their *Standard and Guidance for an archaeological evaluation* (2008). Standards were also in accordance with the British Archaeologists' and Developers' Liaison Group's *Code of Practice* (1988).

### 1.7 Project Personnel

- 1.7.1 The archaeological evaluation was undertaken by Tony Liddell B.Sc. (Hons) and Alan Williams BA (Hons). This report and associated illustrations were produced by Tony Liddell.

### 1.8 Timetable

- 1.8.1 The evaluation was undertaken on the 27<sup>th</sup> January 2014. The report was produced for the 30<sup>th</sup> January 2014.

## 1.9 Archive

- 1.9.1 A full archive has been compiled in line with the specification and current UKIC and English Heritage Guidelines. The project code is **BRN-14** for **Broomhaugh Riding Mill Northumberland 2014**. Vindomora Solutions support the **Online Access** to the **Index of Archaeological Investigations** project (OASIS). As a result, this report will be made available to the project under the unique identifier **vindomora-163364**.

## 1.10 Acknowledgements

- 1.10.1 Thanks are extended to Joe Forster for commissioning the evaluation and to David Bull and Elizabeth Williams of Northumberland Conservation for their support during this project.

## 2. HISTORICAL BACKGROUND

### 2.1 Introduction

- 2.1.1 This background history of the area is based primarily on information stored within the Historic Environment Record (HER) which was consulted on Monday 20<sup>th</sup> January 2014. The search parameter was a radius of 500m from the development site. The HER search produced 19 sites of potential interest within the study area, and can be seen on *Figure 2*.

### 2.2 Prehistoric

- 2.2.1 There are no known prehistoric sites within the study area, though a number of worked flints were allegedly recovered from the garden to the north of the development area by its owner.

### 2.3 Roman/Romano-British

- 2.3.1 The known course of the Roman Road *Dere Street* (HER 12392) is located 350m southwest of the development site. The road dates from the Roman period (from AD 79), but remained in use throughout the medieval period until the end of the 18<sup>th</sup> century as major through-fare, and then until the early 19<sup>th</sup> century as a droveway for cattle. The road runs northwards from Corbridge and passes through Hadrian's Wall at Portgate before splitting 2 kilometres north of the Wall and the two branches heading in their respective directions.
- 2.3.2 Riding Mill Burn footbridge (HER 10071) replaced an original Roman bridge crossing the burn at this point.
- 2.3.3 A large assemblage of potential Romano-British pottery was allegedly recovered from the garden north of the development area by its owner, though the date of the sherds nor their precise origin has never been ascertained.

### 2.4 Medieval

- 2.4.1 The deserted medieval village of Styford (HER 10068) lies approximately 350m north of the development site on the far side of the River Tyne. Its Lay Subsidy was 13 shillings in 1334, when the settlement comprised only demesne labourers: the estate was still a demesne in 1608, but leased to a single tenant. The village was emparked in 1816.
- 2.4.2 More locally, the parish or township was known as Riding as early as 1262 but gained the name 'Riding Mill' due to the presence of a water mill (HER 10069) located 340m southwest of the development site. The mill was working until 1902, then fell into decay before being taken over by a firm of builders and decorators.

### 2.5 Post-Medieval

- 2.5.1 There is a large post-medieval presence within Broomhaugh and Riding Mill, with Broomhaugh Farmhouse (HER 10075) lying only 50m to the east of the development area. The farmhouse is a Grade II listed bastle, dating to the late 16<sup>th</sup> century/early 17<sup>th</sup> century and enlarged and remodelled in the 18<sup>th</sup> century. It rests as the northernmost house on the east side of the old village street. 90m to the south of the development lies Stable End (HER 10076), another late 16<sup>th</sup> century/early 17<sup>th</sup> century bastle, remodelled in 1699.
- 2.5.2 Broomhaugh Methodist Chapel (HER 10113) lies 103m to the southeast of the development and had a burial ground in use mid 17<sup>th</sup> century, though current chapel dates to 1842 therefore suggesting an earlier ecclesiastical building being present potentially on the site of the existing chapel. A house (HER 23624) was added to the chapel in 1842.





Figure 2. Historic Environment Record (HER) site locations

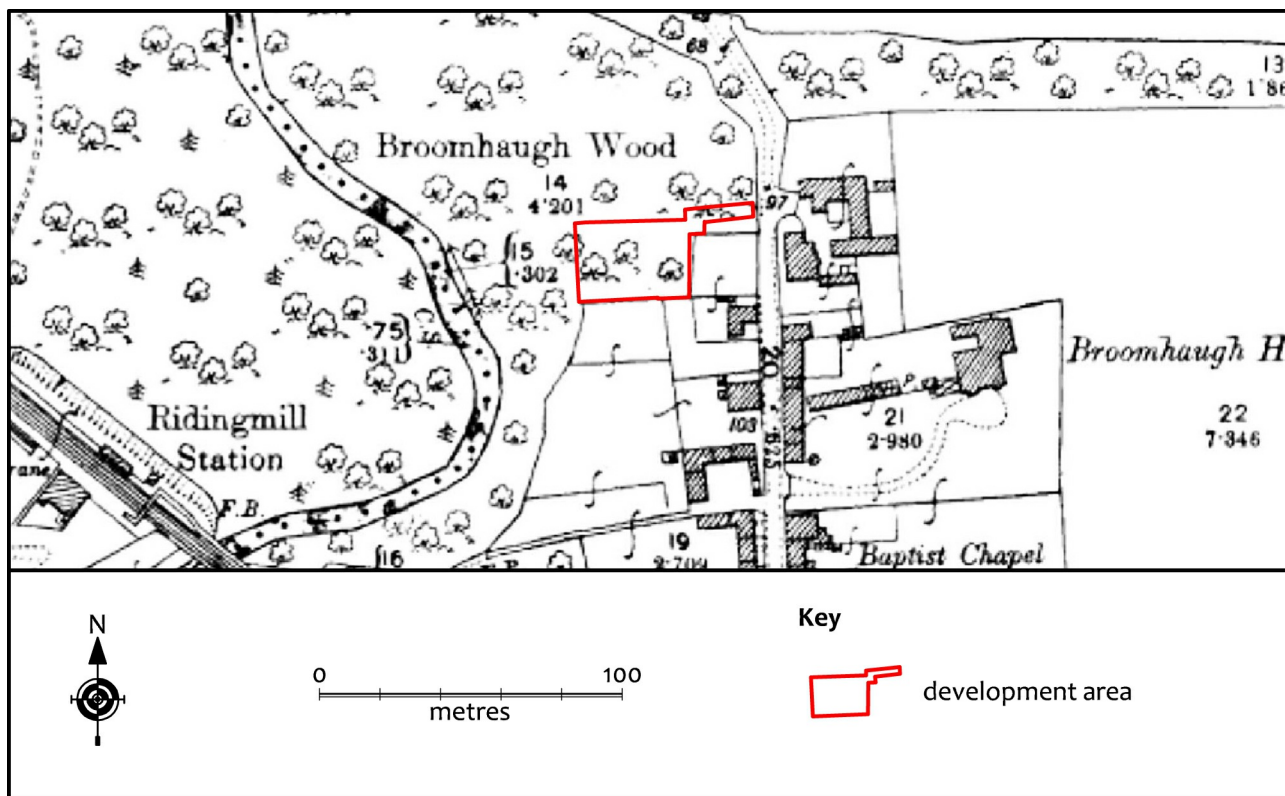


Figure 3. Extract of the 1896 Second Edition Ordnance Survey 1:2500 scale map showing the development area within Broomhaugh Wood.

- 2.5.3 360m to the southwest of the development site lies Riding Mill Burn footbridge (HER 10071), a pack horse bridge built circa 1603 on the site of, as previously mentioned, an original Roman bridge. On the north side of the burn, traces of old masonry remain *in-situ*.
- 2.5.4 290m to the southwest of the development lies The Wellington Inn (HER 10070), a Grade II Listed Building, built in 1660 and altered in the late 18<sup>th</sup> century before being extended again in 1812. Mrs. Williams' Cottage (HER 23627), built in 1828 as a schoolroom and remodelled in 1855 with the first floor added a couple of decades later lies 132m southeast of the Inn.
- 2.5.5 Riding Mill Station (HER 18782) lies 180m southwest of the development. It was built in 1832 with a later 19<sup>th</sup> century block addition. The road bridge (HER 10099) over the railway is a Grade II Listed Building, dated 1832, and the station footbridge (HER 23629) is a 19<sup>th</sup> century cast-iron passenger footbridge.
- 2.5.6 A boundary Stone (HER 23623) dating to 1825-1850 lies 370m south of the site. A milepost (HER 18760), present in 1865 lies 440m to the west of the site, and another (HER 18777) lies 460m to the southeast.
- 2.5.7 The Parish Church of St. James (HER 23626) was built in 1858 and enlarged in 1879. An associated drinking fountain (HER 23628) dated to 1873 lies to the southeast. The Church lies 400m southwest of the development site.
- 2.5.8 Hollin Hill Terrace (HER 23620) is a terrace of eight brick houses, built in 1864, and lies 450m to the west of the development.
- 2.5.9 The 1865 1:2500 scale First Edition Ordnance Survey map shows the development area as being part of Broomhaugh Wood, with the 1896 map showing no change in the area's usage.



## 2.6 Modern

- 2.6.3 The 1921 1:2500 scale Third Edition Ordnance Survey map shows the development area as pastureland, with the 1963 map showing the area as a garden or allotment.
- 2.6.1 Aerial photography sourced from *Google Earth* dated the 9<sup>th</sup> November 2007 shows the development area as part wooded and scrubland. Photography from the 6<sup>th</sup> January 2009 shows the development area as part wooded, with images from 31<sup>st</sup> December 2012 showing the development area as cleared wasteland.

### 3. THE EVALUATION

#### 3.1 Methodology

- 3.1.1 The location of the trench can be seen on *Figure 4*, alongside its location in relation to the proposed footprint of the new bungalow.
- 3.1.2 The trench was excavated by a Kubota KX015-4 mechanical excavator operated by the client, Joe Forster. A toothless ditching bucket was utilised, and the final excavated trench measured 15.05m long and 2m wide at base.
- 3.1.3 The machining of the topsoil was closely observed throughout the process.
- 3.1.4 The trench was recorded using *pro-forma* record sheets and was photographed using digital photography.

#### 3.2 Stratigraphical description

- 3.2.1 Natural substrate [3], a yellow-brown sandy gravel was encountered at 0.45-0.49m below the current ground surface.
- 3.2.2 The substrate was tested via a *sondage*, located 4.7m from the southern end of the trench. The *sondage* was excavated 2m wide and a further 0.30m into the substrate without any noticeable change.
- 3.2.3 Over the natural substrate was a dark grey-brown sandy topsoil [1], averaging 0.45m thick. The topsoil contained roots, modern window glass shards and 20<sup>th</sup> century ceramic sherds. No differentiation could be ascertained between the topsoil and any earlier subsoils or ploughsoils.
- 3.2.4 A cast-iron pipe [2] was located running north 2m from the southern end of the trench, approximately 0.25m below the surface and within topsoil [1]. This was left *in situ* on a small baulk to prevent damage in case the pipe, likely carrying water, was still active. The cut for the pipe was not visible. The line of this pipe can be seen on *Figure 4*.
- 3.2.5 A section of the trench can be seen on *Figure 5*.

Context No.	Type	Description
1	Topsoil	Dark grey-brown sandy topsoil
2	Service	Cast iron water? pipe
3	Natural	Natural substrate, yellow-brown sandy gravel

Table 1. Context summary

#### 3.3 Archaeological description

- 3.3.1 No structures or deposits of an archaeological nature were discovered during the evaluation.
- 3.3.2 The artefacts recovered from the topsoil were all of 20<sup>th</sup> century origin and were discarded. It was noted that a large amount of 20<sup>th</sup> century glass and ceramics remain on the surface of the development area, likely from local dumping.
- 3.3.3 The form and nature of the trench can be examined on *Plates 2-4*.



Figure 4. Trench plan

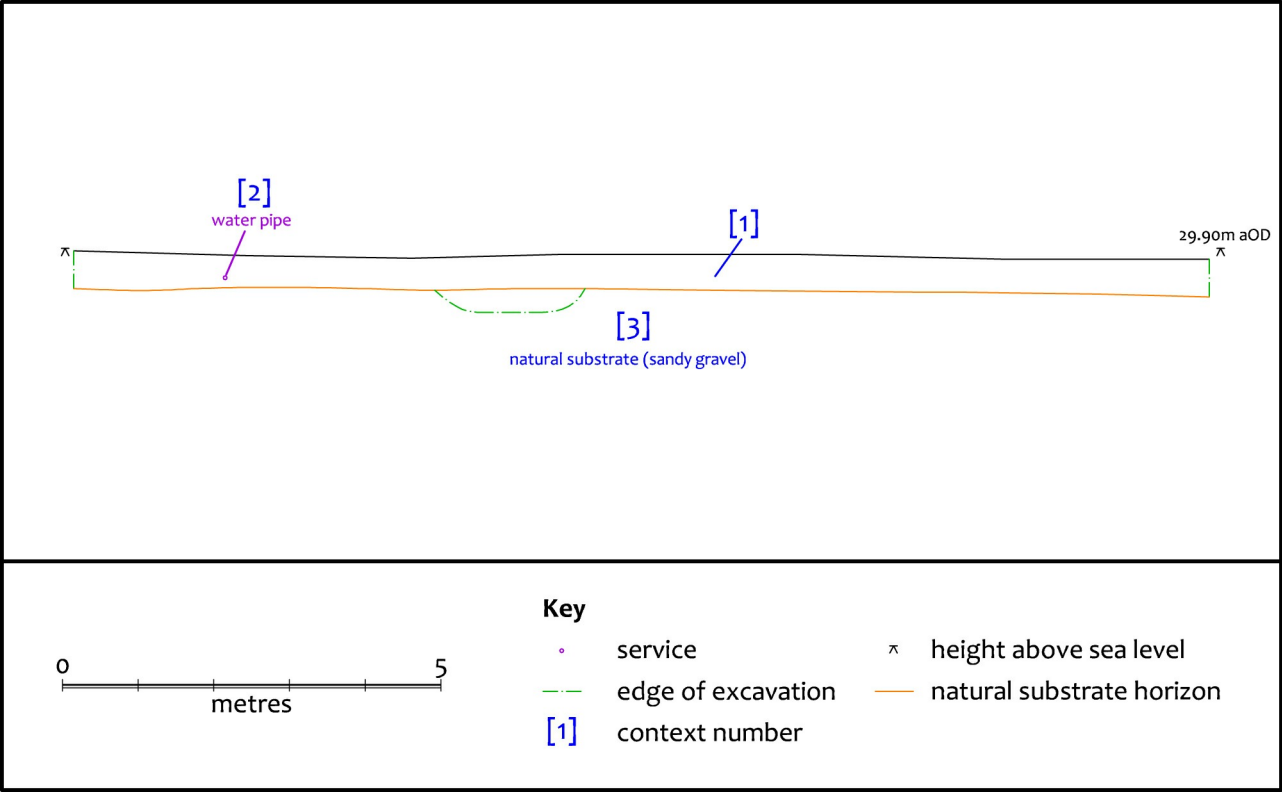


Figure 5. East facing section of the trench.

Plate 2. West facing section edge of the trench, located within the sondage.







Plate 3. The trench, looking south with a 2m scale.





Plate 4. The trench, looking north with a 2m scale.



## 4. CONCLUSIONS

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### 4.1 Conclusions

- 4.1.1 The excavation of the evaluation trench revealed no archaeological deposits, structures or stray artefacts barring modern domestic waste in the topsoil.
- 4.1.2 The initial study of the historic background and land use of the site suggests that it was part of Broomhaugh Wood until at least 1896 and cleared in the 20<sup>th</sup> century for use as an allotment garden. In recent years, the land has also been used by the neighbouring properties as a dumping ground for domestic material such as ash from log burners and general garden waste. Nearby garden finds of potential Romano-British pottery and worked flint may suggest human activity directly north of the site, though there is no evidence to suggest that it lies within the current development area. There is no historic evidence for human activity barring garden and allotment use within the development area, and as such the development is highly unlikely to impact on any historic or archaeological assets.

## 5. REFERENCES

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- British Archaeologists' and Developers' Liaison Group (1988) *Code of Practice*
- Bull, D. (2014) *Land west of Ford Bungalow, Broomhaugh, Riding Mill, Northumberland*. Brief for an Archaeological Evaluation.
- Countryside Commission (1998) *Countryside Character Volume 1: North East*
- Department for Communities and Local Government (2012) *Communities and Local Government: National Planning Policy Framework*
- English Heritage (1991) *Exploring our Past*
- English Heritage (1996) *Frameworks for our Past*
- English Heritage (1997) *Research Agenda*
- English Heritage (1999) *Policy Statement on Implementation*
- Institute for Archaeologists (2010) *Code of Conduct*
- Institute for Archaeologists (2008) *Standard and Guidance for an archaeological evaluation*
- Liddell, T. (2014) *Land west of Ford Bungalow, Broomhaugh, Riding Mill, Northumberland*. Written Scheme of Investigation. Vindomora Solutions
- Northumberland County Council, *Historic Environment Record*
- Ordnance Survey mapping, 1865 to present
- Petts, D. & Gerrard, C. (2006) *Shared Visions: The North-East Regional Research Framework for the Historic Environment*. Durham

### Online sources

- Beamish Museum People's Collection
- Woodhorn Museum and Northumberland Archives
- [http://communities.northumberland.gov.uk/Riding Mill.htm](http://communities.northumberland.gov.uk/Riding_Mill.htm)
- <http://www.ridingmill.org/>



## APPENDIX 1: PROJECT BRIEF

Planning ref: 13/03390/FUL

NC ref: T8/01:18363

### LAND WEST OF FORD BUNGALOW, BROOMHAUGH, RIDING MILL, NORTHUMBERLAND

#### Brief for an Archaeological Evaluation

#### 1 Introduction

1.1 A planning application has been submitted for a development of a single 3 bedroomed bungalow on land west of Ford Bungalow, Broomhaugh, Riding Mill.

1.1.1 Abundant stray flint and pottery finds has been collected from land surrounding and adjacent to the proposed development area. Photographs of a sample of this significant assemblage show pre-historic worked flint and coarse grey ware pottery. An experienced independent professional archaeological consultant has confirmed that the pottery is locally produced wheel thrown coarse grey ware of probable Romano-British, or medieval origin.

1.1.2 The proposed development area is located 350m north-east from the known course of Dere Street Roman Road and 50m west of Broomhaugh Farmhouse, a Grade II listed bastle house. The quantity of archaeological material in the vicinity along with its riverside location and proximity to Dere Street suggests possible local manufacture and/or occupation and trade of the Roman and/or medieval periods. There is therefore a high potential for evidence of past human activity in the form of buried archaeological features to survive within the proposed development area.

#### 1.2 Policy Background

1.2.1 Policy relating to the assessment and mitigation of impacts to the heritage resource within the planning system is set out in the *National Planning Policy Framework*, published on the 27<sup>th</sup> March 2012. The NPPF advises that the planning system should perform ‘an environmental role’, contributing to and protecting the built and historic environment and that the pursuit of ‘sustainable development’ includes seeking improvements to the built, natural and historic environment.

1.2.2 The Framework further clarifies that, in circumstances where heritage assets will be damaged or lost as a result of development, Local Planning Authorities should require developers to record and advance the understanding of the asset to be lost in a manner appropriate to the significance of the asset. The evidence (and any archive) generated as part of the plan making process should be made publically accessible; copies of the evidence generated should be deposited with the relevant Historic Environment Record and archives with the relevant museum.

1.2.3 Paragraphs 128 – 129 of the NPPF advise that:

- In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting.
- The level of detail should be proportionate to the assets’ importance and no more than is sufficient to understand the potential impact of the proposal on their significance.
- As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary.
- Where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation.
- Local planning authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this assessment

into account when considering the impact of a proposal on a heritage asset, to avoid or minimise conflict between the heritage asset's conservation and any aspect of the proposal.

- 1.3 Northumberland Conservation considers that the application site has the potential to include heritage assets with archaeological interest. Northumberland Conservation has advised Northumberland County Council (NCC) Development Management Team (West Area), that the planning application should provide sufficient information to understand the impact of the proposal on the significance of potential heritage assets. Northumberland Conservation considers that a field evaluation is necessary to provide sufficient information to properly assess the archaeological impact of this application and to inform proportionate and quantifiable mitigation requirements.
- 1.4 This brief constitutes Northumberland Conservation's justification for the investigation, its objectives and the strategy and procedures to apply to the archaeological evaluation. The results of this work will be used to inform the planning decision.
- 1.5 This brief does not constitute the 'written scheme of investigation'. It is intended to establish the project parameters to enable an archaeological consultant or contractor to tender for the work and once commissioned to prepare and submit an appropriate Method Statement, Project Design or Specification to Northumberland Conservation for approval prior to work commencing. The project design/specification should be based on a thorough study of all relevant background information, in particular any assessment or evaluation reports or, in their absence, data held or referenced in Northumberland Historic Environment Record Office (HER).
- 1.6 The extent of the development has been taken from plans attached to the planning application. The archaeological consultant or contractor will need to confirm the extent of the development and the nature of the works with the developer as part of the specification.
- 1.7 **Northumberland Conservation Charging Policy**
  - 1.7.1 Northumberland Conservation operates a charging policy. Charges are calculated to recover the costs of staff time and travel associated with the preparation and monitoring of archaeological assessment and mitigation work in the planning context.
  - 1.7.2 A copy of the current charging policy is available to view via the Northumberland County Council website.
  - 1.7.3 This is an application for a single dwelling. Applicable fees are set out in Table 2 of the Fee Schedule.
  - 1.7.4 Contractors should therefore ensure that they have made provision for any associated fees as part of any required tender submissions or project costings.
- 1.8 **Purpose of the Brief**
  - 1.8.1 This brief constitutes Northumberland Conservation's justification for the investigation, its objectives and the strategy and procedures to apply to the programme of archaeological recording. This brief does not constitute the required 'written scheme of investigation'.
  - 1.8.2 The brief is intended to establish the project parameters to enable an archaeological consultant or contractor to tender for the work and, once commissioned, to prepare and submit an appropriate Written Scheme of Investigation/Project Design/Method Statement to Northumberland Conservation for approval prior to work commencing.
- 1.9 **Purpose of the Written Scheme of Investigation (WSI)**
  - 1.9.1 The Written Scheme of Investigation (WSI)/Project Design/Method Statement should be produced in line with the detailed requirements laid out in the brief or following detailed discussion with the Assistant County Archaeologist.
  - 1.9.2 The developer should discuss the extent of the development, the nature of the works and their intended scope of works with their archaeological contractor prior to the production of a WSI, in order that an appropriate programme of archaeological monitoring can be agreed and confirmed within the WSI. In line with part (a) of the planning condition, work cannot commence on site until the WSI has been submitted to NCC Development Management Team (Western Area) and approved in writing on the advice of Northumberland Conservation. Northumberland Conservation now charges for this service. The current costs laid out in the charging document will apply for a single dwelling application (Table 2).

## 2 Site Specific Requirements

- 2.1 The evaluation work proposed here is designed to ascertain whether there are any archaeological constraints that may affect the planned development. The purpose of trial excavation is to establish the presence or absence of archaeological remains, their quality, depth and preservation.
- 2.2 The evaluation should comprise c.3% of the proposed development area and should take the form of 1 trenches measuring 15m by 2m, in total an area of 30 square m. Should changes to the trench dimensions be necessary these should be discussed with the Assistant County Archaeologist and approved prior to work commencing on site. The trenches should be located to investigate:

*The footprint of the building/access route*

- 2.3 Access arrangements, especially for mechanical excavation equipment, should be confirmed with the person or body commissioning the work, and where appropriate also with the land owner. Utility information should be requested prior to work commencing on site, so that the utilities can be avoided.

## 3 General Standards

- 3.1 All work should be carried out in compliance with the codes of conduct of the Institute for Archaeologists (IfA) and will follow the IfA Standard and Guidance for Archaeological Field Evaluation.
- 3.2 All work should be carried out in compliance with the Regional Statement of Good Practice.
- 3.3 Archaeological contractors must be able to prove that they have appropriate excavation experience and current insurance to undertake excavations.
- 3.4 The contractor should provide an indication of the resources they are proposing to use on the site, expressed where appropriate as a number of person days for each grade.
- 3.5 All staff must be suitably qualified and experienced for their project roles. Short CVs/relevant career histories should be provided in the specification for all site staff of supervisor or higher grade as well as any specialists involved in the project either in the field or during the post excavation phase. Details must also be supplied for office based staff involved in the management and direction of the project.

### 3.6 Pre-site work preparation

- i) A specification in line with this brief must be submitted and approved by Northumberland Conservation prior to work commencing.
- ii) All staff must familiarise themselves with the archaeological background of the site, and the results of any previous work in the area, prior to the start of work on site. All staff must be aware of the work required under the specification, and must understand the projects aims and methodologies.
- iii) As required by Paragraph 128 the NPPF, the appointed contractor must consult the Historic Environment Record as part of the site assessment process. Contractors should therefore ensure that they have made provision for to consult the HER as part of any required tender submissions or project costings. The results should be included in the written scheme of investigation.
- iv) The archaeological contractor should note that the formulation of an appropriate environmental sampling strategy is a mandatory part of this project. Advice on such a strategy must be obtained from the English Heritage Scientific Advisor for North East England, Dr Jacqui Huntley, English Heritage Offices, Bessie Surtees' House, 41-44 Sandhill, Newcastle upon Tyne NE1 3JF(Tel. 0191 269 1250 or Mobile (preferred contact): 077134 00387).The sampling strategy should be included in the specification and submitted to the Assistant County Archaeologist for approval.
- v) The relevant museum should be contacted to discuss archiving, prior to work commencing.

### 3.7 Fieldwork

- i) Topsoil and unstratified modern material may be removed mechanically by a machine using a wide toothless ditching blade. This must be carried out under continuous archaeological supervision
- ii) The topsoil or recent overburden should be removed in successive level spits down to the first significant archaeological horizon or the natural subsoil, whichever is encountered first.

- iii) All faces of the trench that require examination or recording must be cleaned sufficiently to establish the presence or absence of archaeological remains
- iv) The top of the first significant archaeological horizon or the natural subsoil must be cleaned sufficiently to allow for its inspection for features.
- v) In the event that small discrete archaeological features are revealed, including but not limited to postholes and pits, during machining or subsequent cleaning of the trench, the trench will need to be expanded either side of the feature by a machine bucket width *as standard*. If further additional trench expansion is required, this should be carried out following discussions with the Assistant County Archaeologist and at that stage the contingency allowance can be used.
- vi) All subsequent deposits must be excavated by hand
- vii) The archaeology must be investigated sufficiently to establish its nature, extent and date, unless it is deemed of sufficient importance to require total preservation *in situ*. All features exposed should be sample excavated. This would typically comprise:
  - 50% of every discrete feature
  - 25% of the area of linear/curvilinear features with a non-uniform fill
  - 10% of the area of linear/curvilinear features with a uniform fill
- viii) Within the constraints of the site, the excavations should be maintained in a manner that allows quick and easy inspection without any requirement for additional cleaning.
- ix) Deposits should be assessed for their potential for providing environmental or dating evidence. Sampling should be in line with the strategy agreed with Jacqui Huntley and Northumberland Conservation
- x) In the event of human burials being discovered, they should be left *in situ*, covered and protected and the coroners' office should be informed. If removal is essential, work must comply with relevant Home Office regulations.
- xi) Appropriate procedures under the relevant legislation must be followed in the event of the discovery of artefacts covered by the provisions of the Treasure Act 1996.
- xii) The drawn record from the site must include a representative selection of long sections from the excavations that clearly allow the nature and depth and any significant changes in the deposits recorded to be demonstrated. If there is any uncertainty, advice should be sought from the Assistant County Archaeologist as to which sections may be appropriate for inclusion within the site record.
- xiii) During and after the excavation, all recovered artefacts must be stored in the appropriate materials and storage conditions to ensure minimal deterioration and loss of information (this should include controlled storage, correct packaging, regular monitoring of conditions, immediate selection for conservation of vulnerable material).

### 3.8 Contingency

- 3.8.1 In some circumstances a programme of evaluation may, in answering the questions posed, also raise others of an unexpected nature. Every attempt should be made to deal with the problem by agreed modification of the specification while fieldwork is in progress.
- 3.8.2 A contingency sum should be allowed for the excavation of an additional 10m of trench to answer particular issues that may arise during fieldwork. Failure to make this allowance, where appropriate, may necessitate further evaluation work being recommended to the local authority and a delay in the decision making process.
- 3.8.3 The activation of the contingency must only be undertaken after discussion with, and with the agreement of the Assistant County Archaeologist. A representative of the developer/owner etc should be present at such discussions.
- 3.8.4 In the event that hearths, kilns or ovens (of whatever period, date or function) are identified during the watching brief, provision should be made to collect at least one archaeo-magnetic date to be calculated from each individual hearth surface (or in the case of domestic dwellings sites a minimum of one per building identified). Where applicable, samples to be collected from the site and processed by a suitably trained

specialist for dating purposes. In the event that such deposits or structures are identified, Northumberland Conservation should be contacted to discuss the appropriate response. This specific aspect of the sampling strategy should also be discussed in advance with English Heritage as per 'General Standards' above.

### 3.9 Recording

- The evaluation trench should be accurately related to the National Grid and located on a 1:2500 or 1:1250 map of the area.
- A full and proper record (written, graphic and photographic as appropriate) should be made for all work, using pro forma record sheets and text descriptions appropriate to the work. Accurate scale plans and section drawings should be drawn at 1:50, 1:20 and 1:10 scales as appropriate
- The stratigraphy of all trenches should be recorded even where no archaeological deposit have been identified
- All archaeological deposits and features, the current ground level and base of the trench must be recorded with an **above Ordnance Datum (aOD)** level.
- A photographic record of all contexts should be taken in colour transparency and black and white print and should include a clearly visible, graduated metric scale. A register of all photographs should be kept
- Where stratified deposits are encountered, a 'Harris' matrix should be compiled

## 4 Post excavation work, archive, and report preparation

### 4.1 Finds

- 4.1.1 All finds processing, conservation work and storage of finds must be carried out in compliance with the IfA Guidelines for Finds Work and those set by UKIC.
- 4.1.2 The deposition and disposal of artefacts must be agreed with the legal owner and recipient museum prior to the work taking place. Where the landowner decides to retain artefacts, adequate provision must be made for recording them. Details of land ownership should be provided by the developer.
- 4.1.3 All retained artefacts must be cleaned and packaged in accordance with the requirements of the recipient museum.

### 4.2 Site Archive

- 4.2.1 Archiving work must be carried out in compliance with the IfA Guidelines for Archiving .
- 4.2.2 The archive and the finds must be deposited in the appropriate local museum, within 6 months of completion of the post-excavation work and report.
- 4.2.3 Before the commencement of fieldwork, contact should be made with the landowners and with the appropriate local museum to make the relevant arrangements. Details of land ownership should be provided by the developer. Details of the appropriate museum can be provided by the Assistant County Archaeologist.
- 4.2.4 Northumberland County Council will require confirmation that the archive had been submitted in a satisfactory form to the relevant museum.

### 4.3 Report

- 4.4 The archaeological evaluation is the first stage in a potentially multi-staged programme of archaeological assessment which has been requested to inform the determination of a planning application. Further stages of assessment may be required. As required by Paragraph 128 of the NPPF, all stages of assessment should be undertaken prior to the determination of an application and the results used to inform the explanation of design concept and consideration of the impact of development on the significance of the heritage resource.
- 4.4.1 Northumberland Conservation require one bound paper copy and one digital copy (in Word or PDF format) of the report
- 4.4.2 Each page and paragraph should be numbered within the report and illustrations cross-referenced within the text.



4.4.3 The report should include the following as a minimum:

- i) Planning application number, Northumberland Conservation reference, OASIS reference number and an 8 figure grid reference
- ii) The nature and extent of the proposed development and client information
- iii) A location plan of the site at an appropriate scale of at least 1:10 000
- iv) A location plan showing trench locations within the site. This must be at a recognisable planning scale, and located with reference to the national grid, to allow the results to be accurately plotted on the Historic Environment Record
- v) Plans and sections of archaeology located at a recognisable planning scale (1:10, 1:20, 1:50 or 1:100, as appropriate)
- vi) Period based discussion of the known and potential archaeological sites within the proposed development area
- vii) A summary statement of the results
- viii) A table summarising the deposits, features, classes and numbers of artefacts encountered and spot dating of significant finds
- ix) A description of the geology on the site
- x) Discussion of the physical impact of the proposed development on known and potential archaeological sites
- xi) A copy of this brief
- xii) A copy of the 'check-list' appended to this brief
- xiii) Any variation to the above requirements should be approved by the planning authority prior to work being submitted

**4.5 OASIS**

- 4.5.1 Northumberland Conservation and HER support the Online Access to Index of Archaeological Investigations (OASIS) Project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large scale developer funded fieldwork.
- 4.5.2 The archaeological consultant or contractor must therefore complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>. If the contractors are unfamiliar with OASIS, they are advised to contact Northumberland HER prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, Northumberland HER will validate the OASIS form thus placing the information into the public domain on the OASIS website. The archaeological consultant or contractor must indicate that they agree to this procedure within the specification/project design/written scheme of investigation submitted to Northumberland Conservation for approval

**4.6 Publication**

- 4.6.1 A summary should be prepared for 'Archaeology in Northumberland' and submitted to Liz Williams, Northumberland HER Officer, by December of the year in which the work is completed.
- 4.6.2 A short report of the work should also be submitted to a local journal if appropriate.

**5 Monitoring**

- 5.1 The Assistant County Archaeologist must be informed on the start date and timetable for the evaluation in advance of work commencing.
- 5.2 Reasonable access to the site will be afforded to the Assistant County Archaeologist or his/her nominee at all times, for the purposes of monitoring the archaeological evaluation
- 5.3 Regular communication between the archaeological contractor, the Assistant County Archaeologist and other interested parties must be maintained to ensure the project aims and objectives are achieved.

## **6 Further Guidance**

6.1 Any further guidance or queries regarding the provision of a specification should be directed to:

David Bull  
Assistant County Archaeologist  
Northumberland County Council  
County Hall  
Morpeth  
Northumberland  
NE61 2EF

Tel: 01670 622655

Fax: 01670 533409

e-mail: [david.bull@northumberland.gov.uk](mailto:david.bull@northumberland.gov.uk)

7<sup>th</sup> January 2014

## Archaeological Evaluation Report Check List

**Site name:** Land west of Ford Cottage, Broomhaugh, Riding Mill

**Archaeological Contractor:** Vindomora Solutions

Check List	Contractor	Northumberland Conservation (NC)
Copy of report checklist	✓	
Planning ref.	✓	
Northumberland Conservation ref.	✓	
OASIS ref.	✓	
Confirmation that all OASIS sections completed incl. submission of grey literature		
8 figure grid reference	✓	
<b>Results</b>		
Summary statement of the results	✓	
Table summarising the deposits, features, classes and numbers of artefacts encountered and spot dating of significant finds	✓	
<b>Plans and sections</b>		
Location plan at scale of at least 1:10000	✓	
Plans showing location of archaeological work at recognisable planning scale	✓	
Plans showing location of archaeological work with reference to national grid	✓	
Detailed plans and sections at recognisable planning scale	✓	
Above Ordnance Datum levels and levels below current ground level in the text	✓	
Above Ordnance Datum levels included on plans and sections	✓	
Any variation approved by NC prior to work commencing		

**Contractor checked:**

**NC Officer checked:**

**Date:**

**Date:**